



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

SPECIAL COUNCIL MEETING

Date: Thursday April 14, 2011
Time: 9:30 a.m.
Location: Council Chambers, 495 Hot Springs Road
Harrison Hot Springs, British Columbia

1. CALL TO ORDER		
	(a)	Meeting called to order by Mayor Becotte
2. INTRODUCTION OF LATE ITEMS		
3. APPROVAL OF AGENDA		
4. ADOPTION OF COUNCIL MINUTES		
		Item 4.1
5. BUSINESS ARISING FROM THE MINUTES		
		Item 5.1
6. CONSENT AGENDA		
i. Bylaws	<input type="checkbox"/> Bylaw No 965 – Building Regulation Bylaw Recommendation: THAT Bylaw No. 965, 2011 Building Regulation Bylaw be adopted.	Item 6.i Page 1
ii. Agreements		Item 6.ii
iii. Committee/ Commission Minutes		Item 6.iii
iv. Correspondence		Item 6 iv

7. DELEGATIONS AND PETITIONS		
<input type="checkbox"/>		None
8. CORRESPONDENCE		
		Item 8.1
9. BUSINESS ARISING FROM CORRESPONDENCE		
10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS		
11. REPORTS FROM MAYOR		
K. Becotte – verbal		
12. REPORTS FROM COUNCILLORS		
D. Harris - verbal D. Kenyon - verbal A. Jackson - verbal B. Perry – verbal		
13. REPORTS FROM STAFF		
<input type="checkbox"/> 2011 Budget	2011 Budget	Item 13.1 Page 49
14. BYLAWS		
		Item 14.1
15. QUESTIONS FROM THE PUBLIC (PERTAINING TO AGENDA ONLY)		
16. ADJOURNMENT		



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 965

A Bylaw for the Administration and Enforcement of the Building Code

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to establish a bylaw to govern standards in respect of the construction, alteration, repair and demolition of buildings and structures in the Village of Harrison Hot Springs.

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

CITATION

This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Building Regulation Bylaw No. 965, 2011".

PART 1

INTERPRETATION

1. *In this Bylaw the following words and terms have the meanings set out in Division A – Sub-Section 1.4.1 of the British Columbia Building Code:*

"assembly", "building", "building area", "building height", "business and personal services occupancy", "care or detention occupancy", "constructor", "coordinating registered professional", "designer", "excavation", "field review", "firewall", "high hazard industrial occupancy", "industrial occupancy", "major occupancy", "mercantile occupancy", "occupancy", "owner", "private sewage disposal system", "registered professional", "residential occupancy" or "unsafe condition".

2. In this Bylaw:

"accepted" means reviewed by the chief building official under the applicable provisions of the Building Code and this Bylaw;

"addition" means an alteration to any building which will increase the total aggregate floor area or the building height (in storeys), and includes the provision of two or more separate buildings with openings between each other for intercommunication;

"agent" includes a person, firm or corporation representing the owner, by written designation or contract, and also includes a hired tradesperson or constructor who may be granted permits for work within the limitations of his or her licence;

“alteration” means a change, repair or modification of the construction or arrangement of any building or structure, or to an occupancy regulated by this Bylaw;

“Building Code” means the British Columbia Building Code 2006 as adopted by the Minister responsible under provincial legislation, as amended or re-enacted from time to time;

“building official” includes building inspectors, plan checkers and plumbing inspectors designated or appointed by the Village;

“Bylaw Enforcement Officer” means the person appointed by Council to that position or his designate approved by Council.

“chief building official” means the person designated in or appointed to that position by the Village, and any person named by Council to act in place of the chief building official;

“complex building” means:

- (1) a building used for major occupancies classified as:
 - (a) assembly occupancies, or
 - (b) care or detention occupancies,
- (2) building exceeding 600 square metres in building area or exceeding three storeys in building height used for major occupancies classified as:
 - (a) residential occupancies,
 - (b) business and personal services occupancies,
 - (c) mercantile occupancies, or

“construction” includes build, erect, install, repair, alter, add, enlarge, move, locate, relocate, reconstruct, demolish, remove, excavate or shore;

“designer” means the person responsible for design and, unless the requirement is waived under an enforcement policy of the Council, if required under this Bylaw or the Building Code must be an architect or professional engineer registered and licensed as such under the laws of British Columbia;

“existing, in respect of building” means that portion of a building constructed prior to the submission of a permit application required under this Bylaw;

“manufactured home” means a *structure* containing one *dwelling* whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried; does not include, campers, travel or tourist trailers or other vehicles exempt from the provisions of the *Manufactured Home Act* or its regulations.

“multi-family residential” describes a building containing more than one residential occupancy, where each residential occupancy does not have more than one stove or other cooking facility;

“owner” includes the agent of the owner;

“permit” means permission or authorization in writing by the chief building official to perform work regulated by this Bylaw and, in the case of occupancy permit, to occupy a building or part of a building;

“pool” means a structure or constructed depression used or intended to be used for swimming, bathing, wading or diving which is designed to contain water and has a depth exceeding 0.5 m;

“professional design” means the plans and supporting documents bearing the date, seal or stamp, and signature of a registered professional;

“project” means any construction operation;

“protection” describes an enactment made for the health, safety and protection of persons and property;

“retaining wall” means a wall, or a series of walls, constructed for the purpose of supporting or confining earth, water or other material and restraining it from moving:

- (1) if the wall exceeds 1.22 m in height above the lesser of natural or finished grade;
- (2) in the case of a series of walls, if any of the walls extend above a line commencing 1.22 m above the lesser of natural or finished grade at the base of any of the walls and projected at an angle of one linear unit vertically to one unit horizontally;

“simple building” means a building of three storeys or less in building height, having a building area not exceeding 600 square metres and used for major occupancies classified as:

- (1) residential occupancies,
- (2) business and personal services occupancies,
- (3) mercantile occupancies

“structure” means a construction or portion thereof, of any kind, whether fixed to, supported by or sunk into land or water, except landscaping, fences, paving and retaining structures greater than 1.22 metres in height;

“value of the work” means that amount that is calculated as follows:

- (1) for construction of a building containing a residential occupancy that is served by only one stove, or two stoves if permitted as an auxiliary and secondary residential occupancy, the greater of:
 - (2) the declared value of the work, or
 - (3) the value calculated using Schedule B; or
- (4) for all other construction, the greater of:
 - (5) the declared value of the work, or
 - (6) the value calculated using a method stipulated in the “Marshall Valuation Service”.

“Village” means the Village of Harrison Hot Springs.

“Wharf” means a structure built alongside or out into the water as a landing place for boats and ships, sometimes with a protective covering or enclosure

3. Definitions of words and phrases used in this Bylaw that are not included in the definitions in this Part have the meanings commonly assigned to them in the context in which they are used in this Bylaw, taking into account the specialized use of terms with the various trades and professions to which the terminology applies.

ADMINISTRATIVE DIRECTIONS

4. Words defining the authority of the chief building official are to be construed as internal administrative directions and not as creating a duty.

ABBREVIATIONS

5. The abbreviations of words and phrases in this Bylaw shall have the meanings assigned to them by the Building Code.

PART 2

PURPOSE OF BYLAW

6. Despite any other provision in this Bylaw, this Bylaw is to be interpreted in accordance with this Part.
7. This Bylaw is enacted for the purpose of regulating construction in the Village in the general public interest.
8. The activities undertaken by or on behalf of the Village under this Bylaw are for the sole purpose of providing a limited and interim spot checking.
9. The purpose of this Bylaw does not extend to:
 - (1) the protection of owners, owner/builders or constructors from economic loss;
 - (2) the assumption by the Village or any building official of any responsibility for ensuring the compliance by any owner, his or her representatives or any employees, constructors or designers retained by him or her, with the Building Code, the requirements of this Bylaw or any other applicable codes or standards;
 - (3) providing any person a warranty of design or workmanship with respect to any building or structure for which a building permit or occupancy permit is issued under this Bylaw;
 - (4) providing a warranty or assurance that construction undertaken pursuant to building permits issued by the Village is free from latent, or any, defects.

PART 3

APPLICATION

10. This Bylaw applies to the geographical area of the Village of Harrison Hot Springs and to land, the surface of water, air space, buildings and structures in the Village.
11. This Bylaw applies to the design, construction and occupancy of new buildings and structures, and the alteration, reconstruction, demolition, removal, relocation and occupancy of existing buildings and structures.
12. Builders and developers are encouraged to employ "green building technology" in their development/building.

EXEMPTIONS

13. This Bylaw does not apply to:
 - (1) a fence permitted to be constructed under the Village's Zoning Bylaw, in force from time to time;
 - (2) an accessory building with a floor area less than 15 square metres, a trellis, an arbour, a wall supporting soil less than 1.22 m in height, and other such landscape features under the Village's Zoning Bylaw, in force from time to time, if the building or structure complies with the siting requirements of the Zoning Bylaw;
 - (3) non-structural repair and maintenance of lawfully conforming structures or a value of construction of less than \$2,500 pursuant to the requirements of the Village's Zoning Bylaw, in force from time to time;
 - (4) a building or structure exempted by Part 1 of the Building Code except as provided in this Bylaw;
 - (5) public works located on a highway or within an easement or statutory right of way;
 - (6) mechanical or other equipment and appliances not regulated under this Bylaw or the Building Code;
 - (7) Wharves

LIMITED APPLICATION TO EXISTING BUILDINGS

14. Except as provided in the Building Code, when an existing building has been constructed before the enactment of this Bylaw, the enactment of this Bylaw is not to be interpreted as requiring that the building must be reconstructed or altered, unless it is by this or another bylaw, regulation or statute expressly so provided.
15. This Bylaw applies if the whole or any part of an existing building is moved either within or into the Village, including relocation relative to parcel lines created by subdivision or consolidation.

16. If an existing building or a structure is damaged by fire, decay, storm, earthquake or otherwise to an extent greater than 75 percent of its assessed value as of the date of the damage above its foundations, this Bylaw, the Building Code and the British Columbia Fire Code Regulation apply to the work necessary to reconstruct damaged portions of the building or structure and to correct any contraventions of these codes in the remainder of the building or structure.
17. If an alteration is made to an existing building the alteration must comply with this Bylaw and the Building Code;

PART 4 POWERS, ROLES AND RESPONSIBILITIES

ADMINISTRATION OF BYLAW

18. The chief building official may keep records of applications received, permits and orders issued, inspections and tests, and retain copies of papers and documents connected with the administration of this Bylaw.

REFUSAL TO ISSUE PERMIT

19. The chief building official may refuse to issue a permit if in his or her opinion the proposed work will contravene the requirements of the Building Code or the provisions of this or any other bylaw of the Village.

REVOCATION OF PERMIT

20. The chief building official may revoke a permit if in his or her opinion the results of tests on materials, devices, construction methods, structural assemblies or foundation conditions contravene the Building Code or the provisions of this Bylaw or both, or if all permits required under this Bylaw have not been obtained.

CONFORMITY TO BUILDING CODE

21. The chief building official may establish or require the owner to establish whether a method or type of construction or material used in the construction of a building or structure complies with the requirements and provisions of this Bylaw and the Building Code.

RIGHT OF ENTRY

22. The chief building official may enter on property at any time in order to ascertain whether the requirements of this Bylaw are being met.

CONSENT OR NOTICE

23. If a building permitted under the Village's Zoning Bylaw, in force from time to time, to be used for a residential occupancy is occupied, the chief building official must, prior to entry in the residence under Section 22:
 - (1) obtain the prior consent of an occupant; or
 - (2) deliver to an occupant at least 24 hours' written notice of the proposed entry.

CREDENTIALS

24. The chief building official must ensure that persons entering on property under Sections 22 and 23 are in possession of credentials which identify them as his or her authorized representatives.

TESTS

25. The chief building official may direct that tests of materials, equipment, devices, construction methods, structural assemblies or foundations be made, or sufficient evidence or proof be submitted at the expense of the owner, where such evidence or proof is necessary to determine whether the material, equipment, device, construction or foundation condition complies with this Bylaw and the Building Code.

POWERS

26. The chief building official may order
- (1) a person who contravenes any provision of this Bylaw to comply with the provision within the time period ordered;
 - (2) work to stop on the building or structure or any part of it, if the work is proceeding in contravention of this Bylaw, the Building Code, or any other enactment of the Village or other applicable enactments respecting protection or if there is an unsafe condition, and may enter on the property to affix or post a stop work order in the form of Schedule H;
 - (3) the removal of any unauthorized encroachment on public property;
 - (4) the removal of any building, structure or part of them constructed in contravention of a provision of this Bylaw;
 - (5) the cessation of any occupancy in contravention of a provision of this Bylaw;
 - (6) the cessation of any occupancy if any unsafe condition exists because of work being undertaken or not completed;
 - (7) the correction of any unsafe condition; and
 - (8) the correction of any work which contravenes this Bylaw, the Building Code or any other enactments of the Village.

and every person served with an order under this section must comply with the order.

OWNER'S AND CONSTRUCTOR'S RESPONSIBILITIES

ALTERNATIVE SOLUTIONS

27. Every owner who wishes to provide an *alternative solution* to satisfy one or more of the requirements of the Building Code or this Bylaw must submit sufficient evidence to demonstrate that the proposed *alternative solution* will provide the level of performance required by the Building Code or this Bylaw and pay the non-refundable fee set out in Schedule A.

OWNER'S UNDERTAKINGS

28. Despite the other provisions of this Bylaw, the chief building official may require as a condition of the issuance of a building permit that the owner execute and submit to the Village the owner's undertaking form set out in Schedule C.

OWNER'S RESPONSIBILITY

29. Every owner, or his or her agent, must carry out construction or have the construction carried out in accordance with the requirements of the Building Code, this Bylaw and the other bylaws of the Village and neither the issuance of a permit under this Bylaw, the review of plans and supporting documents, nor inspections made by the chief building official or a registered professional relieve the owner, or his or her agent, from full and sole responsibility to perform the work in strict accordance with this Bylaw, the Building Code and other applicable enactments.
30. Every owner must allow the chief building official and any person authorized by the chief building official to act on his behalf to enter any building or premises at any reasonable time for the purpose of administering and enforcing this Bylaw.
31. Every owner must obtain all required permits or approvals prior to commencing the work to which they relate.
32. Every owner must ensure that the permit, the plans and specifications on which the issuance of the building permit was based, all municipal inspection certificates, and professional field reviews are available at the site of the work for inspection during working hours by the chief building official and that the permit placard is posted conspicuously on the site during the entire execution of the work authorized by the permit.
33. Every owner must ensure that all construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.
34. Every owner to whom a permit is issued is responsible for the cost of repair of any damage to municipal works that occurs in the course of the work authorized by the permit.
35. Every owner to whom a permit is issued must, during construction post the civic address on the property in a location visible from any adjoining streets.

NOTICE

36. Every owner must, at least 48 hours prior to commencing work at the building site, give notice to the chief building official of the date on which the owner intends to begin such work.
37. Every owner must give notice in writing to the chief building official of any change in or termination of engagement of a registered professional during the course of the construction immediately when the change or termination occurs.
38. If an owner terminates the engagement of a registered professional the owner must terminate the work until the owner has engaged a new registered professional, and has delivered to the chief building official letters of assurance.
39. Without limiting Sections 98 to 102, every owner must give notice to the chief

building official with at least 24 hours' warning:

- (1) of intent to do work that is required or ordered to be inspected during construction;
 - (2) of intent to cover work that has been ordered to be inspected prior to covering; and,
 - (3) when work has been completed so that a final inspection can be made.
40. Every owner must give notice in writing to the chief building official and pay the non-refundable fee set out in Schedule A immediately upon any change in ownership or change in the address of the owner which occurs prior to the issuance of an occupancy permit.
41. Every owner must give such other notice to the chief building official as may be required by the chief building official or by a provision of this Bylaw.

UNCOVERING WORK

42. When required by the chief building official, every owner must uncover and replace at the owner's own expense any work that has been covered without inspection contrary to this Bylaw or an order issued by the chief building official, or alternatively provided to the Chief Building Inspector's satisfaction, a signed and sealed letter from a qualified professional that the work substantially complies with this Bylaw and the Building Code.

SECURITY DEPOSIT

43. In addition to a security deposit under Sections 77 to 81, every owner must pay to the Village, within 30 days of receiving an invoice for same from the Village, the cost of repair of any damage to public property or Village works or services that may occur as a result of undertaking work for which a permit was required.

REQUIREMENTS OF PERMIT

44. Every owner must comply with the requirements of this Bylaw and the conditions of a permit and must not omit work required by this Bylaw or the conditions of a permit.

OCCUPANCY PERMIT

45. Every owner must obtain an occupancy permit from the chief building official under Sections 123 to 125 prior to any occupancy of:
- (1) a new building or structure; or
 - (2) a partial occupancy of a building or structure under construction, but only if that portion of the building or structure is self contained and provided with essential services respecting health and safety.

UNSAFE CONDITION

46. When a building or part thereof is in an unsafe condition, the owner must immediately take all necessary action to put the building in a safe condition.

DEMOLITION

47. Upon obtaining a building permit to demolish a structure the owner must:
 - (1) provide a vacancy date, and
 - (2) pay capping and inspection chamber installation fees as set out in the Village's bylaws governing waterworks and sewers.
48. Prior to *demolishing* a structure all municipal services must be capped and terminated at the property line in a Village standard inspection chamber and valve arrangement.
49. Every owner must ensure that on completion of demolition procedures, all debris and fill is cleared and the site levelled or graded.

OBLIGATIONS OF CONSTRUCTOR

50. Every constructor must ensure that all requirements of the Building Code, this Bylaw and other applicable enactments respecting construction safety are complied with.
51. Every constructor must ensure that no excavation or other work is undertaken on public property, or adjacent private property and that no land is disturbed, building erected or materials stored in whole or in part thereon, without first having obtained approval in writing from the appropriate authority over such public or private property.
52. Every constructor is responsible jointly and severally with the owners for any work actually undertaken.

REGISTERED PROFESSIONALS' RESPONSIBILITIES

PROFESSIONAL DESIGN AND FIELD REVIEW

53. If a building official considers that the site conditions, size or complexity of a development or an aspect of a development warrant, he or she may require the owner to retain a registered professional to provide design and plan certification and field review supported by letters of assurance in the form of Schedules A, B-1, B-2, C-A and C-B referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
54. Prior to the coordinated preoccupancy site review for a complex building, or final inspection for a simple building in circumstances where letters of assurance have been required in accordance with the requirements of this Bylaw, the owner must provide the Village with letters of assurance in the form of Schedules C-A or C-B, as appropriate, referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
55. If a registered professional provides letters of assurance in accordance with the requirements of this Bylaw, he or she shall also provide proof of professional liability insurance and errors and omissions insurance to the chief building official with coverage and limits adequate to permit the Village, the owner or a third party to recover damages and costs from the registered professional in respect of any cause, claim or action that might arise as a result of professional liability/error or omission of the registered professional.

REQUIREMENT FOR REGISTERED PROFESSIONAL

56. The owner must provide professional design and a field review in respect of a building permit for:
 - (1) a complex building;
 - (2) a simple building constructed on, or contiguous to, a complex building;
 - (3) structural components of buildings that fall within the scope of Division B - Part 4 of the Building Code;
 - (4) foundation and excavation components of new simple buildings in Geotechnical Hazards Development Permit Areas;
 - (5) a building that is designed with common egress systems for the occupants and requires the use of firewalls according to the Building Code;
 - (6) alterations to a building or structure falling under the circumstances set out in subsections 56(1), (2) or (3);
 - (7) a building or structure subject to Section 53 in respect of which the chief building official determines that site conditions, size or complexity so warrant in the interests of health and safety of persons or protection of persons and property;
 - (8) the building envelope components of all buildings under *Division B* - Part 3 of the Building Code, all residential buildings that contain more than two dwelling units, and all other buildings whose building envelopes do not comply with the prescriptive requirements of *Division B* - Part 9 of the Building Code; and,
 - (9) a building or structure on a parcel the chief building official believes is subject to or is likely to be subject to flooding, mud flows, debris flows, debris torrents, erosion, land slip, rock falls, subsidence or avalanche, and the requirement for professional design and a field review is in addition to a requirement under an enactment for a report certified by a professional engineer with experience in geotechnical engineering that the parcel may be used safely for the use intended and that the plans submitted with the application comply with the relevant provisions of the Building Code and applicable bylaws of the Village.
57. The requirement for professional design and field review in Section 56 may be waived by the chief building official for work involving minor tenant improvements.
58. The chief building official may require the registered professional carrying out the professional design and field review of a building envelope to provide evidence that he or she has experience and expertise in respect of the design and field review of building envelopes.

PROFESSIONAL PLAN CERTIFICATION

59. The letters of assurance in the form of Schedules A, B-1 and B-2 referred in *Division C – Sub-Section 2.2.7* of the Building Code are relied upon by the Village and its building officials as certification that the design and plans to which the letters of assurance relate comply with the Building Code and other applicable enactments relating to protection.
60. A building permit issued for the construction of a complex building, or for a simple building for which a building official required professional design under Sections 72, 73 and 74 must be in the prescribed form, and letters of assurance pursuant to Sections 72 and 74 of this Bylaw must be in the form of Schedules A, B-1 and B-2 referred to in *Division C – Sub-Section 2.2.7* of the Building Code.
61. A building permit issued pursuant to Section 60 of this Bylaw must include a notice to the owner that the building permit is issued in reliance upon the certification of the registered professionals that the design and plans submitted in support of the application for the building permit comply with the Building Code and other applicable enactments relating to protection.
62. When a building permit is issued pursuant to Section 61 of this Bylaw the permit fee must be reduced by 25% of the fees payable under Schedule A to this Bylaw.

PERMIT CONDITIONS

63. A permit is required whenever work regulated under this Bylaw is to be undertaken.

OWNER RESPONSIBILITY

64. The issuance of a permit under this Bylaw, the acceptance or review of plans, drawings or specifications or supporting documents or inspections made by or on behalf of the Village do not:
 - (1) relieve the owner or his or her representatives from full and sole responsibility to perform the work in strict accordance with the Building Code, this Bylaw and all other codes, standards and applicable enactments;
 - (2) constitute in any way a representation, warranty, assurance or statement that the Building Code, this Bylaw or any other applicable standards or enactments have been complied with; or
 - (3) constitute a representation or warranty that the building or structure meets any standard of materials or workmanship,
 and no person may rely on any of those acts as establishing compliance with the Building Code or this Bylaw or any standard of construction.
65. It is the full and sole responsibility of the owner (and if the owner is acting through a representative, the representative and the owner) to carry out the work in respect of which the permit was issued in compliance with the Building Code, this Bylaw and all other applicable codes, standards and enactments.

PART 5 BUILDING PERMIT

REQUIREMENTS BEFORE APPLYING FOR BUILDING PERMIT

66. Prior to submitting an application for a building permit, the owner must satisfy the following requirements or conditions:
- (1) issuance of a development permit in an area designated by the Village's official community plan as a development permit area;
 - (2) compliance of the proposed building or structure with all Village bylaws, except to the extent a variance of a bylaw is authorized by a development permit, development variance permit or order of the Board of Variance;
 - (3) the signing by the Village Approving Officer of the subdivision plan that, once registered, would create the parcel on which the building or structure is proposed to be constructed;
 - (4) documentation to provide evidence to the chief building official that the person applying for the proposed building permit is the owner of the parcel that is the subject of the proposed building permit application, or is the agent of the owner; and
 - (5) if the parcel that is the subject of the proposed building permit application is not, or is not intended to be, connected to the Village's sewage disposal system, approval of an alternate private sewage disposal system.

REQUIREMENTS AND EXEMPTIONS

67. It is the duty of the owner to make application for and obtain a building permit prior to commencement of construction or prior to a change in the use, occupancy, or both, of a building or structure or part of a building or structure.
68. No person may:
- (1) construct, or
 - (2) continue construction
- unless the chief building official has issued a building permit for the construction.

APPLICATIONS

69. Every person must apply for and obtain a building permit:
- (1) before constructing, repairing or altering a building or structure;
 - (2) to install or modify a commercial cooking facility or ventilation system used in a process producing grease laden vapours;
 - (3) to install or modify a fire alarm system;
 - (4) before moving a building or structure;
 - (5) to demolish, before demolishing a building or structure; and,

- (6) before the construction of a masonry fireplace unless the works are the subject of another valid building permit.

FORM

- 70. An application for a permit must be made in the prescribed form.

DESIGNER

- 71. Plans submitted with permit applications must bear the name and address of the designer of the building or structure.

APPLICATIONS FOR COMPLEX BUILDINGS

- 72. An application for a building permit with respect to a complex building must:
 - (1) be made in the prescribed form signed by the owner;
 - (2) be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this Bylaw, signed by the owner;
 - (3) include a copy of a title search made within 30 days of the date of the application;
 - (4) include a Building Code compliance summary including applicable edition of the Building Code, *Division B - Part 3* or *Division B - Part 9* designation, major occupancy classification(s) of the building, occupant load calculations, building area and height, number of streets the building faces, accessible entrances, work areas, washrooms and facilities;
 - (5) include a copy of a survey plan of the parcel and proposed foundations and exterior extremities of the building or structure, prepared by a British Columbia land surveyor, except that the building official may waive the requirements for a survey plan, in whole or in part, where conditions warrant;
 - (6) include a site plan prepared by a registered professional showing:
 - (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
 - (b) the legal description and civic address of the parcel;
 - (c) the location and dimensions of existing and proposed statutory rights of way, easements and setback requirements, adjacent street and lane names;
 - (d) the location and dimensions of existing and proposed buildings or structures on the parcel;
 - (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
 - (f) north arrow;
 - (g) location of an approved existing or proposed alternative sewage disposal system;

- (h) zoning compliance summary;
- (i) the location, dimensions and gradient of parking and parking access;
- (j) proposed and existing setbacks to property lines;
- (k) natural and finished grade at building corners and significant breaks in the building plan;
- (l) main floor elevation;
- (m) location, setbacks and elevations of all retaining walls, steps, stairs and decks;
- (n) line of upper floor;
- (o) location and elevation of curbs, sidewalks, manholes and service poles;
- (p) location of existing and proposed service connections;
- (q) location and species of all trees greater than 10 cm in diameter;
- (r) location of top of bank and water courses;
- (s) the access routes for fire fighting;
- (t) the accessible paths of travel from the street to the building; and,
- (u) the geodetic elevation of the underside of a wood floor system or the top of finished concrete slab of a building or structure if the Village's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation;

except that the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure;

- (7) include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; fire separations; plumbing fixtures; structural elements; and stair dimensions;
- (8) include a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;
- (9) include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, natural and finished grade, and ridge height;
- (10) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;
- (11) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits,

highway access permits and ministry of health approval;

- (12) include a letter of assurance in the form of Schedule A as referred to in *Division C – Sub-Section 2.2.7* of the Building Code, signed by the owner, or a signing officer of the owner if the owner is a corporation, and the coordinating registered professional;
 - (13) include letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C – Sub-Section 2.2.7* of the Building Code, each signed by such registered professionals as the building official or Building Code may require to prepare the design for and conduct field reviews of the construction of the building or structure; and,
 - (14) include two sets of drawings at a suitable scale of the design prepared by each registered professional containing the information set out in subsections 72(6) to 72(10) of this Bylaw.
73. In addition to the requirements of Section 72, the following may be required by a building official to be submitted with a building permit application for the construction of a complex building if the complexity of the proposed building or structure or siting circumstances warrant:
- (1) site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the Village's Subdivision and Development Bylaw and policies in force from time to time;
 - (2) a section through the site showing grades, buildings, structures, parking areas and driveways; and,
 - (3) any other information required by the building official or the Building Code to establish compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.

APPLICATIONS FOR SIMPLE BUILDINGS

74. An application for a building permit with respect to a simple building must:
- (1) be made in the prescribed form, signed by the owner, or a signing officer if the owner is a corporation;
 - (2) be accompanied by the owner's acknowledgment of responsibility and undertakings made in the form attached as Schedule C to this Bylaw, signed by the owner, or a signing officer if the owner is a corporation;
 - (3) include a copy of a title search made within 30 days of the date of the application;
 - (4) include a copy of a survey plan of the parcel and proposed foundations and exterior extremities of the building or structure, prepared by a British Columbia land surveyor, except that the building official may, waive the requirements for a survey plan, in whole or in part, where conditions warrant.
 - (5) include a site plan showing:

- (a) the bearing and dimensions of the parcel taken from the registered subdivision plan;
- (b) the legal description and civic address of the parcel;
- (c) the location and dimensions of all statutory rights of way, easements, setback requirements adjacent street and lane names;
- (d) the location and dimensions of existing and proposed buildings or structures on the parcel;
- (e) setbacks to the natural boundary of any lake, swamp, pond or watercourse;
- (f) north arrow;
- (g) location of an approved existing or proposed alternative sewage disposal system;
- (h) the location, dimensions and gradient of parking and parking access;
- (i) proposed and existing setbacks to property lines;
- (j) natural and finished grade at building corners datum determination points;
- (k) main floor elevation;
- (l) location, setbacks and elevations of all retaining walls, steps, stairs and decks;
- (m) line of upper floor;
- (n) location and elevation of curbs, sidewalks, manholes and service poles;
- (o) location of existing and proposed service connections;
- (p) location of top of bank and water courses; and
- (q) the geodetic elevation of the underside of a wood floor system or the top of finished concrete slab of a building or structure if where the Village's land use regulations or provincial flood mapping regulations establish siting requirements related to minimum floor elevation;

except that the building official may waive, in whole or in part, the requirements for a site plan, if the permit is sought for the repair or alteration of an existing building or structure;

- (6) include floor plans showing the dimensions and uses of all areas; the dimensions and height of crawl and roof spaces; the location, size and swing of doors; the location, size and opening of windows; floor, wall, and ceiling finishes; plumbing fixtures; structural elements; and stair dimensions;
- (7) include a cross section through the building or structure illustrating foundations, drainage, ceiling heights and construction systems;

- (8) include elevations of all sides of the building or structure showing finish details, roof slopes, windows, doors, the building height base line, the maximum building height line, ridge height and natural and finished grade;
- (9) include cross-sectional details drawn at an appropriate scale and at sufficient locations to illustrate that the building or structure substantially conforms to the Building Code;
- (10) include copies of approvals required under any enactment relating to health or safety, including, without limitation, sewage disposal permits, highway access permits and Ministry of Health approval;
- (11) include a foundation and excavation design prepared by a registered professional in accordance with *Division B - Section 4.2* of Part 4 of the Building Code, accompanied by letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C - Section 2.2.7* of the Building Code, signed by the registered professional;
- (12) include a geotechnical report if the chief building official determines that the site conditions so warrant;
- (13) include three sets of drawings at a suitable scale of the design including the information set out in subsections 74(5) to 74(9) of this Bylaw.
- (14) In addition to the requirements of Sections 74(1) to (13) the following may be required by a building official to be submitted with a building permit application for the construction of a simple building where the project involves two or more buildings, which in the aggregate total more than 1000 square metres, or two or more buildings that will contain four or more dwelling units, or otherwise if the complexity of the proposed building or structure or siting circumstances warrant:
 - (a) site servicing drawings, including sufficient detail of off-site services to indicate locations at the property line, prepared and sealed by a registered professional, in accordance with the Village's Subdivision and Development Bylaw and policies in force from time to time;
 - (b) a section through the site showing grades, buildings, structures, parking areas and driveways;
 - (c) a roof plan and roof height calculations;
 - (d) structural, electrical, mechanical or fire suppression drawings prepared and sealed by a registered professional;
 - (e) letters of assurance in the form of Schedules B-1 and B-2 as referred to in *Division C – Sub-Section 2.2.7* of the Building Code, signed by the registered professional; or,
 - (f) any other information required by the building official or the Building Code to establish substantial compliance with this Bylaw, the Building Code and other bylaws and enactments relating to the building or structure.

SURVEY

75. Without limiting subsections 72(5) or 74(4), the chief building official may order any owner to submit an up to date plan of survey prepared by a registered British Columbia land surveyor which contains sufficient information respecting the site and location of any building:
- (1) to establish before construction begins that all the provisions of this Bylaw in relation to this information will be complied with;
 - (2) to verify on completion of the construction that all provisions of this Bylaw have been complied with;
 - (3) in relation to an existing building when and as required by the chief building official, to substantiate its location, size, including appendages whether above, at or below ground level, relative to the site or its relationship to neighbouring grades; and
 - (4) in relation to construction of a new building, or addition to an existing building, prior to the placement of concrete for foundations and footings, including the elevations at proposed top of concrete on all building elevations and at all significant changes of elevation to substantiate its size, location and elevation.

and every person served with an order under this section must comply with the order.

BUILDING PERMIT FEE

76. Before receiving a building permit for a building or structure, the owner must first pay to the Village:
- (1) the building permit fees prescribed in Schedule A, and
 - (2) fees, charges, levies or taxes imposed by the Village and payable under an enactment.

SECURITY DEPOSIT

77. An applicant for a building permit must pay to the Village, at the time of the application, a security deposit as set out in Schedule A.
78. The security deposit sum received pursuant to Section 77 must:
- (1) cover the cost borne by the Village to maintain, restore or replace any public works or public lands which are destroyed, damaged or otherwise impaired in the carrying out of the work referred to in any building permit held by the applicant;
 - (2) cover the cost borne by the Village to make the site safe if the permit holder abandons or fails to complete the work as designated on the permit;
 - (3) serve as the security deposit for a provisional certificate of occupancy when such a certificate makes provision for a security deposit; or
 - (4) serve as a security deposit for the purpose of effecting compliance with any condition under which the permit was issued.

- (5) The Chief Building Official may waive the requirement for a security deposit, where in his opinion the proposed construction is unlikely to cause damage to the Village's public works.
79. The security deposit must be returned to the applicant:
- (1) when the building official is satisfied that no further damage to public works or public lands will occur;
 - (2) when the inspections required by this Bylaw are complete and acceptable to the building official;
 - (3) when the conditions or provisions of a provisional certificate of occupancy are completed to the satisfaction of the building official; or
 - (4) any combination of subsections 79 (1), (2) or (3).
80. Any credit greater than the amount of the security deposit used by the Village for the purposes described in Sections 77 to 78 will be returned to the payee unless otherwise so directed by the payee. An amount in excess of the security deposit required by the Village to complete corrective work to public lands, public works, or the site is recoverable by the Village from the permit constructor or the owner of the property.
81. If the proposed works includes excavation or construction on lands within 10 metres of municipal works, the owner must deliver to the chief building official a signed agreement in a form prescribed under which the owner acknowledges and agrees that any damage to municipal works arising from the construction associated with the building permit will be repaired by the owner at its expense and the satisfaction of public works. The owner must deposit with the Village security in accordance with Sections 77 to 78.

FEE REFUNDS

82. No fee or part of a fee paid to the Village may be refunded if a start has been made on construction of the building.
83. A building permit or a mechanical permit fee may be partially refunded as set out in Schedule A, only if:
- (1) The owner has submitted a written request for a refund;
 - (2) The chief building official has certified a start has not been made on the construction of the building or structure; and
 - (3) The permit has not expired.
84. A building permit or a mechanical permit fee is not refundable after the permit has been extended under Section 114.
85. If an issued building permit is active and the owner proposes modification to the building design whereby the value of construction does not increase or the value of construction decreases, the owner must first pay to the Village a building permit fee based on the plan review hourly rate set out in Schedule A.

EXPIRATION OF APPLICATION

86. A building permit application expires 180 days from the date a complete application is received under this Part if the building permit or mechanical permit is not issued by the application expiration date, unless the permit is not issued only due to delays caused by the chief building official.

ISSUANCE OF A PERMIT

87. If:

- (1) a completed application in compliance with Sections 72 and 73 or 74 and 75 of this Bylaw, including all required supporting documentation, has been submitted;
- (2) the owner has paid all applicable fees set out in Sections 76 to 77 and Schedule A of this Bylaw;
- (3) the owner or his or her representative has paid all charges and met all requirements imposed by any other statute or bylaw;
- (4) the owner has retained a professional engineer or geoscientist if required under this Bylaw or by the provisions of the *Engineers and Geoscientists Act*;
- (5) the owner has retained an architect if required by the provisions of the *Architects Act*;
- (6) no covenant, agreement, resolution or regulation of the Village requires or authorizes the permit to be withheld;

the Chief Building Official must issue the permit, in the prescribed form for which the application is made.

COMPLIANCE WITH THE HOMEOWNER PROTECTION ACT

88. If the application is in respect of a building that includes, or will include, a residential occupancy, the building permit must not be issued unless the owner provides evidence under Section 30(1) of the *Homeowner Protection Act*, SBC 1998, Chapter 31, that the proposed building:
- (1) is covered by home warranty insurance, and
 - (2) the constructor is a licensed residential builder.
89. Section 88 of this Bylaw does not apply if the owner is not required to be licensed and to obtain home warranty insurance in accordance with Sections 20(1) or 30(1) of the *Homeowner Protection Act*, SBC 1998, Chapter 31.
90. Every permit is issued subject to the owner and constructor maintaining compliance with the *Homeowner Protection Act* and negotiations under it during the term of the permit.

PARTIAL BUILDING PERMIT

91. A building official may issue a building permit for an excavation or a portion of a building or structure before the design, plans and specifications for the entire building or structure have been accepted, if sufficient information has been submitted to the Village to demonstrate to the building official that the portion authorized to be constructed substantially complies with this and other applicable bylaws and all security deposits and charges related to the building or structure and the permit fee applicable to that portion of the building or structure has been paid. Despite the issuance of a permit, the requirements of this Bylaw apply to the remainder of the building or structure as if the permit for the portion of the building or structure had not been issued.
92. If a site has been excavated under a building permit for excavation issued under this Bylaw and a building permit is not subsequently issued or a subsisting building permit has expired in accordance with the requirements of Section 113, but without the construction of the building or structure for which the building permit was issued having commenced, within two years of issuance of the building permit, the owner at the sole discretion of Council may be required to fill in the excavation and restore to the original gradients of the site within 60 days of being served notice by the Village to do so. If the owner does not act on the notice the Village may undertake the works at the owner's expense and if the account remains unpaid by December 31st of the year the Village completed the works any amounts outstanding will become taxes in arrears on the subject property.

CONDITIONS OF A BUILDING PERMIT

93. A building permit or an application for a building permit that is in process may not be transferred or assigned until the owner has notified the chief building official in writing, the chief building official has authorized the transfer or assignment in writing, and the owner has paid the non-refundable fee required under Schedule A. The transfer or assignment of a building permit is not an extension of a building permit.
94. The review of plans and supporting documents and issuance of a building permit do not prevent the chief building official from subsequently requiring the correction of errors in the said plans and supporting documents, or from prohibiting building construction or occupancy being carried on when in violation of this or another bylaw.
95. The chief building official may refuse to issue a permit when the owner has been notified of violation of this Bylaw with regard to the construction of another building or structure by the owner.

INSPECTIONS

96. If a registered professional provides letters of assurance in accordance with this Bylaw, the Village will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this Bylaw as assurance that the construction substantially conforms to the design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.

97. Despite Section 96 of this Bylaw, a building official may attend the site from time to time during the course of construction to ascertain that the field reviews are taking place and to monitor the field reviews undertaken by the registered professionals.
98. A building official may attend periodically at the site of the construction of simple buildings or structures to ascertain whether the work is being carried out in substantial conformance with the Building Code, this Bylaw and any other applicable enactments concerning safety.
99. For all work in respect of simple buildings the owner must give at least 24 hours' notice to the Village when requesting an inspection and must obtain an inspection and receive a building official's written acceptance of the following aspects of the work prior to concealing them:
 - (1) after demolition, the grading of and removal of debris from the site;
 - (2) foundation and footing forms, before concrete is poured;
 - (3) siting;
 - (4) drain tile and dampproofing before backfilling;
 - (5) rain water;
 - (6) storm sewer connection;
 - (7) sanitary connection;
 - (8) water connection;
 - (9) prior to inspection under subsection 98 plumbing located below the finished slab level;
 - (10) underslab poly including insulation;
 - (11) rough plumbing;
 - (12) structural frame complete, including stairs/fire stopping (call once plumbing and electrical rough in and roof on; windows and doors in);
 - (13) fire separation;
 - (14) rainscreen;
 - (15) insulation and vapour barrier;
 - (16) fireplace, stove, chimney; (wood burning appliances are not permitted, including coal, pellets or similar materials)
 - (17) Occupancy/final;
100. A building official may only carry out an inspection under Section 96:
 - (1) in the order specified in subsections 96(1) to 96(12); and
 - (2) if the owner or the owner's agent has requested the inspection.
101. Despite the requirement for the building official's acceptance of the work outlined in Section 96, if a registered professional provides letters of assurance, the Village will rely solely on field reviews undertaken by the registered professional and the letters of assurance submitted pursuant to this Bylaw as

assurance that the aspects of the construction referenced by those letters of assurance substantially conforms to the design, plans and specifications and that the construction complies with the Building Code, this Bylaw and other applicable enactments respecting safety.

102. No aspect of the work referred to in Section 96 of this Bylaw shall be concealed until a building official has accepted it in writing.
103. For work in respect of complex buildings the owner must:
 - (1) give at least 48 hours' notice to the Village when requesting a pre-construction meeting with the building official prior to the start of construction, and the owner or his or her representative must ensure that the coordinating registered professional, the constructor as well as representatives of major trades are in attendance;
 - (2) give at least 48 hours' notice to the Village when requesting a pre-occupancy coordinated site review in order to have the owner, the constructor and the registered professionals demonstrate to the building official and Fire Services the compliance with the health and safety aspects of the work, the coordination and integration of the fire and life safety system, applicable Village requirements and other enactments respecting safety;
 - (3) cause the coordinating registered professional, at least 48 hours prior to the pre-occupancy coordinated site review, to deliver to the building official the Confirmation of Required documentation described in Schedule E, complete with all documentation in a hard covered three ring binder.

STOP WORK ORDER

104. The chief building official may direct the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice described in Schedule G on the premises whenever it is found that the work is not being performed in accordance with the requirements of the Building Code, any applicable bylaw of the Village or provisions of the *Homeowner Protection Act*.
105. The coordinating registered professional may request, in writing, that the chief building official order the immediate suspension or correction of all or a portion of the construction on a building or structure by attaching a stop work order notice on the premises. The chief building official must consider such a request and if not acted upon, must respond, in writing, to the coordinating registered professional and give reasons.
106. If a registered professional's services are terminated, the owner must immediately stop any work that is subject to his or her design or field review and the chief building official is deemed to have issued a stop work order under Section 104.
107. The owner must immediately after the posting of a notice under Section 104 secure the construction and the lands and premises surrounding the construction in compliance with the safety requirements of every statute,

regulation or order of the Province or of a provincial agency and of every applicable bylaw of the Village.

108. Subject to Section 107, no work other than the required remedial measures may be carried out on the parcel affected by the notice referred to in Section 107 until the stop work order notice has been removed by the chief building official.
109. The notice referred to in Section 104 must remain posted on the premises until that which is contrary to the enactments has been remedied.

DO NOT OCCUPY NOTICE

110. If a person occupies a building or structure or part of a building or structure in contravention of Section 141(8) of this Bylaw a building official may post a Do Not Occupy Notice in the form of Schedule H to this Bylaw on the affected part of the building or structure.
111. If a notice is posted under Sections 104 or 110, the owner of a parcel on which a Do Not Occupy Notice has been posted, and every other person, must cease occupancy of the building or structure immediately and shall refrain from further occupancy until all applicable provisions of the Building Code and this Bylaw have been substantially complied with and the Do Not Occupy Notice has been rescinded in writing by a building official.

INSPECTION AND OTHER FEES

112. In addition to the fees required under other provisions of this Bylaw, the owner must pay the non-refundable fee set out in Schedule A for:
 - (1) a second and subsequent re-inspection where it has been determined by the chief building official that due to non-compliance with the provisions of this Bylaw or due to non-complying workmanship, more than two inspections are required for each type of inspection;
 - (2) a special inspection during the Village's normal business hours to establish the condition of a building, or if an inspection requires special arrangements because of time, location or construction techniques;
 - (3) each report containing a maximum of two separate *alternative solutions*;
 - (4) each *alternative solution* greater than two contained in the same report;
 - (5) an amendment to an original *alternative solution* report after acceptance or rejection of the report;
 - (6) a request from the owner or agent that the chief building official review an application or part of an application that has already been reviewed by the chief building official.
 - (7) the review of drawings and inspection of landscaping requirements as set out in the Village's Zoning Bylaw, in force from time to time, or authorized through a development permit; or
 - (8) if a registered professional has been retained by the owner to design and certify the landscaping components of the permitted project, the fees set out in subsection 112(7) are waived.

PERMIT EXPIRATION

113. Every permit is issued on the condition that the permit expires and the rights of the owner under the permit terminate if:
- (1) the work authorized by the permit is not commenced within 180 days from the date of issuance of the permit; or
 - (2) work is discontinued for a period of 180 days; or
 - (3) the work is not completed within two years of the date of issuance of the permit.

PERMIT EXTENSION

114. A building official may extend the period of time set out under Section 113 for a period of not to exceed six months if construction has not been commenced or has been discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the owner's control or if the size and complexity of the construction warrants if:
- (1) application for the extension is made within 30 days of the date of permit expiration, and
 - (2) the non-refundable fee set out in Schedule A has been paid.

PERMIT REVOCATION

115. The chief building official may revoke a building permit if there is a violation of
- (1) a condition under which the permit was issued, or
 - (2) a requirement of the Building Code or of this or another bylaw of the Village.
116. The permit revocation must be in writing and sent to the permit holder by signature mail to, or personal service on, the permit holder.

PERMIT CANCELLATION

117. A building permit, or a building permit application, may be cancelled by the owner, or his or her agent, on delivery of written notification of the cancellation to the chief building official.
118. On receipt of the written cancellation notice, the chief building official must mark on the application, and a permit if applicable, the date of cancellation and the word "cancelled".
119. If the owner, or his or her agent, submits changes to an application after a permit has been issued and the changes, in the opinion of the chief building official, substantially alter the scope of the work, design or intent of the application in respect of which the permit was issued, the chief building official must cancel the permit and mark on the permit the date of cancellation and the word "cancelled".
120. If a building permit application or permit is cancelled, and construction has not commenced under the permit, the chief building official must return to the

owner any fees deposited under Schedule A, less:

- (3) any non-refundable portion of the fee, and
- (4) 25% of the refundable portion of the fee.

CHANGES BY PERMIT HOLDER

- 121. Construction which is at variance with the plans and supporting documents for a building or structure for which a building permit has been issued is prohibited, unless the change has been reviewed and accepted by the chief building official.

OCCUPANCY PERMITS

- 122. No person may occupy a new building or structure until an occupancy permit has been issued in the form of Schedule F;
- 123. An occupancy permit may not be issued unless:
 - (1) all letters of assurance and the confirmation of required documentation described in Schedule E have been submitted when required in accordance with the requirements of this Bylaw;
 - (2) all aspects of the work requiring inspection, review and acceptance pursuant to Sections 96 to 103 of this Bylaw have both been inspected and accepted;
 - (3) the owner has executed and delivered to the Village every agreement, instrument or form required by the Village in relation to the work or the site; and
 - (4) all required off site works respecting safety have been completed.
- 124. A building official may issue an occupancy permit for partial occupancy of a portion of a building under construction when that portion of the building or structure is self contained and provided with essential services respecting health and safety.
- 125. If occupancy occurs prior to the completion of any work being undertaken that requires a permit, every owner must ensure that no unsafe condition exists or will exist because of the work being undertaken or not completed.

TEMPORARY BUILDING

- 126. Subject to the bylaws of the Village and/or orders of Council, the chief building official may issue a building permit for the erection or placement of a temporary building or structure for occupancy if:
 - (1) the permit is for a period not exceeding one year; and
 - (2) the building or structure is located in compliance with the Village's Zoning Bylaw, in force from time to time, built in compliance with the Building Code and this Bylaw, and connected, as required by enactments, to municipal utility services.
 - (3) The permit may be extended for a further one year period if in the opinion of the chief building inspector, there are compelling reasons or unforeseen circumstances.

127. The application for a building permit for the erection or placement of a temporary building or structure must be made in the form of a temporary permit application under Schedule A, signed by the owner or agent, including:
- (1) plans and supporting documents showing the location of the building or structure on the parcel;
 - (2) plans and supporting documents showing construction details of the building or structure;
 - (3) a statement by the owner indicating the intended use and duration of the use;
 - (4) plans and supporting documents showing the proposed parking and loading space;
 - (5) a written description of the project explaining why the building is temporary;
 - (6) a copy of an issued development permit, if required;
 - (7) in the case of a manufactured building, a CSA label in respect of electrical inspections;
 - (8) a report or drawing of an engineer, architect or designer confirming compliance with the Building Code, this Bylaw, the Village's Zoning Bylaw, in force from time to time, and other applicable bylaws;
 - (9) security in the form of cash or a letter of credit for 10% of the value of the temporary building, which security:
 - (a) may be used by the Village to remove the building after one year of the date of the final inspection required under this Bylaw, or
 - (b) must be returned to the owner if the owner removes the temporary building within one year of the date of the final inspection of the temporary building required under this Bylaw.
128. Before receiving a building permit for a temporary building or structure for occupancy, the owner must pay to the Village the applicable building permit fee set out in Schedule A.
129. A permit fee for a temporary building or structure is not refundable.

RETAINING WALLS

130. A registered professional must undertake the design and conduct field reviews of the construction or structural repair of a retaining wall. Sealed copies of the design plan and letters of assurance prepared by the registered professional for all retaining walls must be submitted to a building official prior to issuance of a permit for the work.

PERMIT

131. No person may construct, or structurally repair, a retaining wall without a valid and subsisting building permit. Design and field review services and applicable letters of assurance must be provided by the registered professionals for all retaining walls.

SLOPES CREATED BY EXCAVATION

132. Except as certified by a professional engineer with expertise in geotechnical engineering registered in the province of British Columbia, a slope on a parcel that is steeper than one linear unit vertically to one linear unit horizontally and total height of three metres or more that is created by excavation is prohibited unless restrained by a retaining wall.

SLOPES CREATED BY FILL MATERIAL

133. Except as certified by a professional engineer with expertise in geotechnical engineering registered in the Province of British Columbia, fill material placed on a parcel, unless restrained by permitted retaining walls, must not have a surface slope exceeding a ratio of one linear unit vertically to two linear units horizontally.

BUILDING MOVE

134. No person may move a building or structure into or within the Village:
- (1) except where certified by a registered professional that the building or structure will substantially comply with the current version of the Building Code; and
 - (2) a building permit has been issued for the building.

BUILDING NUMBERING

135. Every owner or occupier of a parcel must place a building number assigned by the chief building official in a conspicuous place on every building located on the parcel.
136. Despite Section 135, the Village or its chief building official may renumber or alter the assigned numbers in respect of any building on any parcel, including those already in existence or numbered.
137. Without limiting Sections 135 or 136, the chief building official must, on the issuance of a building set, designate a house number or set of house numbers related to the building authorized by the permit. The owner or occupier must post the number or numbers on the site immediately after obtaining the building permit and keep the numbers posted in a conspicuous position at all times during construction.
138. On issuance of an occupancy permit, the owner or occupier of the parcel must affix the numbers permanently in a conspicuous place on the buildings such that the number is visible from an adjacent highway that is not a lane.

CONFORMITY WITH BUILDING CODE AND BYLAW

139. No building or structure may be constructed except in conformity with the requirements of the Building Code and this Bylaw.
140. Section 139 applies whether or not in any case it is expressly stated that the doing of or failure to do the thing mentioned is unlawful.

GENERAL PROHIBITIONS

141. No person may

- (1) unless authorized by the chief building official, reverse, alter, deface, cover, remove or in any way tamper with a construction site identification placard, stop work order notice, certificate, card or notice posted on or affixed to a building or structure pursuant to a provision of this Bylaw;
- (2) do any work at variance with the description, plans and supporting documents for the building, structure or work for which a permit has been issued, unless the chief building official has authorized the change;
- (3) interfere with or obstruct the entry of the chief building official if he or she is administering this Bylaw;
- (4) erase, alter or modify plans and supporting documents after the same have been reviewed by the chief building official, or plans and supporting documents which have been filed for reference with the chief building official after the permit has been issued;
- (5) submit false or misleading information in relation to a permit or an application for a permit under this Bylaw;
- (6) repair a building or structure damaged by fire, decay, storm, earthquake or otherwise to an extent greater than 75% of its assessed value as of the date of damage above its foundations unless in every respect the entire building or structure is made to comply with the Building Code, subject to the provisions of this Bylaw;
- (7) repair any portion of a building or structure damaged by fire, decay, storm or otherwise to an extent less than 75% of its assessed value as of the date of damage above its foundations unless in every respect the repair of the building or structure is made to comply with the Building Code, subject to the provisions of this Bylaw;
- (8) occupy or permit occupancy of a building or structure or part of a building or structure until the chief building official has issued a final inspection notice for it;
- (9) construct on a parcel unless the civic address is conspicuously posted on the front of the premises or on a sign post so it may be easily read from the public highway from which it takes its address; or
- (10) change the use, occupancy or both of a building or structure or a part of a building or structure without first applying for and obtaining a building permit under this Bylaw;
- (11) Construct or install wood burning and other solid fuel burning fireplaces, stoves or similar devices in the Village of Harrison Hot Springs.

OFFENCE AND PENALTY

142. Every person who violates or causes or allows to be violated a requirement of this Bylaw is guilty of an offence and of a separate offence each day the violation is caused or allowed to continue.
143. Every person who commits an offence contrary to the provisions of this Bylaw is liable on summary conviction to a penalty of not more than \$10,000.00 in addition to the costs of the prosecution.
144. An owner is deemed to have knowledge of and be liable under this Bylaw in respect of any construction on the parcel the owner owns and any change in the use, occupancy or both of a building or structure or part of a building or structure on that parcel.
145. No person is deemed liable under Section 144 who establishes, on a balance of probabilities, that the construction or change of use or occupancy occurred before he or she became the owner of the parcel.
146. Nothing in Section 145 affects:
 - (1) the Village's right to require and the owner's obligation to obtain a permit; and
 - (2) the obligation of the owner to comply with this Bylaw.

SEVERABILITY

147. If any section, subsection, paragraph, subparagraph or phrase of this Bylaw is for any reason declared invalid by a Court of competent jurisdiction, the decision shall not affect the validity of the remaining portions of this Bylaw.

SCHEDULES

148. The following schedules are attached to and form part of this Bylaw:

Schedule A - Permit Fees and Security Deposits

Schedule B - Construction Values

Schedule C - Owner's Undertaking

Schedule D - Geotechnical Hazard Areas

Schedule E - Building Permit Sheet

Schedule F - Confirmation of Required Documentation

Schedule G - Notice of Completion

Schedule H - Stop Work Order

Schedule I - Do Not Occupy Notice

REPEAL

149. The Corporation of the Village of Harrison Hot Springs Bylaw No. 581 and amendments and any reference to a fee in Bylaw 940 are hereby repealed in their entirety.

150. READINGS AND ADOPTION

READ A FIRST TIME THIS 14th DAY OF MARCH, 2011

READ A SECOND TIME THIS 14th DAY OF MARCH, 2011

READ A THIRD TIME THIS 11th DAY OF MARCH, 2011

ADOPTED THIS DAY OF , 2011

Mayor

Corporate Officer

SCHEDULE "A"

PERMIT FEES AND SECURITY DEPOSITS

PERMIT FEES:

1. Buildings

- | | | |
|-------|--|----------------------------|
| (3) | <i>Single family dwelling and Duplex:</i> | |
| (c) | <i>Construction up to \$1,000.00 of value</i> | \$ 40.00 |
| (d) | <i>Construction \$1,000.00 to \$100,000.00 of value;</i> | |
| (i) | <i>First \$1,000.00</i> | \$ 100.00 |
| (ii) | <i>Each additional \$1,000.00 or part thereof
but not more than \$100,000.00</i> | \$ 6.50 |
| (iii) | <i>Each additional \$1,000.00 in excess of
\$100,000.00 but not more than \$250,000.00</i> | \$ 6.25 |
| (iv) | <i>Each additional \$1,000.00 in excess of
\$250,000.00</i> | \$ 5.75 |
| (4) | <i>Multi-Family, Commercial, Institutional, etc.</i> | |
| | <i>Construction up to \$1,000.00 of value</i> | \$ 100.00 |
| | <i>Construction in excess of
\$1,000.00 of value</i> | 1.1% of construction value |
| (5) | <i>Temporary Buildings</i> | |
| | <i>Construction up to \$1,000.00 of value</i> | \$ 100.00 |
| | <i>Construction in excess of
\$1,000.00 of value</i> | 0.6% of construction value |
| (6) | <i>Re-Inspections</i> | \$ 70.00 |
| (7) | <i>Special inspection</i> | \$ 80.00 |
| (8) | <i>To site an ancillary building 10m² or less or
a swimming pool</i> | \$ 50.00 |
| (9) | <i>Landscape drawing review and inspections</i> | \$ 200.00 |
| (10) | <i>Permit Application Fee (non refundable)</i> | \$ 200.00 |
| (11) | <i>Alternative Solution Report Review Fee (one per application)</i> | \$ 100.00 |
| (12) | <i>Additional Report Review Fee (excess of one per application)</i> | \$ 60.00 |
| (13) | <i>Amendment to reviewed Alternative Solution Report (per)</i> | \$ 50.00 |
| (14) | <i>Plan review (subsequent from original drawings)</i> | \$ 70.00 |
| (15) | <i>Premium plan review (hourly rate)</i> | \$ 100.00 |

2. Chimneys & Fireplaces

- | | | |
|------|----------------------------------|----------|
| (16) | <i>Chimney with Fireplace</i> | \$ 40.00 |
| (17) | <i>Each additional Fireplace</i> | \$ 15.00 |
| (18) | <i>Each additional chimney</i> | \$ 15.00 |

3.	<u>Plumbing</u>	
	First 10 fixtures	\$ 90.00
	(19) Each additional fixture	\$ 9.00
	(20) Reconnection	\$ 35.00
4.	<u>Demolition</u>	
	(21) To demolish a building or structure	\$ 200.00
5.	<u>Mobile or Manufactured Home or Factory-Built Units</u>	
	(22) To move within the Village (other than Mobile Home Parks)	\$ 70.00
6.	<u>Application to Move a Building</u>	
	(23) Within the Village	\$ 150.00
	(24) Into the Village	\$ 350.00
	(25) Out of the Village	\$ 150.00
7.	<u>Other</u>	
	(26) Letter of compliance	\$ 150.00
	(27) Owner name change for active permits	\$ 25.00
	(28) Title search from Land Titles Office	\$ 25.00
	(29) Occupancy Permit	\$ 50.00
	(30) Permit extension	\$ 75.00

SECURITY DEPOSITS:

8.	<u>Building Moving</u>	
	(31) To erect a building on the new site and restore the old site for:	
	buildings less than 10m ²	\$ 500.00
	(e) buildings more than 10m ² but less than 50m ²	\$ 1,000.00
	(f) buildings more than 50m ²	\$ 2,500.00
	(g) mobile units, manufactured units, factory-built units being relocated within the Village	\$ 1,000.00
9.	<u>Demolish Buildings</u>	
	(32) Principal dwelling unit	\$ 1,000.00
	(33) Ancillary buildings of less than 50m ²	\$ 500.00
	(34) All other buildings over 50m ²	\$ 2,000.00

10. Paving

- (35) To complete the paving of off-street parking (including drainage, curbing, marking and lighting) unless other arrangements have been made in a servicing agreement \$8.00 for each square metre of parking area

11. Parcel Grading, Parcel Drainage & Landscaping

- (37) Non-Residential
to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil) \$10.00 for each square metre of parcel grading, parcel drainage and landscaping area
- (38) Residential
to complete on-site parcel grading, parcel drainage and landscaping areas (including placement of topsoil) \$500.00 per residential unit (to maximum of \$10,000.00)
(unless other arrangements have been made in a servicing agreement)

12. Any security deposited under the provisions of this bylaw may be in the form of:

- (39) Cash
- (40) Certified Cheque
- (41) Irrevocable Letter of Credit drawn on a Canadian Chartered Bank or Credit Union for a term and in a form satisfactory to the Village.

SCHEDULE "B"

CONSTRUCTION VALUES

1. *Single family dwelling and Duplex:*

(a)	<i>With full basement or part basement including first floor</i>	\$ 910.00/m ²
(b)	<i>First storey with no basement</i>	\$ 650.00/m ²
(c)	<i>Each additional storey</i>	\$ 520.00/m ²
(d)	<i>Attached garages</i>	\$ 455.00/m ²
(e)	<i>Attached carports</i>	\$ 200.00/m ²
(f)	<i>Buildings for ancillary use greater than 10m²</i>	\$ 200.00/m ²

2. *Buildings not covered in the above values, such as Assembly, Commercial, Institutional, etc., shall be determined by a verified contract price.*

SCHEDULE "C"

OWNER'S UNDERTAKING

- Note:
1. To be submitted prior to issuance of a building permit
 2. Only an original Schedule printed by the Village of Harrison Hot Springs or an unaltered photocopy of this Schedule is to be completed and submitted.

ATTENTION: Chief Building Official

Re: Address _____

Building Permit No. _____

In consideration of the Village accepting and processing the above application for a building permit, and as required by the Village's Building Regulation Bylaw, in force from time to time, the following representations, warranties and indemnities are given to the Village.

1. That I am:
☐ The owner of the above property; or
☐ Authorized by the owner of the property described above to make this application (Agent for Owner)
2. That I have authorized:

Name (print)

Address (print)
to make application for the above permit on my behalf.
3. That I will comply with, or cause those whom I employ to comply with, the B.C. Building Code and all bylaws of the Village and other statutes and regulations in force in the Village relating to the development, work, undertaking or permission in respect of which this application is made.
4. That I understand and acknowledge that I am fully responsible for carrying out the work, or having the work carried out, in accordance with the requirements of the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, and all other Bylaws of the Village.
5. That I understand and acknowledge that neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official shall in any way constitute a representation, warranty or statement that the B.C. Building Code, the Building Regulation Bylaw, in force from time to time, or any other bylaw of the Village has been complied with.
6. That I confirm that I have relied only on the said registered professionals for the adequacy of the plans and supporting documents submitted with this application.
7. The Village has relied and is relying exclusively on the Letter of Assurance of "Professional Design and Commitment for Field Review" prepared by:

(insert name of registered professional)

_____	Architectural
_____	Structural
_____	Mechanical
_____	Plumbing
_____	Fire Suppression Systems
_____	Electrical
_____	Geotechnical – temporary
_____	Geotechnical – permanent
_____	Other (specify)

in reviewing the plans and supporting documents submitted with this application for a building permit.

8. That I understand that where used herein the words "work" or "work or undertaking in respect of which this application is made" includes all electrical, plumbing, mechanical, gas and other works necessary to complete the contemplated construction.
9. That I am authorized to give these representations, warranties, assurance and indemnities to the Village.
10. That I confirm that I have been advised that I should seek independent legal advice from a lawyer in respect of signing this schedule.

OWNER'S INFORMATION

Name (print)

Signature

Address (print)

If owner is company, affix corporate seal in space below.

The Corporate Seal of:

was hereunto affixed in the presence of:

_____ Signature of Officer)
_____ Name of Officer (print))
_____ Title of Officer (print))
_____ Signature of Officer)
_____ Name of Officer (print))
_____ Title of Officer (print))

AGENT FOR OWNER INFORMATION

Name (print)

Signature

Address (print)

Witness Information

Name (print)

Signature

Address (print)

Occupation (print)

(affix seal here)

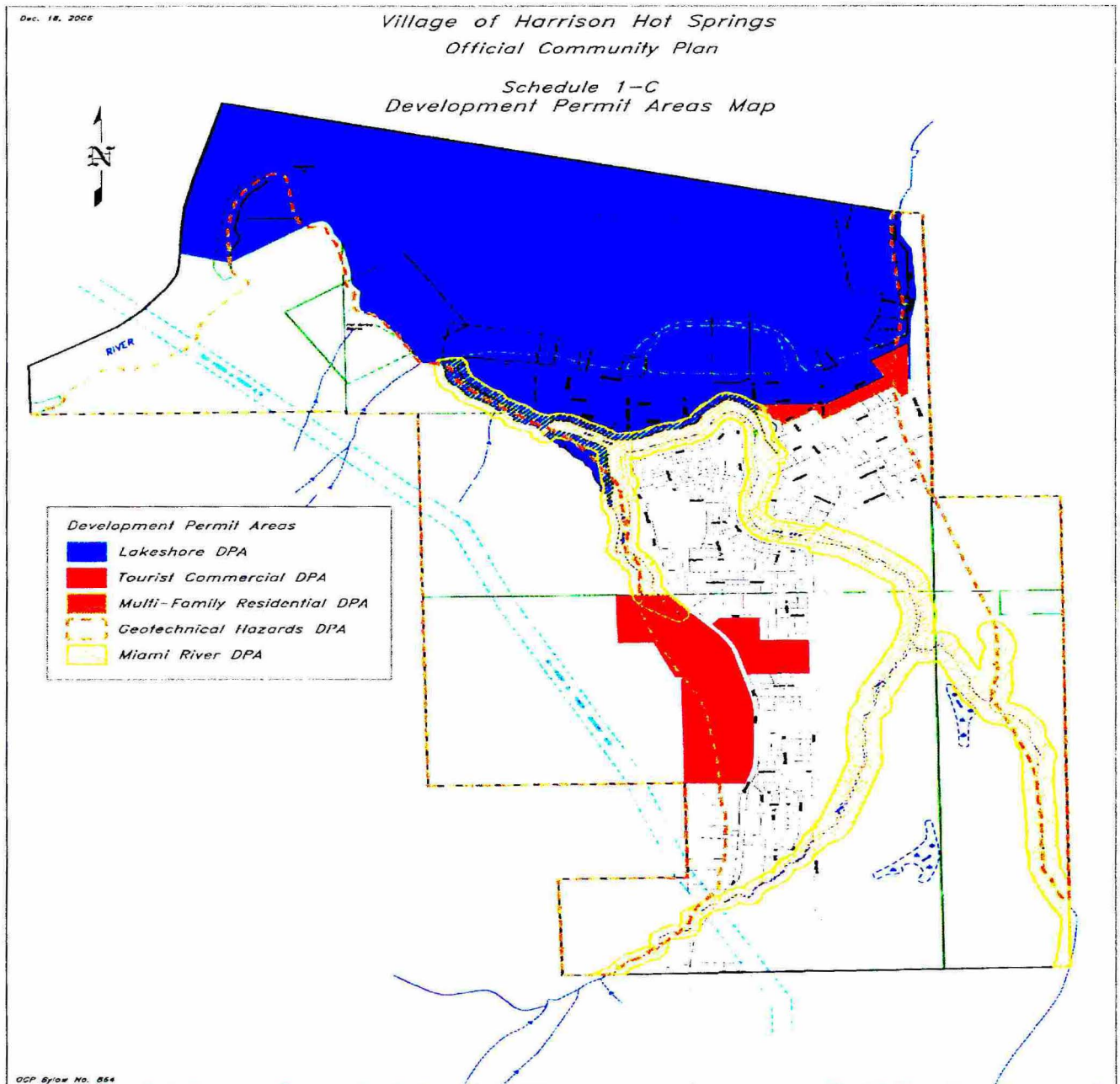
The owner or his appointed agent must sign the above. The signature must be witnessed. If the owner is a company, the corporate seal of the company must be affixed to the document in the presence of the duly authorized officers. The officers must also sign, setting for their positions in the company.

Please note the following provision from "Building Regulation Bylaw 965, 2011", in force from time to time:

"OWNER'S RESPONSIBILITY

- 31.** *Every owner, or his or her agent, must carry out construction or have the construction carried out in accordance with the requirements of the Building Code, this bylaw and the other bylaws of the Village and neither the issuance of a permit under this bylaw, the review of plans and supporting documents, nor inspections made by the chief building official or a registered professional relieve the owner, or his or her agent, from full and sole responsibility to perform the work in strict accordance with this bylaw, the Building Code and other applicable enactments."*

SCHEDULE "D"



NOTICE

[Information on reverse of every Permit]

It is a condition of this permit that the Owner or the Owner's Agent request all required inspections and obtain all necessary approvals required by the governing bylaw.

It is a condition of a Building Permit that the Owner or the Owner's Agent must request all required inspections and obtain all necessary approvals prior to occupancy of the whole building or part thereof in respect to work for which this permit was issued.

It is a condition of a Security deposit that all inspections required by the governing bylaw are complete and acceptable to the Inspector prior to its release.

It is an offence if the Owner, the Owner's Agent or a tenant occupy or permit a building or part thereof to be occupied prior to final inspection and approval by the Inspector.

This permit has an expiry date. It is an offence if the Owner or the Owner's Agent commences work or continues to work beyond the expiry date. Inspections requested after the expiry date are subject to the Owner or the Owner's Agent obtaining a new Building Permit. The Owner or the Owner's Agent may apply for a construction time extension prior to the permit expiry date.

The Owner or the Owner's agent should familiarize themselves with the contents of the Village of Harrison Hot Springs Building Regulation Bylaw, in force from time to time.

SCHEDULE "F"

CONFIRMATION OF REQUIRED DOCUMENTATION

Building Permit Number: _____

Note:

1. *The Confirmation of Required Documentation and all required documentation must be submitted to the Chief Building Inspector 48 hours prior to the Pre-Occupancy Coordinated Review.*
2. *The Confirmation of Required Documentation and all required documentation to be submitted in tabbed ringed binder. Tab sections per this schedule.*

	Provided	Not Applicable	
<u>TAB 1</u>	<input type="checkbox"/>	<input type="checkbox"/>	CONFIRMATION OF REQUIRED DOCUMENTATION
<u>TAB 2</u>	<input type="checkbox"/>	<input type="checkbox"/>	DIRECTORY OF PRINCIPALS (Role/Firm/Name/Telephone)
	<input type="checkbox"/>	<input type="checkbox"/>	Owner
	<input type="checkbox"/>	<input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/>	<input type="checkbox"/>	Registered Professionals
	<input type="checkbox"/>	<input type="checkbox"/>	Warranty Provided
	<input type="checkbox"/>	<input type="checkbox"/>	Licensed Builder
	<input type="checkbox"/>	<input type="checkbox"/>	Sub Contractors
<u>TAB 3</u>	<input type="checkbox"/>	<input type="checkbox"/>	LETTERS OF ASSURANCE (A, B-1, B-2, CA, CB)
	<input type="checkbox"/>	<input type="checkbox"/>	Co-ordinating Registered Professional
	<input type="checkbox"/>	<input type="checkbox"/>	Architectural
	<input type="checkbox"/>	<input type="checkbox"/>	Structural
	<input type="checkbox"/>	<input type="checkbox"/>	Mechanical
	<input type="checkbox"/>	<input type="checkbox"/>	Plumbing
	<input type="checkbox"/>	<input type="checkbox"/>	Fire Suppression System
	<input type="checkbox"/>	<input type="checkbox"/>	Electrical
	<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Temporary
	<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Permanent
	<input type="checkbox"/>	<input type="checkbox"/>	_____ (other)
	<input type="checkbox"/>	<input type="checkbox"/>	_____ (other)
<u>TAB 4</u>	<input type="checkbox"/>	<input type="checkbox"/>	PROFESSIONAL REVIEW LETTERS
	<input type="checkbox"/>	<input type="checkbox"/>	Equivalency (Confirmation of Field Review – sealed)
	<input type="checkbox"/>	<input type="checkbox"/>	Equivalency (Confirmation of Field Review – sealed)
	<input type="checkbox"/>	<input type="checkbox"/>	Site Services – Civil Engineer
	<input type="checkbox"/>	<input type="checkbox"/>	Building Envelope Specialist
	<input type="checkbox"/>	<input type="checkbox"/>	Roofing Consultant
	<input type="checkbox"/>	<input type="checkbox"/>	Generator Test Report / Certificate
	<input type="checkbox"/>	<input type="checkbox"/>	(Other - specify) _____

- TAB 5** ☐ ☐ **FIRE ALARM**
- ☐ ☐ Fire Alarm Verification Certificate (include field work sheets)
- ☐ ☐ Letter of Signed Contract from ULC Listed Monitoring Agency
- TAB 6** ☐ ☐ **SPRINKLER SYSTEMS**
- ☐ ☐ Material and Test Certificate – Above ground piping
- ☐ ☐ Material and Test Certificate – Under ground piping
- ☐ ☐ Fire Pump Test Report
- TAB 7** ☐ ☐ **PROVINCIAL APPROVALS**
- ☐ ☐ Certificate to Operate Elevating Device (one per each device)
- ☐ ☐ Health Approval (on-site sewage disposal)
- ☐ ☐ Health Approval (food services)
- TAB 8** ☐ ☐ **VILLAGE OF HARRISON HOT SPRINGS APPROVALS**
- ☐ ☐ Sprinkler Permit – Pre-occupancy Coordinated Review
- ☐ ☐ Fire Department Acceptance (Fire Safety Plan)
- ☐ ☐ Final Inspection (Bldg Inspector– pre-occupancy review)
- ☐ ☐ Developmental Engineering Final Inspection
- ☐ ☐ Planning Technicians Final Inspection
- TAB 9** ☐ ☐ **DEFICIENCY LIST**

Submitted by Co-ordinating Registered Professional

Name (print)

Date _____

Signed

Address (print)

SCHEDULE "G"

NOTICE OF COMPLETION

This is to certify that the building and/or project on the property identified below has been constructed under the authority of **Building Permit Number** _____ and is now completed.

The issuance of this notice does not imply, nor is it intended to be, a warranty that the building complies with the Building Code, the Building Bylaw, or any other bylaw of the Village of Harrison Hot Springs.

SITE ADDRESS: _____

LEGAL DESCRIPTION: _____

OWNER*: _____

BUILDER: _____

USE OF PERMIT: _____

DATE COMPLETE: _____

*Indicates "owner" on title at time of issuance of Notice of Completion

This letter does not include any approval in respect to other authorities who may be required to approve other aspects of this building, including (but not limited to) electrical wiring, gas, private sewage disposal systems or private wells.

Building Inspector

SCHEDULE "H"

VILLAGE OF HARRISON HOT SPRINGS

BUILDING DEPARTMENT

495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC V0M 1K0

Time: _____ Date: _____

**STOP WORK
ORDER**

LOCATION _____

THIS CONSTRUCTION IS IN VIOLATION OF THE VILLAGE OF
HARRISON HOT SPRINGS BYLAWS AND FURTHER CONSTRUCTION
SHALL NOT CONTINUE UNTIL SATISFACTORY CORRECTIONS
HAVE BEEN MADE.

SHOULD ANY CONSTRUCTION CONTINUE AFTER THE POSTING OF
THIS NOTICE, SUCH CONSTRUCTION MAY RESULT IN
PROSECUTION.

INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED
EXCEPT WITH THE CONSENT OF THE
AUTHORITY HAVING JURISDICTION**

VILLAGE OF HARRISON HOT SPRINGS
BUILDING DEPARTMENT

495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, BC V0M 1K0

**NO
OCCUPANCY**

LOCATION _____

THE PERMISSION TO OCCUPY THESE PREMISES IS HEREBY
PROHIBITED UNDER THE PROVISIONS OF THE VILLAGE OF
HARRISON HOT SPRINGS BYLAWS.

ANY PERSONS OCCUPYING THESE PREMISES AFTER THE POSTING
OF THIS NOTICE ARE IN VIOLATION AND PROSECUTION MAY
RESULT.

TIME: _____ DATE: _____

INSPECTOR

**THIS NOTICE SHALL NOT BE REMOVED EXCEPT WITH THE
CONSENT OF THE AUTHORITY HAVING JURISDICTION**

Village of Harrison Hot Springs

Budget

2011

	<u>General</u>	<u>Sewer</u>	<u>Water</u>	<u>Total</u>
Revenue				
Taxation	\$ 1,867,500	\$ 197,500	\$ 185,550	\$ 2,250,550
Sale of goods and services	5,500	-	-	5,500
Revenue from own sources	249,500	321,000	187,000	757,500
Other revenues from own sources	1,350	-	-	1,350
DCC revenues	43,500	108,000	119,000	270,500
Transfers from other governments	1,228,700	2,812,000	225,000	4,265,700
	<u>3,396,050</u>	<u>3,438,500</u>	<u>716,550</u>	<u>7,551,100</u>
Expenses				
General government and administration	1,072,460	64,490	64,000	1,200,950
Community services	238,380	-	-	238,380
Protective services	237,120	-	-	237,120
Public works	235,420	-	-	235,420
Transportation services	132,850	-	-	132,850
Sewer system	-	203,700	-	203,700
Water System	-	-	81,380	81,380
Environmental and Public Health	129,350	-	-	129,350
Recreation and culture	341,820	-	-	341,820
Debt repayments - interest	17,070	8,440	39,800	65,310
Amortization	426,550	91,500	85,500	603,550
	<u>2,831,020</u>	<u>368,130</u>	<u>270,680</u>	<u>3,469,830</u>
Surplus (Deficit) for the year	<u>565,030</u>	<u>3,070,370</u>	<u>445,870</u>	<u>4,081,270</u>
Reserves, capital and debt				
Capital expenditures	(1,862,500)	(4,533,000)	(581,500)	(6,977,000)
Repayment of debt	(9,080)	(5,370)	(352,870)	(367,320)
Replacement reserves	(87,000)	(236,500)	(25,000)	(348,500)
Appropriation from surplus	-	-	-	-
Equity in tangible capital assets	426,550	91,500	85,500	603,550
Borrowing	-	-	350,000	350,000
Reserves used for capital financing	957,000	1,613,000	78,000	2,648,000
	<u>(575,030)</u>	<u>(3,070,370)</u>	<u>(445,870)</u>	<u>(4,091,270)</u>
Budget total for the year	<u>\$ (10,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (10,000)</u>

Revenue Summary 2011

Revenue	General	Sewer	Water	Total
Tax Levies				
Real Property Taxes	\$ 1,812,600	\$ -	\$ -	\$ 1,812,600
Penalties and Interest on Taxes	18,600	-	-	18,600
Revenue Taxes	30,200	-	-	30,200
Frontage Taxes	-	197,500	185,550	383,050
Payment in Lieu of Taxes	6,100	-	-	6,100
	<u>\$ 1,867,500</u>	<u>\$ 197,500</u>	<u>\$ 185,550</u>	<u>\$ 2,250,550</u>
Sale of Goods and Services				
Tax Certificates	\$ 2,000	\$ -	\$ -	\$ 2,000
Other Miscellaneous	3,500	-	-	3,500
	<u>\$ 5,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,500</u>
Revenue from Own Sources				
Licenses and Permits	\$ 41,300	\$ -	\$ -	\$ 41,300
Fines	5,300	-	-	5,300
Return on Investments	18,500	-	-	18,500
Rental and Lease Income	96,400	-	-	96,400
Curbside Collection Fees	88,000	-	-	88,000
User Fees	-	320,000	167,000	487,000
Connection Fees	-	1,000	20,000	21,000
	<u>\$ 249,500</u>	<u>\$ 321,000</u>	<u>\$ 187,000</u>	<u>\$ 757,500</u>
Other Revenues from Own Sources				
Other Miscellaneous Revenue	\$ 1,350	\$ -	\$ -	\$ 1,350
Other Revenues				
DCC Revenues	<u>\$ 43,500</u>	<u>\$ 108,000</u>	<u>\$ 119,000</u>	<u>\$ 270,500</u>
Transfers from Other Governments				
Provincial	<u>\$ 1,228,700</u>	<u>\$ 1,452,000</u>	<u>\$ 225,000</u>	<u>\$ 2,905,700</u>
Federal	<u>\$ -</u>	<u>\$ 1,360,000</u>	<u>\$ -</u>	<u>\$ 1,360,000</u>
Total Revenue	<u>\$ 3,396,050</u>	<u>\$ 3,438,500</u>	<u>\$ 716,550</u>	<u>\$ 7,551,100</u>
Transfers from Reserves, Surplus and Borrowing				
Transfers From Reserves	<u>\$ 957,000</u>	<u>\$ 1,613,000</u>	<u>\$ 78,000</u>	<u>\$ 2,648,000</u>
Accumulated Surplus	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Borrowing	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>
Equity in Tangible Capital Assets	<u>\$ 426,550</u>	<u>\$ 91,500</u>	<u>\$ 85,500</u>	<u>\$ 603,550</u>

Revenue Detail 2011

Account Number	Description	Budget
Real Property Taxes		
1-3-1-05-125-2000	Property Taxes - Residential	\$ 1,027,000
1-3-1-05-126-2000	Property Taxes - Business	701,000
1-3-1-05-128-2000	Property Taxes - Non-Profit	58,500
1-3-1-06-125-2005	Municipal Debt Taxes - Residential	14,800
1-3-1-06-126-2005	Municipal Debt Taxes - Business	10,400
1-3-1-06-128-2005	Municipal Debt Taxes - Non-Profit	900
		<u>\$ 1,812,600</u>
Penalties & Interest on Taxes		
1-3-1-06-129-2300	Penalties	\$ 15,000
1-3-1-06-129-2305	Interest on Arrears Taxes	3,000
1-3-1-06-129-2310	Interest on Delinquent Taxes	600
		<u>\$ 18,600</u>
Revenue Taxes		
1-3-1-07-100-2025	B.C. Hydro - 1% Revenue	\$ 11,100
1-3-1-07-100-2030	Terasen - 1% Revenue	8,500
1-3-1-07-100-2035	Telus - 1% Revenue	3,500
1-3-1-07-100-2040	Shaw Cable - 1% Revenue	7,100
		<u>\$ 30,200</u>
Payment in Lieu of Taxes		
1-3-1-09-100-2105	Canada Post Corp - General & Debt	\$ 2,650
1-3-1-09-100-2110	CBC - General & Debt	200
1-3-1-09-100-2115	CMHC - General & Debt	3,250
		<u>\$ 6,100</u>
Tax Certificates		
1-3-1-12-100-2200	Tax Certificates	<u>\$ 2,000</u>
Other Miscellaneous		
1-3-1-12-100-2205	Photocopy Income	\$ 100
1-3-1-12-100-2210	School Tax Admin Fee	3,400
		<u>\$ 3,500</u>
Licenses and Permits		
1-3-1-12-100-2315	Business Licenses	\$ 13,000
1-3-1-12-100-2320	Dog Licenses	1,000
1-3-1-12-100-2325	Building Permits	20,000
1-3-1-12-100-2330	Campfire Permits	200
1-3-1-12-100-2335	Signage Permits	100
1-3-1-12-100-2340	Subdivision Fees	1,500
1-3-1-12-100-2345	Rezoning Application Fees	1,500
1-3-1-12-100-2350	Development/Dev Variance Permits	3,500
1-3-1-12-100-2355	Other Licenses & Permits	500
		<u>\$ 41,300</u>

Fines

1-3-1-12-101-2360	Bylaw Fines	\$	5,000
1-3-1-12-101-2365	Animal Control Fines		100
1-3-1-12-101-2370	NSF Cheque Fees		100
1-3-1-12-101-2380	Other Fines		100
		\$	5,300

Return on Investments

1-3-1-12-110-2400	Interest - General Operating	\$	16,000
1-3-1-12-900-2400	Other Interest		2,000
1-3-1-12-900-2410	Dividends		500
		\$	18,500

Other Miscellaneous Revenue

1-3-1-13-100-2475	Gifts and Donations	\$	100
1-3-1-13-100-2480	Commissions		50
1-3-1-13-100-2490	Tax Sale Revenue		500
1-3-1-13-100-2595	Other Miscellaneous Revenue		500
1-3-2-26-325-2375	Fire Alarm Response Fees		200
		\$	1,350

Transfers from Federal Government

1-5-1-12-100-2810	Infrastructure Grants	\$	-
-------------------	-----------------------	----	---

Transfer from Provincial Government

1-3-1-14-130-2710	Small Community Protection Grant	\$	429,000
1-3-1-14-131-2800	Hwys, Maintenance & Light		700
1-3-1-14-132-2800	Provincial Planning		-
1-5-1-12-100-2800	Infrastructure Grants		400,000
1-5-1-65-740-2750	Resort Municipality Initiative		307,000
		\$	1,136,700

Rental and Lease Income

1-3-1-16-100-2495	Memorial Benches	\$	10,000
1-3-1-31-375-2450	Public Works Services Recovery		1,000
1-3-3-71-745-2435	Special Event Fees		2,500
1-3-3-72-776-2450	Boat Launch Revenue		65,000
1-3-3-73-800-2420	Rental - Memorial Hall		6,000
1-3-3-73-801-2420	Rental - Arts Centre		1,900
1-3-3-73-802-2420	Rental - Yacht Club		10,000
		\$	96,400

Curbside Collection Fees

1-3-3-45-630-2454	Curbside Collection Fees	\$	88,000
-------------------	--------------------------	----	--------

DCC Revenues

1-3-3-32-415-2970	Roads DCC Revenue	\$	30,000
1-3-3-42-530-2960	Storm Drainage DCC Revenue		13,500
1-3-3-74-815-2965	Parkland DCC Revenue		-
		\$	43,500

Gas Tax Revenue

1-5-1-12-136-2700	Community Works Fund	\$	92,000
-------------------	----------------------	----	--------

SEWER**Sewer Frontage**

2-3-3-41-125-2010	Sewer Frontage - Residential	\$ 183,000
2-3-3-41-126-2010	Sewer Frontage - Business	14,500
		<u>\$ 197,500</u>

Sewer User Fees

2-3-3-41-460-2455	Sewer User Fees	<u>\$ 320,000</u>
-------------------	-----------------	-------------------

Sewer Connection Fees

2-3-3-41-460-2465	Sewer Connection Fees	<u>\$ 1,000</u>
-------------------	-----------------------	-----------------

Sewer DCC Revenue

2-3-3-41-520-2950	Sewer DCC Revenue	<u>\$ 108,000</u>
-------------------	-------------------	-------------------

Provincial Grants

2-3-3-41-610-2800	Infrastructure - Provincial	<u>\$ 1,452,000</u>
-------------------	-----------------------------	---------------------

Federal Grants

2-3-3-41-610-2810	Infrastructure - Canada	<u>\$ 1,360,000</u>
-------------------	-------------------------	---------------------

WATER**Water Frontage**

3-3-3-43-125-2015	Water Frontage - Residential	\$ 172,000
3-3-3-43-126-2015	Water Frontage - Business	13,550
		<u>\$ 185,550</u>

Water User Fees

3-3-3-43-560-2460	Water User Fees	<u>\$ 167,000</u>
-------------------	-----------------	-------------------

Water Connection Fees

3-3-3-43-560-2470	Water Connection Fees	<u>\$ 20,000</u>
-------------------	-----------------------	------------------

Water DCC Revenue

3-3-3-43-620-2955	Water DCC Revenues	<u>\$ 119,000</u>
-------------------	--------------------	-------------------

Provincial Government

3-5-3-43-610-2800	Infrastructure Grants - Provincial	<u>\$ 225,000</u>
-------------------	------------------------------------	-------------------

Federal Government

3-5-3-43-610-2810	Infrastructure Grants - Canada	<u>\$ -</u>
-------------------	--------------------------------	-------------

**Transfers from Reserves, Surplus
and Borrowing**

General Fund

Transfers from Reserves

1-3-1-15-100-2900	Transfers from Reserves	\$ 957,000
-------------------	-------------------------	------------

Accumulated Surplus

1-3-1-15-100-2905	Surplus from Previous Years Appropriation	\$ -
-------------------	---	------

Equity in Tangible Capital Assets

1-3-3-79-900-2915	Equity in Tangible Capital Assets	\$ 426,550
-------------------	-----------------------------------	------------

Sewer Fund

Transfers from Reserves

2-3-3-41-525-2900	Transfers from Reserves	\$ 1,613,000
-------------------	-------------------------	--------------

Accumulated Surplus

2-3-3-41-525-2905	Appropriation from Surplus	\$ -
-------------------	----------------------------	------

Borrowing

1-5-1-41-484-2910	MFA	\$ 350,000
-------------------	-----	------------

Equity in Tangible Capital Assets

2-3-3-41-900-2915	Equity in Tangible Capital Assets	\$ 91,500
-------------------	-----------------------------------	-----------

Water Fund

Transfers from Reserves

3-3-3-43-625-2900	Transfers from Reserves	\$ 78,000
-------------------	-------------------------	-----------

Accumulated Surplus

3-3-3-43-625-2905	Appropriation from Surplus	\$ -
-------------------	----------------------------	------

Equity in Tangible Capital Assets

3-3-3-43-900-2915	Equity in Tangible Capital Assets	\$ 85,500
-------------------	-----------------------------------	-----------

Expenditure Summary 2011

Expenditures	General	Sewer	Water	Total
General Government				
Legislative	\$ 128,050	\$ -	\$ -	\$ 128,050
Staff	202,900	-	-	202,900
Management	458,800	-	-	458,800
General Administration	257,240	64,490	64,000	385,730
Municipal Office Building	25,470	-	-	25,470
	<u>\$ 1,072,460</u>	<u>\$ 64,490</u>	<u>\$ 64,000</u>	<u>\$ 1,200,950</u>
Community Services				
Development/Planning	\$ 71,100	\$ -	\$ -	\$ 71,100
Library Board	59,000	-	-	59,000
Tourism & Community & Economic Development	80,280	-	-	80,280
Sustainability	28,000	-	-	28,000
	<u>\$ 238,380</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 238,380</u>
Protective Services				
Bylaw Enforcement	\$ 32,600	\$ -	\$ -	\$ 32,600
Fire Protection	194,920	-	-	194,920
Emergency Measures	9,600	-	-	9,600
	<u>\$ 237,120</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 237,120</u>
Public Works				
Common Services	\$ 164,000	\$ -	\$ -	\$ 164,000
Public Works Office, Shop and Yard	23,970	-	-	23,970
Equipment and Vehicles	47,450	-	-	47,450
	<u>\$ 235,420</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 235,420</u>
Transportation Services				
Roads and Streets	\$ 102,850	\$ -	\$ -	\$ 102,850
Public Transit	30,000	-	-	30,000
	<u>\$ 132,850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 132,850</u>
Environmental and Public Health				
Sewage Collection and Treatment	\$ -	\$ 203,700	\$ -	\$ 203,700
Water System Operations	-	-	81,380	81,380
Waste Management	126,650	-	-	126,650
Animal Control	2,700	-	-	2,700
	<u>\$ 129,350</u>	<u>\$ 203,700</u>	<u>\$ 81,380</u>	<u>\$ 414,430</u>
Recreation and Culture				
Beach	\$ 73,200	\$ -	\$ -	\$ 73,200
Beach Facilities and Docks	101,930	-	-	101,930
Recreation Buildings	52,780	-	-	52,780
Parks, Playgrounds and Greenspaces	113,910	-	-	113,910
	<u>\$ 341,820</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 341,820</u>
Debt Repayments - Interest	<u>\$ 17,070</u>	<u>\$ 8,440</u>	<u>\$ 39,800</u>	<u>\$ 65,310</u>
Amortization of Capital Assets	<u>\$ 426,550</u>	<u>\$ 91,500</u>	<u>\$ 85,500</u>	<u>\$ 603,550</u>
Total Expenditures	<u>\$ 2,831,020</u>	<u>\$ 368,130</u>	<u>\$ 270,680</u>	<u>\$ 3,469,830</u>

Capital, Debt and Reserve Transfers

Capital Expenditures	<u>\$ 1,862,500</u>	<u>\$ 4,533,000</u>	<u>\$ 581,500</u>	<u>\$ 6,977,000</u>
Debt Repayments - Principal	<u>\$ 9,080</u>	<u>\$ 5,370</u>	<u>\$ 352,870</u>	<u>\$ 367,320</u>
Transfers to Reserves				
Contributions to Non Statutory Reserves	\$ -	\$ 76,500	\$ 25,000	\$ 101,500
Contributions to Statutory Reserves	<u>87,000</u>	<u>160,000</u>	<u>-</u>	<u>247,000</u>
	<u>\$ 87,000</u>	<u>\$ 236,500</u>	<u>\$ 25,000</u>	<u>\$ 348,500</u>

Expenditure Detail 2011

Account Number	Description	Budget
<i>Legislative</i>		
1-4-1-11-050-3120	Indemnity - Mayor Becotte	\$ 30,000
1-4-1-11-050-3405	Mileage - Mayor Becotte	1,000
1-4-1-11-050-3410	Meals / Per Diems - Mayor Becotte	1,000
1-4-1-11-050-3415	Accommodations - Mayor Becotte	2,000
1-4-1-11-050-3420	Commercial Transportation - Mayor Becotte	200
1-4-1-11-050-3425	Parking - Mayor Becotte	200
1-4-1-11-050-3515	Cell Phone - Mayor Becotte	-
1-4-1-11-050-3635	Membership Fees & Registration - Mayor Becotte	2,000
1-4-1-11-061-3120	Indemnity - Councillor Harris	15,000
1-4-1-11-061-3405	Mileage - Councillor Harris	500
1-4-1-11-061-3410	Meals / Per Diems - Councillor Harris	500
1-4-1-11-061-3415	Accommodations - Councillor Harris	1,500
1-4-1-11-061-3420	Commercial Transportation - Councillor Harris	200
1-4-1-11-061-3425	Parking - Councillor Harris	200
1-4-1-11-061-3635	Membership Fees & Registration - Councillor Harris	1,500
1-4-1-11-066-3120	Indemnity - Councillor Jackson	15,000
1-4-1-11-066-3405	Mileage - Councillor Jackson	1,300
1-4-1-11-066-3410	Meals / Per Diems - Councillor Jackson	1,000
1-4-1-11-066-3415	Accommodations - Councillor Jackson	2,000
1-4-1-11-066-3420	Commercial Transportation - Councillor Jackson	200
1-4-1-11-066-3425	Parking - Councillor Jackson	200
1-4-1-11-066-3635	Membership Fees & Registration - Councillor Jackson	2,000
1-4-1-11-070-3120	Indemnity - Councillor Kenyon	15,000
1-4-1-11-070-3405	Mileage - Councillor Kenyon	500
1-4-1-11-070-3410	Meals / Per Diems - Councillor Kenyon	500
1-4-1-11-070-3415	Accommodations - Councillor Kenyon	1,500
1-4-1-11-070-3420	Commercial Transportation - Councillor Kenyon	200
1-4-1-11-070-3425	Parking - Councillor Kenyon	200
1-4-1-11-070-3635	Membership Fees & Registration - Councillor Kenyon	1,500
1-4-1-11-071-3120	Indemnity - Councillor Perry	15,000
1-4-1-11-071-3405	Mileage - Councillor Perry	1,300
1-4-1-11-071-3410	Meals / Per Diems - Councillor Perry	1,000
1-4-1-11-071-3415	Accommodations - Councillor Perry	2,000
1-4-1-11-071-3420	Commercial Transportation - Councillor Perry	200
1-4-1-11-071-3425	Parking - Councillor Perry	200
1-4-1-11-071-3635	Membership Fees & Registration - Councillor Perry	2,000
1-4-1-11-095-3510	Council Mailouts	500
1-4-1-11-095-3615	Public Relations & Receptions	2,000
1-4-1-11-095-3620	Printing	400
1-4-1-11-095-3625	Photocopying	2,000
1-4-1-11-095-4115	Insurance for Elected Officials	550
1-4-1-11-095-4530	Catering Services	3,000
1-4-1-11-095-4540	Hospitality Expenses (Council)	1,000
Total Legislative		\$ 128,050

Staff

1-4-1-12-115-3105	Staff Wages - Full Time	\$ 184,000
1-4-1-12-115-3110	Staff Wages - Part Time	7,000
1-4-1-12-116-3405	Mileage - Staff	1,500
1-4-1-12-116-3410	Meals - Staff	500
1-4-1-12-116-3415	Accommodations - Staff	1,500
1-4-1-12-116-3420	Commercial Transportation - Staff	200
1-4-1-12-116-3425	Parking - Staff	200
1-4-1-12-117-3105	Wages - Training	4,000
1-4-1-12-117-3640	Training & Education	4,000
Total Staff		\$ 202,900

Management

1-4-1-12-118-3105	Wages - Management	\$ 420,000
1-4-1-12-119-3305	Employee Recruiting Costs	1,500
1-4-1-12-120-3105	Wages - Training	15,000
1-4-1-12-120-3405	Mileage - Management	3,000
1-4-1-12-120-3410	Meals - Management	1,500
1-4-1-12-120-3415	Accommodations - Management	5,000
1-4-1-12-120-3420	Commercial Transportation - Management	400
1-4-1-12-120-3425	Parking - Management	400
1-4-1-12-120-3640	Education & Training	11,000
1-4-1-12-120-4540	Hospitality Expenses (Mgmt)	1,000
Total Management		\$ 458,800

General Administration

1-4-1-14-100-3505	Courier, Freight and Cartage	\$ 200
1-4-1-14-100-3510	Postage	4,500
1-4-1-14-100-3515	Telephone	10,000
1-4-1-14-100-3520	Fax & Fax Supplies	500
1-4-1-14-101-3605	Advertising	10,000
1-4-1-14-101-3610	Promotional Materials	5,000
1-4-1-14-101-3615	Public Relations & Receptions	2,000
1-4-1-14-101-3625	Printing & Binding	750
1-4-1-14-101-3635	Photocopying & Supplies	5,000
1-4-1-14-101-3630	Subscriptions & Publications	1,500
1-4-1-14-101-3635	Membership Fees & Registrations	7,000
1-4-1-14-101-3645	Title Searches	50
1-4-1-14-101-3650	Website Maintenance	1,500
1-4-1-14-102-3705	Audit & Accounting Fees	20,000
1-4-1-14-102-3710	Legal Fees	30,000
1-4-1-14-102-3730	Consulting Services	60,000
1-4-1-14-102-3735	Election Expenses	15,000
1-4-1-14-102-3915	Photocopier Lease	5,600
1-4-1-14-103-4105	Licenses & Permits	500
1-4-1-14-103-4110	Insurance Claims	2,500
1-4-1-14-103-4115	Insurance Premiums	16,430
1-4-1-14-103-4120	Tax Sale Costs	500
1-4-1-14-104-4030	Office Recycling	900
1-4-1-14-104-4505	Office Supplies	10,000
1-4-1-14-104-4510	Computer & Supplies	20,000
1-4-1-14-104-4515	Janitorial Supplies	100
1-4-1-14-104-4525	Consumable Supplies	700
1-4-1-14-104-4530	Other Miscellaneous Expenses	500
1-4-1-14-105-4905	Audio Supplies	200
1-4-1-14-105-4910	Video Supplies	100
1-4-1-14-106-5505	Service Charges	700
1-4-1-14-106-5510	Payroll Service Charges	250
1-4-1-14-106-5515	Interest Charges	50
1-4-1-14-106-5530	Interest on Prepaid Taxes	200
1-4-1-14-107-5905	Write Off of Tax Balances Under 1\$	10
		<u>\$ 232,240</u>

Grants to Groups

1-4-1-14-150-5405	Grants to Groups	\$ 25,000
	Total General Administration	\$ 257,240

Levies from Other Governments & Agencies**Fraser Valley Library Board**

1-4-1-20-198-4405	Fraser Valley Regional Library	\$ 59,000
-------------------	--------------------------------	-----------

Municipal Office Building

1-4-1-15-180-3105	Wages - Municipal Office Building	\$ 5,000
1-4-1-15-180-3810	Repairs & Maintenance - Building	3,000
1-4-1-15-180-3815	Repairs & Maintenance - Equipment	500
1-4-1-15-180-4020	Janitorial Services	9,000
1-4-1-15-180-4115	Insurance Premiums	1,770
1-4-1-15-180-4710	Landscaping & Materials	500
1-4-1-15-180-4715	Gardening Supplies	400
1-4-1-15-180-4740	Hardware & Supplies	200
1-4-1-15-180-4810	Gas	1,500
1-4-1-15-180-4815	Electricity	2,000
1-4-1-15-180-4820	Cable/Internet	1,600
	Total Municipal Office Building	\$ 25,470

Development/Planning

1-4-1-60-696-3505	Courier, Freight & Cartage	\$	100
1-4-1-60-696-3605	Advertising		100
1-4-1-60-696-3620	Printing & Binding		100
1-4-1-60-696-3730	Advisory Planning Commission		100
1-4-1-60-696-4010	Planning/Engineering Consultant		60,000
			<u>60,400</u>

Building

1-4-1-60-697-3505	Courier, Freight & Cartage	\$	200
1-4-1-60-697-3620	Printing & Binding		500
1-4-1-60-697-4005	Contracted Building Inspection		10,000
		\$	<u>10,700</u>
	Total Development/Planning	\$	<u>71,100</u>

Tourism & Community & Economic Development**Economic Development**

1-4-1-63-715-3405	Mileage	\$	1,000
1-4-1-63-715-3410	Meals		250
1-4-1-63-715-3415	Accommodations		1,000
1-4-1-63-715-3420	Commercial Transportation		200
1-4-1-63-715-3425	Parking		100
1-4-1-63-715-3515	Cell Phone		750
1-4-1-63-715-3605	Advertising		3,500
1-4-1-63-715-3610	Promotional Materials		450
1-4-1-63-715-3615	Public Relations & Receptions		500
1-4-1-63-715-3620	Printing & Binding		200
1-4-1-63-715-3630	Subscriptions & Publications		200
1-4-1-63-715-3635	Membership Fees & Registrations		800
1-4-1-63-716-3105	Wages - Training		7,000
		\$	15,950

Tourist Information Centre

1-4-1-65-725-3105	Wages - Info Centre	\$	1,500
1-4-1-65-725-3810	Repairs & Maintenance		500
1-4-1-65-725-4025	Tourism Society Contribution		31,000
1-4-1-65-725-4115	Insurance Premiums		330
1-4-1-65-725-4710	Landscaping Materials		200
1-4-1-65-725-4715	Gardening Supplies		250
1-4-1-65-725-4740	Hardware & Supplies		50
		\$	33,830

Community Development & Events

1-4-1-65-729-4595	Communities in Bloom	\$	11,000
1-4-1-65-730-5405	Canada Day		7,500
1-4-1-65-731-4595	Community Development		1,000
1-4-1-65-732-3105	Wages - Festival of Lights		500
1-4-1-65-732-4595	Festival of Lights		5,000
1-4-1-65-734-3105	Wages - Special Events		2,000
1-4-1-65-735-3895	Community Garden		500
1-4-1-65-736-4595	Community Christmas Event		3,000
		\$	30,500
	Total Tourism & Community & Economic Development	\$	80,280

Sustainability

1-4-1-67-742-4305	Carbon Offsets	\$	3,000
1-4-1-67-743-3730	Integrated Community Sustainability Plan		25,000
	Total Sustainability	\$	28,000

Bylaw Enforcement

1-4-2-24-315-4095	Adjudication Fees	600
1-4-2-24-315-4130	Bylaw Enforcement	31,800
1-4-2-24-315-5595	Collection Agency Fees	200
Total Bylaw Enforcement		\$ 32,600

Fire Protection**Fire Department Administration**

1-4-2-26-325-3515	Telephone	\$ 2,000
1-4-2-26-325-3605	Advertising	400
1-4-2-26-325-3625	Photocopying & Supplies	600
1-4-2-26-325-3630	Subscriptions & Publications	1,000
1-4-2-26-325-3635	Membership Fees & Registrations	1,000
1-4-2-26-325-3640	Training & Education	40,000
1-4-2-26-325-4505	Office Supplies	700
1-4-2-26-325-4510	Computer Supplies	4,000
1-4-2-26-325-4520	Uniforms	5,000
1-4-2-26-325-4525	Consumable Supplies	200
1-4-2-26-325-4910	Video Supplies	-
		\$ 54,900

Firehall

1-4-2-26-326-3105	Wages - Firehall	\$ 1,500
1-4-2-26-326-3810	Repairs & Maintenance - Building	1,000
1-4-2-26-326-4020	Janitorial Services	1,000
1-4-2-26-326-4105	Radio License	350
1-4-2-26-326-4115	Insurance Premiums	3,600
1-4-2-26-326-4515	Janitorial Supplies	300
1-4-2-26-326-4710	Landscaping & Materials	100
1-4-2-26-326-4715	Gardening Supplies	100
1-4-2-26-326-4740	Hardware & Supplies	500
1-4-2-26-326-4805	Water	100
1-4-2-26-326-4810	Gas	2,500
1-4-2-26-326-4815	Electricity	1,000
1-4-2-26-326-4820	Cable/Internet	1,000
		\$ 13,050

Firefighter Remuneration & Benefits

1-4-2-26-327-3125	Firefighter Callouts	\$ 8,000
1-4-2-26-327-3745	Outside Fire Services	1,500
1-4-2-26-327-4125	Fire Site Security	1,500
1-4-2-26-328-3125	Firefighter's Honorariums	4,750
1-4-2-26-329-3125	Firefighter Practices	25,000
1-4-2-26-329-3135	LAFC Inspections	4,400
1-4-2-26-329-3250	Firefighter's WCB	400
1-4-2-26-329-3640	Training	13,000
1-4-2-26-329-4115	Insurance Coverage - Firefighters	1,150
		\$ 59,700

Fire Chief

1-4-2-26-330-3125	Fire Chief Remuneration	\$ 5,000
1-4-2-26-330-3405	Mileage	150
1-4-2-26-330-3410	Meals	300
1-4-2-26-330-3415	Accommodations	1,000
1-4-2-26-330-3420	Commercial Transportation	100
1-4-2-26-330-3425	Parking	50
		\$ 6,600

Ladder Truck

1-4-2-26-334-3820	Repairs & Maintenance	\$ -
1-4-2-26-334-4115	Insurance Premiums	2,000
1-4-2-26-334-4605	Gas, Oil, Diesel & Propane	500
1-4-2-26-334-4610	Tires	-
		\$ 2,500

1992 Volvo Fire Truck

1-4-2-26-335-3820	Repairs & Maintenance	\$ 2,500
1-4-2-26-335-4115	Insurance Premiums	1,080
1-4-2-26-335-4605	Gas, Oil, Diesel & Propane	500
1-4-2-26-335-4610	Tires	-
		<u>\$ 4,080</u>

1992 Fire Chief Truck

1-4-2-26-336-3820	Repairs & Maintenance	\$ 500
1-4-2-26-336-4115	Insurance Premiums	640
1-4-2-26-336-4605	Gas, Oil, Diesel & Propane	750
1-4-2-26-336-4610	Tires	-
		<u>\$ 1,890</u>

1977 Int'l Fire Truck

1-4-2-26-337-3820	Repairs & Maintenance	\$ 1,000
1-4-2-26-337-4115	Insurance Premiums	620
1-4-2-26-337-4605	Gas, Oil, Diesel & Propane	400
1-4-2-26-337-4610	Tires	-
		<u>\$ 2,020</u>

1941 Antique Fire Truck

1-4-2-26-338-3820	Repairs & Maintenance	\$ -
1-4-2-26-338-4115	Insurance Premiums	80
1-4-2-26-338-4605	Gas, Oil, Diesel & Propane	50
1-4-2-26-338-4610	Tires	-
		<u>\$ 130</u>

Safety House Trailer

1-4-2-26-339-4115	Insurance Premiums	\$ 300
--------------------------	---------------------------	---------------

Fire Department Equipment

1-4-2-26-345-3525	Communications Equipment	\$ 10,000
1-4-2-26-345-3820	Repairs & Maintenance	2,000
1-4-2-26-345-4535	Turnout Gear, Safety Clothing & Equipment	36,000
1-4-2-26-345-4595	Medical Supplies	750
1-4-2-26-345-4695	Fire Hose & Nozzles	1,000
		<u>\$ 49,750</u>

Total Fire Protection \$ 194,920

Emergency Measures

1-4-2-26-360-3795	Emergency Services	\$ 9,000
1-4-2-26-360-4530	Catering Services	600
		<u>\$ 9,600</u>

Total Emergency Measures \$ 9,600

Public Works

Public Works Common Services

1-4-3-31-370-3105	Wages - Common Services	\$ 117,000
1-4-3-31-370-3405	Mileage	500
1-4-3-31-370-3410	Meals	500
1-4-3-31-370-3415	Accommodations	1,200
1-4-3-31-370-3420	Commercial Transportation	100
1-4-3-31-370-3425	Parking	100
1-4-3-31-370-3505	Courier, Freight and Cartage	200
1-4-3-31-370-3510	Postage	100
1-4-3-31-370-3520	Fax	100
1-4-3-31-370-3625	Photocopying & Supplies	100
1-4-3-31-370-3630	Subscriptions & Publications	200
1-4-3-31-370-3635	Membership Fees & Registrations	400
1-4-3-31-370-3915	Equipment Rentals	4,000
1-4-3-31-370-4005	Contracted Services	1,000
1-4-3-31-370-4040	Occupational Health & Safety	11,000
1-4-3-31-370-4105	Licenses & Permits	250
1-4-3-31-370-4505	Office Supplies	1,500
1-4-3-31-370-4510	Computer & Supplies	1,500
1-4-3-31-370-4525	Consumable Supplies	600
1-4-3-31-370-4535	Safety Clothing & Equipment	5,000
1-4-3-31-370-4740	Hardware & Supplies	4,500
1-4-3-31-370-4810	BC One Call Services	150
1-4-3-31-379-3105	Wages - Training	11,000
1-4-3-31-379-3640	Training & Education	3,000
Total Public Works Common Services		\$ 164,000

Public Works Office

1-4-3-31-371-3515	Telephone	\$ 1,300
1-4-3-31-371-3810	Repairs & Maintenance - Building	1,500
1-4-3-31-371-3815	Repairs & Maintenance - Equipment	200
1-4-3-31-371-4020	Janitorial Services	4,500
1-4-3-31-371-4115	Insurance Premiums	1,230
1-4-3-31-371-4515	Janitorial Supplies	200
1-4-3-31-371-4805	Water	300
1-4-3-31-371-4810	Gas	1,200
1-4-3-31-371-4815	Electricity	800
		\$ 11,230

Public Works Shop & Yard

1-4-3-31-372-3810	Repairs & Maintenance - Building	\$ 2,000
1-4-3-31-372-3815	Repairs & Maintenance - Equipment	2,000
1-4-3-31-372-4115	Insurance Premiums	840
1-4-3-31-372-4810	Gas	900
1-4-3-31-372-4815	Electricity	800
1-4-3-31-373-3895	Repairs & Maintenance	6,200
		\$ 12,740
Total Public Works Office, Shop & Yard		\$ 23,970

Equipment & Vehicles**Public Works Equipment**

1-4-3-31-375-3815	Repairs & Maintenance	\$ 3,000
1-4-3-31-375-4115	Insurance Premiums	2,700
1-4-3-31-375-4605	Gas, Oil, Diesel & Propane	1,300
1-4-3-31-375-4620	Small Tools & Equipment	5,000
		<u>\$ 12,000</u>

1998 Ford Ranger

1-4-3-31-380-3820	Repairs & Maintenance	\$ 750
1-4-3-31-380-4115	Insurance Premiums	890
1-4-3-31-380-4605	Gas, Oil, Diesel & Propane	1,000
1-4-3-31-380-4610	Tires	-
		<u>\$ 2,640</u>

1996 Dodge 1500

1-4-3-31-382-3820	Repairs & Maintenance	\$ 750
1-4-3-31-382-4115	Insurance Premiums	970
1-4-3-31-382-4605	Gas, Oil, Diesel & Propane	1,200
1-4-3-31-382-4610	Tires	150
		<u>\$ 3,070</u>

1998 Ford F350 (Water Tank)

1-4-3-31-383-3820	Repairs & Maintenance	\$ 500
1-4-3-31-383-4115	Insurance Premiums	980
1-4-3-31-383-4605	Gas, Oil, Diesel & Propane	1,000
1-4-3-31-383-4610	Tires	-
		<u>\$ 2,480</u>

1999 Ford F450 (Flat Deck)

1-4-3-31-384-3820	Repairs & Maintenance	\$ 1,500
1-4-3-31-384-4115	Insurance Premiums	780
1-4-3-31-384-4605	Gas, Oil, Diesel & Propane	700
1-4-3-31-384-4610	Tires	-
		<u>\$ 2,960</u>

1993 International Dump Truck

1-4-3-31-385-3820	Repairs & Maintenance	\$ 2,000
1-4-3-31-385-4115	Insurance Premiums	1,160
1-4-3-31-385-4605	Gas, Oil, Diesel & Propane	400
1-4-3-31-385-4610	Tires	-
		<u>\$ 3,560</u>

1996 Backhoe

1-4-3-31-386-3820	Repairs & Maintenance	\$	4,000
1-4-3-31-386-4115	Insurance Premiums		500
1-4-3-31-386-4605	Gas, Oil, Diesel & Propane		2,000
1-4-3-31-386-4610	Tires		2,500
		\$	9,000

2003 Lawn Mower Tractor

1-4-3-31-387-3820	Repairs & Maintenance	\$	1,000
1-4-3-31-387-4115	Insurance Premiums		440
1-4-3-31-387-4605	Gas, Oil, Diesel & Propane		700
1-4-3-31-387-4610	Tires		400
		\$	2,540

Utility Trailers

1-4-3-31-388-3820	Repairs & Maintenance	\$	200
1-4-3-31-388-4115	Insurance Premiums		700
		\$	900

2009 Kubota

1-4-3-31-390-3820	Repairs & Maintenance	\$	1,000
1-4-3-31-390-4115	Insurance Premiums		350
1-4-3-31-390-4605	Gas, Oil, Diesel & Propane		600
1-4-3-31-390-4610	Tires		-
		\$	1,950

2003 Ford F550 Dump

1-4-3-31-391-3820	Repairs & Maintenance	\$	500
1-4-3-31-391-4115	Insurance Premiums		1,660
1-4-3-31-391-4605	Gas, Oil, Diesel & Propane		1,000
1-4-3-31-391-4610	Tires		-
		\$	3,160

2010 Ford F150 4x4 P/U

1-4-3-31-392-3820	Repairs & Maintenance	\$	300
1-4-3-31-392-4115	Insurance Premiums		1,400
1-4-3-31-392-4605	Gas, Oil, Diesel & Propane		1,200
1-4-3-31-392-4610	Tires		-
		\$	2,900

2010 Ford Van

1-4-3-31-393-3820	Repairs & Maintenance	\$	50
1-4-3-31-393-4115	Insurance Premiums		130
1-4-3-31-393-4605	Gas, Oil, Diesel & Propane		110
1-4-3-31-393-4610	Tires		-
		\$	290

Total Vehicles & Equipment \$ 47,450

Transportation Services**Roads and Streets****Road Resurfacing**

1-4-3-32-415-3105	Wages - Road Resurfacing	\$ 3,000
1-4-3-32-415-3835	Repairs & Maintenance	2,000
1-4-3-32-415-4005	Contracted Services	4,000
1-4-3-32-415-4720	Sand & Gravel	-
1-4-3-32-415-4725	Paving Materials	500
		<u>\$ 9,500</u>

Road Marking

1-4-3-32-417-3105	Wages - Road Marking	\$ 3,500
1-4-3-32-417-4005	Contracted Services	3,000
1-4-3-32-417-4735	Street Signs	2,000
1-4-3-32-417-4740	Hardware & Supplies	500
		<u>\$ 9,000</u>

Drainage & Ditching

1-4-3-32-419-3105	Wages - Draining & Ditching	\$ 17,000
1-4-3-32-419-3895	Repairs & Maintenance	9,000
1-4-3-32-419-4005	Contracted Services	2,000
1-4-3-32-419-4740	Hardware & Supplies	300
1-4-3-32-419-4815	Electricity	500
		<u>\$ 28,800</u>

Street Lighting

1-4-3-32-421-3835	Repairs & Maintenance	\$ 4,000
1-4-3-32-421-4115	Insurance Premiums	300
1-4-3-32-421-4815	Electricity	22,000
		<u>\$ 26,300</u>

Street Cleaning

1-4-3-32-423-4005	Street Cleaning	\$ 3,000
-------------------	-----------------	----------

Snow Removal

1-4-3-32-425-3105	Wages - Snow Removal	\$ 8,000
1-4-3-32-425-3915	Equipment Rental	-
1-4-3-32-425-4005	Contracted Services	2,000
1-4-3-32-425-4720	Sand & Salt	1,000
		<u>\$ 11,000</u>

Village Entrance

1-4-3-32-427-3105	Wages - Village Entrance	\$ 4,000
1-4-3-32-427-3835	Repairs & Maintenance	1,000
1-4-3-32-427-4710	Landscaping & Materials	350
1-4-3-32-427-4715	Gardening Supplies	500
1-4-3-32-427-4815	Electricity	400
		<u>\$ 6,250</u>

Sidewalks

1-4-3-32-429-3105	Wages - Sidewalks	\$ 4,000
1-4-3-32-429-3835	Repairs & Maintenance	2,000
1-4-3-32-429-4005	Contracted Services	2,000
1-4-3-32-429-4725	Concrete Materials	1,000
		<u>\$ 9,000</u>

Total Roads and Streets \$ 102,850**Public Transit**

1-4-3-34-455-4405	District of Kent	\$ 30,000
-------------------	------------------	-----------

Waste Management**Waste Management - Municipal Operations**

1-4-3-45-633-4005	Tipping Fees	\$ 5,000
1-4-3-45-634-3105	Wages - Solid Waste & Recycling	19,000
		<u>\$ 24,000</u>

2000 Garbage Truck

1-4-3-45-640-3820	Repairs & Maintenance	\$ 4,000
1-4-3-45-640-4115	Insurance Premiums	2,150
1-4-3-45-640-4605	Gas, Oil, Diesel & Propane	2,500
1-4-3-45-640-4610	Tires & Batteries	-
		<u>\$ 8,650</u>

Total Waste Management - Municipal Operations \$ 32,650

Waste Management - Contracted Services

1-4-3-46-646-4005	Curbside Collection	\$ 83,000
1-4-3-46-647-4005	Bin & Tipping Fees - Solid Waste	7,000
1-4-3-46-648-4005	Bin & Tipping Fees - Green Waste	4,000

Total Waste Management - Contracted Services \$ 94,000

Total Waste Management \$ 126,650

Animal Control

1-4-3-50-670-3740	Veterinarian Services	\$ 200
1-4-3-50-670-4525	Dog Tags & Supplies	2,500

Total Animal Control \$ 2,700

Recreation & Culture

Beach

1-4-3-71-745-3105	Wages - Beach Maintenance	\$ 55,000
1-4-3-71-745-3830	Beach Maintenance	7,000
1-4-3-71-745-4710	Landscaping Materials	1,000
1-4-3-71-745-4715	Gardening Supplies	1,500
		<u>\$ 64,500</u>

Memorial Benches

1-4-3-71-748-3105	Wages - Memorial Benches	\$ 2,000
1-4-3-71-748-3825	Bench Repairs	200
1-4-3-71-748-4725	Concrete	600
1-4-3-71-748-4740	Hardware & Supplies	400
1-4-3-71-748-4795	Bench Purchases	5,500
		<u>\$ 8,700</u>
Total Beach		\$ 73,200

Beach Facilities & Docks

Beach Washrooms

1-4-3-72-775-3105	Wages - Beach Washrooms	\$ 5,000
1-4-3-72-775-31030	Wages - Beach Washrooms Janitorial	7,000
1-4-3-72-775-3810	Repairs & Maintenance	2,500
1-4-3-72-775-4020	Janitorial Services	1,500
1-4-3-72-775-4115	Insurance Premiums	1,050
1-4-3-72-775-4515	Janitorial Supplies	4,000
1-4-3-72-775-4740	Hardware & Supplies	500
1-4-3-72-775-4805	Water	500
1-4-3-72-775-4815	Electricity	1,500
		<u>\$ 23,550</u>

Boat Launch & Washrooms

1-4-3-72-776-3105	Wages - Boat Launch & Washrooms	\$ 5,000
1-4-3-72-776-3130	Wages - Boat Launch Washrooms Janitorial	4,000
1-4-3-72-776-3810	Repairs & Maintenance	10,000
1-4-3-72-776-4005	Attendant Fees	35,000
1-4-3-72-776-4030	Janitorial Services	-
1-4-3-72-776-4115	Insurance Premiums	1,250
1-4-3-72-776-4515	Janitorial Supplies	1,000
1-4-3-72-776-4740	Hardware & Supplies	1,300
1-4-3-72-776-4805	Water	500
1-4-3-72-776-4815	Electricity	300
1-4-3-72-776-5505	Service Charges	1,000
		<u>\$ 59,350</u>

Harrison Lake Plaza

1-4-3-72-777-3105	Wages - Harrison Lake Plaza	\$ 7,000
1-4-3-72-777-3895	Repairs & Maintenance	1,500
1-4-3-72-777-4115	Insurance Premiums	900
1-4-3-72-777-4710	Landscaping & Materials	400
1-4-3-72-777-4715	Gardening Supplies	1,000
1-4-3-72-777-4740	Hardware & Supplies	200
1-4-3-72-777-4805	Water	2,000
1-4-3-72-777-4815	Electricity	4,500
		<u>\$ 17,500</u>

Federal Wharf

1-4-3-72-778-3705	Audit Fees	\$ -
1-4-3-72-778-3805	Repairs & Maintenance	-
1-4-3-72-778-4115	Insurance Premiums	80
1-4-3-72-778-4140	Administration Fees	-
1-4-3-72-778-4815	Electricity	-
		<u>\$ 80</u>

Float Plane Dock

1-4-3-72-779-3805	Repairs & Maintenance	\$ 1,000
1-4-3-72-779-4115	Insurance Premiums	450
		<u>\$ 1,450</u>

Total Beach Facilities and Docks \$ 101,930

Recreation Buildings**Memorial Hall**

1-4-3-73-800-3105	Wages - Memorial Hall	\$ 5,000
1-4-3-73-800-3130	Wages - Memorial Hall Janitorial	9,000
1-4-3-73-800-3815	Telephone	1,300
1-4-3-73-800-3810	Repairs & Maintenance	11,000
1-4-3-73-800-4020	Janitorial Services	1,000
1-4-3-73-800-4115	Insurance Premiums	5,120
1-4-3-73-800-4515	Janitorial Supplies	1,300
1-4-3-73-800-4710	Landscaping Materials	100
1-4-3-73-800-4715	Gardening Supplies	300
1-4-3-73-800-4740	Hardware & Supplies	5,000
1-4-3-73-800-4805	Water	400
1-4-3-73-800-4810	Gas	3,000
1-4-3-73-800-4815	Electricity	2,500
		<u>\$ 45,020</u>

Arts Centre

1-4-3-73-801-3810	Repairs & Maintenance	\$ 2,500
1-4-3-73-801-4115	Insurance Premiums	900
		<u>\$ 3,400</u>

Yacht Club

1-4-3-73-802-4115	Insurance Premiums	\$ 360
1-4-3-73-802-4195	Moorage Fees	4,000
		<u>\$ 4,360</u>

Total Recreation Buildings \$ 52,780

Parks, Playgrounds & Green Spaces

Rendall Park

1-4-3-74-815-3105	Wages - Rendall Park	\$ 8,000
1-4-3-74-815-3825	Repairs & Maintenance	3,000
1-4-3-74-815-3825	Equipment Rentals	2,000
1-4-3-74-815-4115	Insurance Premiums	70
1-4-3-74-815-4710	Landscaping Materials	500
1-4-3-74-815-4715	Gardening Supplies	100
1-4-3-74-815-4740	Hardware & Supplies	3,500
		<u>\$ 17,170</u>

Spring Park

1-4-3-74-816-3105	Wages - Spring Park	\$ 13,000
1-4-3-74-816-3825	Repairs & Maintenance	20,000
1-4-3-74-816-4115	Insurance Premiums	450
1-4-3-74-816-4710	Landscaping Materials	400
1-4-3-74-816-4715	Gardening Supplies	100
1-4-3-74-816-4740	Hardware & Supplies	100
1-4-3-74-816-4815	Electricity	500
		<u>\$ 34,550</u>

Beach Playground

1-4-3-74-817-3105	Wages - Beach Playground	\$ 1,000
1-4-3-74-817-3825	Repairs & Maintenance	1,000
1-4-3-74-817-4115	Insurance Premiums	240
1-4-3-74-817-4740	Hardware & Supplies	100
		<u>\$ 2,340</u>

Other Green Spaces

1-4-3-74-818-3105	Wages - Other Green Spaces	\$ 50,000
1-4-3-74-818-3825	Repairs & Maintenance	2,000
1-4-3-74-818-4005	Urban Forest	5,000
1-4-3-74-818-4710	Landscaping & Materials	1,500
1-4-3-74-818-4715	Gardening Supplies	1,300
1-4-3-74-818-4740	Hardware & Supplies	50
		<u>\$ 59,850</u>
Total Parks, Playgrounds & Green Spaces		<u>\$ 113,910</u>

Debt Repayments**Interest**

1-6-1-12-290-5705	Interest - Land Debenture	\$ 17,070
-------------------	---------------------------	-----------

Amortization of Capital Assets

1-4-1-12-170-0750	Amortization - Vehicles	\$ 38,500
1-4-1-12-170-0700	Amortization - Office Equipment, IT & Furnishings	20,200
1-4-1-12-170-0650	Amortization - Buildings & Structures	33,800
1-4-2-26-170-0700	Amortization - Fire Department Equipment	5,500
1-4-3-31-170-0700	Amortization - Public Works Equipment	29,550
1-4-3-32-170-0550	Amortization - Roads	216,000
1-4-3-32-170-0600	Amortization - Bridges	14,400
1-4-3-42-170-0900	Amortization - Linear Storm Sewer	17,500
1-4-3-74-170-0800	Amortization - Parks Infrastructure	4,000
1-4-3-79-170-0850	Amortization - Other Infrastructure	47,100
Total Amortization of Capital Assets		\$ 426,550

Environmental & Public Health**Sewer System****Sewer Administration**

2-4-3-41-460-3105	Wages - Sewer Administration	\$ 43,500
2-4-3-41-460-3405	Mileage	300
2-4-3-41-460-3410	Meals	600
2-4-3-41-460-3415	Accommodations	1,200
2-4-3-41-460-3420	Commercial Transportation	100
2-4-3-41-460-3425	Parking	150
2-4-3-41-460-3705	Audit Fees	1,000
2-4-3-41-460-4115	Insurance Premiums	1,640
2-4-3-41-460-4505	Office Overhead/Buildings	7,000
2-4-3-41-460-4695	Vehicle Expense Allocation	2,000
2-4-3-41-466-3105	Wages - Training	4,000
2-4-3-41-466-3640	Training & Education	3,000
Total Sewer Administration		\$ 64,490

Sewage Collection and Treatment**Sewer Collection**

2-4-3-41-461-3105	Wages - Sewer Collection	\$ 4,000
2-4-3-41-461-3805	Sewage Collection - Repairs & Maintenance	27,000
2-4-3-41-461-4005	Contracted Services	3,000
2-4-3-41-461-4740	Sewer Collection Supplies	2,000
		\$ 36,000

Sewage Treatment Plant

2-4-3-41-465-3105	Wages - Sewage Treatment Plant	\$ 40,000
2-4-3-41-465-3515	Telephone Alarm	2,700
2-4-3-41-465-3795	Wastewater Sampling	2,500
2-4-3-41-465-3810	Repairs & Maintenance	7,000
2-4-3-41-465-4105	Permits	1,600
2-4-3-41-465-4115	Insurance Premiums	16,000
2-4-3-41-465-4605	Gas, Oil, Diesel & Propane	100
2-4-3-41-465-4705	Chemicals	18,000
2-4-3-41-465-4740	Hardware & Supplies	1,800
2-4-3-41-465-4815	Electricity	37,000
		\$ 126,700

Lift Stations

2-4-3-41-466-3105	Wages - Lift Stations	\$ 18,000
2-4-3-41-466-3810	Repairs & Maintenance	12,000
2-4-3-41-466-4115	Insurance Premiums	3,500
2-4-3-41-466-4740	Hardware & Supplies	500
2-4-3-41-466-4815	Electricity	7,000
		\$ 41,000

Total Sewage Collection and Treatment \$ 203,700**Debt Repayments****Interest**

2-6-3-41-471-5705	Debenture Interest - Bylaw No. 626	\$ 8,440
-------------------	------------------------------------	----------

Amortization of Capital Assets

2-4-3-41-170-0650	Amortization - Sewer Structures	\$ 72,800
2-4-3-41-170-0700	Amortization - Sewer Equipment	3,300
2-4-3-41-170-0900	Amortization - Sewer Linear Assets	15,400
Total Amortization of Capital Assets		\$ 91,500

Water System**Water Administration**

3-4-3-43-560-3105	Wages - Administration	\$ 43,500
3-4-3-43-560-3405	Mileage	300
3-4-3-43-560-3410	Meals	600
3-4-3-43-560-3415	Accommodations	1,200
3-4-3-43-560-3420	Commercial Transportation	100
3-4-3-43-560-3425	Parking	200
3-4-3-43-560-3705	Audit Fees	1,000
3-4-3-43-560-4115	Insurance Premiums	2,100
3-4-3-43-560-4505	Office Overhead/Buildings	7,000
3-4-3-43-560-4695	Vehicle Expense Allocation - Water	2,000
3-4-3-43-569-3105	Wages - Training	3,000
3-4-3-43-569-3640	Training & Education	3,000
Total Water Administration		\$ 64,000

Water System Operations**Water Supply & Distribution**

3-4-3-43-561-3105	Wages - Water Supply & Distribution	\$ 35,000
3-4-3-43-561-3795	Water Sampling	1,500
3-4-3-43-561-4105	Licenses & Permits	600
3-4-3-43-561-4740	Water Distribution Supplies	4,500
		\$ 41,600

Water Reservoir

3-4-3-43-562-3105	Wages - Water Reservoir	\$ 3,000
3-4-3-43-562-3805	Repairs & Maintenance	1,500
3-4-3-43-562-4115	Insurance Premiums	3,900
3-4-3-43-562-4740	Hardware & Supplies	500
3-4-3-43-562-4815	Electricity	600
		\$ 9,500

Pumping Stations

3-4-3-43-564-3105	Wages - Pumping Stations	\$ 1,000
3-4-3-43-564-3515	Telephone Alarm	1,600
3-4-3-43-564-3805	Repairs & Maintenance	1,000
3-4-3-43-564-4115	Insurance Premiums	2,580
3-4-3-43-564-4705	Chemicals	2,500
3-4-3-43-564-4740	Hardware & Supplies	100
3-4-3-43-564-4815	Electricity	9,000
		\$ 17,780

Hydrants

3-4-3-43-566-3105	Wages - Hydrants	\$ 4,000
3-4-3-43-566-3805	Repairs & Maintenance	8,500
		\$ 12,500
Total Water System Operations		\$ 81,380

Debt Repayments**Interest**

3-6-3-43-570-5705	Debenture Interest - Bylaw No	\$ 14,800
3-6-3-43-571-5705	Interim Financing Interest - Bylaw 885	25,000
		\$ 39,800

Total Interest**Amortization of Capital Assets**

3-4-3-43-170-0650	Amortization - Water Structures	\$ 49,000
3-4-3-43-170-0700	Amortization - Water Equipment	300
3-4-3-43-170-0900	Amortization - Water Linear Assets	36,200
Total Amortization of Capital Assets		\$ 85,500

**Capital, Debt and Reserve
Transfers**

General Fund

Capital Expenditures

1-6-1-14-180-6010	New Office Roof	\$ -
1-6-1-14-181-6010	New Civic Centre	10,000
1-6-1-14-191-6015	Office Equipment & Furniture	15,000
1-6-2-26-335-6025	New Fire Truck	320,000
1-6-2-26-345-6015	Fire Department Equipment	-
1-6-3-26-353-6010	Fire Hall Upgrade	160,000
1-6-3-31-370-6025	Public Works Vehicles	-
1-6-3-31-374-6010	New Public Works Compound	5,000
1-6-3-31-375-6015	Public Works Equipment	16,000
1-6-3-31-376-6010	Portable Trailer	11,000
1-6-3-32-415-6040	Roads DCC Projects	30,000
1-6-3-32-419-6030	Drainage	-
1-6-3-32-429-6030	Walkway/Parking Lillooet	-
1-6-3-32-444-6030	Mc Combs Drive Bridges Upgrade	800,000
1-6-3-42-530-6040	Storm Drainage DCC Projects	13,500
1-6-3-42-531-6015	New Flood Pump	-
1-6-3-42-532-6010	Flood Pump Building	-
1-6-3-55-710-6095	Municipal Wharf	10,000
1-6-3-60-712-6095	Streetscape Improvements	-
1-6-3-65-740-6095	RMI Projects	307,000
1-6-3-71-745-6095	Beach Redevelopment	155,000
1-6-3-72-785-6005	Boat Launch Parking Upgrade	-
1-6-3-72-788-6095	Harrison Lake Plaza	-
1-6-3-73-800-6015	Memorial Hall Equipment	10,000
1-6-3-74-745-3830	Beach Erosion Project/Rendall Park	-
1-6-3-74-815-6040	Parkland DCC Projects	-
1-6-3-74-819-6095	Trails Development	-

Total Capital Expenditures \$ 1,862,500

Sewer Fund**Capital Expenditures**

2-6-3-41-460-6040	Sewer DCC's Projects	\$ 108,000
2-6-3-41-480-6005	Sewer Capital Project - SCADA	-
2-6-3-41-483-6005	WWTP Upgrade	4,425,000
2-6-3-41-487-6095	Sewer Planning - CCTV Report	-
2-6-3-41-488-6015	Sewer Equipment	-
Total Capital Expenditures		\$ 4,533,000

Water Fund**Capital Expenditures**

3-6-3-43-560-6040	Water DCC's Projects	\$ 119,000
3-6-3-43-580-6095	Water Capital Project - Water Treatment	450,000
3-6-3-43-580-6095	Water Capital Project - Emerald & Diamond	-
3-6-3-43-582-6030	McComb's Drive Looping	-
3-6-3-43-583-6095	Water Planning	12,500
3-6-3-43-584-6015	Water Equipment	-
Total Capital Expenditures		\$ 581,500

General Fund**Principal**

1-6-1-13-290-5710	Principal - Land Debenture	\$ 9,080
-------------------	----------------------------	----------

Sewer Fund**Principal**

2-6-3-41-473-5710	Debenture Principal - Bylaw No. 626	\$ 5,370
-------------------	-------------------------------------	----------

Water Fund**Principal**

3-6-3-43-572-5710	Debenture Principal	\$ 352,870
-------------------	---------------------	------------

Transfers to Reserves**General Fund****Non Statutory Reserves**

1-4-1-13-251-5305	Building Reserve - Contribution	\$ -
1-4-1-13-256-5305	Office Equipment Reserve - Contribution	-
1-4-1-13-450-5305	Road/Sidewalk Reserve - Contribution	-
1-4-1-13-621-5305	Flood Box/Drainage Reserve - Contribution	-
1-4-1-13-740-5305	Resort Municipality Initiative - Contribution	-
1-4-1-13-770-5305	Beach Reserve - Contribution	-
1-4-1-13-795-5305	Dock Replacement Reserve - Contribution	-
Total Non Statutory Reserves		\$ -

Statutory Reserves

1-4-1-14-252-5315	Community Amenities Reserve - Contribution	\$ -
1-4-1-14-259-5315	Parkland Reserve - Contribution	-
1-4-1-14-260-5315	Community Works Fund Reserve - Contribution	62,000
1-4-1-14-355-5315	Fire Dept Equipment Reserve - Contribution	25,000
1-4-1-14-401-5315	General Capital Works Reserve - Contribution	-
Total Statutory Reserves		\$ 87,000

Sewer Fund**Transfers to Reserves**

2-6-3-41-515-5310	Sewage Reserve Contribution	\$ 76,500
2-6-3-41-516-5310	Sewage Treatment Replacement Reserve Contribution	160,000
		\$ 236,500

Water Fund**Transfers to Reserves**

3-6-3-43-615-5310	Water Reserve Contribution	\$ 25,000
-------------------	----------------------------	-----------