



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

COMMITTEE OF THE WHOLE

Date: Thursday, November 21, 2019
Time: 10:00 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
<p>(a) Report the of Chief Administrative Officer – November 18, 2019 RE: Recommendations from the Age Friendly Committee</p> <p style="text-align: right;">Item 3(a) Page 1</p> <p><u>Recommendation #1:</u></p> <p>THAT the Village apply to the BC Recreation and Parks Association to become a participant in the Active Age and Choose to Move Programs; and</p> <p>THAT Council approve the expenditure of up to \$2,600 from the 2019 Age Friendly budget to support the Active Age and Choose to Move Programs.</p> <p><u>Recommendation #2:</u></p> <p>THAT the speed limit be reduced to a maximum of 40 km/hr on all Village streets and roads; and</p> <p>THAT a budget of \$18,000 be included in the 2020 Financial Plan in support of this initiative.</p> <p><u>Recommendation #3:</u></p> <p>THAT staff organize a community wide social event to take place in January of 2020 in appreciation of the work of the Age Friendly Committee; and</p> <p>THAT a budget of \$1,200 be allocated in support of the event from the 2019 Age Friendly budget.</p>

(b) CTQ Consulting (presentation)
Active Transportation Plan, Street Profiles
Beach Lagoon

Item 3(b)

Lunch break

(c) Report of Financial Officer – November 12, 2019
RE: Tax Rate Multiplier

Item 3(c)
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(d) Report of Deputy Chief Administrative Officer/Corporate Officer – October 15, 2019
RE: Barbeque and tents on the beach

Item 3(d)
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(e) Report of Deputy Chief Administrative Officer/Corporate Officer – October 25, 2019
RE: Council Procedure Amendment Bylaw

Item 3(e)
Page 7

Recommendation:

THAT amendments to Council Procedure Bylaw No. 1002, 2012 and Miscellaneous Fee Bylaw No. 1049, 2014 be drafted for Council's consideration.

4. ADJOURNMENT



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 18, 2019
FROM: Madeline McDonald **FILE:** 0360-20-03
Chief Administrative Officer
SUBJECT: Recommendations from the Age Friendly Committee

ISSUE: Recommendations from the Age Friendly Committee for Council’s consideration and review.

BACKGROUND:

At the Regular Meeting of October 1, 2019 Council referred a number of recommendations of the Age Friendly Committee to a Committee of the Whole for consideration. Staff was instructed to advise Council as to the status of some of the projects which may be completed or underway as well as provide comment on the feasibility of those recommendations with an operational component.

1. THAT Council consider keeping the boat launch washrooms open year-round.
2. THAT the Age-Friendly Committee supports the installation of Wi-Fi in the Memorial Hall.
3. THAT Council consider applying to the BC Recreation and Parks Association for the Village of Harrison Hot Springs to become a participant in the Active Age and Choose to Move Programs; and
THAT Council approve the expenditure of up to \$2,600 from the Age-friendly Committee budget to support the Active Age and Choose to Move Programs.
4. THAT Council consider hosting a social event in Memorial Hall for residents; and
THAT Council approve an expenditure of up to \$1,200 from the Age-friendly Committee budget to support a social event for residents.
5. THAT Council consider lowering the speed limit throughout the village to allow for the use of golf carts on municipal roadways.
6. THAT Council consider inviting the Council of Senior Citizens’ Organizations of BC Health and Wellness Institute to deliver workshops on matters related to age-friendliness to seniors in the Village of Harrison Hot Springs.
7. THAT Council consider engaging the public on the needs of transportation to medical appointment

COUNCIL ACTION ITEMS - DISCUSSION:

BC Recreation and Parks Association Active Age and Choose to Move Program

Community Services Coordinator Rhonda Schell has identified this program as a grant funded opportunity for the community members who are 65 years of age and older. The proposed Village contribution would cover the cost of equipment and the Program would provide a one-time grant for an activity coach for a six-month program.

RECOMMENDATION # 1:

THAT the Village apply to the BC Recreation and Parks Association to become a participant in the Active Age and Choose to Move Programs; and

THAT Council approve the expenditure of up to \$2,600 from the 2019 Age Friendly budget to support the Active Age and Choose to Move Programs.

Speed Limit Reduction to 40 km/hr

The Roads and Bridges and Active Transportation Master Plan recommended a reduction in speed limits to 40 km/hr throughout Village on all local roads and connectors. If implemented this would enable the use of Low Speed electric Vehicles (LSV) under current BC Legislation everywhere with the exception of the MOTI arterials routes such as Hot Springs Road and Lillooet East. The Plan provided an estimated cost of \$17,700 to implement this change.

RECOMMENDATION # 2:

THAT the speed limit be reduced to a maximum of 40 km/hr on all Village streets and roads; and

THAT a budget of \$18,000 be included in the 2020 Financial Plan in support of this initiative.

Community Social Event

The Age Friendly Committee has requested that the Village sponsor a social event at the Memorial Hall open to all residents. Council may wish to support this event as a gesture of appreciation for the work of the Committee over the past year. The Age Friendly Committee is a Select Committee which can be reappointed each year to continue the work of the Age Friendly Plan.

RECOMMENDATION # 3:

THAT staff organize a community wide social event to take place in January of 2020 in appreciation of the work of the Age Friendly Committee; and

THAT a budget of \$1,200 be allocated in support of the event from the 2019 Age Friendly budget.

Respectfully submitted:

Madeline McDonald
Madeline McDonald
Chief Administrative Officer

The following table provides further information as to the status of the recommendations:

#	Recommendation	Status	Community Impact	Operational Impacts	Further Action Required	Recommendation Required
1	Keep the Boat Launch washrooms open year-round.	Open Thursday thru Sunday for the skating rink from November thru February	Increased Boat Launch washroom hours during the winter; Beach Washrooms remain open all year	Washrooms will be operated by the concession operator	No	No
2	Install Wi-Fi in the Memorial Hall.	Complete	Wi-fi will support both private and non-profit Hall users	Wi-fi will also support communications with the Sanitary Sewer Treatment Plant	No	No
3	Apply to the BC Recreation and Parks Association to participate in the Active Age and Choose to Move Programs and provide of up to \$2,600 from the Age-friendly Committee budget	2020 Opportunity	Supports Age Friendly goal to promote wellness	Program can be hosted at the Memorial Hall; staff will administrate the application process	Yes, Staff will make application to the program if approved.	Yes
4	Host a social event in Memorial Hall and provide up to \$1,200 from the Age-Friendly Committee budget to support a social event for residents.	2020 Opportunity	General community event	Event could be scheduled for the New Year	Yes, staff will organize the event if approved	Yes
5	Lower the speed limit throughout the village to allow for the use of golf carts on municipal roadways.	40km/hr speed limit recommended by Transportation Master Plan (TMP)	Will facilitate the use of Low Speed Electric Vehicles on Village streets	New Signage and information campaign required	Yes, Council may reduce speed limit to 40km/hr in accordance with the TMP	Yes
6	Invite the Council of Senior Citizens' Organizations of BC Health and Wellness Institute to deliver workshops on matters related to age-friendliness to seniors in the Village of Harrison Hot Springs.	Age Friendly Opportunity	Supports Age Friendly goal to promote wellness	Memorial Hall may be used as a venue	Yes, staff will organize the event if supported	No
7	Engage the public on the needs of transportation to medical appointments.	Programs Exist	Supports Age Friendly goal to promote wellness	None	Yes, Village can promote Wheels for Wellness, Better at Home and other programs	No



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** November 12, 2019
FROM: Tracey Jones **FILE:** 1970-02
Financial Officer
SUBJECT: Tax Rate Multiplier

ISSUE: To review the current tax multipliers and receive direction from Council as to whether they wish to make any changes to the tax rate multiplier for the 2020-2024 Financial Plan.

BACKGROUND:

The tax rate multiplier for the different classes of properties is a function of the residential rate. The residential rate = 1 and the other rates are a multiplier of that rate. For municipal purposes, other than Residential (Class 1) properties the Village of Harrison Hot Springs currently has properties in Business (Class 6) and Recreational (Class 8).

In 2017 Council reviewed the multipliers for municipal tax purposes and reduced the multiplier for Business properties from 3.5 to 3.17 and for Recreational properties from 4.75 to 4.17. One hundred and sixty-two municipalities report their tax rates, when ranking them from low to high the Village ranked 56 of 162 for Residential, 78 of 162 for Business and 153 of 162 for Recreational for the tax year 2016. Starting in 2017, Council's goal was to reduce the gap between the ranking for Residential and Business class and to bring the tax rate for Recreational more closely in line with the Business rate.

The following table outlines the change in Provincial ranking from 2016 to 2019.

Average tax rates for all purposes includes:		1	6	8
Municipal, Regional District, Hospital District, School and Other		Residential	Business	Recreational
162 Municipalities in the Province				
Harrison Hot Springs 2016		\$ 6.9458	\$ 19.4380	\$ 20.3105
Ranking out of 162 (lowest to highest)		56	78	153
Provincial Average (162 municipalities)		\$ 8.5979	\$ 21.0866	\$ 10.9930
Harrison Hot Springs 2017		\$ 6.0014	\$ 16.3100	\$ 16.2301
Ranking out of 162 (lowest to highest)		47	50	146
Provincial Average (162 municipalities)		\$ 8.2029	\$ 20.3289	\$ 10.4551
Harrison Hot Springs 2018		\$ 5.2898	\$ 14.3430	\$ 14.4214
Ranking out of 162 (lowest to highest)		44	39	140
Provincial Average (162 municipalities)		\$ 7.7969	\$ 19.1882	\$ 9.9431
Harrison Hot Springs 2019		\$ 4.8240	\$ 12.9148	\$ 13.1191
Ranking out of 162 (lowest to highest)		38	36	133
Provincial Average (162 municipalities)		\$ 7.5711	\$ 18.3410	\$ 9.5953

In addition, the following table shows how the Village of Harrison Hot Springs rates compare to neighboring communities in 2019. These rates are per \$1,000 of assessed value.

2019 Average tax rates for all purposes includes:		1	6	8
Municipal, Regional District, Hospital District, School and Other				
Provincial Average				
162 municipalities reported		\$ 7.5711	\$ 18.3410	\$ 9.5953
Harrison Hot Springs		\$ 4.8240	\$ 12.9148	\$ 13.1191
Ranking out of 162 (lowest to highest)		38	36	133
Chilliwack		\$ 5.0589	\$ 12.0471	\$ 7.5116
Ranking out of 162 (lowest to highest)		43	23	59
Kent		\$ 4.8122	\$ 14.5974	\$ 10.0865
Ranking out of 162 (lowest to highest)		37	57	100
Hope		\$ 6.8257	\$ 16.6561	\$ 9.4195
Ranking out of 162 (lowest to highest)		77	76	91

Respectfully submitted;

REVIEWED BY:

Tracey Jones
Tracey Jones
Financial Officer

Madeline McDonald
Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE: October 15, 2019**
FROM: Debra Key **FILE: 3900-01**
Deputy Chief Administrative Officer/CO

SUBJECT: Barbeques and tents on the beach

ISSUE: Barbeques and tents on the beach

Definition:

"Barbeques" means propane, butane or natural gas fired grills or barbeques for the purpose of cooking food

BACKGROUND:

At the September 9, 2019 Regular meeting of Council, a petition from local business operators was received by Council seeking a ban on the use of barbeques and tents on the beach.

Concerns have been expressed about the amount of space visitors are taking up on the limited beach space while hosting barbeque picnics as well as the large amount of garbage generated by this activity. Related concerns about the size of shade structures and the pitching of tents on beaches and park space have been identified as an unregulated activity that is negatively impacting the ability of visitors and residents to share and enjoy these public spaces.

Council asked that the issue be referred to the Chamber of Commerce and Tourism Harrison for feedback and to the Fire Department to provide comment on a public safety perspective.

- A letter dated October 8, 2019 was received from Tourism Harrison who recommended a full ban of all barbeques on the lake front and a restriction of the size of sunshades and tents.
- The Fire Chief responded October 13, 2019 and recommended that the size of propane tanks be limited to a minimum of 20 lbs. or less.
- The Harrison Agassiz Chamber of Commerce provided a response dated October 15, 2019 recommending that all barbecuing take place exclusively

in Rendall Park. They also commented that a size restriction is necessary for tents that should be strictly enforced.

Based on the above noted comments, Council may wish to consider the following or any other options:

1. Prohibit the use of barbeques on any beach or foreshore of Harrison Lake;
2. The use of sunshades and tents be restricted to a specified size;
3. Limit the use of barbeques to pedestals in Rendall Park;
4. That the use of barbeques be restricted to the beachfront of Block 4 (Maple Street east to Rendall Park);
5. That the size of propane tanks be limited to a minimum of 20 lbs. or less;
6. That the existing Park Regulation and Open Burning Outdoor Fire Regulation bylaw provisions remain status quo;

Respectfully submitted:

REVIEWED BY:

Debra Key
Debra Key
Deputy Chief Administrative Officer/CO

Madeline McDonald
Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** October 25, 2019
FROM: Debra Key, Deputy Chief Administrative Officer/CO **FILE:** 3900-01
SUBJECT: Council Procedure Amendment Bylaw

ISSUE: Amendments to the Council Procedure Bylaw

BACKGROUND:

Under section 124 of the *Community Charter*, it states that Council must, by bylaw, establish its general procedures to be followed by council and council committees, including the provision for taking of minutes. The adopted minutes of Council are the official record of Council business. It is the responsibility of the Corporate Officer to ensure that accurate minutes are taken of meetings of Council and that these records are safely maintained.

Staff has received several requests, all from the same resident, for audio recordings of open Council meetings over the last year.

Under section 12 Minutes of Meeting in the Council Procedure Bylaw, it includes a provision that minutes of meetings must be taken, including the provision to certify the minutes. There are also provisions that state:

(b) Minutes may be recorded with a recording device at the convenience of the recording secretary and will be erased once the minutes have been adopted; excluding in camera meetings;

and

(d) Audio recordings are not official records of meetings but are available to the public for a fee approved by Council.

Under the Miscellaneous Fee Bylaw, it provides authority to charge a fee for \$10.00 for an Audio CD for copies. Current and advancing technology is phasing out optical drives.

It is the recording secretary's discretion as to how the minutes are taken. Staff is suggesting that, given the discretionary nature of the recording procedure, that the two provisions under s. 12 serve no purpose with respect to the procedures of Council.

Accordingly, it is recommended that the Council Procedure Bylaw be amended by deleting the provisions under 12 (b) & (d) and that the Miscellaneous Fee Bylaw be amended by deleting the provision in Schedule "C" to charge a fee for copies of Audio CDs.

RECOMMENDATION:

THAT amendments to Council Procedure Bylaw No. 1002, 2012 and Miscellaneous Fee Bylaw No. 1049, 2014 be drafted for Council's consideration.

Respectfully submitted:

REVIEWED BY:

Debra Key

Madeline McDonald

Debra Key
Deputy Chief Administrative Officer/
Corporate Officer

Madeline McDonald
Chief Administrative Officer