



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Monday, November 21, 2022  
**Time:** 7:00 p.m.  
**Location:** Council Chambers,  
Memorial Hall, 290 Esplanade Avenue,  
Harrison Hot Springs, British Columbia

**THIS MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM VIDEO CONFERENCE**

<b>1. CALL TO ORDER</b>		
Meeting called to order by Mayor Wood Acknowledgment of Sts'ailes traditional territory.		
<b>2. INTRODUCTION OF LATE ITEMS</b>		
<b>3. APPROVAL OF AGENDA</b>		
<b>4. ADOPTION OF COUNCIL MINUTES</b>		
(a) THAT the Inaugural Council Meeting Minutes of November 7, 2022 be adopted		Item 4(a) Page 1
(b) THAT the Special Council Meeting Minutes of November 15, 2022 be adopted		Item 4(b) Page 5
<b>5. BUSINESS ARISING FROM THE MINUTES</b>		
<b>6. CONSENT AGENDA</b>		
i. Bylaws		
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence		
<b>7. DELEGATIONS/PETITIONS</b>		
<b>8. CORRESPONDENCE</b>		
(a) Letter dated October 18, 2022 from Community Futures North Fraser Re: Staff Employee or Council Liaison representative on the Community Futures North Fraser Board of Directors		Item 8(a) Page 9
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>		

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

## 11. REPORTS FROM MAYOR

## 12. REPORTS FROM STAFF

- (a) Report of Deputy Chief Administrative Officer/Corporate Officer – October 25, 2022 Item 12(a)  
Page 11  
Re: Request from Harrison Festival Society

- (b) Report of Deputy Chief Administrative Officer/Corporate Officer – October 19, 2022 Item 12(b)  
Page 13  
Re: 2023 Regular Council meeting Schedule

Recommendation:

THAT the proposed Regular Council meeting schedule for 2023 be approved as submitted.

- (c) Report of Deputy Chief Administrative Officer/Corporate Officer – October 19, 2022 Item 12(c)  
Page 15  
Re: Deputy Mayor Appointments for 2023

Recommendation:

THAT the following members of Council be appointed as Deputy Mayor for 2023:

January – March	Councillor _____
April – June	Councillor _____
July – September	Councillor _____
October – December	Councillor _____

- (d) Report of Deputy Chief Administrative Officer/Corporate Officer – October 19, 2022 Item 12(d)  
Page 17  
Re: Fraser Valley Regional District Board, Fraser Valley Regional District Hospital Board Directors and Alternatives

Recommendation:

THAT Council appoint \_\_\_\_\_ to fulfil the role as municipal director for the Fraser Valley Regional District and Hospital Boards; and

THAT Council appoint \_\_\_\_\_ to fulfil the role as alternate municipal director for the Fraser Valley Regional District and Hospital Boards.

- (e) Report of Deputy Chief Administrative Officer/Corporate Officer – October 19, 2022 Item 12(e)  
Page 19  
Re: Appointment of Fraser Valley Regional Library Board representative and alternate for 2022-2023

Recommendation:

THAT Council appoint \_\_\_\_\_ to fulfil the role as municipal director for the Fraser Valley Regional Library Board for 2022-2023; and

THAT Council appoint \_\_\_\_\_ to fulfil the role as alternate municipal director for the Fraser Valley Regional Library Board for 2022-2023.

- (f) Report of Deputy Chief Administrative Officer/Corporate Officer – October 19, 2022  
Re: Signing Authorities

Item 12(f)  
Page 21

Recommendation:

THAT one of each of the following be authorized as signing officers for the Village of Harrison Hot Springs:

Mayor Ed Wood, Councillor John Buckley, Councillor Leo Facio, Councillor Allan Jackson and Councillor Michie Vidal.

- (g) Report of Chief Administrative Officer– November 10, 2022  
Re: Council Liaison Appointments

Item 12(g)  
Page 23

Recommendation:

THAT Councillor Jackson be appointed as Council liaison to Tourism Harrison River Valley.

Recommendation:

THAT Councillor Vidal be appointed as Council liaison to the Harrison-Agassiz Chamber of Commerce.

Recommendation:

THAT Councillor Facio be appointed as Council representative to Fraser Health.

Recommendation:

THAT Councillor Buckley be appointed as Council liaison to the Agassiz Harrison Healthy Communities.

Recommendation:

THAT Councillor Vidal be appointed to the Kent-Harrison Joint Emergency Program Committee.

Recommendation:

THAT Councillor Facio be appointed as Council representative to the Mountain Institution Citizen's Advisory Committee.

Recommendation:

THAT \_\_\_\_\_ be appointed as the Voting Delegate to the Municipal Insurance Association; and

THAT \_\_\_\_\_ be appointed as the Alternate Voting Delegate to the Municipal Insurance Association.

Recommendation:

THAT \_\_\_\_\_ be appointed as Representative to the Letse'mot Community to Community Forum; and

THAT \_\_\_\_\_ be appointed as the Alternate Representative to the Letse'mot Community to Community Forum

Recommendation:

THAT \_\_\_\_\_ be appointed as Council liaison to the Agassiz Harrison Historical Society.

**13. BYLAWS**

**14. NEW BUSINESS**

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

**16. ADJOURNMENT**

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE INAUGURAL MEETING OF COUNCIL**

**DATE:** Monday, November 7, 2022  
**TIME:** 7:00 p.m.  
**PLACE:** Council Chambers, Memorial Hall  
 290 Esplanade Avenue, Harrison Hot Springs, BC

**IN ATTENDANCE:** Ed Wood, Mayor-elect  
 John Buckley, Councillor-elect  
 Leo Facio, Councillor-elect  
 Allan Jackson, Councillor-elect  
 Michie Vidal, Incumbent Councillor

Chief Administrative Officer, Madeline McDonald  
 Deputy Chief Administrative Officer/CO, Debra Key  
 Finance Manager, Scott Schultz  
 Community Services Manager, Rhonda Schell  
 Operations Manager, Tyson Koch

**ABSENT:**

*Recording Secretary: T. Kafi*

The incoming Council were led into the Memorial Hall by a procession of the Scottish Piper, Dan McDermid and Royal Canadian Mounted Police (RCMP) Constables Ben Stewart and Trent Dixon

Singers Breanna and Daphne Taylor performed "O Canada".

**1. CALL TO ORDER**

The meeting was called to order by the Corporate Officer, Debra Key at 7:05 p.m.

The Corporate Officer acknowledged the traditional territory of Sts'ailes.

The Corporate Officer presented Outgoing Mayor Leo Facio with a plaque in recognition of his time served as Mayor.

The Outgoing Mayor presented the outgoing Council members Ray Hooper, Gerry Palmer and Samantha Piper with plaques in recognition of their time served on Council.

The Corporate Officer administered the Oaths of Office to:

- Ed Wood, Mayor-elect
- Michie Vidal, Incumbent Councillor
- Allan Jackson, Councillor-elect
- Leo Facio, Councillor-elect
- John Buckley, Councillor-elect

The Corporate Officer invited the Mayor and Council to take their seats at the Council table and welcomed the new Mayor and Council of the Village of Harrison Hot Springs.

Mayor Ed Wood gave a brief inaugural address and thanked everyone for attending the inaugural meeting. The Mayor also thanked the RCMP, Singers and Scottish Piper and the outgoing Council members for their commitment to the community.



*Village of Harrison Hot Springs  
Minutes of the Inaugural Council Meeting  
November 7, 2022*

**2. INTRODUCTION OF LATE ITEMS**

None

**3. APPROVAL OF AGENDA**

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**  
RC-2022-11-01

**4. ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the Regular Council Meeting Minutes of October 17, 2022 be adopted.

**CARRIED  
UNANIMOUSLY**  
RC-2022-11-02

**5. BUSINESS ARISING FROM THE MINUTES**

None

**6. CONSENT AGENDA**

None

**7. DELEGATIONS/PETITIONS**

None

**8. CORRESPONDENCE**

None

**9. BUSINESS ARISING FROM CORRESPONDENCE**

None

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

None

*Village of Harrison Hot Springs  
Minutes of the Inaugural Council Meeting  
November 7, 2022*

**MAYOR'S REPORT**

None

**11. REPORTS FROM STAFF**

- (a) Report of Chief Elections Officer – November 1, 2022  
Re: 2022 Municipal Election Results

**Moved by Councillor Vidal**  
**Seconded by Councillor Buckley**

THAT the Results of the 2022 Municipal Election be received; and

THAT staff bring forward draft amendments to remove the mail ballot voting provisions and include provisions for the placement of election signage in the General Election and Other Voting Procedures Bylaw No. 1121, 2022

**CARRIED  
UNANIMOUSLY**  
RC-2022-11-03

**12. BYLAWS**

None

**13. NEW BUSINESS**

None

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

Questions from the public were entertained.

**15. ADJOURNMENT**

**Moved by Councillor Facio**  
**Seconded by Councillor Buckley**

THAT the meeting be adjourned at 7:31 p.m.

**CARRIED  
UNANIMOUSLY**  
RC-2022-11-04

\_\_\_\_\_  
Ed Wood  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer

The Singers, Breanna and Daphne Taylor preformed "God Save the King"

4(b)

**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE SPECIAL MEETING OF COUNCIL**

**DATE:** Tuesday, November 15, 2022

**TIME:** 10:00 a.m.

**PLACE:** Council Chambers, Memorial Hall  
290 Esplanade Avenue, Harrison Hot Springs, BC

**IN ATTENDANCE:** Mayor Ed Wood  
Councillor John Buckley  
Councillor Leo Facio  
Councillor Allan Jackson  
Councillor Michie Vidal

Deputy Chief Administrative Officer/CO, Debra Key

**ABSENT:**

*Recording Secretary: T. Kafi*

**1. CALL TO ORDER**

Mayor Wood called the meeting to order at 10:00 a.m.  
Mayor Wood acknowledged the traditional territory of Sts'ailes.

Mayor Wood stated that the Special Council meeting is a result of a request from Councillors Facio and Vidal pursuant to s. 126 of the *Community Charter* to discuss concerns of administration.

The Mayor read out s 126, subsection 2 and 3 of the *Community Charter* and stated that Councillors Facio and Vidal requested a closed Special Council meeting, but were denied for the following reasons:

Under the *Municipal Act*, Section 188, subsection 1 and subsection 2(a)

The Mayor stated that a closed meeting runs contrary to the principals of openness, transparency and accountability as per the legal framework for open and closed meetings per the Office of the Ombudsperson.

The Mayor quoted Section 90 and 90(2) of the *Community Charter*. The Mayor stated that he believed that "discussion of administration" does not fall under section 90(2) of the *Community Charter*. The Mayor elaborated on the two different meanings in the *Community Charter*, "must" and "may".

The Mayor stated that no reasonable person would think "administration" is an adequate description for the purpose of a meeting. And of course, by discussing items in a closed meeting it automatically gags the Council from discussing in public.

The Mayor stated that he works for the public and he is their voice. The public has concerns of our administration which he has publicly stated before. And that it is vital that these concerns be held in the public and not in closed meetings unless absolutely necessary.

The Mayor reported out on a quote from the Municipal Lawyers fall newsletter:

"The democratic legitimacy of municipal decisions does not spring solely from periodic election, but also from a decision-making process that is transparent, accessible to the public and mandated by law. When a municipal government



*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
November 15, 2022*

improperly asks for secrecy, this undermines the democratic legitimacy of its decisions"

He stated that as the Mayor, he will ensure that closed meetings that should not be closed are open, and to see that the law for improvement in good government of the municipality is carried out. A closed meeting runs contrary to the principals of openness, transparency, and undermines the public confidence in government.

The Mayor stated that due to changing events in the last 24 hours, and the fact that a notice of closed or special meeting must be given at least 24 hours in advance. However, notice of a special council meeting may be waived by a unanimous vote of all council members. Section 127 states that before holding a meeting that is closed the council must by resolution pass in an open meeting that the meeting or part of the meeting will be closed and the basis on which it will be closed as set out in section 90.

The Mayor reported on section 90 of the Community Charter, meetings that may or must be closed to the public; 90(1)- part of the council meeting may be closed to the public if the subject matter being considers relates to or is one of the following:

90(1)(a) personal information about an about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

**Moved by Mayor Wood**  
**Seconded by**

THAT Council proceed to a closed meeting pursuant to section 90(1)(a) of the *Community Charter* immediately at the close of the Special Council meeting.

**MOTION FAILED  
LACK OF SECONDER**

Councillor Jackson asked the mayor for clarification on the matter and asked what the purpose of this motion is for, as Council has not had a chance to discuss anything at this point.

Councillor Jackson stated he does not want this Council to get off to a bad start. He ran for election to do better for Harrison, not to get involved in the very beginning on matters that need a lot of discussion. He thinks they are jumping the gun and not getting things settled.

Councillor Jackson stated that with two new Councillors that haven't been on Council in a while and a new mayor, he believes that Council needs to support each other and that this particular time is not the time to have these discussions. Council should be consolidating their information.

The Mayor stated that this request to move to a closed meeting was initiated by Councillor Facio and Councillor Vidal, and that he is only putting the motion forward to do so.

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
November 15, 2022*

**Moved by Councillor Facio**  
**Seconded by Councillor Jackson**

THAT the verbal report of Councillor Facio and Councillor Vidal be removed from the agenda.

**CARRIED  
UNANIMOUSLY**  
SC-2022-11-01

**2. INTRODUCTION OF LATE ITEMS**

None

**3. APPROVAL OF AGENDA**

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**  
SC-2022-11-02

**4. DELEGATIONS/PETITIONS**

None

**5. REPORTS FROM STAFF**

None

**6. BYLAWS**

None

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

Questions from the public were entertained.

**8. ADJOURNMENT**

**Moved by Councillor Facio**  
**Seconded by Councillor Buckley**

THAT the meeting be adjourned at 10:17 a.m.

**CARRIED  
UNANIMOUSLY**  
SC-2022-11-03

\_\_\_\_\_  
Ed Wood  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer

Community  
Futures



RECEIVED

OCT 20 2022

BY VILLAGE OF HARRISON HOT SPRINGS

FILE #	DATE
023001	Oct 20/22
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> INFRA
<input type="checkbox"/> DCAO/CO	<input type="checkbox"/> PW
<input type="checkbox"/> FO	<input type="checkbox"/> OTHER
<input type="checkbox"/> ACCOUNTS	<input checked="" type="checkbox"/> FAVOR
<input type="checkbox"/> COMM SERV	<input checked="" type="checkbox"/> UNCL
ITEM	
COUNCIL A - 1 - 1	
DATE	Dec 21/22
INITIAL	
ITEMS: A-REQ, ACTION:	
B - INFO - W/REP;	
C - INFO ONLY	

33163 2<sup>nd</sup> Ave.  
Mission, BC V2V 6T8  
Tel: 604-826-6252  
Fax: 604-826-0052

Oct 18, 2022

Village of Harrison Hot Springs  
Mayor and Council  
495 Hot Springs Rd., PO Box 160  
Harrison Hot Springs, BC V0M1K0

RE: Staff Employee or Council Liaison representative on the Community Futures North Fraser Board of Directors

Dear Mayor Wood and Council,

Community Futures North Fraser is a non-profit organization in Mission dedicated to promoting community economic development in Mission, Harrison Hot Springs Kent/Agassiz, Harrison Mills, Deroche and Dewdney. We provide support through our \$3 million loan fund, by providing business advisory services and through our participation in Community Economic Development projects.

As a non-profit Community Futures is governed by a board of directors, and we would like to request the Village of Harrison Hot Springs appoint a liaison person to sit on the Community Futures Board.

We feel there is an opportunity for the Village of Harrison Hot Springs to be more engaged with the work of Community Futures through formal representation on our board, and we would look to this person to help in the governance of this organization to best support the community.

We meet every 4<sup>th</sup> Tuesday 7:45 until 9 am with the option of meeting virtually or in person. Our liaison gives their update near the beginning of the meeting but is encouraged and welcome to stay for the whole thing so they can find out the details of what we do in our Province and Community.

We look forward to hearing from the you on your response to our request.

Gwen Schmidt  
Executive Director



12(a)



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 25, 2022  
**FROM:** Debra Key, **FILE:** 7960-01  
Deputy Chief Administrative Officer/CO  
**SUBJECT:** Request from Harrison Festival Society

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#### ISSUE:

Request from Harrison Festival Society to consider changes to the Regular Council meeting dates.

#### BACKGROUND:

The Harrison Festival Society submitted a letter dated May 31, 2022 with a request for Council to consider changing the Regular Council Meeting schedule to accommodate the Festival's schedule. The Harrison Festival Society also appeared at the Regular Council Meeting on September 19, 2022 as a delegation expressing the Festival's challenge to schedule performances in the Memorial Hall due to Council's change of venue to conduct meetings in the Hall.

At the meeting of September 19, 2022, Council received the correspondence and passed a motion that the Harrison Festival Society's request be referred to the new Council.

Accordingly, the letter dated May 31, 2022 is attached for Council's consideration.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



HARRISON  
FESTIVAL  
SOCIETY

WORLD MUSIC & ART:  
SMALL TOWN ROOTS



RECEIVED

JUN 01 2022

BY VILLAGE OF HARRISON HOT SPRINGS

Presenting world quality performing arts including  
the internationally acclaimed **Harrison Festival of the Arts**  
For more than 35 years

May 31, 2022

Dear Mayor Facio and Harrison Hot Springs Council Members,

This letter concerns limitations on access to the Harrison Memorial Hall due to Monday Council Meetings, and to request that the Council explore changing its meeting nights to another weeknight. This is to allow weekend access to the hall for community events on weekends preceding Council meetings.

Along with our summer festival, the Harrison Festival Society operates a Season of the Performing Arts from September through April, for which we receive funding from Canadian Heritage, BC Gaming, and the BC Arts Council. The Season has been in operation for 33 years in the Memorial Hall. It constitutes the most prolific and consistent year-round use of the hall by a community organization over that period.

The Harrison Festival Society greatly appreciates that the Council voted to open the hall for us to have our Season concerts in 2021, and to move meetings back to the Village Office for the summer of 2022, which will allow us access for the summer Festival of the Arts. However a problem remains, in that given that there is no foreseeable end date to the hall being used for Council meetings after the summer, our Season activities stand to be interrupted. Staff have informed us that we are not able to access the hall on weekends preceding Council meetings, due to the need to set up and potentially trouble shoot any tech issues that might arise for the Monday meetings. This leaves the hall empty on weekends before Council meetings. This lack of access severely impacts our Season planning, as we try to space out concerts at three or four week intervals. We also need flexibility to respond to the touring schedules of artists and to work around other conflicting events.

As the Memorial Hall is a shared community space, we hope that an arrangement can be met that does not unduly impact on the purpose of the hall as a locus for artistic and community activities. We propose that changing the evening of the meeting to later in the week is one option that could resolve this problem. We suggest that Wednesday may be a good possibility that would not conflict with our weekend set up or tear down.

Respectfully,

Andy Hillhouse,  
Artistic and Executive Director

FILE #	DATE	ITEM	A	B	C
0550-20	May 31/22	CAO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		DEAS/CO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		FO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		A - J	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		COUNCIL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JULY AGENDA					
DATE: Aug 3/22					
INITIAL: [Signature]					
ITEMS: A-REQ, ACTION; B - INFO - WIREP; C - INFO ONLY					



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 19, 2022  
**FROM:** Debra Key, **FILE:** 0550-01  
Deputy Chief Administrative Officer/CO  
**SUBJECT:** 2023 Regular Council Meeting Schedule

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#### ISSUE:

To adopt the 2023 Regular Council meeting schedule.

#### BACKGROUND:

Subject to Section 127(1) of the *Community Charter*, Council must prepare a schedule of dates, times and places of Regular Council meetings for the next full calendar year.

Due to the closure of the Village Office during the holiday season and New Year's Day being January 2, 2023, the first Council meeting is scheduled to be held on Monday, January 16, 2023.

Accordingly, please find attached a "draft" of the proposed schedule.

#### RECOMMENDATION:

THAT the proposed Regular Council meeting schedule for 2023 be approved as submitted.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



# VILLAGE OF HARRISON HOT SPRINGS REGULAR COUNCIL MEETINGS

# 2023

## January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## February

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26	27	28				

## March

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26	27	28	29	30	31	

## April

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23	24	25	26	27	28	29
30						

## May

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21	22	23	24	25	26	27
28	29	30	31			

## June

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25	26	27	28	29	30	

## July

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23	24	25	26	27	28	29
30	31					

## August

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

\*only one meeting per month

## September

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23	24	25	26	27	28	29
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## October

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22	23	24	25	26	27	28
29	30	31				

## November

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## December

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

 Statutory Holidays Observed  
 Regular Council Meetings

 Leadership Forum (LGLA) - February 8 - 10, 2023 (Richmond)  
 LMLGA Conference - May 3 - 5, 2023 (Harrison Hot Springs)  
 FCM Conference - May 25 - 28, 2023 (Toronto)  
 LGMA Conference & AGM - June 13 - 15, 2023 (Nanaimo)  
 UBCM Convention - September 18 - 22, 2023 (Vancouver)



# VILLAGE OF HARRISON HOT SPRINGS

## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 19, 2022

**FROM:** Debra Key, **FILE:** 0530-01  
Deputy Chief Administrative Officer/CO

**SUBJECT:** Deputy Mayor Appointments for 2023

### ISSUE:

Pursuant to s. 130(1) of the *Community Charter*, the Council must, in accordance with its applicable procedure bylaw, provide for the designation of a Councillor to act in the place of Mayor.

### BACKGROUND:

Pursuant to the Council Procedure Bylaw, the Mayor may nominate and Council must appoint a Council member to act in place of the Mayor when the Mayor is absent or otherwise unable to act or when the office of Mayor is absent.

### RECOMMENDATION:

THAT the following members of Council be appointed as Deputy Mayor for 2023:

January – March	Councillor _____
April – June	Councillor _____
July – September	Councillor _____
October – December	Councillor _____

Respectfully submitted:

REVIEWED BY:

Debra Key  
Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

Madeline McDonald  
Madeline McDonald  
Chief Administrative Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 19, 2022

**FROM:** Debra Key, Deputy Chief  
Administrative Officer/CO **FILE:** 0400-60-02

**SUBJECT:** Fraser Valley Regional District Board, Fraser Valley Regional District  
Hospital Board Directors and Alternates

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#### ISSUE:

Appointment of representatives for the Fraser Valley Regional District Board, Fraser Valley Regional District Hospital Board Directors and Alternates

#### BACKGROUND:

Section 198 of the *Local Government Act* states that each municipal director is to be appointed at pleasure by the Council among its members. Section 200 of the *Local Government Act* also states that the Council of a municipality may appoint a council member as an alternate director. The next meeting of the Fraser Valley Regional District Board is on November 24, 2022.

#### RECOMMENDATION:

**THAT** Council appoint \_\_\_\_\_ to fulfil the role as municipal director for the Fraser Valley Regional District and Hospital Boards; and

**THAT** Council appoint \_\_\_\_\_ to fulfil the role as alternate municipal director for the Fraser Valley Regional District and Hospital Boards.

Respectfully submitted:

REVIEWED BY:

\_\_\_\_\_  
Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

"Madeline McDonald"

Madeline McDonald  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

TO: Mayor and Council DATE: October 19, 2022

FROM: Debra Key, FILE: 7960-01  
Deputy Chief Administrative Officer/CO

SUBJECT: Appointment of Fraser Valley Regional Library Board  
representative and alternate for 2022-2023

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#### ISSUE:

Appointment of a municipal representative and alternate to the Fraser Valley Regional Library Board for 2022-2023.

#### BACKGROUND:

Pursuant to section 17(1) of the *Library Act*, each municipal council must appoint a representative and alternate representative from Council to be a member of the library board. A new appointment is required each November at the first meeting of Council and a member of the library board will hold office for a term of one (1) year. The first 2022 FVRL board meeting is tentatively scheduled for November 23, 2022.

#### RECOMMENDATION:

THAT Council appoint \_\_\_\_\_ to fulfil the role as municipal director for the Fraser Valley Regional Library Board for 2022-2023; and

THAT Council appoint \_\_\_\_\_ to fulfil the role as alternate municipal director for the Fraser Valley Regional Library Board for 2022-2023.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** October 19, 2022  
**FROM:** Debra Key, **FILE:** 0530-01  
Deputy Chief Administrative Officer/CO  
**SUBJECT:** Signing Authorities

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#### ISSUE:

To appoint signing authorities for the municipality.

#### BACKGROUND:

With the election of a new Mayor and Council it is required that new signing officers be appointed.

#### RECOMMENDATION:

THAT one of each of the following be authorized as signing officers for the Village of Harrison Hot Springs:

Mayor Ed Wood, Councillor John Buckley, Councillor Leo Facio, Councillor Allan Jackson and Councillor Michie Vidal

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

Madeline McDonald

Madeline McDonald  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** Nov 10, 2022

**FROM:** Madeline McDonald **FILE:** 0530-01/0360-20-02  
Chief Administrative Officer

**SUBJECT:** Council Liaison Appointments

**ISSUE:** To appoint Council liaison representatives to external agencies.

#### BACKGROUND:

Upon election of a new Mayor and Council for the municipality, there is an opportunity to appoint representatives to various organizations, as listed below. Each appointment should be made by a separate motion:

	ORGANISATION	FUNCTION	COUNCIL APPOINTEE ROLE
1	Tourism Harrison River Valley	Tourism Destination Marketing Organization (DMO)	One Council liaison, non-voting
	Mayor Wood's Recommendation		Councillor Jackson
2	Harrison-Agassiz Chamber of Commerce	Business community representation – member based	One Council liaison, non-voting
	Mayor Wood's Recommendation		Councillor Vidal
3	Fraser Health	Local Health Authority	One representative for various meetings
	Mayor Wood's Recommendation		Councillor Facio
4	Agassiz Harrison Healthy Communities	Advocacy group for social services	One Council liaison
	Mayor Wood's Recommendation		Councillor Buckley
5	Kent-Harrison Joint Emergency Program Committee	Joint Emergency Preparedness Committee between D of K and VHHS, including stakeholders	Mayor or designate and an Alternate – voting
	Mayor Wood's Recommendation		Councillor Vidal



6	<b>Mountain Institution Citizen's Advisory Committee</b>	An advisory committee concerned with correctional facility policies, programs, and services	One representative of Council - voting
	Mayor Wood's Recommendation		Councillor Facio
7	<b>Municipal Insurance Association</b>	A cooperatively owned insurance company for municipalities	One Voting Delegate and one Alternate for the purpose of voting at Annual General Meeting
			To be determined
8	<b>Letse'mot Community to Community Forum</b>	A forum to discuss matters of concern to indigenous and non- indigenous leaders in our region	Mayor or designate and an Alternate, Councillors may attend meetings but there is only one voting member. Quarterly meetings at minimum.
			To be determined
9	<b>Agassiz Harrison Historical Society</b>	Historical Society in which runs the local museum	One Council liaison, non-voting
			To be determined

Respectfully submitted:

*Madeline McDonald*

Madeline McDonald  
Chief Administrative Officer