



VILLAGE OF HARRISON HOT SPRINGS

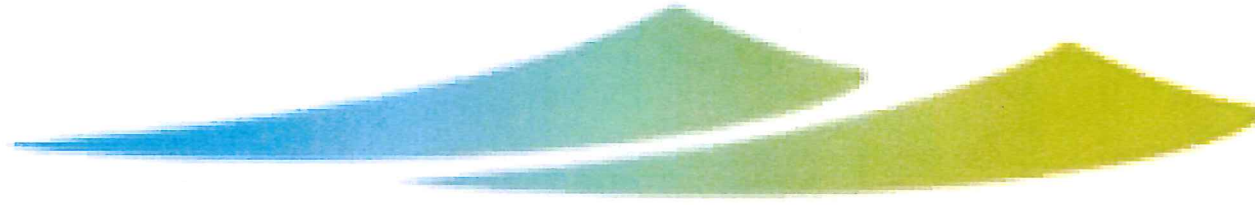
NOTICE OF MEETING AND AGENDA

COMMITTEE OF THE WHOLE

Date: Wednesday, January 30, 2019
Time: 11:00 a.m.
Location: Council Chambers, 495 Hot Springs Road
Harrison Hot Springs, British Columbia

1. CALL TO ORDER		
Meeting called to order by Mayor Facio		
2. APPROVAL OF AGENDA		
3. ITEMS FOR DISCUSSION		
(a) Five Year Financial Plan		Item 3(a) Page 1
• Pay Parking Program		
Report of Chief Administrative Officer – January 25, 2019		Item 3(b) Page 9
Re: Proposed changes to the pay parking service		
<u>Recommendation:</u>		
THAT pay parking rates be increased to \$3/hour and \$12/day for the 2019 Pay Parking Season; and		
THAT a public notice be prepared in advance of the 2019 Pay Parking Season to provide information about parking locations, times and rates.		
(b) Draft Business License Bylaw		Item 3(c) Page 11
6. ADJOURNMENT		

3(a)



HARRISON HOT SPRINGS

Naturally Refreshed

**DRAFT FINANCIAL PLAN
(2019-2023)**

10/23

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL UNAUDITED	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
GENERAL FUND									
REVENUE									
PROPERTY TAXES									
GENERAL MUNICIPAL TAXES	1,932,456	1,977,592	2,055,178	2,064,192	2,177,875	2,252,600	2,297,400	2,342,700	2,389,554
COLLECTIONS FOR OTHER GOVERNMENTS & AGENCIES	1,612,846	1,659,496	1,745,566	1,743,815	1,781,250	1,817,110	1,851,331	1,889,884	1,927,682
PENALTIES & INTEREST - TAXES	44,805	73,335	63,558	17,837	8,000	4,000	-	-	-
UTILITY CO. 1% REVENUE TAXES	34,331	34,504	36,121	36,122	36,951	37,262	37,262	37,597	38,348
PAYMENTS IN LIEU OF TAXES	5,352	4,669	4,512	4,650	4,350	4,350	4,350	4,437	4,526
Total taxes collected	3,629,790	3,749,596	3,904,935	3,866,616	4,008,426	4,115,322	4,190,343	4,274,618	4,360,110
REMITTANCES TO OTHER GOVERNMENTS & AGENCIES	(1,612,904)	(1,659,496)	(1,745,566)	(1,743,815)	(1,781,250)	(1,817,110)	(1,851,331)	(1,889,884)	(1,927,682)
Net Taxes for Municipal Purposes	2,016,886	2,090,100	2,159,369	2,122,801	2,227,176	2,298,212	2,339,012	2,384,734	2,432,428
REVENUE FROM OWN SOURCES									
DCC REVENUE RECOGNISED									
RESORT MUNICIPALITY INITIATIVE	37,500	39,000	76,173	45,000	100,000	100,000	100,000	100,000	102,000
CURBSIDE COLLECTION	94,236	118,027	119,169	117,000	130,000	130,000	130,000	130,000	132,600
LICENSES & PERMITS	92,406	32,400	38,460	25,200	30,200	30,200	30,200	30,704	31,318
FINES	15,141	8,926	4,312	2,700	2,700	2,700	2,700	2,754	2,809
RENTAL & LEASE INCOME	46,007	46,348	42,300	49,500	42,000	42,000	42,000	42,490	43,340
PAY PARKING	201,922	194,540	185,378	192,000	212,000	212,000	212,000	212,000	215,640
INTEREST EARNED	42,907	69,877	84,146	45,900	45,900	45,900	45,900	46,818	47,754
GAIN(LOSS) ON DISPOSAL OF ASSETS			(43,408)		-				
OTHER INVESTMENT INCOME	1,115	1,043	1,054	1,100	1,100	1,100	1,100	1,122	1,144
OTHER REVENUE FROM OWN SOURCES	53,651	165,925	216,630	14,000	8,500	8,500	8,500	8,670	8,843
Total Revenue from Own Sources	584,885	676,086	724,215	492,400	572,400	572,400	572,400	574,558	585,449
GRANTS AND DONATIONS									
UNCONDITIONAL GRANTS	326,087	316,487	317,314	316,000	317,500	317,500	317,500	317,500	323,850
CONDITIONAL GRANTS/DONATIONS	115,979	145,774	140,526	225,123	210,645	121,500	121,500	121,528	123,961
Total Grants and Donations	442,066	462,261	457,840	541,123	528,145	439,000	439,000	439,028	447,811
TRANSFERS FROM RESERVES & SURPLUS									
TRANSFERS FROM RESERVES	25,000	-	-	81,500	67,400	-	-	-	-
TRANSFER FROM SURPLUS	-	67,000	45,790	149,290	165,397	-	-	-	-
Total transfers from Reserves & Surplus	25,000	67,000	45,790	230,790	232,797	-	-	-	-
TRANSFER FROM EQUITY IN TCA - GENERAL									
	593,448	613,839	671,740	608,000	700,000	700,000	700,000	700,000	714,000
TOTAL REVENUE	3,662,285	3,909,285	4,058,953	3,995,114	4,260,518	4,009,612	4,050,412	4,098,320	4,179,688

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL UNAUDITED	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
EXPENDITURES									
COUNCIL									
MAYOR FACIO	37,020	41,317	37,568	39,500	40,040	40,040	40,040	40,830	41,647
COUNCILLOR REYERSE/HOOPER	15,908	17,933	18,753	20,550	20,820	20,820	20,820	20,820	21,236
COUNCILLOR BUCKLEY/VIDAL	18,359	18,690	17,521	20,550	20,820	20,820	20,820	20,820	21,236
COUNCILLOR HANSEN/PALMER	15,540	16,018	15,363	20,550	21,040	21,040	21,040	21,444	21,461
COUNCILLOR PIPER	17,702	16,018	19,435	20,550	21,310	21,040	21,040	21,040	21,873
OTHER LEGISLATIVE EXPENSES	4,174	3,884	4,591	8,250	18,250	13,250	13,250	13,415	13,683
Total Legislative Services	108,703	113,859	113,230	129,950	142,280	137,010	137,010	138,369	141,136
ADMINISTRATION									
EXPENSES - STAFF	186,987	192,426	187,973	204,830	202,086	205,791	209,540	213,691	217,965
MANAGEMENT EXPENSES	280,088	334,497	365,328	395,450	403,580	410,900	418,400	426,768	435,303
TRANSPORTATION & COMMUNICATION	13,895	17,969	18,968	18,200	22,200	22,700	22,700	22,874	23,331
INFORMATION SERVICES	25,755	21,842	20,842	30,700	28,700	28,700	28,700	29,134	29,717
PROFESSIONAL & SPECIAL SERVICES	58,911	34,881	74,734	68,650	69,300	51,300	51,300	66,900	68,238
LIBRARY BOARD	61,346	63,767	65,536	65,550	67,707	68,842	70,551	71,962	73,401
MISCELLANEOUS SERVICES	14,653	12,872	13,362	18,200	18,200	18,200	18,200	18,564	18,935
GENERAL GOODS & SUPPLIES	28,089	35,498	37,964	41,600	44,700	48,200	48,200	49,072	50,053
BANK CHARGES & INTEREST	2,319	3,004	3,450	3,400	3,400	3,400	3,400	3,468	3,537
MUNICIPAL OFFICE	41,199	35,308	29,001	31,590	32,750	32,959	33,149	33,612	34,284
AMORTIZATION	157,557	162,422	211,905	163,500	220,000	220,000	220,000	220,000	224,400
Total Administration	870,799	914,487	1,029,063	1,041,670	1,112,623	1,110,992	1,124,140	1,156,045	1,179,166
PROTECTIVE SERVICES									
BYLAW ENFORCEMENT	39,226	39,962	40,649	52,700	52,700	52,700	52,700	53,754	54,829
ANIMAL WASTE STATIONS	5,656	4,354	3,317	4,950	4,260	4,260	4,260	4,320	4,406
EMERGENCY MEASURES	14,005	12,114	12,242	13,450	14,550	14,550	14,550	14,793	15,089
FIRE DEPARTMENT									
FIRE DEPARTMENT ADMINISTRATION	32,155	17,534	9,822	25,450	25,400	25,400	25,400	25,856	26,373
FIREHALL	16,032	30,742	25,347	35,668	30,294	23,250	23,250	23,546	24,017
FIRE REMUNERATION & BENEFITS	48,604	82,146	86,438	100,350	93,661	93,661	93,661	95,332	97,239
FIRE DEPARTMENT VEHICLES	9,848	9,925	12,142	12,024	14,061	12,861	12,861	12,986	13,246
FIRE DEPARTMENT EQUIPMENT	15,395	15,405	14,849	18,600	18,600	18,600	18,600	18,972	19,351
FIRE DEPARTMENT AMORTIZATION	7,164	8,299	4,325	7,500	5,000	5,000	5,000	5,000	5,100
Total Fire Department	129,198	164,051	152,922	199,592	187,016	178,772	178,772	181,692	185,326
Total Protective Services	188,085	220,481	209,131	270,692	258,526	250,282	250,282	254,559	259,650

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL UNAUDITED	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
DEVELOPMENT PLANNING									
DEVELOPMENT PLANNING	143,308	109,754	167,128	325,200	362,200	122,200	122,200	122,344	124,791
BUILDING	12,805	-	-	-	-	-	-	-	-
Total Development Planning	156,113	109,754	167,128	325,200	362,200	122,200	122,200	122,344	124,791
TOURISM & COMMUNITY IMPROVEMENT									
TOURIST INFORMATION CENTRE	33,688	35,367	33,887	34,305	24,280	24,320	24,365	24,420	24,908
COMMUNITY DEVELOPMENT & EVENTS	61,554	150,906	160,099	208,717	260,931	230,377	232,443	234,764	239,459
SUSTAINABILITY	7,711	-	-	-	-	-	-	-	-
Total Tourism & Community Improvement	102,953	186,272	193,985	243,022	285,211	254,697	256,808	259,184	264,368
ENGINEERING & TRANSPORTATION SERVICES									
PUBLIC WORKS - COMMON SERVICES	231,303	179,345	206,825	182,696	161,005	173,831	176,429	179,822	183,419
PUBLIC WORKS OFFICE	9,699	12,266	11,598	13,100	19,100	14,600	14,600	14,728	15,023
PUBLIC WORKS SHOP	11,364	6,534	7,432	12,120	10,620	4,120	4,120	4,202	4,286
PUBLIC WORKS YARD	31	11,357	4,672	8,500	2,000	2,000	2,000	2,040	2,081
PUBLIC WORKS EQUIPMENT	6,050	6,342	10,419	9,650	9,200	9,200	9,200	9,200	9,384
TRAINING	16,681	27,695	15,415	25,936	16,370	26,822	27,279	27,825	28,381
FLEET	35,861	42,968	54,988	40,140	45,291	43,596	43,596	44,106	44,988
ROADS & STREETS									
ROAD RESURFACING	1,959	5,539	2,964	10,478	5,958	6,139	6,221	6,305	6,432
ROAD MARKING/SIGNAGE	20,013	24,801	31,120	60,624	44,600	19,870	20,200	20,670	21,083
BRIDGES	10,824	3,742	4,168	6,000	6,000	6,000	6,000	6,120	6,242
DRAINAGE & DITCHING	10,337	17,045	24,074	19,052	20,845	21,150	21,460	21,870	22,307
STREET LIGHTING	46,812	41,872	36,352	72,250	38,250	38,250	38,250	38,895	39,673
STREET CLEANING	4,800	3,620	4,996	5,000	5,000	5,000	5,000	5,100	5,202
SNOW REMOVAL	18,311	33,711	10,693	20,227	20,500	20,923	21,281	21,706	22,141
VILLAGE ENTRANCE	3,802	4,623	4,123	4,539	4,790	4,695	4,749	4,828	4,924
SIDEWALKS	14,624	21,373	15,871	15,749	19,845	20,150	20,460	20,750	21,165
PARKING METERS	35,205	30,190	36,556	32,000	37,000	37,000	37,000	37,640	38,393
TRANSIT	-	-	-	500	500	500	500	510	520
AMORTIZATION - PUBLIC WORKS	38,626	39,090	15,976	37,000	20,000	20,000	20,000	20,000	20,400
AMORTIZATION - TRANSPORTATION	288,863	301,448	324,402	298,000	336,000	336,000	336,000	336,000	342,720
Total Engineering & Transportation Services	805,165	813,559	822,644	873,561	822,874	809,846	814,345	822,317	838,764
FLOOD PROTECTION									
FLOOD PROTECTION	43,487	9,436	11,990	11,848	12,900	13,040	13,280	13,425	13,694
AMORTIZATION - STORM SEWERS	17,679	18,334	20,765	18,000	22,000	22,000	22,000	22,000	22,440
Total Flood Protection	61,166	27,770	32,755	29,848	34,900	35,040	35,280	35,425	36,134

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL UNAUDITED	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
WASTE MANAGEMENT									
WASTE MANAGEMENT - MUNICIPAL OPERATIONS	28,125	43,599	48,120	49,146	48,645	51,446	52,448	53,505	54,575
LANDFILL	16,503	7,159	5,908	8,000	6,500	6,500	14,500	-	-
WASTE MANAGEMENT - CONTRACTED SERVICES	96,671	160,027	125,901	130,000	144,000	144,000	144,000	144,280	147,166
Total Waste Management	141,299	210,784	179,929	187,146	199,145	201,946	210,948	197,785	201,741
PARKS, RECREATION & CULTURAL SERVICES									
BEACH	104,128	96,978	106,732	107,654	108,300	110,200	112,000	114,274	116,559
LAGOON BREAKWATER	1,061	1,367	1,676	3,500	4,000	4,000	4,000	4,040	4,121
BEACH WASHROOMS	30,157	47,647	49,405	50,844	59,200	55,850	56,600	57,386	58,534
BOAT LAUNCH & WASHROOMS	38,842	7,389	20,236	14,293	13,225	13,287	13,350	13,556	13,827
HARRISON LAKE PLAZA	24,260	29,183	23,031	28,840	28,810	29,060	29,310	29,884	30,482
FEDERAL WHARF	508	521	534	1,035	1,035	1,035	1,035	1,056	1,077
FLOAT PLANE DOCK	441	348	4,438	5,360	1,360	1,360	1,360	1,387	1,415
MEMORIAL HALL	37,857	37,256	38,884	40,244	61,620	35,310	35,545	36,124	36,847
ARTS CENTRE	3,766	16,753	1,943	4,881	24,400	4,405	4,410	4,438	4,527
YACHT CLUB	5,508	6,045	6,086	6,550	6,550	6,550	6,550	6,681	6,815
RENDALL PARK	25,317	17,255	17,609	15,793	17,225	17,425	17,625	17,868	18,225
SPRING PARK	14,935	29,932	35,112	41,329	18,810	19,060	19,310	19,690	20,084
BEACH PLAYGROUND	1,163	852	2,670	4,012	3,835	3,888	3,923	4,001	4,081
OTHER GREEN SPACES	76,866	66,208	79,532	75,200	75,900	77,200	78,300	79,784	81,380
ARCHIMEDES PARK			1,653	-	2,000	2,000	2,000	2,000	2,040
AMORTIZATION - PARKS	7,347	8,034	9,101	7,500	10,000	10,000	10,000	10,000	10,200
AMORTIZATION - OTHER INFRASTRUCTURE	76,212	76,212	85,266	76,500	87,000	87,000	87,000	87,000	88,740
Total Parks, Recreation, & Cultural Services	448,368	441,981	483,909	483,535	523,270	477,630	482,318	489,169	498,952
TRANSFERS TO RESERVES AND ALLOWANCES									
CONTRIBUTION TO ALLOWANCES	50,831	70,787	95,461	74,500	215,584	346,169	353,281	356,447	362,977
CONTRIBUTIONS TO STATUTORY RESERVES	164,427	325,288	403,780	235,790	224,000	195,000	195,000	196,500	200,430
Total Transfers to Reserves	215,258	396,075	499,241	310,290	439,584	541,169	548,281	552,947	563,407
TRANSFER TO CAPITAL FUND									
Total Transfers	123,423	110,437	90,155	100,200	79,905	68,800	68,800	70,176	71,580
TOTAL EXPENDITURES	3,221,332	3,545,461	3,821,170	3,995,114	4,260,518	4,009,612	4,050,412	4,098,320	4,179,688
SURPLUS (DEFICIT)	440,953	363,824	237,783	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016	2017	2018	2018	2019	2020	2021	2022	2023
	ACTUAL	ACTUAL	ACTUAL UNAUDITED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
CAPITAL FUND -REVENUE									
GRANTS - PROVINCIAL/FEDERAL/OTHER	882,932	-	180,356	330,000	250,000	-	-	-	-
DEBT RESERVE INCOME	185	123	139	-	-	-	-	-	-
GAIN ON DISPOSAL OF ASSETS		3,759			36,668				
TRANSFER FROM RESERVES	699,364	28,839	274,006	346,800	394,400	161,500	104,500	109,000	111,180
TRANSFER FROM SURPLUS	415,482	56,664	481,153	562,000	7,645	-	-	-	-
TRANSFER FROM GENERAL FUND	123,423	110,437	90,155	100,200	79,905	68,800	68,800	70,176	71,580
TRANSFER FROM CAPITAL SURPLUS	463,700	-	-	-	-	-	-	-	-
DEFFERED REVENUES RECOGNISED	50,000	10,000	57,925	-	31,529	-	-	-	-
DEBT	-	110,000	-	-	-	-	-	110,000	-
OTHER - CAPITAL REVENUE			2,215						
RMI FUNDING	575,500	62,778	55,993	227,500	623,600	-	-	-	-
DCC REVENUE RECOGNISED					60,000				
CONTRIBUTED ASSETS		411,000	469,300						
TOTAL REVENUES	3,210,586	793,599	1,611,242	1,566,500	1,483,746	230,300	173,300	289,176	182,760
DEBT									
DEBT FINANCING	18,068	17,061	18,557	18,800	16,450	15,700	15,700	16,014	16,335
DEBT REPAYMENTS	64,261	57,614	73,952	71,400	111,355	53,100	53,100	54,162	55,245
	82,329	74,675	92,509	90,200	127,805	68,800	68,800	70,176	71,580
CAPITAL EXPENDITURES									
MUNICIPAL BUILDINGS	8,180								
OFFICE EQUIPMENT	8,008	5,086	4,302	22,000	16,500	16,500	4,500	9,000	9,180
FIRE DEPT VEHICLES			82,819	90,000					
FIRE DEPT EQUIPMENT	14,831	7,879	-	-	-	-	-	-	-
PW VEHICLES		99,971	-	-	-	45,000	-	95,000	-
PW EQUIPMENT	18,495	18,032	92,933	97,500	-	-	-	15,000	-
ESPLANADE	831,800	3,178	-	-	-	-	-	-	-
BUS SHELTER	9,834	-	21,966	30,000	-	-	-	-	-
FLOOD PUMP BUILDING/ARCHIMEDES PARK	1,513,435	10,702	57,925	89,300	99,173	-	-	-	-
PARKING LOT			-	30,000	60,000				
STORMWATER UPGRADES		131,000	356,972	100,000	250,000	100,000	100,000	100,000	102,000
STREET LIGHTING		45,000	-	250,000	250,000				
SIDEWALKS REPLACEMENT		73,176	22,500	15,000					
ROADS REPLACEMENT		185,000	823,323	515,000					
RENDALL PARK TRAIL LIGHTS	24,045	-	-	-	-	-	-	-	-
RMI PROJECTS	9,100	82,778	55,993	237,500	623,600	-	-	-	-
BEACH WASHROMS UPGRADE	628,631	57,121	-	-	-	-	-	-	-
FLOAT PLANE DOCK REPLACEMENT	41,250		-	-		-	-	-	-
FEDERAL WHARF REPLACEMENT					20,000				
RECREATION/PLAYGROUND EQUIPMENT	20,648		-	-	-	-	-	-	-
	3,128,257	718,924	1,518,733	1,476,300	1,319,273	161,500	104,500	219,000	111,180
TOTAL EXPENDITURES	3,210,586	793,599	1,611,242	1,566,500	1,447,078	230,300	173,300	289,176	182,760
TFR to RESERVES					36,668				
CAPITAL SURPLUS (DEFICIT) / Carry forward	-	-	0	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL UNAUDITED	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
WASTE WATER									
REVENUES									
OPERATING REVENUES	533,671	570,839	560,965	603,230	650,360	659,000	672,000	685,882	699,600
FRONTAGE TAXES	203,088	207,863	215,797	213,000	213,000	224,000	224,000	228,480	233,050
DCC REVENUE									
INTEREST	9,277	13,947	22,287						
INFRASTRUCTURE PLANNING GRANT		10,000							
TRANSFER FROM SURPLUS									
TRANSFER FROM EQUITY IN TCA - SEWER	141,495	143,371	145,345	134,000	150,000	150,000	150,000	150,000	153,000
TOTAL REVENUES	887,531	946,021	944,394	950,230	1,013,360	1,033,000	1,046,000	1,064,362	1,085,649
EXPENDITURES									
SEWER ADMINISTRATION	61,418	93,033	99,508	99,800	109,960	110,095	111,795	113,931	116,210
TRAINING	4,614	4,501	300	5,230	6,500	6,500	6,500	6,580	6,712
WASTEWATER COLLECTION	18,875	14,459	17,034	30,400	23,750	20,900	21,020	21,240	21,665
WASTEWATER TREATMENT PLANT	388,525	420,641	334,978	385,400	397,900	408,380	418,685	428,416	436,984
LIFT STATIONS	50,521	78,755	106,574	82,400	112,250	113,125	114,000	115,715	118,029
SEWER PLANNING	35,493								
AMORTIZATION - SEWER	141,495	143,371	145,345	134,000	150,000	150,000	150,000	150,000	153,000
Total Operating Costs	700,941	754,760	703,739	737,230	800,360	809,000	822,000	835,882	852,600
TRANSFERS TO RESERVES AND ALLOWANCES	9,277	13,947	22,287	-	-	-	-	-	-
TRANSFER TO CAPITAL FUND	54,400	67,130	213,000	213,000	213,000	224,000	224,000	228,480	233,050
Total Transfers	63,677	81,077	235,287	213,000	213,000	224,000	224,000	228,480	233,050
TOTAL EXPENDITURES	764,618	835,837	939,026	950,230	1,013,360	1,033,000	1,046,000	1,064,362	1,085,649
Sewer Operating Fund SURPLUS (DEFICIT)	122,913	110,183	5,368	-	-	-	-	-	-
CAPITAL FUND									
REVENUES									
DCC REVENUE RECOGNISED	7,065	-	86,115	1,095,000	805,000				
PROCEEDS FROM DEBT									
TRANSFER FROM SURPLUS		61,182	-	225,000	-				
TRANSFER FROM SEWER OPERATIONS	54,400	67,130	213,000	213,000	213,000	224,000	224,000	228,480	233,050
TRANSFER FROM RESERVES				117,000	385,000	450,000			
CONTRIBUTED ASSETS		55,000	40,500						
INFRASTRUCTURE GRANTS					1,500,000				
TOTAL REVENUES	61,465	183,312	339,615	1,650,000	2,903,000	674,000	224,000	228,480	233,050
DEBT									
DEBT FINANCING	-	-	-	-	-	-	-	-	-
DEBT REPAYMENTS	-	-	-	-	-	-	-	-	-
CAPITAL EXPENDITURES	7,065	116,182	126,615	1,437,000	2,690,000	450,000			
WASTEWATER RESERVES	54,400	67,130	213,000	213,000	213,000	224,000	224,000	228,480	233,050
TOTAL EXPENDITURES	61,465	183,312	339,615	1,650,000	2,903,000	674,000	224,000	228,480	233,050
Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2019 - 2023- FIVE YEAR FINANCIAL PLAN DETAILS

	2016	2017	2018	2018	2019	2020	2021	2022	2023
	ACTUAL	ACTUAL	ACTUAL UNAUDITED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
WATER FUND									
REVENUES									
OPERATING REVENUES	215,236	336,426	475,951	431,600	324,000	339,000	339,000	345,750	352,665
FRONTAGE TAXES	198,065	203,088	224,611	201,000	242,800	252,300	252,300	252,300	257,346
INTEREST	1,275	627	1,919						
TRANSFER FROM SURPLUS									
TRANSFER FROM RESERVES									
TRANSFER FROM EQUITY IN TCA	117,559	117,898	148,027	118,000	160,000	160,000	160,000	160,000	163,200
TOTAL REVENUES	532,135	658,040	850,508	750,600	726,800	751,300	751,300	758,050	773,211
EXPENSES									
WATER ADMINISTRATION	42,920	62,769	94,053	101,865	121,255	123,110	125,900	127,072	129,613
TRAINING	5,346	3,117	300	5,062	4,500	4,550	4,600	4,670	4,763
WATER SUPPLY & DISTRIBUTION	47,272	70,049	73,705	57,250	71,000	71,960	72,900	74,310	75,796
WATER RESERVOIR	11,132	3,337	3,570	7,822	5,925	5,925	13,925	5,957	6,076
WATER TREATMENT PLANT	74,652	76,864	89,531	81,535	100,367	98,700	100,000	101,104	103,126
PUMPING STATIONS	-	-	-	-	-	-	-	-	-
HYDRANTS	2,423	3,331	3,910	8,980	8,125	8,190	8,250	8,410	8,578
AMORTIZATION - WATER	117,559	117,898	148,027	118,000	160,000	160,000	160,000	160,000	163,200
Total Operating Costs	301,304	337,364	413,095	380,514	471,172	472,435	485,575	481,523	491,153
TRANSFERS TO RESERVES AND ALLOWANCES	1,275	627	1,919						
TRANSFER TO CAPITAL FUND	152,161	217,357	367,985	370,086	255,628	278,865	265,725	276,527	282,058
Total Transfers	153,436	217,984	369,904	370,086	255,628	278,865	265,725	276,527	282,058
TOTAL EXPENDITURES	454,740	555,348	782,999	750,600	726,800	751,300	751,300	758,050	773,211
Water Operating fund SURPLUS (DEFICIT)	77,395	102,692	67,509	-	-	-	-	-	-
CAPITAL FUND									
REVENUES									
DCC REVENUE RECOGNISED			43,944	250,000					
INFRASTRUCTURE GRANTS		128,024	1,988,728	2,297,108					
CONTRIBUTED ASSETS		67,500				174,000			
TRANSFER FROM WATER OPERATING	152,161	217,357	367,985	370,086	255,628	278,865	265,725	276,527	282,058
TRANSFER FROM SURPLUS		-	231,386	347,492		-			
TRANSFER FROM RESERVES									
TOTAL REVENUES	152,161	412,881	2,632,043	3,264,686	255,628	452,865	265,725	276,527	282,058
EXPENDITURES									
DEBT FINANCING	7,541	6,577	6,899	10,000	10,000	5,000	-	-	-
DEBT REPAYMENTS	110,000	110,000	110,000	110,000	110,000	110,000	-	-	-
	117,541	116,577	116,899	120,000	120,000	115,000	-	-	-
TRANSFERS TO RESERVE AND ALLOWANCES	34,620	66,946	119,086	119,086	120,628	163,865	115,725	276,527	282,058
CAPITAL EXPENDITURES		229,359	2,396,058	3,025,600	15,000	174,000	150,000	-	-
TOTAL EXPENDITURES	152,161	412,881	2,632,043	3,264,686	255,628	452,865	265,725	276,527	282,058
Water Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: January 25, 2019
 FROM: Chief Administrative Officer FILE: 5480-06
 SUBJECT: 2019 Pay Parking Service

ISSUE:

Pay Parking net revenues have declined year over year, reducing the cost recovery impact of parking revenues in relation to beachfront and Esplanade operation and maintenance costs.

BACKGROUND:

Pay parking revenue is used to offset the operation and maintenance costs of Harrison's public spaces along the beachfront and throughout the commercial tourist zone along Esplanade Avenue. These costs include landscaping, beach maintenance, garbage collection, washroom services and maintenance of the streets and boulevards throughout the high traffic areas enjoyed all year long by short and long term visitors. Collectively, these costs amount to approximately \$254,000 per year, with the bulk of the costs occurring during periods with high tourism, such as the summer months of May through September.

Many visitors are day trippers who enjoy our public amenities at no cost. Pay parking helps offset some of the costs that serve to maintain and enhance the visitor experience.

Since pay parking was introduced in 2016, revenues have declined year over year. One factor is that enforcement revenue is much reduced, as the public has adapted to the pay parking environment. A reduction in fines represents a success in terms of acceptance of the program, despite leading to lower revenues. Weather and other environmental factors such as smoke from wildfires also influence parking revenues. When visitors stay away, parking revenue goes down.

<u>Pay Parking Summary</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Ticket Revenue	\$ 156,540	\$ 165,785	\$ 158,364
Enforcement Revenue	\$ 45,382	\$ 28,755	\$ 27,014
Total Revenue	\$ 201,922	\$ 194,540	\$ 185,378
Less: Expenses	\$ (34,938)	\$ (30,190)	\$ (36,556)
NET Revenue	\$ 166,984	\$ 164,350	\$ 148,822

(d)E

To compensate for lost revenue, staff recommended that the pay parking season be expanded from *June 15 through September 15* to *May 1 to September 30*. Staff also recommended an increase in parking fees from \$2/hour to \$3/hour and from \$10/day to \$12/day. Council considered those recommendations at the January 21, 2019 Regular Meeting of Council and returned the issue to staff for further review. Staff were asked to consult Tourism Harrison and the local Harrison-Kent Chamber of Commerce to seek their views on the proposed changes.

Staff put the issue to both the Chamber and Tourism Harrison and has received feedback that an expansion of the parking season is not supported at this time, although there was no specific objection to a rate increase. Tourism Harrison's Executive Director did suggest that the rate increase be to \$2.50/hour rather than to \$3.00/hour.

By way of comparison, the Cultus Lake Park Board, who operate year round pay parking, recently voted to raise their high season rate to \$5/hour and \$15/day. The proposed increase in Harrison of \$3/hour and \$12/day, would stay at the low end of the market rate for high season parking rates in beachfront recreation areas.

FINANCIAL IMPLICATIONS:

Staff estimate that the proposed rate increase will increase net revenues by \$30,000 per year bringing anticipated net parking revenues to \$175,000 for the 2019 budget year.

RECOMMENDATIONS:

THAT pay parking rates be increased to \$3/hour and \$12/day for the 2019 Pay Parking Season;

AND THAT a public notice be prepared in advance of the 2019 Pay Parking Season to provide information about parking locations, times and rates.

Respectfully submitted:

Madeline McDonald
Chief Administrative Officer

BUSINESS LICENCE AND REGULATION BYLAW
For the Village of
HARRISON HOT SPRINGS
BYLAW No. 1128, 2018




HARRISON HOT SPRINGS
Naturally Refreshed

(3)E

Bylaw 1128, 2018
Table of Contents

PART 1	TITLE, PURPOSE, APPLICATION AND DEFINITIONS	3
1.1	Title.....	3
1.2	Purpose	3
1.3	Application of this Bylaw.....	4
1.4	Definitions.....	4
PART 2	BUSINESS LICENCING REGULATIONS.....	9
2.1	Business Licence Requirements.....	9
2.2	Business Licence Application Requirements and Fees	10
2.3	Enforcement, Severability and Administration of this Bylaw	11
2.3.1	Enforcement and Implementation Provisions	11
2.3.2	Severability	11
2.3.3	Administration.....	12
2.4	Term of the Business Licence.....	12
2.5	Display of the Business Licence.....	12
2.6	Effect of the Business Licence.....	12
2.7	Business Licence Renewal	12
2.8	Changes in the Business Licence Conditions.....	13
2.9	Granting or Reissuing a Business Licence.....	13
2.10	Refusal of a Business Licence.....	14
2.11	Suspension or Cancellation of a Business Licence	14
2.12	Right of Reconsideration of Council	15
2.13	Exemptions to the Business Licence Requirements.....	15
2.14	Street Address Numbers.....	15
2.15	Fire Inspection Reviews for the Transfer of a Business Licence	15
PART 3	BUSINESS TYPES PROHIBITED IN THE VILLAGE OR A PORTION OF THE VILLAGE	15
3.1	Types of Business Prohibited or Prohibited in Certain Zones.....	15
PART 4	– REPEAL AND EFFECTIVE DATE	16
4.1	Repeal.....	16
4.2	Effective Date.....	16
	SCHEDULE “A”	17



VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 1128

A Bylaw to provide for the regulation and licencing of Businesses in the Village of Harrison Hot Springs

WHEREAS section 8(6) of the *Community Charter, SBC 2003, c.26*, as amended from time to time, allows the Council to establish by bylaw, the ability to regulate in relation to Business;

AND WHEREAS the Council is authorized and empowered, under sections 15, 59(1) and 60(1) of the *Community Charter, SBC 2003, c.26*, as amended from time to time, to provide for the collection of licence fees, granting and issuance of Business Licences, establish different classes of Businesses, regulate the conduct of Businesses, or refuse to issue a Business Licence within the Village for the protection of the public and prevent and minimize nuisances and misleading Business practices;

AND WHEREAS section 154 of the *Community Charter, SBC 2003, c.26*, as amended from time to time, Council may, by bylaw, delegate its powers, duties and functions to an employee of the Village;

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

PART 1 TITLE, PURPOSE, APPLICATION AND DEFINITIONS

1.1 Title

- a) This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs, "Business Licence and Regulation Bylaw No. 1128, 2018".

1.2 Purpose

- a) The purpose of this Bylaw is to regulate the conduct of Business within the Village of Harrison Hot Springs for the benefit of the community.

1.3 Application of this Bylaw

- a) This Bylaw applies to all Lands, including the surface of water, and all uses, Buildings and other Structures located within the boundaries of the Village of Harrison Hot Springs, as amended from time to time, and as shown on Schedule "A", the Zoning Map contained within the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time.

1.4 Definitions

- a) The following definitions, and this includes the applicable definitions contained within the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time, apply to this Bylaw;

Building or Structure

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time;

Business and Professional Services

means the carrying on or the provision of any Commercial undertakings within the Village Boundaries, whether for profit or not. For the purposes of this Bylaw it does not include any activity carried out on or by either the Federal or Provincial governments including corporations or agencies owned by them, or by any public transit authority. For the purposes of this Bylaw it also includes any Contractor related activities; such as but not limited to any or any combination of the following:

- i) construction,
- ii) alteration,
- iii) repairs, or
- iv) maintenance,

upon a Building or Structure;

Business Licence

means a valid and subsisting Business Licence issued and approved pursuant to this Bylaw;

Busker or Busking

means a performance in any of the performing arts, and must be an approved part of an event in which an individual or a group provide free entertainment to the public and includes any individual or any group trying to seek donations from the public for the entertainment;

Bylaw Enforcement Officer

means the person duly appointed by Council or under contract with the Village to enforce the regulations of any Village Bylaw;

Cannabis

has the same meaning as outlined in the *Cannabis Act, SC 2018, c 16*, as amended from time to time and includes any product containing Cannabis;

Cannabis Dispensary

means a use of Land, a room, Building or Structure where cannabis or any cannabis by-product is prepared and provided to any member of the Community for a fee or if applicable to any club member that may or may not include any payment of club fees. This includes but is not limited to the delivery of the product and the operation of any club, or any not for profit or profit organization, that provides this type of product or service, but excludes a Medical Cannabis Production Facility;

Cannabis Operation

means the cultivating, growing, producing, packaging, storing, distributing, retail sales, advertising, trading, the performance of any research and innovation activities on legal cannabis (marihuana) or its derivatives but excludes a Medical Cannabis Processing Facility;

Commercial Uses

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Contractor

means an individual or a company that provides any or any combination of the following types of functions within the Village:

- i) the construction of any Building or Structure;
- ii) any Alteration of any Building or Structure;

- iii) any repairs to a Building or Structure; or
- iv) any maintenance on a Building or Structure;

and this includes any improvements that run with the Land or are within or attached to any Building or Structure;

Council

means the Council of the Village of Harrison Hot Springs;

Daycare

means either a Commercial Use that provides care for a child under the *Community Care and Assisted Living Act, SBC 2002, c 25*, as amended from time to time or the provision of care without the approval as outlined through the *Community Care and Assisted Living Act, SBC 2002, c 25*, as amended from time to time;

Farmers' Market

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Fire Safety Inspection

means an inspection of any Lands Buildings or Structures, that is under consideration for a Business Licence, conducted by either the Village of Harrison Hot Springs Fire Department or a qualified individual or company that can assess the fire hazards of the Lands, Building or Structure.

Franchisee Licence Holder

means either a person or company that has been granted the ability or is legally entitled to do business under a specific trademark, trade name and/or business model, by the owner of the trademark, trade name or business model.

Highway

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time;

Home Occupation

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time;

Land

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time;

Licencee

means the person who holds a Licence issued pursuant to this Bylaw;

Licensed Premises

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Medical Cannabis Production Facility

means the use of Buildings and Structures for the purposes of growing, processing, packaging, testing, destroying, storing or shipping Marihuana as authorized by a license issued under the *Access to Cannabis for Medical Purposes Regulations, SOR/2016-230*, as amended from time to time;

Micro-Brewery, Winery, Distillery

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Mobile Vendor

means a person who, either on his own account or as an officer, servant, or agent of another, sells or offers for sale food items, excluding liquor, from a Mobile Vending Cart;

Mobile Vending Cart or Food Truck

means a self-contained hand mobile apparatus or other vehicle, used for the sale of food items only and does not include any selling of liquor;

Neighbourhood Pub

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Non-Profit Society

means a charitable society or organization that is incorporated and in good standing under the *Societies Act, SBC 2015 c. 18*, as amended from time to time;

Non-Resident Business

means a Business that is carried on in or from premises located outside the Village with respect to which any work or service is performed or offered in the Village;

Pop-Up Retailer

means a temporary use of Public Space, or the temporary authorized use of Land or a Building or Structure to sell retail items for a short period of time, generally for at least one day but less than 6-months, and the method of sales may or may not include from the back of a truck, a tractor trailer unit, some other type of Motor Vehicle, a trailer or a portable storage unit. This does not include any Tourist kiosk sales booth;

Public Space

means any real property or portions of real property owned or subject to a right of occupation by the Village to which the public is ordinarily invited or permitted to be in or on, and includes, but is not necessarily limited to, the grounds of any community Building or Structure, boulevard, sidewalk and public parking lots;

Real Estate Licencee

means a person who is a Licencee under the *Real Estate Services Act, SBC 2004, c. 12*, and who occupies or uses Buildings or Structures or Land in the Village for the carrying on of that Business

Tourist Accommodation

has the same meaning as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2017*, as amended from time to time;

Tourist Kiosk Sales Booth

means a stand alone booth, generally placed in a high traffic area to advertise, sell or provide information on tourism related businesses or events;

Restaurant

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time;

Retail Establishment

has the same definition as outlined in the *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2018*, as amended from time to time; and

Village

means the Village of Harrison Hot Springs.

PART 2 BUSINESS LICENCING REGULATIONS

2.1 Business Licence Requirements

- (a) Unless specifically exempted by this Bylaw, as outlined in section 2.13 (a)(i) and (ii), a person must not carry on or perform any Business, in the Village unless there is a valid Business Licence issued under this Bylaw.
- (b) Every person who owns or operates any Business must apply for, obtain and hold a Business Licence for each type of Business.
- (c) Every person who operates a Business from more than one Building or Structure, in the Village, must obtain a separate Business Licence for each Business that they own or operate.
- (d) Every person who operates a Business in the Village, must comply with all the applicable Bylaws of the Village and all applicable laws, rules, codes, regulations and orders of all Federal or Provincial authorities having jurisdiction over such Business.
- (e) Unless specifically exempted in this Bylaw, a person must have a separate Business Licence for each type of Business that they are operating, own or set up as the authorized franchise licence holder, even if the Businesses are located in the same Building or Structure.
- (f) Every Non-Profit Society that carries on a Business, in addition to its primary purpose, is required to hold a valid Business Licence.
- (g) Notwithstanding section 2.0(f) above and the provisions of Schedule "A" of this Bylaw, where a Non-Profit Society is registered as a charity under the *Income Tax Act, RSC 1985, c.1 (5th Supp.)*, as amended from time to time, no fee will be charged by the Village for such Business Licence.

2.2 Business Licence Application Requirements and Fees

- (a) An application for a Business Licence must be made on the prescribed application form, as amended from time to time, and be accompanied by the required Business Licence fee, as prescribed in Schedule "A" as attached to and forming a part of this Bylaw.
- (b) Every application must include a detailed description of the Building or Structure in or upon which the applicant intends to carry on Business. This includes any or all of the following:
 - i) square footage information;
 - ii) a floor plan;
 - iii) the proposed parking area for the required number of parking spaces
- (c) The Village reserves the right to request a letter of authorization from the property owner for which the Business will be operated from, if the applicant is not the property owner.
- (d) Every application form, as applicable, must be accompanied with a copy of all the necessary approvals from Federal, Provincial or Municipal government authorities such as, but not limit to a:
 - i) Health Certificate, from the appropriate Health Inspector;
 - ii) Fire Safety Inspection. The inspection report must be in writing and must contain any required mitigation requirements of any potential fire hazards;
 - iii) Liquor and Cannabis Regulatory Branch approval or certificate for all Licenced Premises.
- (e) Where an applicant applies for more than one Business Licence, the particulars of each Business Licence applied for must be included on a separate application form.
- (f) Notwithstanding the annual Business Licence fee prescribed in Schedule "A", as attached to and forming a part of this Bylaw, a refund may be applicable. If applicable, any refund of the Business Licence fee must be calculated in the following manner:
 - i) 100-percent of the fee paid minus a \$25.00 non-refundable application fee equals the refundable balance.

- (g) If applicable, the refundable balance must be provided, only under the following conditions:
 - i) if the application is withdrawn prior to the issuance of the Business Licence; or if
 - ii) the Business Licence application has been refused.

2.3 Enforcement, Severability and Administration of this Bylaw

2.3.1 Enforcement and Implementation Provisions

- a) This Bylaw is designated under the provisions of Section 260 of the *Community Charter, SBC 2003, c. 26*, as amended from time to time, as a Bylaw that may be enforced by means of a ticket issued under the provisions of the Bylaw Notice Enforcement Bylaw;
- b) Any person who violates any provision of this Bylaw or who suffers or permits any act or thing to be done in contravention of or in violation of any of the provisions of this bylaw, or who neglects to do, or refrains from doing anything required to be done by any of the provisions of this Bylaw commits an offence is subject to penalties under the Bylaw Notice Enforcement Bylaw;
- c) Each day that a contravention or violation of or failure to perform any provision of this Bylaw continues to exist will be deemed to be a separate offence; and
- d) Failure to renew a Business Licence for a Business that continues to operate, may be subject to a fine under the Bylaw Notice Enforcement Bylaw for operating a Business without a Business Licence. In addition to the fine, the License holder must pay the penalty fee, as outlined in Schedule "A", that is attached to and forms a part of this Bylaw.
- e) The following individuals are hereby authorized and empowered to enter upon any Lot, or Building or Structure, outlined on the Business Licence, between the hours of 8:30 am to 4:30 pm, to ascertain whether the provisions of this Bylaw are being adhered to:
 - i) Chief Administrative Officer or their delegate;
 - ii) Bylaw Enforcement Officer; and
 - iii) Fire Chief.

2.3.2 Severability

- a) If any part, section, subsection, paragraph, sentence, clause, phrase or schedule of this Bylaw is for any reason found invalid by the decision of any Court of competent jurisdiction, such decision must not affect the validity of the remainder of this Bylaw or the validity of the Bylaw as a whole.

2.3.3 Administration

- a) The Chief Administrative Officer or their delegate is hereby appointed by Council to administer this Bylaw,

2.4 Term of the Business Licence

- a) Each Business Licence issued, pursuant to this Bylaw, must be considered as an annual Business Licence for one calendar year that starts on January 1st and expires on the 31st day of December of each year.

2.5 Display of the Business Licence

- a) Every Licencee must keep a copy of their Business Licence posted in a conspicuous place in the Building or Structure for which the Licence is issued.
- b) Where the Licencee has no Business operating from a Building or Structure in the Village, the Business Licence must be carried upon the Licencee's person at all times when the Licencee is engaged within the Village in the Business for which the Licence was issued.

2.6 Effect of the Business Licence

- a) A Business Licence authorizes the Business owner/operator or the franchisee licence holder to provide only the Business described in the Business Licence, and only in the Building or Structure or location provided in the Business Licence.
- b) The issuance of a Business Licence is not a representation or warranty that the Licenced Business or the Business operation complies with the Bylaws of the Village or with any other Federal, Provincial regulations or standards.
- c) A Business Licence is not transferable to another individual, or any other third party or for use at another location.

2.7 Business Licence Renewal

- a) If a Licencee fails to renew a Business Licence prior to February 1st of the next year, then, in addition to the annual Licence fee, that person

must pay a late payment penalty prescribed in Schedule "A" of this Bylaw.

2.8 Changes in the Business Licence Conditions

- a) If an applicant, Business owner/operator or Franchisee Licence Holder proposes any changes to the Business Licence with respect to location or conditions of a licence, the applicant, Business owner/operator or franchisee licence holder must advise the Village Office of such changes, in writing.

2.9 Granting or Reissuing a Business Licence

- a) The Village may grant a Business Licence under this Bylaw when the Village is satisfied that the applicant has complied with the requirements of this Bylaw and any other Village Bylaw related to the conduct of the Business.
- b) In granting or renewing a Business Licence, the Village may impose terms and conditions in relation to the following aspects of the Business:
 - (i) hours of operation; and or
 - (ii) occupant load.
- c) When issuing or reissuing a Business Licence, the Chief Administrator or their delegate must be satisfied that all the Bylaw requirements of the Village have been met. This includes any Bylaws or required inspections that addresses any or all of the following issues:
 - i) Building regulations;
 - ii) Zoning regulations;
 - iii) Health requirements;
 - iv) Sanitation requirements;
 - v) Business regulations; and
 - vi) Fire Inspections.
- d) Notwithstanding 2.9(c) above, the Village may refer the Business Licence application to any third party regulatory or review authority as required, to impose any additional terms and conditions. If it referred out the regulatory or receiving agency has 30 Working Days in which to responded to the referral. The Village may extend this referral deadline, if requested in writing.

- d) In addition to the above, the Chief Administrative Officer or their delegate may also refer the Business Licence application to Council to impose any additional terms and conditions.

2.10 Refusal of a Business Licence

- a) An application for a Business Licence or renewal of a Business Licence may be refused in any specific case, but
 - i) the application must not be unreasonably refused; and
 - ii) the reasons for the refusal must be provided to the applicant in writing.

2.11 Suspension or Cancellation of a Business Licence

- a) One or more of the following circumstances may, without limitation, constitute reasonable cause for suspension or cancellation of a Licence:
 - i) the Licencee has made a false declaration or has misrepresented or concealed a material fact with respect to the application for a Business Licence;
 - (ii) the Licencee fails to maintain the standard of qualification required to carry on the Business for which the Business Licence was issued or with respect to the Lot or the Building or Structure for which the Business Licence was issued;
 - (iii) the Licencee has failed to comply with this Bylaw or with a term or condition of the Business Licence;
 - (iv) in the opinion of the Village, the Licencee has engaged in misconduct with respect to the Business or Building or Structure named in the Business Licence, which misconduct warrants the suspension or cancellation of the Business Licence;
 - (v) the Licencee is found to have committed a violation of any applicable Village Bylaw or is convicted of an offence under a Federal or Provincial enactment in respect of the Business for the which the Licence was issued or with respect to the Premises for which the Licence was issued;
 - (vi) the Licencee is convicted of an indictable offence in Canada, which offence is, in the opinion of the Village, directly related to the conduct of the Business.
- b) A Business Licence that has been suspended may be reinstated, subject to 2.11(a), when the suspension conditions of the Business Licence

have been satisfied and applicable fees as prescribed in Schedule "A" of this Bylaw are paid prior to the Business Licence being reissued.

2.12 Right of Reconsideration of Council

- a) If the Village suspends, cancels the Business Licence or has refused to grant a Licence, or has imposed a term or condition that the applicant considers is unreasonable, the applicant who is subject to the decision is entitled to have Council reconsider the matter.
- b) On reconsideration of the application, Council may either sustain, refuse or amend the application, its terms or the conditions of approval.

2.13 Exemptions to the Business Licence Requirements

- a) Notwithstanding section 2.0(b) and 2.5(b) above, the following Businesses are exempt from the requirements of this Bylaw:
 - i) Any Day Care Operations; any
 - ii) Real Estate Licencee, subject to the following conditions; no Business Licence is required to carry on any real estate Business unless the realtor occupies Land or uses a Building or Structure in the Village to carry on its Business,
 - iii) any type of school, or any
 - iv) Apartment Business with five or less Dwelling Units for rent.

2.14 Street Address Numbers

- a) Every Licencee who operates from premises located in the Village must prominently display, in figures not less than 100 mm (4 inches) in height, the street address assigned to such premises under the street numbering system of the Village.

2.15 Fire Inspection Reviews for the Transfer of a Business Licence

- a) The Business Licence applicants must pay the applicable Fire Inspection fee as prescribed in an applicable Bylaw, as amended from time to time, prior to the Business Licence being transferred.

PART 3 BUSINESS TYPES PROHIBITED IN THE VILLAGE OR A PORTION OF THE VILLAGE

3.1 Types of Business Prohibited or Prohibited in Certain Zones

- a) The following types of Businesses are prohibited from operating within the Village boundaries, as amended from time to time:

- i) any animal shows;
- ii) Cannabis Dispensary;
- iii) Cannabis Operations;
- iv) Medical Cannabis Production Facility, located on any non-ALR land;
- v) Door-to-door sales of any type;
- vi) Pawnbroker;
- vii) Tourist Accommodations in any Residential Zone.

PART 4 – REPEAL AND EFFECTIVE DATE

4.1 Repeal

- a) With the adoption of this Bylaw, the *Village of Harrison Hot Springs Business Licencing and Regulation Bylaw No. 945, 2010* and any amendments thereto are hereby repealed in their entirety; and
- b) Every reference to a fee for fire inspection in Schedule "A" of the Miscellaneous Fee Bylaw No. 1094, 2014 is hereby repealed in its entirety.

4.2 Effective Date

READINGS AND ADOPTION

READ A FIRST TIME THIS ____ DAY OF _____, 2019

READ A SECOND TIME THIS ____ DAY OF _____, 2019

READ A THIRD TIME THIS ____ DAY OF _____, 2019

ADOPTED THIS ____ DAY OF _____, 2019

Mayor

Corporate Officer

SCHEDULE "A"
BUSINESS LICENCE AND REGULATION
BYLAW NO. 1128, 2018

ANNUAL FEES & CHARGES¹

1	Business Licence non-refundable application fee	\$25.00
2	Special Retail Cannabis Sales or Cannabis Operations Business Licence (includes the Fire Inspection Fee and the \$25.00 non-refundable application fee)	\$5,075.00
3	Business Licence fee	\$100.00
4	Fire Inspection fee	\$75.00
5	The late penalty fee, must be applied on any renewed application received after January 31 st	10% of licence fee

Notes:

- 1/. Notwithstanding point 3 in the above referenced table, the final required fee can be any combination of the above.