VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

COMMITTEE OF THE WHOLE

Date: **Thursday, January 26, 2023 at 2:00 p.m.**
Friday, January 27, 2023 at 10:00 a.m.

Location: **Council Chambers, Memorial Hall, 290 Esplanade Avenue, Harrison Hot Springs, British Columbia**

THE MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM CONFERENCE

1. CALL TO ORDER

Meeting called to order by Mayor Wood
Acknowledgement of Sts'ailes Traditional Territory

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

4. ITEMS FOR DISCUSSION

Thursday, January 26, 2023

(a) Planning 101 — **Item 4(a)**

Friday, January 27, 2023

(b) Presentation of the 2023-2027 Draft Financial Plan — **Item 4(b) Page 1**

(c) Report of Community Services Manager – January 20, 2023 — **Item 4(c) Page 9**
Re: Off-Leash Dog Park

Recommendation:

THAT the Off-Leash Dog Park report of January 20, 2023 be received.

(d) Report of Community Services Manager – January 20, 2023 — **Item 4(d) Page 11**
Re: Parking Master Plan Recommendations for Pay Parking

Recommendation:

1. THAT Zone 2: Long Term pay parking rates be set at $5/hour and $20/day.
2. THAT the pay parking program be expanded to include Lillooet Avenue west of Hot Springs Road in Zone 1: Short Term Parking.
3. That the pay parking program be expanded to include Cedar Avenue and Maple Street south of Lillooet Avenue in Zone 2: Long Term Parking.

4. THAT the boat launch parking day pass be increased to $20/day. 5. THAT the time limited parking stalls on the north side of Lillooet Avenue be reduced to four. 6. THAT up to $15,000 be authorized to implement the recommendations in the Parking Master Plan Recommendations for Pay Parking report dated January 20, 2023, to be funded from surplus.	
(e) Report of Operations Manager – January 17, 2023 Re: Sanitary Lift Station #1 Replacement	**Item 4(e)** **Page 13**
(f) Report of Community Services Manager – January 23, 2023 Re: Council Renumeration Policy 1.16 Review Recommendation: THAT this report be received for information.	**Item 4(f)** **Page 17**
5. ADJOURNMENT	

4(b)

HARRISON HOT SPRINGS

Naturally Refreshed

DRAFT FINANCIAL PLAN (2023-2027)

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
GENERAL FUND									
REVENUE									
PROPERTY TAXES									
GENERAL MUNICIPAL TAXES	2,322,742	2,425,128	2,506,424	2,519,662	2,614,453	2,624,339	2,687,568	2,755,307	2,823,189
COLLECTIONS FOR OTHER GOVERNMENTS & AGENCIES	1,739,940	2,026,746	2,101,332	2,118,175	2,214,180	2,300,185	2,371,789	2,419,224	2,419,224
PENALTIES & INTEREST - TAXES	36,734	53,469	45,967		-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	37,901	39,330	38,617	38,617	41,987	39,505	40,296	41,101	41,924
PAYMENTS IN LIEU OF TAXES	5,889	6,407	6,754	6,400	6,400	6,400	6,400	6,528	6,528
Total taxes collected	4,143,207	4,551,080	4,699,094	4,682,854	4,877,020	4,970,429	5,106,053	5,222,160	5,290,865
REMITTANCES TO OTHER GOVERNMENTS & AGENCIES	(1,739,940)	(2,026,746)	(2,101,332)	(2,118,175)	(2,214,180)	(2,300,185)	(2,371,789)	(2,419,224)	(2,419,224)
Net Taxes for Municipal Purposes	2,403,267	2,524,334	2,597,762	2,564,679	2,662,840	2,670,244	2,734,264	2,802,936	2,871,641
REVENUE FROM OWN SOURCES									
DCC REVENUE RECOGNISED			15,077	40,000					
RESORT MUNICIPALITY INITIATIVE	99,275	66,000	106,920	100,000	125,000	100,000	102,000	104,040	106,121
CURBSIDE COLLECTION	126,309	126,571	139,703	133,929	145,239	155,000	166,000	169,320	169,320
LICENSES & PERMITS	43,170	54,421	46,616	37,384	37,572	37,763	37,958	38,718	38,718
FINES	9,612	8,970	6,115	4,250	4,250	4,250	4,335	4,422	4,422
RENTAL & LEASE INCOME	40,206	46,791	45,560	40,000	49,500	49,500	49,690	50,684	51,697
PAY PARKING	279,618	361,503	355,090	310,000	325,000	325,000	325,000	325,000	325,000
INTEREST EARNED	80,362	78,055	60,000	55,900	55,900	45,900	46,818	47,754	48,709
GAIN(LOSS) ON DISPOSAL OF ASSETS	(1,248)	-	-	-	-	-	-	-	-
OTHER INVESTMENT INCOME	10	-	-	-	-	-	-	-	-
OTHER REVENUE FROM OWN SOURCES	70,984	36,156	57,021	26,700	42,200	35,700	35,930	36,648	37,382
Total Revenue from Own Sources	748,299	778,467	832,102	748,163	784,661	753,113	767,731	776,585	781,368
GRANTS AND DONATIONS									
UNCONDITIONAL GRANTS	325,689	328,000	414,000	330,000	337,000	334,000	337,000	343,740	350,615
CONDITIONAL GRANTS/DONATIONS	794,842	530,829	250,156	284,500	181,336	128,000	128,000	130,560	133,171
Total Grants and Donations	1,120,531	858,829	664,156	614,500	518,336	462,000	465,000	474,300	483,786
TRANSFERS FROM RESERVES & SURPLUS									
TRANSFERS FROM RESERVES	8,155	34,988	76,232	190,000	51,820	-	-	-	-
TRANSFER FROM SURPLUS	-	45,979	90,428	286,235	87,311	-	-	-	-
Total transfers from Reserves & Surplus	8,155	80,967	166,660	476,235	139,131	-	-	-	-
TRANSFER FROM EQUITY IN TCA - GENERAL	700,555	714,047	739,000	739,000	739,000	739,000	739,000	753,780	768,856
TOTAL REVENUE	**4,980,806**	**4,956,643**	**4,999,680**	**5,142,577**	**4,843,968**	**4,624,357**	**4,705,995**	**4,807,601**	**4,905,651**

2

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
EXPENDITURES									
COUNCIL									
MAYOR FACIO / WOOD	32,697	31,803	37,478	39,550	46,128	47,957	50,041	52,252	54,567
COUNCILLOR HOOPER / JACKSON	16,154	16,325	17,859	20,850	25,743	26,770	27,953	29,192	30,490
COUNCILLOR PIPER / BUCKLEY	16,794	16,794	20,563	20,850	25,743	26,770	27,953	29,192	30,490
COUNCILLOR VIDAL	15,604	15,627	20,828	20,850	21,935	22,772	23,845	24,783	25,860
COUNCILLOR PALMER / FACIO	15,954	15,827	16,258	20,850	23,506	24,421	25,487	26,602	27,770
OTHER LEGISLATIVE EXPENSES	2,154	3,838	2,971	8,950	18,950	8,950	9,074	9,255	9,441
Total Legislative Services	99,355	100,213	115,957	131,900	162,005	157,640	164,353	171,276	178,618
ADMINISTRATION									
EXPENSES - STAFF	149,958	178,004	189,456	222,091	240,982	248,823	254,655	260,625	266,738
MANAGEMENT EXPENSES	351,842	400,783	446,982	462,483	472,269	478,741	490,185	501,904	513,905
TRANSPORTATION & COMMUNICATION	13,402	15,085	16,813	13,500	16,500	13,500	13,770	14,045	14,326
INFORMATION SERVICES	25,602	32,013	30,819	39,500	29,160	29,000	29,440	30,029	30,629
PROFESSIONAL & SPECIAL SERVICES	59,189	62,277	94,330	182,610	179,003	65,816	67,532	68,883	70,261
LIBRARY BOARD	69,448	70,688	72,505	71,657	74,300	75,786	77,302	78,848	80,425
MISCELLANEOUS SERVICES	19,709	20,888	28,267	26,800	29,800	29,800	29,800	29,936	30,075
GENERAL GOODS & SUPPLIES	47,633	45,201	67,940	62,250	68,700	70,000	71,260	72,685	74,139
BANK CHARGES & INTEREST	4,220	3,356	5,216	4,150	4,550	4,606	4,698	4,792	4,888
MUNICIPAL OFFICE	25,670	27,143	37,133	35,274	36,531	37,316	38,113	38,931	39,767
AMORTIZATION	206,060	210,036	215,000	215,000	215,000	215,000	215,000	219,300	223,686
Total Administration	972,734	1,065,473	1,204,461	1,335,315	1,366,795	1,268,388	1,291,756	1,319,977	1,348,838
PROTECTIVE SERVICES									
BYLAW ENFORCEMENT	45,529	106,452	82,251	117,300	86,000	86,000	86,000	87,600	89,232
ANIMAL WASTE STATIONS	3,487	7,740	7,535	6,260	6,285	6,311	6,337	6,464	6,593
EMERGENCY MEASURES	25,196	30,697	16,570	19,500	19,500	19,500	19,510	19,900	20,298
FIRE DEPARTMENT									
FIRE DEPARTMENT ADMINISTRATION	16,423	13,876	12,268	25,856	26,373	26,901	27,439	27,987	28,547
FIREHALL	18,604	26,953	15,388	23,821	25,009	25,602	26,207	26,800	27,408
FIRE REMUNERATION & BENEFITS	90,050	100,427	96,808	111,277	111,370	112,967	115,226	117,531	119,882
FIRE DEPARTMENT VEHICLES	9,281	12,520	14,388	13,189	17,943	17,588	17,938	18,298	18,664
FIRE DEPARTMENT EQUIPMENT	17,740	33,156	22,235	19,320	19,646	19,979	20,319	20,725	21,140
FIRE DEPARTMENT AMORTIZATION	6,383	11,745	10,000	10,000	13,000	13,000	13,000	13,000	13,000
Total Fire Department	158,482	198,678	171,087	203,463	213,341	216,037	220,128	224,342	228,641
Total Protective Services	232,694	343,568	277,443	346,523	325,126	327,848	331,976	338,306	344,764

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
DEVELOPMENT PLANNING									
DEVELOPMENT PLANNING	79,809	154,088	278,299	482,335	144,520	122,700	125,154	127,657	130,210
BUILDING	-		-	-	-	-	-	-	-
Total Development Planning	79,809	154,088	278,299	482,335	144,520	122,700	125,154	127,657	130,210
TOURISM & COMMUNITY IMPROVEMENT									
TOURIST INFORMATION CENTRE	23,808	23,395	22,265	24,500	24,590	24,653	25,157	25,673	26,198
COMMUNITY DEVELOPMENT & EVENTS	251,314	203,668	255,158	274,515	275,695	280,092	285,552	291,263	291,263
SUSTAINABILITY	-		-	-	-	-	-	-	-
Total Tourism & Community Improvement	275,123	227,063	277,423	299,015	302,063	280,136	286,176	292,349	298,659
ENGINEERING & TRANSPORTATION SERVICES									
PUBLIC WORKS - COMMON SERVICES	132,144	177,790	237,266	202,866	182,509	185,812	190,373	195,506	194,803
PUBLIC WORKS OFFICE	10,928	14,455	19,896	19,070	14,598	14,888	15,183	15,508	15,840
PUBLIC WORKS SHOP	3,977	6,583	6,168	35,434	40,234	5,875	6,020	6,169	6,322
PUBLIC WORKS YARD	104	2,723	610	2,040	2,081	2,122	2,165	2,208	2,252
PUBLIC WORKS EQUIPMENT	6,946	7,945	21,259	9,300	18,408	10,518	10,711	10,957	11,157
TRAINING	4,902	9,776	6,372	27,840	28,381	28,949	29,528	30,118	30,721
FLEET	47,072	51,329	51,085	54,372	68,713	53,508	54,400	55,488	56,601
ROADS & STREETS									
ROAD RESURFACING	13,366	6,661	2,249	11,310	6,432	6,560	6,691	6,825	6,962
ROAD MARKING/SIGNAGE	16,523	14,254	18,455	40,610	21,962	22,401	22,850	23,307	23,773
BRIDGES	2,891	3,164	3,067	4,000	4,410	4,546	4,708	4,876	5,050
DRAINAGE & DITCHING	7,306	8,583	4,847	26,770	27,105	22,448	27,796	28,352	28,919
STREET LIGHTING	31,572	41,011	31,887	38,265	36,370	36,433	37,178	37,939	38,716
STREET CLEANING	4,698	3,770	3,675	5,100	5,202	5,306	5,412	5,520	5,631
SNOW REMOVAL	16,043	12,203	24,024	19,645	20,020	20,400	20,808	21,224	21,649
VILLAGE ENTRANCE	4,427	2,533	1,496	5,020	5,120	5,226	5,334	5,446	5,558
SIDEWALKS	7,094	8,817	10,709	20,750	21,165	21,588	22,020	22,460	22,910
PARKING METERS	37,418	50,427	78,409	69,020	69,040	69,821	70,618	72,030	73,471
TRANSIT	-	151	210	700	720	729	738	757	777
AMORTIZATION - PUBLIC WORKS	20,040	19,959	20,000	20,000	20,000	20,000	20,000	20,400	20,808
AMORTIZATION - TRANSPORTATION	298,395	292,876	303,000	303,000	311,100	308,448	308,497	314,667	320,960
Total Engineering & Transportation Services	665,847	735,010	844,684	915,112	903,570	845,579	861,030	879,759	892,880
FLOOD PROTECTION									
FLOOD PROTECTION	11,395	18,437	19,227	17,125	17,823	18,145	18,546	19,059	19,588
AMORTIZATION - STORM SEWERS	24,126	24,710	25,000	25,000	25,000	25,000	25,000	25,500	26,010
Total Flood Protection	35,521	43,147	44,227	42,125	42,823	43,145	43,546	44,559	45,598

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
WASTE MANAGEMENT									
WASTE MANAGEMENT - MUNICIPAL OPERATIONS	51,423	60,324	49,725	53,508	54,575	55,667	56,780	57,915	59,074
LANDFILL	9,618	-	12,008	14,500	1,500	1,500	1,500	1,530	1,561
WASTE MANAGEMENT - CONTRACTED SERVICES	137,269	138,390	199,118	209,429	207,239	187,000	198,000	201,460	204,989
Total Waste Management	198,311	198,713	260,851	277,437	263,314	244,167	256,280	260,905	265,624
PARKS, RECREATION & CULTURAL SERVICES									
BEACH	115,904	122,039	90,251	114,070	116,351	118,678	121,052	123,473	125,942
LAGOON BREAKWATER	3,414	3,953	3,248	12,550	12,615	12,667	12,925	13,190	13,461
BEACH WASHROOMS	51,152	61,842	64,715	68,636	64,862	66,066	67,295	68,688	70,112
BOAT LAUNCH & WASHROOMS	16,911	12,019	15,186	18,300	20,975	21,211	21,506	21,809	22,119
HARRISON LAKE PLAZA	18,965	27,145	14,977	32,480	38,120	38,644	39,280	40,089	40,916
FEDERAL WHARF	585	940	621	1,160	1,235	1,275	1,314	1,356	1,399
FLOAT PLANE DOCK	412	1,184	1,072	1,620	1,700	1,747	1,796	1,846	1,898
MEMORIAL HALL	25,352	32,404	51,521	39,018	41,201	42,146	43,116	44,108	45,127
MEMORIAL BENCHES	22,940	22,445	3,678	8,200	25,208	8,212	8,376	8,544	8,715
ARTS CENTRE	4,920	3,080	3,060	4,765	4,830	4,957	5,087	5,221	5,360
YACHT CLUB	3,114	5,308	5,287	6,925	7,053	7,205	7,360	7,520	7,682
RENDALL PARK	14,245	21,950	18,097	19,340	17,675	17,980	18,292	18,660	19,035
SPRING PARK	7,110	19,912	11,342	19,771	20,155	20,570	20,992	21,424	21,865
BEACH PLAYGROUND	383	4,344	3,531	3,896	3,967	4,052	4,138	4,226	4,316
OTHER GREEN SPACES	55,860	87,562	69,393	81,084	82,606	84,258	85,943	87,662	89,415
QWOLTZ PARK	-	-	-	2,000	2,040	2,081	2,122	2,165	2,208
NON-CAPITAL ITEMS EXPENSED	4,619	-							
AMORTIZATION - PARKS	14,318	14,905	16,000	16,000	16,000	16,000	16,000	16,320	16,646
AMORTIZATION - OTHER INFRASTRUCTURE	131,233	139,816	150,000	150,000	150,000	150,000	150,000	153,000	156,060
Total Parks, Recreation, & Cultural Services	491,437	580,846	521,979	599,815	626,595	617,748	626,596	639,300	652,276
TRANSFERS TO RESERVES AND ALLOWANCES									
CONTRIBUTION TO ALLOWANCES	360,053	447,060	419,900	419,900	429,202	429,306	429,612	438,204	446,968
CONTRIBUTIONS TO STATUTORY RESERVES	237,945	353,472	224,300	224,300	209,154	218,900	220,718	225,132	229,636
Total Transfers to Reserves	597,999	800,532	644,200	644,200	638,356	648,206	650,330	663,336	676,604
TRANSFER TO CAPITAL FUND	110,485	79,683	68,800	68,800	68,800	68,800	68,800	70,176	71,580
Total Transfers	708,483	880,215	713,000	713,000	707,156	717,006	719,130	733,512	748,184
TOTAL EXPENDITURES	**3,759,314**	**4,328,336**	**4,538,324**	**5,142,577**	**4,843,968**	**4,624,357**	**4,705,995**	**4,807,601**	**4,905,651**
SURPLUS (DEFICIT)	**1,221,492**	**628,307**	**461,356**	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
CAPITAL FUND -REVENUE									
GRANTS - PROVINCIAL/FEDERAL/OTHER	20,000	288,299	1,314,898	3,747,301	8,438,898	-	-	-	-
DEBT RESERVE INCOME	138	116	-	-	-	-	-	-	-
GAIN ON DISPOSAL OF ASSETS	-	-							
TRANSFER FROM RESERVES	182,480	407,814	518,272	618,000	312,100	151,000	111,180	113,404	115,672
TRANSFER FROM SURPLUS	15,000		8,636	245,000	-	-	-	-	-
TRANSFER FROM GENERAL FUND	110,485	79,683	68,800	68,800	68,800	68,800	68,800	70,176	71,580
DEFFERED REVENUES RECOGNISED	-		-	-	-	-	-	-	-
DEBT	-		-	-					
OTHER - CAPITAL REVENUE	4,587	5,836							
RMI FUNDING	319,906	53,785	15,997	619,000	626,250	-	-	-	-
DCC REVENUE RECOGNISED	93,631			798,400	799,000				
CONTRIBUTED ASSETS									
TOTAL REVENUES	**746,227**	**835,533**	**1,926,603**	**6,096,501**	**10,245,048**	**219,800**	**179,980**	**183,580**	**187,252**
DEBT DEBT FINANCING	14,220	13,425	10,354	15,700	13,200	15,700	15,700	16,014	16,334
DEBT REPAYMENTS	57,741	57,862	50,135	53,100	31,100	53,100	53,100	54,162	55,245
	71,961	71,287	60,489	68,800	44,300	68,800	68,800	70,176	71,579
CAPITAL EXPENDITURES			-	-					
MUNICIPAL BUILDINGS	45,185	-	538,318	1,140,000	640,100				
OFFICE EQUIPMENT	37,388	26,241	40,775	35,000	9,000	9,000	9,180	9,364	9,551
FIRE DEPT VEHICLES		302,000	382,507	383,000					
FIRE DEPT EQUIPMENT	99,086	58,790	-	-	-	-	-	-	-
PW VEHICLES	-	32,590	-	-	-	-	-	-	-
EQUIPMENT	-	-	12,018	71,000	14,000	-	-	-	-
ESPLANADE	-		-	-	-	-	-	-	-
BUS SHELTER	-	2,542	8,061	14,000	28,000	42,000	-	-	-
FLOOD PUMP BUILDING/QWOLTZ PARK	-	-	-	30,000	30,000	-	-	-	-
PARKING LOT	-								
STORMWATER UPGRADES	121,312	-	-	2,085,000	2,100,000	100,000	102,000	104,040	106,121
STREET LIGHTING	-	-	-	-					
DYKE REPLACEMENT		-	-	-	6,000,000				
BEACH REDEVELOPMENT		14,674	806,294	1,894,000	1,039,932				
TRAILS DEVELOPMENT		288,299	58,857	161,701					
ROADS REPLACEMENT		-	-	-					
RENDALL PARK TRAIL LIGHTS	-		-	-	-	-	-	-	-
RMI PROJECTS	319,906	39,111	19,284	194,000	295,216	-	-	-	-
BEACH WASHROMS UPGRADE	-		-	-	-	-	-	-	-
DOCK REPLACEMENT	-	-	-	20,000	20,000	-	-	-	-
FEDERAL WHARF REPLACEMENT	16,212	-	-	-					
RECREATION/PLAYGROUND EQUIPMENT	35,177	-	-	-		-	-	-	-
	674,265	764,246	1,866,114	6,027,701	10,176,248	151,000	111,180	113,404	115,672
TOTAL EXPENDITURES	**746,227**	**835,533**	**1,926,603**	**6,096,501**	**10,220,548**	**219,800**	**179,980**	**183,580**	**187,251**
TFR to RESERVES	-	-			24,500				
CAPITAL SURPLUS (DEFICIT) / Carry forward	-	-	-	-	-	-	-	-	1

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
WASTE WATER									
REVENUES									
OPERATING REVENUES	670,826	682,900	725,317	705,500	723,020	737,320	751,907	766,785	781,961
UTILITY SERVICE FEES	224,876	231,477	232,856	232,000	236,640	241,373	246,200	251,125	256,147
INTEREST	21,733	9,953							
GRANT	6,550	22,045							
GAIN (LOSS) ON DISPOSAL OF ASSETS									
TRANSFER FROM SURPLUS			-	24,000	14,864	18,903	22,518	22,878	23,197
TRANSFER FROM EQUITY IN TCA - SEWER	185,404	204,758	208,000	208,000	208,000	208,000	208,000	212,160	216,403
TOTAL REVENUES	**1,109,389**	**1,151,133**	**1,166,173**	**1,169,500**	**1,182,524**	**1,205,596**	**1,228,625**	**1,252,948**	**1,277,708**
EXPENDITURES									
SEWER ADMINISTRATION	101,974	106,252	117,166	123,894	122,902	126,277	129,132	132,319	135,496
TRAINING	198	4,469	1,179	6,580	6,712	6,846	6,983	7,122	7,265
WASTEWATER COLLECTION	6,279	24,727	24,878	26,151	26,465	26,695	26,928	27,467	28,016
WASTEWATER TREATMENT PLANT	395,962	387,999	428,922	457,260	466,813	479,001	491,513	500,367	509,419
LIFT STATIONS	91,645	96,673	78,761	115,615	118,583	121,066	123,605	126,198	128,848
AMORTIZATION - SEWER	185,404	204,758	208,000	208,000	208,000	208,000	208,000	212,160	216,403
Total Operating Costs	781,462	824,879	858,906	937,500	949,475	967,885	986,161	1,005,633	1,025,447
TRANSFERS TO RESERVES AND ALLOWANCES	-	9,953	-	-	-	-	-	-	-
TRANSFER TO CAPITAL FUND	246,608	224,000	232,000	232,000	233,050	237,711	242,465	247,314	252,260
Total Transfers	246,608	233,953	232,000	232,000	233,050	237,711	242,465	247,314	252,260
TOTAL EXPENDITURES	**1,028,070**	**1,058,832**	**1,090,906**	**1,169,500**	**1,182,524**	**1,205,596**	**1,228,625**	**1,252,948**	**1,277,708**
Sewer Operating Fund SURPLUS (DEFICIT)	**81,318**	**92,301**	**75,267**	-	-	-	-	-	-
CAPITAL FUND									
REVENUES									
DCC REVENUE RECOGNISED	130,513	15,550	22,935	600,000					
TRANSFER FROM SEWER OPERATIONS	224,876	224,000	232,000	232,000	233,050	237,711	242,465	247,314	252,260
TRANSFER FROM RESERVES	256,525		87,764	1,010,000	777,000	340,000			
CONTRIBUTED ASSETS									
INFRASTRUCTURE GRANTS	-								
TOTAL REVENUES	**611,914**	**239,550**	**342,699**	**1,842,000**	**1,010,050**	**577,711**	**242,465**	**247,314**	**252,260**
CAPITAL EXPENDITURES	387,038	15,550	110,699	1,610,000	777,000	340,000			
WASTEWATER RESERVES	224,876	224,000	232,000	232,000	233,050	237,711	242,465	247,314	252,260
TOTAL EXPENDITURES	**611,914**	**239,550**	**342,699**	**1,842,000**	**1,010,050**	**577,711**	**242,465**	**247,314**	**252,260**
Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-

HARRISON HOT SPRINGS - DRAFT 2023 - 2027- FIVE YEAR FINANCIAL PLAN DETAILS

DRAFT

	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL (PRELIM)	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	2027 BUDGET
WATER FUND									
REVENUES									
OPERATING REVENUES	367,864	390,362	383,170	369,920	377,318	384,865	392,562	400,414	408,421
UTILITY SERVICE FEES	247,731	256,410	258,597	259,000	264,180	269,463	274,853	280,350	285,957
INTEREST	6,504	4,373							
GAIN (LOSS) ON DISPOSAL OF ASSETS									
TRANSFER FROM SURPLUS									
TRANSFER FROM RESERVES									
TRANSFER FROM EQUITY IN TCA	173,191	173,191	178,000	178,000	178,000	178,000	178,000	181,560	185,191
TOTAL REVENUES	**795,291**	**824,337**	**819,767**	**806,920**	**819,498**	**832,328**	**845,415**	**862,324**	**879,569**
EXPENSES									
WATER ADMINISTRATION	102,130	110,409	118,336	136,542	128,583	143,931	138,316	141,725	145,222
TRAINING	1,798	2,405	1,147	4,670	4,763	4,859	4,956	5,055	5,156
WATER SUPPLY & DISTRIBUTION	58,305	75,338	56,194	82,350	83,673	85,022	86,399	88,127	89,889
WATER RESERVOIR	10,378	5,494	6,096	5,957	15,404	6,665	6,885	7,113	7,349
WATER TREATMENT PLANT	94,474	94,856	109,134	119,294	121,866	124,141	126,466	129,090	131,771
PUMPING STATIONS	-		-	-	-	-	-	-	-
HYDRANTS	4,700	5,593	16,513	18,310	18,376	18,744	19,119	19,501	19,891
AMORTIZATION - WATER	173,191	173,191	178,000	178,000	178,000	178,000	178,000	181,560	185,191
Total Operating Costs	444,977	467,286	485,420	545,123	550,665	561,362	560,140	572,170	584,469
TRANSFERS TO RESERVES AND ALLOWANCES	6,504	4,373							
TRANSFER TO CAPITAL FUND	248,660	252,300	261,797	261,797	268,833	270,966	293,453	299,322	305,308
Total Transfers	255,164	256,673	261,797	261,797	268,833	270,966	293,453	299,322	305,308
TOTAL EXPENDITURES	**700,141**	**723,959**	**747,217**	**806,920**	**819,498**	**832,328**	**853,593**	**871,493**	**889,779**
Water Operating fund SURPLUS (DEFICIT)	**95,150**	**100,378**	**72,550**	-	-	-	-	-	-
CAPITAL FUND									
REVENUES									
DCC REVENUE RECOGNISED		-	-	125,000	125,000				
INFRASTRUCTURE GRANTS									
CONTRIBUTED ASSETS	-								
TRANSFER FROM WATER OPERATING	248,660	252,300	261,797	261,797	268,833	270,966	293,453	299,322	305,308
TRANSFER FROM SURPLUS			-						
TRANSFER FROM RESERVES			66,017	420,000	445,000				
TOTAL REVENUES	**248,660**	**252,300**	**327,814**	**806,797**	**838,833**	**270,966**	**293,453**	**299,322**	**305,308**
EXPENDITURES									
DEBT FINANCING	1,360	-	-	-	-	-	-	-	-
DEBT REPAYMENTS	110,000	-	-	-	-	-	-	-	-
	111,360	-	-	-	-	-	-	-	-
TRANSFERS TO RESERVE AND ALLOWANCES	137,300	252,300	261,797	261,797	268,833	270,966	293,453	299,322	305,308
CAPITAL EXPENDITURES	-	-	66,017	545,000	570,000	-	-	-	-
TOTAL EXPENDITURES	248,660	252,300	327,814	806,797	838,833	270,966	293,453	299,322	305,308
Water Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-

4(c)

VILLAGE OF HARRISON HOT SPRINGS

HARRISON HOT SPRINGS
Naturally Refreshed

REPORT TO COMMITTEE OF THE WHOLE

TO: **Mayor and Council** **DATE: January 20, 2022**

FROM: **Rhonda Schell**
Community Services Manager/
Deputy Corporate Officer

FILE: 6130-01

SUBJECT: **Off-Leash Dog Park**

ISSUE:

Consideration of an off-leash dog park.

BACKGROUND:

At the January 11, 2023 Committee of the Whole meeting, Council directed staff to investigate and prepare a report with cost estimates for the creation of a basic off leash dog park to include fencing, gates and separate area for large and small dogs on the land off of McCombs Drive and the vacant land north of the Village Office.

DISCUSSION:

McCombs Drive:

This is a 1 acre lot with plenty of trees for shade and rain shelter and not adjacent to any homes. There is no parking on the east side of McCombs Drive however, the location is directly connected to the McCombs Drive walking trail which is regularly used by dog walkers. On street parking is available on Chestnut Avenue and additional parking spaces can be added to the Community Garden parking area to increase off street parking. Some debris and underbrush would need to be removed as well as minimal clearing around the perimeter to install fencing but all effort would be made to leave the site as natural as possible. There are some trees that may pose a danger and will need to be assessed and removed. This location was included in the Off-Leash Dog Park Survey that was conducted in 2021 and 20% of respondents were in favour of this location.

Vacant Lots at Hot Springs Road:

Lots 1 and 19 are vacant land at Hot Springs Road and Miami River Drive and were purchased with funding from the Parkland Acquisition Reserve and reserved for park purposes. These lots were also included in the Off-Leash Dog Park Survey that was conducted in 2021 with 3% of respondents in favour of this location.

The remainder of the vacant lots are currently zoned P-1 for community use, which includes parks. However, these lots are commonly used for overflow parking during events and which there is no alternative planned for at this time.

Staff has received estimates to dedicate approximately 0.5 acres to an off-leash dog park.

Public Consultation:

Community wide public consultation was previously done to gauge the interest and level of support for an off-leash dog park. However, at this time staff has not reached out to adjacent property owners who may be impacted by the implementation of such a park.

FINANCIAL IMPLICATIONS:

The Village has collected Parks Development Cost Charges (DCC) that may be used for the upgrades of new parks.

Amenity	Description	McCombs Drive (1 acre)	Hot Springs Road (1/2 acre)
DCC Eligible Expenses		**Estimates**	
Fencing	Fencing (6' black chain link) with a double gate system to allow for leashing up dogs in a secure area. Fencing to create a segregated area to minimize the interaction between small and large dogs.	$45,000	$22,500
Landscaping	Some removal of dangerous trees and brush clearing. Limbing the trees up 6' to create clear sightlines and increase safety.	$30,000	0
Parkland Reserve Eligible Expenses			
Access & Parking	Expand the parking at the Community Garden. There is no parking available on the east side of McCombs Drive.	$5,000	0
Signage	Signage to identify the park and clearly communicate Village policies, including any enforcement provisions, in an easy to understand format. Signage will clearly outline expectations and user responsibility.	$5,000	$5,000
Sanitation	Doggy bag dispenser and waste receptacle	$5,000	$5,000
Seating (Optional)	Benches and concrete pads that match the Village streetscape furnishings.	$15,000	$15,000
Totals		$105,500	$47,500

The cost required to create a basic off-leash dog park is estimated at approximately $105,000 ($75,000 – DCC / $30,000 – Reserves).

RECOMMENDATION:

THAT the Off-Leash Dog Park report of January 20, 2023 be received.

Respectfully submitted:

Rhonda Schell
Rhonda Schell
Community Services Manager

REVIEWED BY:

Scott Schultz
Scott Schultz
Finance Manager

REVIEWED BY:

Tyson Koch
Tyson Koch
Operations Manager

4(d)

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COMMITTEE OF THE WHOLE

TO: **Mayor and Council** **DATE: January 20, 2023**

FROM: **Rhonda Schell**
Community Services Manager/
Deputy Corporate Officer

FILE: 5480-01/06/3900-01

SUBJECT: Parking Master Plan Recommendations for Pay Parking

ISSUE:

To expand the pay parking program according to recommendations in the 2022 Parking Master Plan.

BACKGROUND:

At the January 28th, 2022 Committee of the Whole meeting, Council received a Parking Master Plan dated January 19, 2022 that identified a shortage of 60 parking stalls in the peak parking areas.

DISCUSSION:

Pay Parking Rate

The parking plan states that we have a shortage of parking inventory in the waterfront area but an overall system utilization rate of 33%, meaning that there is sufficient parking supply throughout the Village but excess demand in the waterfront area. The study also suggests that parking prices can be used as a demand management strategy and a 1% increase in the price of parking would result in a 0.37% decrease in parking demand. In addition, staff has looked at similar tourist destinations and is recommending the following rates to be implemented in 2023:

Short Term (Zone 1): No Change
Long Term (Zone 2): $5/hour and $20/day

Expand Pay Parking Area

The parking study recommends expanding the pay parking area to Lillooet Avenue west of Hot Springs Road (short term parking), Cedar Avenue, and Maple Street south of Lillooet Avenue. Staff is estimating that this expansion would add 37 short term stalls and 69 long term stalls to

the pay parking program resulting in approximately $40,000 annual net revenue (based on 2022 actuals).

The estimate includes the creation of 20 parking stalls by removing the grassy boulevard on the south side of Lillooet Avenue and installing angle parking stalls (current capacity would go from 7 parallel stalls to 17 angle stalls). Angle parking would also be implemented on the east side of Maple Street north of the Canoe Launch (10 stalls). The associated costs would include clearing the grass boulevard and installing gravel and curb stops. Line painting would be required at lane ways and no parking areas on all affected streets and additional signage would be posted.

Boat Launch Parking Rate

The parking study recommends that the boat launch parking rate be harmonized to the long term pay parking rate.

Time Limited Stalls

There are seven (7) time limited stalls on Lillooet Avenue adjacent the Post Office. Staff is recommending this be reduced to four (4) stalls.

RECOMMENDATIONS:

1. THAT Zone 2: Long Term pay parking rates be set at $5/hour and $20/day.
2. THAT the pay parking program be expanded to include Lillooet Avenue west of Hot Springs Road in Zone 1: Short Term Parking.
3. That the pay parking program be expanded to include Cedar Avenue and Maple Street south of Lillooet Avenue in Zone 2: Long Term Parking.
4. THAT the boat launch parking day pass be increased to $20/day.
5. THAT the time limited parking stalls on the north side of Lillooet Avenue be reduced to four.
6. THAT up to $15,000 be authorized to implement the recommendations in the Parking Master Plan Recommendations for Pay Parking report dated January 20, 2023, to be funded from surplus.

Respectfully submitted:	REVIEWED BY:	REVIEWED BY:
Rhonda Schell	*Scott Schultz*	*Tyson Koch*
Rhonda Schell	Scott Schultz	Tyson Koch
Community Services Manager	Finance Manager	Operations Manager

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL
COMMITTEE OF THE WHOLE

TO: **Mayor and Council** **DATE: January 17, 2023**

FROM: **Tyson Koch, AScT, RSIS**
Operations Manager **FILE: 5340-02**

SUBJECT: **Sanitary Lift Station #1 Replacement**

ISSUE:

To discuss replacement options for sanitary lift station #1.

BACKGROUND:

Sanitary Lift Station #1 is the primary lift station that pumps all the Village's sewage to the wastewater treatment plant (WWTP) for treatment. The lift station pumps, piping, and associated electrical equipment has reached the end of its useful life and now requires replacement.

The three (3) existing sewer pumps in Lift Station #1 are outdated technology that is increasingly more difficult to find parts for and repair. Replacing these pumps with the proposed new superior pump type will be able to increase discharge rates as needed, provide greater reliability and add to continuity with other Village sanitary lift stations.

In addition, during power outages Lift Station #1 relies on backup power generation from an external source. Staff is recommending that a new generator operated and maintained by the Village be added to Lift Station #1 to increase the reliability of the Village's critical infrastructure.

DISCUSSION:

Village staff engaged Wedler Engineering LLP, Watanabe Engineering and GeoWest Engineering to prepare a preliminary design and cost estimate for two options:

1. A retrofit of the existing lift station.
2. A complete replacement of lift station.

Option #1:

A retrofit would require a complete overhaul of the existing lift station including new pumps, piping, electrical system and see the addition of a generator for the lift station to function during a power outage. The retrofit design will reuse the existing wet well,

eliminate confined space entry by removing the existing valves and flow meters from the pump chamber and place them in an at grade vault.

PROJECT OPTIONS:

Retrofit Lift Station #1:

Project details include:

- Decommission old lift station and equipment, and discard.
- Replacing electrical kiosk, c/w new switchgear
- New BC Hydro supply with new pad-mounted transformer
- Supply, installation and commissioning of a new diesel back-up generator with ATS functionality
- Supply and install new pumping equipment inside existing lift station wet-well, c/w duplex Flyght NP3171 MT3~433, 34hp pump arrangement.
- Structural improvements to existing wet-well; inside and out, including replacement of chamber concrete slab.
- Supply and install above-ground FRP valve chamber.
- Supply and install new 1.8m high perimeter fence (2 sides), c/w one (1) man-access gate and one (1) vehicle access gate
- Supply, installation of new Ø2.4m precast concrete manhole chamber, c/w H20 Loading access hatch, 2 x Ø200mm Magnetic Flowmeters and appurtenances.

Construction Cost Estimate:

$1,030,000.00 (34% DCC eligible, 66% from reserves)

Option #2:

Complete replacement of the existing sanitary lift station would include a new wet well, electrical system, new piping, new pumps and a new generator. This new configuration would eliminate the confined space entry as well. This option requires dewatering, a very large excavation and extensive shoring to install the new wet well and reconfigure existing sanitary sewer piping.

Replace Lift Station #1:

Project details include:

- Supply, installation and commissioning of a new 12ft (3.6m) FRP Pump Station with above ground valve chamber, c/w duplex Flyght NP3171 MT3~433, 34hp pump arrangement.
- Supply, installation of new Ø2.4m precast concrete manhole chamber, c/w H20 Loading access hatch, 2 x Ø200mm Magnetic Flowmeters and appurtenances.
- Replacing electrical kiosk, c/w new switchgear
- New BC Hydro supply with new pad-mounted transformer
- Supply, installation and commissioning of a new diesel back-up generator with ATS functionality
- Supply and install new 1.8m high perimeter fence (2 sides), c/w one (1) man-access gate and one (1) vehicle access gate.

- Decommission old pump station and equipment, and discard. Filling old pump station sump and installing reinforced concrete lid over - to serve as pad for new genset.
- Supply, installation of two new inlet manholes.

Construction Cost Estimate:

$2,300,000.00 (34% DCC eligible, 66% from reserves)

ENGINEERING DETAILED DESIGN/TENDER/CONSTRUCTION SERVICES

Civil Engineering Services – Wedler Engineering = $47,500.00

Electrical/Mechanical Engineering Services – Watanabe Engineering = $35,000.00

Geotechnical Engineering – GeoWest Engineering = $10,000.00

OPTIONS:

1. Retrofit Lift Station #1 as detailed in the Sanitary Lift Station #1 Replacement report dated January 17, 2023 with the assembled engineering team of Wedler Engineering LLP, Watanabe Engineering and GeoWest Engineering at a cost of up to $1,122,500.00 to be funded by sanitary sewer DCC's and sanitary sewer reserves.
2. Replace Lift Station #1 as detailed in the Sanitary Lift Station #1 Replacement report dated January 17, 2023 with the assembled engineering team of Wedler Engineering LLP, Watanabe Engineering and GeoWest Engineering at a value of up to $2,392,500.00 to be funded by sanitary sewer DCC's and sanitary sewer reserves.

Respectfully submitted:

Tyson Koch
Tyson Koch, AScT, RSIS
Operations Manager

REVIEWED BY:

Rhonda Schell
Rhonda Schell
Deputy Corporate Officer

REVIEWED BY:
Scott Schultz
Scott Schultz
Financial Officer

4(F)

HARRISON HOT SPRINGS
Naturally Refreshed

VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: **Mayor and Council** **DATE: January 23, 2023**

FROM: **Rhonda Schell**
Community Services Manager/
Deputy Corporate Officer
FILE: 0340-50

SUBJECT: **Council Remuneration and Expense Policy No. 1.16**

ISSUE: Council Remuneration and Expense Policy No. 1.16 review

BACKGROUND:

At the January 16, 2023 Regular Council Meeting staff was directed to review Council Remuneration and Expense Policy 1.16 regarding on remuneration, mileage, meals, conference coverage and provision for Village cell phones and laptops.

DISCUSSION:

Council Remuneration and Expense Policy 1.16 was last reviewed on October 5, 2020. The provision of the cost of living (COLA) adjustments for Council remuneration came into effect on January 1, 2023.

A high-level remuneration comparison was conducted based on communities with similar population size. Operating budget, number of staff, geographic size, or scope of services were not considered. Other variables that contribute to overall remuneration include training, conferences, access to extended health benefits, per diem allowances, and technology allowances. For a more fulsome review, a task force could be established.

RECOMMENDATION:

THAT this report be received for information.

Respectfully submitted:

Rhonda Schell
Rhonda Schell
Community Services Manager/
Deputy Corporate Officer

Comparison Group:

Description	Harrison Hot Springs	Anmore	Pemberton	Chase	Fruitvale	Ashcroft
Remuneration:						
Mayor	$ 32,010 (subject to COLA increase in future years)	$51,300 (subject to increase based on the Vancouver CPI)	$29,950	$14,643 (2021)	$13,621.00 (Council indemnities shall be adjusted according to the Province of BC CPI at December 31st on an annual basis.)	2023 =$15,185.38 2024 =$15,565.01 2025 = $15,954.14 2026 = $16,352.99
Council	$16, 035 (subject to COLA increase in future years)	$22,800 (subject to increase based on the Vancouver CPI)	$14,838	$10,165 (2021)	$6,810.00 (Council indemnities shall be adjusted according to the Province of BC CPI at December 31st on an annual basis.)	2023 =$8,215.38 2024 = $8,420.16 2025 = $8,630.68 2026 = $8,846.45
Expenses Eligible for Reimbursement:						
Travel to out of town meetings	Councillors will be reimbursed *for automobile insurance costs* for the difference between the cost of "pleasure use" and the cost of "business use" if the use of their personal automobile for municipal purposes is beyond "pleasure use." air travel will be based on economy air fare (receipt required). public transportation will be reimbursed at actual cost (receipt required). car rental will be reimbursed at actual cost (receipt required). If the Councillor wishes to use a car rental in lieu of his/her personal vehicle, reimbursement will not exceed the amount as if the personal vehicle was used for the trip. Parking will be based on standard public parking rates (receipts are required). Fees for enhanced parking services such as valet parking will be the responsibility of the Councillor.	The maximum level of payment for airfare will be the lowest available economy class fare for the most direct route available. The maximum level of payment for rail transportation shall not exceed the amount that would have been payable if the member had traveled by air and related ground transportation. Wherever possible, advance bookings should be made to take advantage of excursion fares. Where it is necessary to obtain a rental car, authorization for the rental should be obtained at the same time as approval for the trip is given. Economy or compact cars must be booked, unless three or more individuals are traveling together, in which case an intermediate or full size car will be permitted. The maximum level of payment for hotel accommodations will be in	No set policy. Planning for conferences is determined during the budget cycle each year.	Costs incurred while travelling to and from meetings and attendance at meetings or other Village-related functions that are approved by Council includes the following: mileage, meals, telephone, accommodation, personal expenses, telephone and registrations.	One-third of the indemnity paid to the Mayor and to each Councillor shall be paid as an allowance for expenses incidental to the discharge of the duties of the office.	All other expenses relating to transportation such as taxi/bus fares, parking fees and related charges shall be paid as necessarily incurred and supported by original receipts. d. When it is necessary or economically feasible, travel by air will be reimbursed at economy airfare rates supported by original receipts.
Travel by taxi, bus, train, ferry, rental car, or air to out of town meetings				Shall be reimbursed as per receipts submitted with claim.		

Accommodation	a. Council members are entitled to the cost of overnight accommodation when travelling on approved Village business and when they are unable to return home on the same day. b. Where possible rooms will be booked in advance and will be based on a basic standard room available to the general travelling public, except, in the case where three or more Council members attend, one (1) suite will be booked to accommodate a meeting room for Council if required	the standard quality single room rate.		Coordinated through the Village office and paid for in advance where possible with the Village credit card.		Accommodations shall be arranged by the Chief Financial Officer (or designate) and shall be requested with as much advance notice as possible. b. Accommodation costs may be claimed on the basis of actual costs, including associated parking levies and telephone charges relative to municipal business, plus applicable taxes and supported by original receipts. The Government rate should always be requested.
Conference Fees	Councillors are authorized to attend the Lower Mainland Local Government Association events, including CivX, and the Union of British Columbia Municipalities Annual Convention. Councillors are authorized to attend professional development opportunities presented by the Local Government Leadership Academy. The Mayor or his designate is also authorized to attend the Federation of Canadian Municipalities Conference. Councillors may be eligible for reimbursement for other training or professional development opportunities which are related to their responsibilities as an elected representative of the Village, subject to the approval of Council.			Registration fees will be reimbursed if not paid directly by the Village		The Mayor will be able to claim expenses to a maximum of $4,000 per year for meetings, courses and/or conferences. Each Councillor will be able to claim expenses to a maximum of $3,000 per year for meetings, courses and/or conferences.
Per Diem Payments for Meals and Incidentals	$100/day for out of province events $50/day for 6 hours or more outside Village boundaries Breakfast $20.00	Council may approve reimbursement of expenses in the amount of $200.00 per Day. Breakfast $8 Lunch $12 Dinner $20		$100/day for 4 hours or more $75/day for less than 4 hours Local & Smaller Centres Larger Centres $15.00 – Breakfast $20.00 – Breakfast $18.00 – Lunch $25.00 – Lunch $25.00 – Dinner $40.00 –		The per diem allowance of $75 per day when travel is outside the Village boundaries is calculated as follows: Breakfast $15 Lunch $25 Dinner $35

	Lunch $30.00 Dinner $40.00	The maximum level of payment for incidental expenses incurred without receipts will be $10.00 per day.		Dinner Or as per receipts submitted with claim.		
Smartphone	Not mentioned in the policy.	Not mentioned in the policy.	Mayor is issued a smartphone.	All Telephone charges related to Village Business will be reimbursed upon submission of receipts. Claimants will be reimbursed for charges of one (1) personal telephone call to their place of residence per 24 hour period of absence, however, it is expected that appropriate discretion will be used in all cases.		No
Laptop/Tablet	Not mentioned in the policy.	Not mentioned in the policy.	Mayor and Council are issued an iPad and keyboard.	No	No	No
Car allowance or travel expenses for in town meetings	Mileage reimbursement consistent with the provincial Government rates.	The maximum level of payment for personal automobile travel will be $0.45 per kilometer, and shall not exceed the amount that would have been payable if the member had traveled by air and related ground transportation.	Mileage reimbursement at $0.47/km.	Mileage reimbursement consistent with the provincial Government rates.	Not mentioned in the policy.	Mileage reimbursement consistent with the provincial Government rates.
Benefits:						
Extended Health and Dental	Yes	Not mentioned in the policy.	Yes	Yes, cost shared at same rate as municipal employees.	No	No
Life and Accidental Death Insurance	No	Not mentioned in the policy.	No	No	No	No