



**VILLAGE OF HARRISON HOT SPRINGS
NOTICE OF MEETING
AND MEETING AGENDA**

COMMITTEE OF THE WHOLE

DATE: Monday, January 12, 2009
TIME: 4:30 p.m.
LOCATION: Council Chambers, Harrison Hot Springs

1. CALL TO ORDER

	Meeting called to order by the Mayor.
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2. ITEMS FOR DISCUSSION

	Fraser Valley Dragon Boat Club Harrison Lake Poker Run Society
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3. REPORTS FROM MAYOR, REPORTS FROM COUNCILLORS

	Towns for Tomorrow Grant Selection of Committees and/or Commissions
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4. DELEGATIONS

	Ed and Phyllis Stenson, Harrison Festival Society
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5. STAFF REPORTS

<input type="checkbox"/> Strategic Planning Session No. 1 – December 23, 2008	<p>Report of Chief Administrative Officer – December 23, 2008 Re: Strategic Planning Session No. 1</p> <p>Recommendation:</p> <p>THAT COW endorses a Vision Statement for the Village of Harrison Hot springs for the next 3 years and recommends the following resolution of council:</p>
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NOTICE OF MEETING AND AGENDA

October 27, 2008

It shall be the vision of this Council:

- #1. To be open in communicating and collaborating with the public as thoroughly and consistently as possible on all Council initiatives and business;
- #2. To be careful in the preparation and control of budgets such that expenses match rational and responsible revenues where ever possible;
- #3. To be dedicated to promoting trust and confidence for existing residents and businesses in the Village such that it will attract new people and business;
- #4. To work toward a viable, sustainable, environmentally friendly community;
- #5. To create a practical, achievable Financial Plan for short and long term productivity in our Community.

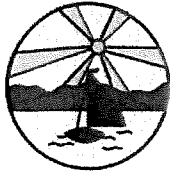
6. PUBLIC QUESTIONS

7. ADJOURNMENT


Larry Burk
Chief Administrative Officer

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Towns for Tomorrow Grant
Selection of Committees and/or Commissions

4. DELEGATIONS

Ed and Phyllis Stenson, Harrison Festival Society

5. STAFF REPORTS

Strategic
Planning Session
No. 1 – December
23, 2008

Report of Chief Administrative Officer – December 23, 2008
Re: Strategic Planning Session No. 1

Recommendation:

THAT COW endorses a Vision Statement for the Village of Harrison Hot springs for the next 3 years and recommends the following resolution of council:

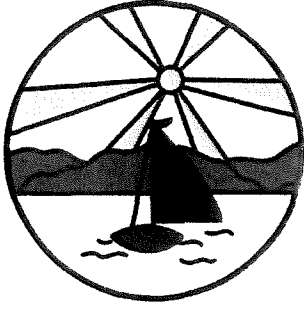
**NOTICE OF MEETING
AND
AGENDA**

October 27, 2008

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6. PUBLIC QUESTIONS	
7. ADJOURNMENT	


Larry Burk
Chief Administrative Officer

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Village of Harrison Hot Springs

MEMORANDUM

TO: Mayor and Council

DATE: January 8, 2009

FROM: Larry Burk, CAO

Subject: COW Meeting – January 12, 2009

Attached is a letter submitted by the Dragon Boaters to address the issue of a possible future home for their organization.

The previous Council resolved to hear a delegation from the Dragon Boat group at an upcoming COW meeting where they could present their issues and wishes to find a permanent home, possibly on one of our existing water lots.

Staff is asking that COW discuss the issue including the potential to sub-lease one of our existing water lot head leases which the Village holds with the Integrated Land Management Bureau (ILMB).

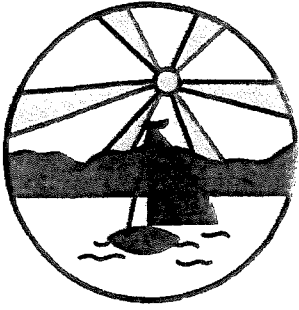
COW may invite representatives of the Dragon Boaters to come to a future COW meeting or suggest a delegation before Council to express their case. COW can also recommend that staff move forward to prepare a lease for approval of Council.

Submitted for your consideration


Larry Burk
Chief Administrative Officer

LB/dk
enclosure

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Village of Harrison Hot Springs

P.O. BOX 160, 495 HOT SPRINGS ROAD, HARRISON HOT SPRINGS, B.C. V0M1K0
MUNICIPAL OFFICE (604) 796-2171
PUBLIC WORKS DEPT. (604) 796-2171
FAX NUMBER (604) 796-2192
EMAIL info@harrisonhotsprings.ca
WEBSITE www@harrisonhotsprings.ca

OUR FILE: 220

November 10, 2008

Fraser Valley Dragon Boat Club
#80 46360 Valleyview Road
Chilliwack, BC V2R 5L7
Attention: Scott Farrell

Dear Mr. Farrell:

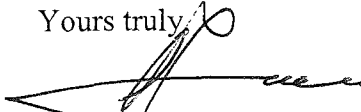
Subject: Letter of Consideration, Water Lot B

At the Regular Council Meeting of November 3, 2008, Council passed the following motion:

*“**THAT** Council invite the Fraser Valley Dragon Boat Club as a delegation to a future Committee of the Whole meeting”.*

Once new Council has been established in office, our staff will contact you with a meeting date.

Yours truly,



Leo Facio
Mayor

/dk

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Fraser Valley Dragon Boat Club

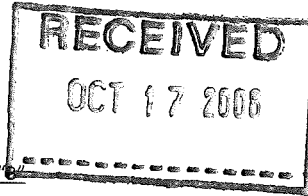
Participation. Teamwork. Achievement. Recreation. Sportsmanship. Health

DRAGON BOAT CLUB

www.fraservalleydragonboatclub.com

October 15 2008

Village of Harrison
495 Hot Springs Road, PO Box 160
Harrison Hot Springs, BC V0M 1K0



RE: Letter of Consideration, Water Lot

The Fraser Valley Dragon Boat Club (FVDBC) would like to be considered for Water Lot "B" within the Village of Harrison for the use and storage of our clubhouse and boats.

Established in 2001/2002, the Fraser Valley Dragon Boat Club has always called the Village of Harrison Hot Springs home. Since forming our not-for-profit organization in 2001, our club has grown from a handful of people learning how to paddle to the four teams that you see practicing on Harrison Lake from March to September each year. Our members (approximately 110 in total) are an enthusiastic, diverse group of people with a wide range of skills and abilities. This sport suits all types of people and is very inclusive.

In addition to coordinating our teams, the club has also organized and hosted numerous events in the Village of Harrison Hot Springs. These include the Harrison Dragonfest and Community Challenge. The Dragonfest, a one day dragon boat regatta, brings in teams from all over British Columbia and Washington State. This year's regatta was an amazing success bringing nearly 50 teams (close to 1200 paddlers) and hundreds of spectators into the Village of Harrison Hot Springs.

The Community Challenge is a regatta on a much smaller scale. The club takes interested community groups, typically local businesses (from the Fraser Valley and Lower Mainland), create dragon boat teams with their employees (friends and family members are also welcome), give them four practices and then race them against each other. The winning team is awarded the Community Challenge Cup and has bragging rights for the year. As a club we recognize the importance of team building in the community, and think that this is an excellent way to get co-workers working together as a team in a fun and positive environment.

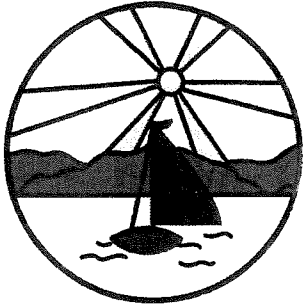
The short term goal of the FVDBC is to expand, both in membership and in resources. As previously mentioned, we are currently made up of four co-ed teams. We are hoping to expand our rosters to include a youth team (13 to 18 years of age) and a senior's team (55+ years of age). As membership increases, so must our resources: We currently own and operate two dragon boats (both moored at Killers Cove). We are in the preliminary stages of trying to acquire an additional dragon boat and to introduce outrigger canoes to Harrison Lake. We see the addition of outrigger canoes as a way to expand the paddling season year round.

The long term goal of the FVDBC is to secure a permanent location, build or purchase a structure (either on land or floating) that could house our boats and supplies, and continue to promote the sport we love in this great community. Our club is an environmentally friendly group that recognizes the beauty that Harrison Hot Springs offers and respects the need to preserve that beauty. We appreciate the support the Mayor and Council has given us in the past and with your continued support, we believe we can achieve our goals. We hope that you will consider us for Water Lot "B" and we look forward to the upcoming seasons on Harrison Lake.

Thank you for your consideration,

Scott Farrell,
President,
Fraser Valley Dragon Boat Club

FILE #	DATE	<input type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input checked="" type="checkbox"/> DIR	<input type="checkbox"/> ADMIN	<input type="checkbox"/> B/L ENF.	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> COUNCIL	<input checked="" type="checkbox"/> PAYROLL /TAX	ITEM A (B) C
COUNCIL AGENDA		DATE Nov 3/08	
INITIAL A		ITEMS: A-REQ. ACTION; B-INFO W RESP; C-INFO ONLY	



Village of Harrison Hot Springs

MEMORANDUM

TO: Mayor and Council

DATE: January 8, 2009

FROM: Larry Burk, CAO

Subject: COW Meeting – January 12, 2009

Attached is a letter submitted by the Poker Run Committee to express issues of the upcoming 2009 event at Harrison Hot Springs.

The previous Council resolved to hear a delegation from the Poker Run Committee at an upcoming COW meeting where they could express their issues for this years event.

Staff is asking that COW discuss the issues noted in the attached letter and provide staff with direction on inviting them to a delegation to a future COW or regular meeting of Council to present their request in person OR to direct staff to respond to the Committee with any further recommendations or requests.

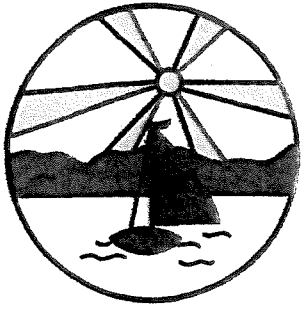
Submitted for your consideration



Larry Burk
Chief Administrative Officer

LB/dk
enclosure

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Village of Harrison Hot Springs

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EMAIL info@harrisonhotsprings.ca
WEBSITE www@harrisonhotsprings.ca

OUR FILE: 220

November 10, 2008

Harrison Lake Poker Run Society
6524 Pioneer Avenue
Agassiz, BC V0M 1A1

Attention: Mark Abrams and Jamie Ubell

Dear Sirs:


Subject: 2009 Harrison Lake Poker Run

At the Regular Council Meeting of November 3, 2008, Council passed the following motion:

"THAT Council invite the Harrison Lake Poker Run Society as a delegation to a future Committee of the Whole meeting".

Once new Council has been established in office, our staff will contact you with a meeting date.

Yours truly,

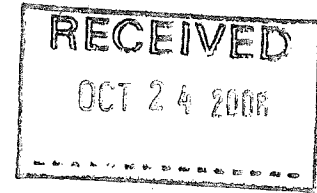


Leo Fazio
Mayor

/dk

Harrison Lake POKER RUN

October 14, 2008



Village of Harrison Hot Springs
PO Box 160, 495 Hot Springs Road
Harrison Hot Springs, British Columbia V0M 1K0

Attention: Village of Harrison Hot Springs Mayor and Council
CC: Larry Burk, Deputy CAO

Subject: 2008 Harrison Lake Poker Run

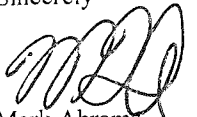
We are in receipt of the letter sent to the Harrison Lake Poker Run Society on behalf of the Village of Harrison Hot Springs, signed by Mr. Larry Burk, Deputy CAO. Thank you for your prompt response and return of our damage deposit. We also wish to thank the Village and Council for reducing launch fees for the event.


Reading through the letter, a number of critical issues are alluded to, it appears, without being entirely substantiated. We have enjoyed an excellent relationship with the local RCMP Detachment. The Society had met with the local Detachment in preparation of, throughout and following up on our event. As public safety is a major concern for all of us, we depend on their ongoing monitoring of our event, as well as a visual presence, throughout, to ensure those concerns are well met. There has been no suggestion on the part of the RCMP that any of the significant incidents mentioned in your letter were directly attributable to anyone attending our functions or participating in the event. The event functions are set up with as much attention to control and monitoring as possible, and we endeavour to do the best job we can in this regard, with the additional assistance of volunteer security provided through the Agassiz and Harrison Fire Departments. The issue raised of overcrowding at a local restaurant is duly noted. The function at the local restaurant was a closed party with a substantial amount of the seating set up for the function outside on the patio and lawn area, with inside seating limited to available tables and chairs. Please be assured that our aim is to ensure everyone participating has a great experience while operating within legal parameters at all times. We would be delighted to provide a delegation to meet with Village officials for a formal debriefing on any issues arising from the weekend, in an effort to continue to improve how the event is staged and managed in the future. If it is felt that more need to be done to implement better controls, then we will address this.

Over the years, the Harrison Lake Poker Run has steadily grown to become one of the premiere performance boating events of its type throughout the Pacific Northwest, as endorsed by several high profile international publications. It draws a broad demographic of boating enthusiasts, many of whom come back year after year, and who certainly go home with rave reviews of their time spent in Harrison Hot Springs. This equates to a substantial boon for Harrison tourism, in general, and specifically for hotels, restaurants and retailers, not only during the weekend of the event, but residually, as well.

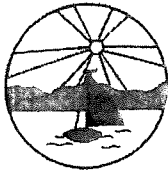
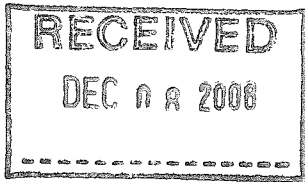
The Harrison Lake Poker Run Society, its Directors and members, many of whom are prominent local business owners, take great pride in our efforts to promote Harrison Lake as a boating destination and hope to see our Poker Run event as well as many other boating activities flourish, further, as lakeside infrastructure and facilities improve with the Village OCP and various redevelopment projects. We wish to thank the Village of Harrison Hot Springs for your support and assistance in helping to make this event the tremendous success it has become for the community, as well as a successful fundraiser for our charitable beneficiaries, the Kent Harrison Search and Rescue, Harrison Hot Springs and Agassiz Fire Departments. We look forward to continuing to work with the Village of Harrison Hot Springs to make the event bigger and better in years to come.

Sincerely


Mark Abrams
Business Director


Jamie Ubell
Chairman

Harrison Lake Poker Run Society
6524 Pioneer Avenue
Agassiz, British Columbia V0M 1A1



VILLAGE OF HARRISON HOT SPRINGS

Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Officer no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. Any background materials are appreciated and will be circulated to the Mayor and Council with the agenda. You can submit your request in person, by mail(PO Box 160 Harrison Hot Springs, BC V0M 1K0), fax at 604-796-2192 or e-mail at info@harrisonhotsprings.ca.

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

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

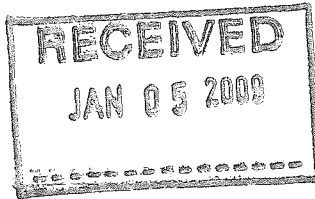
Form with handwritten entries: Date: December 8, 2008; Requested Meeting Date: Would prefer to address Council at Committee of the Whole; Organization Name: HARRISON FESTIVAL SOCIETY; Name of Presenter: Ed & Phyllis Stenson; Contact Phone Number & E-Mail: phyllis@harrisonfestival.com; Mailing Address: Box 399, Harrison Hot Springs, BC V0M 1K0; Topic: To provide update on achievements of Society and discuss the Village's support; Action you wish Council to take: Receive information, and take into consideration when assessing grant application for 2009.

or early February.



Harrison Festival Society

presenting world quality performing arts including the Harrison Festival of the Arts



January 5, 2009

Mayor Becotte and Councillors,
Village of Harrison Hot Springs,
P.O. Box 160,
Harrison Hot Springs, BC
V0M 1K0

Dear Mayor Becotte and Councillors:

Re: Municipal Support – 2009 – Harrison Festival Society

Please find our proposal enclosed and our request for municipal support for the Harrison Festival Society in 2009. Our most recent audited financial statements are also enclosed.

It is a fairly detailed proposal, but as there is a new Council, we would like to take this opportunity to provide a bigger picture of the Society's work in the community, the region, and across the country. The Harrison Festival is regarded as one of the jewels of Canada's cultural assets, but here at home we feel that decision makers often tend to take the organization for granted.

We have requested to attend the Council Committee of the Whole meeting on January 12th to discuss our request as outlined in the proposal, answer any questions and provide further information if required.

Thank you very much.

Yours truly,

Phyllis Stenson

Phyllis Stenson,
Executive Director

FILE #	DATE
8100-20	JAN 05 2009
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<input type="checkbox"/> PAYROLL/ TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	Jan 12/09
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ, ACTION; B - (604) 796-3664 C - INFO ONLY)	

TO: Mayor and Council, Village of Harrison Hot Springs
FROM: Harrison Festival Society
RE: Municipal Support – 2009
DATE: January, 2009

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Contribution to the Canadian Arts Community p 4
Key Issues:
Equity in Village Support for Events p 4 - 5
Use of Memorial Hall and Beach p 5

REQUEST TO COUNCIL – 2009 p 6

ACHIEVEMENTS:

Through sound financial management, fiscal responsibility, and excellence in cultural programming, the Society has successfully completed 30 years of the Harrison Festival of the Arts and 20 years of the Season of Performing Arts in Harrison Hot Springs. Over 10,000 people attend the summer festival, and over 2000 attend the year round concerts.

Following are a few of the Society's achievements:

- excellent relationship with both federal and provincial governments for over 25 years
- development of extremely successful volunteer program; over 170 in 2008

- strong support from Agassiz, Harrison and Chilliwack business community
- development of substantial membership/donor base; mail list – 3000
- hold two major fundraisers annually to add to earned revenue and financial stability
- receive over \$40,000 in in-kind donations annually (at fair market value).
- commissioned and produced the play GLORY DAYS about the history of logging on Harrison Lake
- produced and filmed the play MEDICINE about life in residential schools
- published best practices guide – 2005 – *Culturally Diverse Arts Programs: A Guide To Planning and Presentation*. This is the first work of its kind in Canada and is used as a tool for government agencies and arts organizations across the country including the Vancouver Cultural Olympiad. The Society has presented several workshops by invitation at several national conferences on the guide.
- Working with a consultant provided administrative and project support for KENT-HARRISON CULTURAL SCAN & CULTURAL MAPPING – 08/09 supported by the District of Kent, Village of Harrison Hot Springs, Spirit of BC Committee and 2010LegaciesNow

Awards:

- 1989 – President’s Award – *in recognition of your contribution to tourism in Rainbow Country*; Tourism Association of Southwestern BC
- 1997 – Presenter of the Year – *Award of Excellence in presenting and promoting live performing arts in BC*; BC Touring Council
- 1998 – Betty Urquhart Community Services Award – *in recognition of 20 years of outstanding and innovative cultural and artistic presentations at the Harrison Festival of the Arts* – University College of the Fraser Valley
- 2006 – Honorary Doctorate of Letters presented to Phyllis Stenson – *in recognition of the cultural impact of the Harrison Festival in the Fraser Valley* – University of the Fraser Valley

CONTRIBUTION TO COMMUNITY:

- provide a large nationally recognized professional arts festival in the Village of Harrison Hot Springs
- provide a strong cultural component to the Village adding to the quality of life of its residents creating community pride and positive self image
- attract over 10,000 visitors to the summer festival providing a positive economic generator. Festival visitors stay an average of three nights (Harrison Festival Survey – 2004)
- attract over 2000 visitors from October to May many of whom eat in local restaurants and stay overnight
- add 1.8 million dollars to the local economy – 2008 (using multiplier factor of \$2.67 – Hills Strategies – Toronto)
- provide tourist information at festival office – open twelve months a year
- provide three full-time jobs in the community and up to twelve part-time and seasonal contract positions
- contribute to Village by managing Harrison Memorial Hall (over twenty years). Liaise with Village office in overseeing rentals, community group access, report to Village administration after each use using Village check list, minor repairs and upkeep. Average – four hours per week.
- spend \$25,000 annually in advertising and promotion attracting visitors to Harrison
- active in community life; i.e. Recreation Commission, Chamber of Commerce and many other community groups
- provide and share resources with other community groups; tents, sound and lighting equipment, expertise, etc.
- act as a cultural liaison and provide leadership role in arts related matters; i.e. District of Kent, School District No. 78, Kent Elementary School, Harrison Hot Springs Elementary School, Agassiz Secondary School, Harrison Tourism Society, Harrison Recreation Commission and several local church and youth groups.
- assist the Arts Council by keeping the gallery open during the week; make sales and provide information in matters related to Arts Council

- sponsorship of local theatre group and Ceili Irish and Music Dance Camp
- through cultural programming provide education on diversity, human rights and racism issues resulting in broader acceptance and sharing

CONTRIBUTION TO CANADIAN ARTS COMMUNITY:

- co-founder of “Artistic Directors of Western Roots Music Festivals” (membership – 25) in existence for ten years. Three of these annual meetings were held in Harrison Hot Springs
- board member – Canadian Arts Presenter Organization – national organization to promote touring of performing arts; voice on related matters to federal government
- past chair – BC Touring Council – provincial organization to promote touring of performing arts in province of BC
- guest speaker and panelist at various national conferences and events; from 2006-2008 invited to Regina, Ottawa, Quebec City, Montreal, Toronto and Summerside, PEI
- juror for arts funding applications; Province of BC, Province of Ontario, Canada Council
- juror for Juno Awards

KEY ISSUES:

1. Equity in Village Financial Support for Events

The Harrison Festival Society is currently awarded \$5000 in financial support. Although it is realized that the allocation of funds to events is a political decision, there are concerns that these decisions have not been equitable.

- a) Sandsculpture has been awarded \$25,000 for each of the last two years from the Revenue Sharing Fund by the Village. A letter was sent by the Festival Society (March 16/07) to Council inquiring about accessing these funds as the festival is also a major event in the Village. The response received from CAO Gerry van der Wolf (April 3/07) stated that “Council has asked me to clarify the source of funding” which the Festival Society was already aware of. It did not answer the question about equal access.

The Festival Society has operated a financially viable event for over thirty years by paying attention to a balanced budget, careful spending, implementing extra fundraising initiatives, the use of volunteers and applying for summer student grants. This does not seem like a viable reason for non-eligibility.

- b) Festival of Lights – awarded \$8000 (2008) in financial support for a small one day community event. This funding has also been a budget line item set by Council which does not create a level playing field for other community groups.
- c) Public Works Contribution – several event organizations also rely on services provided by Public Works which has an additional monetary value on top of cash grants. With the help of volunteers, the Festival Society has managed to mount all its sites and programs with a minimal amount of support.

2. User Fees – Memorial Hall and Beach – By-Law 884 – Fee Schedule
Council's decision on December 10, 2007 was to deny the Festival Society's request to have user fees waived. The fees were to be added to the amount of the grant, and the Society was to repay the fees to Village. The reasoning for this was because they did not want to go against the By-Law.

This decision caused an administrative burden on both the Village and the Festival Society; i.e. extra paperwork, issuing of invoices, exchange of cheques, etc. The Village's year end is different than the Festival Society's, so year end journal entries also had to be set up. It also resulted in questions from the Festival Society's provincial and federal funders about the significant increase in facility and site expenses. The free use of the Hall and the beach had previously been reported as an in-kind donation from the Village.

Although this precedent was set by Council it was not adhered to, and the Festival Society was the only organization treated in this manner. There have been several other groups requesting that fees be waived which have been approved by Council with no strings attached. A few recent examples include the Pre-School for Santa's Breakfast, Kobitron Performance Arts Studio and the Harrison Theatre Group.

REQUEST TO COUNCIL – 2009

Cash Contribution - \$10,000

To bring the Village's financial support for the Festival Society to a level that is equitable with other community events.

Activities include:

Ten concerts/theatre productions – October to May
Castles and Crafts Art Market – September

Ten day festival including: 10 evening concerts, theatre, literary evening
 Children's Day (attendance 800)
 Art market
 Free Workshops
 Visual Art Exhibits
 24 free performances on the beach

Note: Any profits realized by the Society go directly back into enhancing and expanding programming. The summer festival is also weather dependent which can easily compromise earned revenues.

Fees for Hall and Beach Usage Waived

- the Festival Society contributes a strong cultural component to the community which is unprecedented for a community of this size
- the Festival Society adds to the economy by bringing tourists to the Village in the summer and throughout the year
- the Festival Society's General Manager provides a significant contribution to the municipality as the volunteer Hall Manager (over 20 years)
- the Festival Society provides sound and lighting equipment for Village functions at no charge

Public sector investment in the arts and cultural community is a catalyst for private sector support, driving impact at as much as twelve times the level of initial public sector investment.

Source: Council for Business and the Arts in Canada - 2006

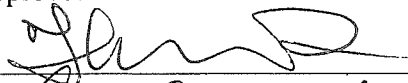
Harrison Festival Society Inc.
Statement of Financial Position
August 31, 2008

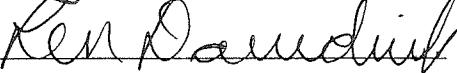
	<u>2008</u>	(Note 5) <u>2007</u>
ASSETS		
Current assets		
Cash	\$ 44,674	\$ 17,049
Accounts receivable	12,130	15,660
Goods and services taxes refund	1,300	1,394
Inventory (Note 2)	2,591	2,242
Prepaid expenses	4,954	5,709
	<u>65,649</u>	<u>42,054</u>
Capital assets (Notes 2 and 3)	<u>16,366</u>	<u>19,357</u>
	<u>\$ 82,015</u>	<u>\$ 61,411</u>

LIABILITIES AND NET ASSETS

Current liabilities		
Accounts payable and accrued liabilities	\$ 11,033	\$ 2,945
Wages and related accounts payable	2,124	2,167
Deferred revenue (Note 2)	6,500	2,371
	<u>19,657</u>	<u>7,483</u>
Net assets	<u>62,358</u>	<u>53,928</u>
	<u>\$ 82,015</u>	<u>\$ 61,411</u>
Commitments (Note 4)		

Approved for the members:





The accompanying notes form an integral part of these financial statements.

DOUG FREEMAN
Certified General Accountant

Harrison Festival Society Inc.
Statement of Operations
Year ended August 31, 2008

	<u>2008</u>	(Note 5) <u>2007</u>
Revenue		
Grants - Human Resources Development Canada (Schedule 1)	\$ 34,975	\$ 8,086
Grants - other (Schedule 2)	126,158	102,695
Bingo	76,094	77,321
Concert/theatre season (Schedule 3)	33,703	33,031
Fundraising event	3,872	4,001
Sales (Schedule 4)	73,756	63,593
Other income - festival and general (Schedule 5)	11,183	11,271
Tourist Information office	10,455	29,706
	<u>370,196</u>	<u>329,704</u>
Expenses		
Administration (Schedule 6)	39,643	30,621
Bingo	1,702	1,620
Concert/Theatre Season (Schedule 7)	27,541	28,683
Cost of Sales (Schedule 8)	12,533	9,638
Festival Expenses (Schedule 9)	76,534	71,710
Fundraising event	2,207	2,086
Festival Production Costs (Schedule 10)	49,118	42,992
Special Projects (Schedule 11)	5,638	500
Tourist Office	8,526	21,646
Wages and Benefits (Schedule 12)	133,422	123,416
	<u>356,864</u>	<u>332,912</u>
Income (loss) before other expenses	<u>13,332</u>	<u>(3,208)</u>
Other expenses		
Amortization of capital assets	4,597	4,913
Loss on disposal of capital assets	305	477
	<u>4,902</u>	<u>5,390</u>
Net income (loss) for year	<u>\$ 8,430</u>	<u>\$ (8,598)</u>

The accompanying notes form an integral part of these financial statements.

DOUG FREEMAN
Certified General Accountant

Harrison Festival Society Inc.
Supplementary Financial Statement Schedules
August 31, 2008

	<u>2008</u>	<u>2007</u>
Schedule 1 - Grants - Human Resources Development Canada		
Job Creation Project	\$ 30,592	\$ -
Summer Career Placement	4,383	8,086
	<u>\$ 34,975</u>	<u>\$ 8,086</u>
 Schedule 2 - Grants - other		
BC Arts Board-Festival Operating	\$ 20,000	\$ 20,000
BC Gaming - Direct Access	20,000	10,000
Canada Council	9,000	14,870
Canadian Heritage	57,000	44,000
Corporate Sponsors	2,600	1,825
District of Kent	3,000	3,000
Kent-Harrison Foundation	3,000	2,000
Service Organizations	500	500
SOCAN Foundation	1,000	1,000
Tourism Funding	1,958	-
University College of the Fraser Valley	500	500
Village of Harrison Hot Springs	7,600	5,000
	<u>\$ 126,158</u>	<u>\$ 102,695</u>
 Schedule 3 - Concert/theatre season		
Advertising Sales	\$ 1,375	\$ 1,375
Concert Box Office	21,876	20,520
Concession Sales	6,005	6,186
Castles & Crafts Market	4,393	4,950
Miscellaneous	54	-
	<u>\$ 33,703</u>	<u>\$ 33,031</u>
 Schedule 4 - Sales		
Advertising Sales	\$ 6,900	\$ 7,030
Art Market Revenue	17,001	16,363
Box Office Sales	28,323	22,357
Donations	6,793	6,390
Exhibit Sales	45	130
Hospitality Suite Sales	-	430
Miscellaneous Sales	-	18
Music Sales	13,032	8,750
Poster Sales/Pin Sales	19	15
T-Shirt Sales	1,525	1,822
Workshop Registration	118	288
	<u>\$ 73,756</u>	<u>\$ 63,593</u>

The accompanying notes form an integral part of these financial statements.

DOUG FREEMAN
Certified General Accountant

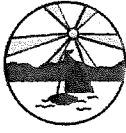
Harrison Festival Society Inc.
Supplementary Financial Statement Schedules
August 31, 2008

	<u>2008</u>	<u>2007</u>
Schedule 5 - Other income - festival and general		
Concession Sales	\$ 4,344	\$ 3,311
Miscellaneous Income	357	593
Family Memberships	2,170	1,945
Administration Services	2,525	3,200
Imported Craft Sales	1,787	2,222
	<u>\$ 11,183</u>	<u>\$ 11,271</u>
Schedule 6 - Administration		
Administration Travel	\$ 4,874	\$ 3,661
Bad Debts	375	-
Bank Charges and Merchant Fees	1,660	1,112
Conference Fees	4,698	3,676
Insurance	4,378	4,275
Office Supplies and Equipment Rental	7,776	7,601
Postage	4,241	4,417
Professional Fees	7,005	1,580
Telephone and Fax	3,595	3,648
Utilities	1,041	651
	<u>\$ 39,643</u>	<u>\$ 30,621</u>
Schedule 7 - Concert/Theatre Season		
Advertising	\$ 3,444	\$ 3,198
Concession Expenses	3,220	3,531
Performers Fees, Travel & Accommodation	17,788	18,370
Programs and fundraising	1,739	1,701
Sound/Light Technicians	1,350	1,883
	<u>\$ 27,541</u>	<u>\$ 28,683</u>
Schedule 8 - Cost of Sales		
Craft Items	\$ 1,015	\$ 1,170
Exhibit Items	32	91
Music	10,525	7,032
T-Shirts	961	1,345
	<u>\$ 12,533</u>	<u>\$ 9,638</u>
Schedule 9 - Festival Expenses		
Artists Fees	\$ 74,137	\$ 69,293
Box Office Commissions	897	867
Honoraria - Lecture & Discussion Series	1,500	1,550
	<u>\$ 76,534</u>	<u>\$ 71,710</u>

DOUG FREEMAN
Certified General Accountant

Harrison Festival Society Inc.
Supplementary Financial Statement Schedules
August 31, 2008

	<u>2008</u>	<u>2007</u>
Schedule 10 - Festival Production Costs		
Advertising and Promotion	\$ 21,810	\$ 18,864
Art Market Expenses	1,500	1,500
Casual Labour	6,202	6,050
Children's Day Expenses	3,147	2,839
Concession Expenses	2,111	1,860
Equipment Repairs & Maintenance	427	93
Exhibit Expenses	134	228
Facility and Site Expense	7,784	4,716
Hospitality Suite Expenses	-	467
Licence Fees and Royalties	1,625	1,545
Miscellaneous Supplies	56	363
Signage Expenses	718	463
Sound and Light Technicians	3,025	2,925
Volunteer Expenses	579	1,079
	<u>\$ 49,118</u>	<u>\$ 42,992</u>
 Schedule 11 - Special Projects		
Arts & Cultural Strategy	\$ 500	\$ -
Awards and Bursaries	500	500
Souvenir Booklet	2,000	-
Website Design	2,638	-
	<u>\$ 5,638</u>	<u>\$ 500</u>
 Schedule 12 - Wages and Benefits		
Employee Benefits	\$ 12,012	\$ 12,692
Executive Director	43,073	41,579
General Manager's Salary	36,222	35,311
Wages - Other	42,115	33,834
	<u>\$ 133,422</u>	<u>\$ 123,416</u>



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COMMITTEE OF THE WHOLE OF COUNCIL

TO: Mayor and Council **DATE:** Dec 23, 2008
FROM: Larry Burk Chief Administrative Officer **FILE:**
SUBJECT: Strategic Planning Session No. 1.

RECOMMENDATION:

THAT COW endorses a Vision Statement for the Village of Harrison Hot Springs for the next 3 years and recommends the following resolution of Council:

It shall be the vision of this Council:

- #1. To be open in communicating and collaborating with the public as thoroughly and consistently as possible on all Council initiatives and business;**
- #2. To be careful in the preparation and control of budgets such that expenses match rational and responsible revenues where ever possible;**
- #3. To be dedicated to promoting trust and confidence for existing residents and businesses in the Village such that it will attract new people and business;**
- #4. To work toward a viable, sustainable, environmentally friendly community;**
- #5. To create a practical, achievable Financial Plan for short and long term productivity in our Community.**

BACKGROUND:

A strategic planning session was conducted on Monday Dec 15th, 2008. The CAO led Council through dialogue and lengthy discussion on what Council would like the vision to be, in addition to what a Vision Statement might mean to setting and prioritizing the goals of individual Council members and Council over the next year and term.

A Vision Statement can help establish goals and priorities for each year and the full term of office. A Vision Statement can provide sustenance and merit to a possible understanding of the basic guiding principles of governance in British Columbia:

1. Decisions;
 2. Deliverables; and
 3. Budgets
- *Decisions* means to require or having, finding and using sound, reasonable, fact based information to make a decision;
 - *Deliverables* means having to set priorities on the *decisions* that can be achieved through sound administration, planning, engineering and practice; and
 - *Budgets* means making *decisions* which apply *deliverability* with a balanced, reasonable, affordable, available budget.

DISCUSSION:

Each Councilor was permitted time to express his most fervent desire for this council and his own expectations for the next year and term with these principles in mind.

The most important words or statements developed from this round were:

- Communication;
- Balance Sheet;
- Selling Harrison Hot Springs;
- Infrastructure; and
- Complete projects.

Communications means keeping the residents informed. Finding a way, if possible, to get them involved with decisions, deliverables and budgets.

How do we do this? Some ideas are:

- Keep staff and councilors as up to date as possible on all issues and projects;
- Newsletters – message once a month or quarterly on a full page or back page;
- Broaden the exposure through the website, emails and radio;
- Provide avenue for feedback and respond where possible to all feedback when possible;
- Put the Council Agenda package on the website;
- Update the webpage as often as possible and provide access to more services and data on the web

Balance Sheet means making decisions and setting priorities that respect the ability to pay for delivering projects and services on time and on budget with regard for process or resources.

How do we do this? Some ideas are:

- Consult with local realtors and developers on what they think will work here;
- Because expenses are rising way beyond the ability for residents and the Village to pay the high costs we need to find ways to get the government to pay for more and find time to apply for more funding at all levels;
- Increase revenue by bringing in more residents and expanding business opportunities.
- Promote development and provide ways to promote and open up business that is compatible with the residents as much as it might be good for the tourists.
- Planning and prioritizing to make system more accountable;

Selling Harrison Hot Springs means getting word out that HHS is open for business. Providing incentives and realistic rational decisions and deliverables and budget.

How do we do that? Some ideas are:

- Re-branding Harrison Hot Springs. New logo, new eye catching colors, some innovative advertising and incentive packages;
- Find ways to develop the hot springs source, open pools, water features, appropriate buildings and cabanas that lure tourists;
- Find ways to use the hot water as a resource for the betterment of the environment as much as for the cheap cost of providing heat and energy.
- Promote confidence in the village with good planning, good policies, fast service and quick turnarounds for development that works and that meets all the visions and goals and priorities.
- Develop and build trust

Infrastructure means fixing, improving, building maintaining and providing infrastructure that is beneficial to improving the Villages prospects for the future especially in expanding population and opening up practical business opportunities that benefit the tourists just as much as the residents.

How do we do this? Some ideas are:

- New Subdivision and Development bylaw.
- New zoning bylaw.
- Fix or adjust the OCP to meet daily, weekly and seasonal changes;

- Improve infrastructure to provide adequate response to supply and demand efficiently and economically by designing and engineering with the highest standards as possible.
- Tender and search for appropriate spending instead of only buying deals when they come up.
- Set a long and short term plan to provide for sustainability and success.

Complete projects means deciding and setting realistic expectations so that projects make a difference, can be built on time and on budget such that residents and tourists alike will benefit from and relish the final product.

How do we do this? Some ideas are:

- Create an Economic Development Vision so that projects and ideas will match the present and future needs of the community both tourist and resident.
- Increase and restructure the internal workforce to take advantage of the multitude of ability and knowledge instead of overtaxing their strengths and endurance just to save a buck or two.
- Budget not only work but time to utilize weather, light, seasons and resources abilities and talents.
- Create committees or commissions with members who are committed to success and to improvement and not complaint motivated. "The glass is half full not half empty".
- Plan for success not for failure.

BUDGETARY CONSIDERATIONS:

Once we have a vision we can then look to decisions and deliverables which will allow us to prepare and set budgets from which we can make decisions and set priorities.

POLICY CONSIDERATIONS:

The most important tool to success with this idea is that the vision statements can be used to vet or prove out issues and ideas before making the decision. If you can find vision statements that allow you to check your decisions against a set of statements and be confident that you have done your best to set priorities and decisions based on a consistent approach to a philosophy or theory then you can defend your position and sell it to the people and residents with no fear of consequence or retribution.

From the discussion and dialogue, the statements of Vision for the Village of Harrison Hot Springs can be summed up as follows:

It will be the vision of this council to be:

- #1: Open in communicating and collaborating with the public as thoroughly and consistently as possible on all Council initiatives and business.

- #2. Careful in preparation and control of budget revenues to meet expense needs.
- #3. Dedicated to promoting confidence in the Village so that we can attract new people and business as well as provide trust and comfort to current business and residents.
- #4. Working toward a viable, sustainable, environmentally friendly community.
- #5. Dedicated to endorsing a practical, achievable plan for a short and long term vision for our Community.


SUMMARY

If we take time to develop and endorse these 5 statements, we will be able to use each one to test any initiative or endeavor we take on in the next 3 years.

We must be consistent in the use of these statements. We must be dedicated and willing to defend our position under scrutiny and adversity.

And above all we must be honest in our approach to the opportunities that this method of process will take us in.

Respectfully submitted for your consideration;



Larry Burk
Chief Administrative Officer



The Best Place on Earth

DEC 19 2008

Our Ref: 128853

His Worship Leo Facio, Mayor
Village of Harrison Hot Springs
495 Hot Springs Rd
PO Box 160
Harrison Hot Springs BC V0M 1K0

Dear Mayor Facio and Council:

I am writing subsequent to our meeting held during the Union of BC Municipalities Conference in September, regarding the interest of the Village of Harrison Hot Springs in the School Community Connections Program.

I have enclosed information about School Community Connections funding for 2008. Though the application deadline for this year has now passed, I believe this information will be helpful to you in discussions with local officials. School District No. 78 (Fraser-Cascade) has introduced several innovative projects in neighbouring communities that may be of interest to you. You may wish to contact Dr. Wes Neumeier, Superintendent in School District No. 78 (Fraser-Cascade), to discuss these efforts and the potential for future initiatives that could be located in or near Harrison Hot Springs. Dr. Neumeier can be reached by phone (604-869-2411).

I know that the citizens you represent will benefit greatly from your efforts to strengthen connections between your schools and the broader community. I wish you every success in this important work ahead.

Sincerely,

Shirley Bond
Minister
Deputy Premier

pc: Dr. Wes Neumeier, Superintendent, School District No. 78 (Fraser-Cascade)

FILE #	DATE
410-20	Jan 8 2009
<input type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL/TAX	<input type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE	
INITIAL <input type="checkbox"/>	
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)	

School Community Connections Program Strengthening the Connection SCC 2008

Fax: (250) 356-5119

Mail: 545 Superior Street, Victoria, BC, V8V 1T7

E-mail: lgps@civicnet.bc.ca

2008 Strengthening the Connection Program & Application Guide

1. Introduction

Background

Launched in 2005, the *School Community Connections Program* (SCC) was created through a one-time \$10 million grant from the provincial Ministry of Education and is jointly managed by the Union of BC Municipalities and the BC School Trustees Association on the Ministry's behalf. It is intended to promote sustainable and innovative collaboration between boards of education and local governments.

In 2005, the first SCC program was launched with an emphasis on encouraging greater utilization of school facilities for broader community use. The 3 step program provided funding to a) connect boards of education and local governments to explore common needs; b) embark on a planning process to determine how those common needs might be addressed; and c) provide minor capital funding to implement the project as planned.

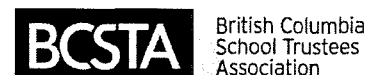
The 2005 program is now underway with 55 boards of education having taken advantage of at least one phase of the program.

Program Goals & Objectives

- To encourage and facilitate the co-location of services for students, their families and the larger community within school facilities;
- To make greater utilization of available or new school facilities; and
- To encourage collaborative, long-term facilities planning that takes into account the needs of the community as a whole.

SCC 2008 - Strengthening the Connection

Through consultations conducted during the 2005 SCC program, schools and communities identified other issues of common concern, such as early learning, physical activity opportunities and healthy eating options, that could be addressed in school facilities if a funding program was available.



Based on feedback from these consultations, the 2008 "Strengthening the Connection" program has been designed to support partnerships between boards of education and local governments and to provide modest grants to address local issues and provide direct benefit to students, their families and the community.

2. Eligible Applicants

All boards of education and local governments in BC are eligible to apply for funding under this program. One application is required per project and must demonstrate that the project addresses shared school/community priorities and is supported by the board of education, local government, and, where, applicable by community partners.

3. Eligible Projects

Projects must address shared school/community priorities and support the goals and objectives of the SCC program. Funding is intended to support planning, start up costs and minor capital projects only; on-going operational funding will not be considered.

Planning activities should consider options for long-term sustainability and community capacity building.

The following is an illustrative list of possible topics; however, it does not limit the types of issues that could be explored:

<p>Early Learning</p> <ul style="list-style-type: none"> ○ Minor renovations to make school space more accessible to the community ○ Purchase of books or equipment 	<p>Safer, Greener Communities</p> <ul style="list-style-type: none"> ○ Walking school bus/bicycle train programs
<p>Healthy Kids & Families</p> <ul style="list-style-type: none"> ○ Physical activity opportunities ○ Intergenerational programming 	<p>Food Security & Nutrition</p> <ul style="list-style-type: none"> ○ Community kitchens ○ Community gardens
<p>Community Schools</p> <ul style="list-style-type: none"> ○ Minor renovations to encourage community use, such as a keyed entry ○ Purchase of equipment to support community programs at the school 	<p>Libraries & Literacy</p> <ul style="list-style-type: none"> ○ Purchase of books or equipment ○ Community literacy programs
<p>Enhancements to completed 2005 School Community Connections projects: Please note that this category is <u>only</u> available to Boards of Education that have <u>completed</u> their School Community Connections project at time of application.</p>	

4. Eligible Costs

Eligible costs are direct costs properly and reasonably incurred and paid by the applicant in the development or implementation of the approved project.

The maximum grant available is \$8,000 and a maximum of 3 applications may be made per Board of Education. This is intended to allow projects to be initiated in more than one location.

With justification and agreement from the Board of Education and local government partner, grants may be combined in support of a larger project. Applicants are not required to provide a matching cash contribution. However, applicants are strongly encouraged to identify other potential funding sources to better leverage the funds and to identify potential in-kind support (staff time, use of resources, etc) and contributions from local partners.

Ineligible Project costs

- Any activity that does not support the goals and objectives of the SCC program.
- On-going operational costs.

5. Selection Process

The Evaluation Committee will assess each application for attention to the goals and objectives of the SCC Program, description of eligible project activities and level of partnership between the board of education, local government and, where applicable, community partners.

All applications must meet the following criteria:

- Applications must be submitted by an **eligible applicant**, for an **eligible project** and where applicable in conjunction with community partners;
- Applications should clearly describe the project under consideration, as well as the steps to be taken in the implementation process;
- The Application Form provided with this guide must be completed and included as a part of the application package;
- The application must be supported by both the board of education and local government and include
 - A resolution in support of the application from the board of education or local government that is making application;
 - A letter of support from the board of education or local government that is supporting the application.

6. Payments, Records and Accounts for approved projects

Notice of Approval

The Program Officer will inform successful applicants by letter.

Payments and Reporting Requirements

Seventy-five percent (75%) of the approved grant amount will be forwarded on approval. The balance will be paid on satisfactory completion of the project and the receipt of a satisfactory final report and financial summary.

The Final Report form must be completed and submitted with the required attachments within 30 days of the completion of the project. This form is available on UBCM's website and from the Program Officer.

Accounting Records

A financial statement verifying the total cost of the project is also required as a part of the final report. Where applicable, this statement should also identify other contributions such as "in-kind", matching funding, and other revenue sources required to complete the project.

Changes or Variations to an Approved Project

Changes or variations to an approved project must be approved by the Program Officer.

7. Where and When to Apply

The deadline for applications is October 30, 2008. Further intakes for applications will be scheduled as funding permits.

All application materials should be addressed to:

Local Government Program Services
Union of BC Municipalities
545 Superior Street
Victoria, BC, V8V 1T7

Fax: (250) 356-5119
E-mail: lgps@civicnet.bc.ca

8. Additional Information

For further information please contact:

Sue Clark
Program Officer
Local Government Program Services, UBCM
Phone: (250) 356-5134
E-mail: sclark@civicnet.bc.ca

Village of Harrison Hot Springs

Council Committees & Commissions 2009

Standing Committees:

By-Law & Policy Review Committee – Councillor Jackson / Mayor Becotte

Committee will also include two members of the public with experience in municipal policy and legislation. Committee will receive staff support from CAO and Executive Assistant.

Administration & Finance – Councillor Kenyon / Mayor Becotte

Committee will also include two members of the public with experience in municipal finance, administration and personnel. Committee will receive staff support from the Director of Finance and other staff as required.

Sustainability & Infrastructure – Councillor Harris / Councillor Jackson

Committee will also include two members of the public with experience in municipal infrastructure and development. Committee will receive staff support from CAO, Superintendent of Public Works, and Executive Assistant.

Select Committees:

Communities In Bloom – Councillor Harris / Councillor Perry

Committee will be responsible for ensuring the CIB Program is delivered in the Village of Harrison Hot Springs. Committee will receive support from staff as required.

Commissions: Commissions may do one or more of the following: operate services; undertake operation and enforcement in relation to the council's exercise of its regulatory authority; manage property and licenses held by the municipality. Members of Council appointed to these Commissions will not be the Chair, but will have voting privileges. Commissions will receive support from staff as required. The Mayor will be an ex-officio member of all Commissions.

Economic Development – Councillor Kenyon

Commission will be representative of the business community and have members with experience in tourism, accommodation, retail, construction and property development.

Parks & Recreation – Councillor Harris

Commission will have responsibility for a broad range of services, including Parks, Trails including the Miami River Greenway, Recreation and Cultural facilities and Youth Recreation programs. Commission will receive support from the Superintendent of Public Works and the Executive Assistant.

Harrison Lake Harbour – Mayor Becotte

Commission will be representative of the marine industry operating on Harrison Lake, including business operators and owners. Commission will receive support from the CAO and the Executive Assistant.

Advisory Planning – Councillor Jackson

Commission will operate under the authority of By-Law 643 as established by Council and subject to amendment by Council. Commission will receive support from the CAO and the Executive Assistant.

**Report to Council,
from Mayor Becotte**

January 12, 2009

Towns For Tomorrow Program – 2009 Application

The Program (TFT) provides up to 80% of the funding for approved projects in communities with populations less than 5,000. The application for this program must be received by the Ministry of Community Services by January 16, 2009.

The C.A.O. has provided Council with a memorandum describing the Program including details on eligible projects and the application procedure. Several possible projects have come to mind and Council will need to determine if there is a priority for funding from the Towns For Tomorrow Program. I am proposing that Council consider the following project as a priority for the Towns For Tomorrow Program.

Memorial Hall Reconstruction:

This project meets four (4) of the criteria for eligibility. These are Recreation, Cultural, Environmental, and Tourism. Please refer to the Program Guide for more specific details on the criteria. I would also like you to review the "Report on Building Condition" for Memorial Hall prepared by Krahn Engineering dated June 20, 2008. There is no question in my mind that Council act on this report and take the necessary steps to ensure the future viability of this facility. Given the extent of the issues identified in the Krahn Engineering Report it is most likely that a new building will need to be constructed.

I have reviewed the Financial Plan and note that we have budgeted \$350,000 for a new Civic Centre in 2010. I believe this amount is far less than will be required, but none the less it provides us with a starting point. I have also reviewed the Resort Development Strategy for the Hotel Tax Revenue Sharing Program and I am confident that this project meets the objectives of that Program as well. With the maximum contribution of \$400,000 from TFT and additional funding from the Hotel Tax Revenue Sharing Program we may be in a position to have a new building constructed by 2010.

Timing will be a major consideration as it will have considerable impact on the Festival Society and other users of Memorial Hall. However, I believe all issues can be resolved and the end product will be a considerable improvement.

We currently have Craven, Huston, Powers Architects under agreement to provide a design study for a new Civic Centre. Little work has been done to date on this and I am suggesting we request CHPA to provide us with some options for a new or reconstructed building on the current site. Possibly there is an off-the-shelf design that could meet our immediate requirements and could be expanded in the future.

It is my recommendation that Council approve an application to Towns For Tomorrow for the reconstruction of Memorial Hall and that Staff prepare and submit the application before January 16, 2009.



AGASSIZ-HARRISON COMMUNITY SERVICES

Community Service
"Since 1976!"

Call for 4 Community Garden Coordinators: Eastern Valley and Canyon Garden Project

Job Summary:

This project, delivered through Agassiz-Harrison Community Services, proposes to help prevent and manage Diabetes in the Eastern Valley and Canyon Country through helping people to get growing their own healthy food! There will be a coordinator based in each of the following communities: Harrison Hot Springs, Hope, Boston Bar/North Bend, and Chilliwack. Each will be tasked with getting a community garden going in each of the communities through identifying community champions, working with local municipalities, finding in-kind donations for supplies and even doing a little digging and building themselves! There is a budget for travel and some garden supplies so things can get going as soon as possible. If the contract gets extended, further work will include helping food action tables to get going, assessing possibility of communities having gleaning or fruit tree sharing programs and helping to create a "Grow your own good food at home" campaign. The key partners in the project will be Fraser Health Food Security Program, Communities in Bloom, the Municipalities involved and Community Services organizations.

Deliverables:

- Participate on the project's Advisory Committee
- Help to create one sustainable, food-growing community garden per community targeting folks on low or fixed incomes, creating better opportunities for exercise and better access to healthy food
- Establish or re-establish a "Plant a Row For the Hungry" type program in each community in partnership with Food Banks
- Help to formalize partnerships between gardens, cooking clubs, and food banks in each community
- Ongoing monitoring and reporting on your work

Qualifications:

- Knowledge of food security issues facing folks on low incomes
- Ability to organize and prioritize work; sound problem solving skills
- Ability to communicate effectively both verbally and in writing; excellent interpersonal skills
- Ability to work effectively as part of a team or independently
- Sound knowledge of food gardening/farming

- Demonstrated skills in program development
- Experience in volunteer coordination
- Strong leadership skills
- Computer skills (all Microsoft office programs); access to home office and computer, preferred
- Valid B.C. Driver's License and access to personal vehicle, preferred

Reports to Fraser Health Public Health Dietitian (North Surrey office)

4 Part Time Contract Positions each:

Jan. 15th - March 31st, 2009 \$2500 (for each of Chilliwack, Harrison and Hope)

\$1000 (for Boston Bar/North

Bend)

Likely extension to March 31st, 2010, pending grant extension and other fundraising

Email resume with cover letter stating how you meet the above qualifications to: htrautmann@shawlink.ca or mail to Heidi Trautmann, Executive Director, Agassiz-Harrison Community Services, PO Box 564, 7086 Cheam Ave., Agassiz, BC, V0M 1A0 or fax to 604 796 2517

Deadline for applications is 4:00 pm, Monday January 5th, 2008

Only short listed candidates will be contacted

FILE #	DATE
	Jan 12/09.
<input type="checkbox"/> CAO	<input type="checkbox"/> ACCTS P/R
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN
<input type="checkbox"/> DIR F	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> SUP P/W	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> PAYROLL TAX	<input checked="" type="checkbox"/> COUNCIL
ITEM	A B C
COUNCIL AGENDA	
DATE <u>Jan 19/09</u>	
	INITIAL <input type="checkbox"/>
(ITEMS: A - REQ, ACTION; B - INFO - W RESP; C - INFO ONLY)	

