



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, March 20, 2023
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

1. CALL TO ORDER	
Meeting called to order by Mayor Wood Acknowledgment of Sts'ailes traditional territory.	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF COUNCIL MINUTES	
(a) THAT the Special Pre-Closed Council Meeting Minutes of February 24, 2023 be adopted.	Page 1
(b) THAT the Regular Pre-Closed Council Meeting Minutes of March 6, 2023 be adopted.	Page 3
(c) THAT the Regular Council Meeting Minutes of March 6, 2023 be adopted.	Page 5
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	
iv. Correspondence	
7. DELEGATIONS/PETITIONS	
(a) Gwen Schmidt & Heidi Hill, Community Futures North Fraser Re: Community Futures Program Highlights	

8. CORRESPONDENCE

- | | |
|--|---------|
| (a) Letter dated March 7, 2023 from Blair Degenstein
Re: Residents opportunity to be more involved with the Village | Page 13 |
| (b) Email dated March 7, 2023 from The District of Kent
Re: Lets'emot C2C meeting hosted by the Village of Harrison | Page 17 |
| (c) Letter dated March 9, 2023 from Sgt. Mike Sargent
Re: Clarification of Misinformation Regarding the Agassiz RCMP | Page 19 |
| (d) Letter dated March 9, 2023 from Superintendent Davy Lee
Re: 2023-2025 UFVRD Strategic Planning Process | Page 21 |
| (e) Letter dated March 10, 2023 from Mayor Sylvia Pranger, District of Kent
Re: Disaster Financial Flood Relief | Page 23 |
| (f) Email dated March 13, 2023 from Shirley Dishon
Re: Council Remuneration, Sewer Infrastructure and Pay Parking Increases | Page 67 |

9. BUSINESS ARISING FROM CORRESPONDENCE**10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS****11. REPORTS FROM MAYOR****12. REPORTS FROM STAFF**

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| (a) Report of Interim Chief Administrative Officer/ Acting Corporate Officer – March 20, 2023
Re: Reporting out from Closed Meeting Resolutions | Page 69 |
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Recommendation:

THAT the following closed meeting resolutions be received for information at the March 20, 2023 Regular Council Meeting.

February 21, 2023

1. That Council request Lidstone and Company to prepare and send a letter to resident [REDACTED] to cease and desist posting derogatory comments against Council and staff on the Facebook site [REDACTED] [REDACTED] and to request resident [REDACTED] of the site to permanently ban [REDACTED] [REDACTED] from posting any comments on [REDACTED]

[REDACTED]. RIC-2023-02-02
Redacted under Section 22 3 (j) FOIPA

2. That Council retain Lidstone and Company and under their direction proceed immediately with an independent, third party investigation into allegations of bullying and harassment in the workplace contrary to Harrison Hot Springs Code of Conduct and Respectful Workplace Policies, WorkSafe BC regulations and the BC Human Rights Code and to further report the findings and provide recommendations to Council. *RIC-2023-02-03*
3. That Councillor Facio be designated as the sole elected official to correspond with Lidstone and Co where legal advice is required on all matters related to the Village of Harrison Hot Springs and to Council as a governing body. This is defined as matters relating to Council affairs, governance and procedure, or their employee, and for Councillor Facio to communicate any advice which is obtained at the direction of and on behalf of the Council to all Council members. *RIC-2023-02-04*
Rescinded
4. That Council request the BC Privacy Inspector to investigate the Facebook site for slanderous and defamatory postings against Council members and staff. *RIC-2023-02-05*
Redacted under Section 22 3 (j) FOIPA
5. That Kelly Ridley be interviewed for the position of Interim Chief Administrative Officer/Acting Corporate Officer. *RIC-2023-02-09*

March 6, 2023

6. That Council appoint Kelly Ridley to the position of Interim Chief Administrative Officer/Acting Corporate Officer for the Village of Harrison Hot Springs effective February 28, 2023. *RIC-2023-03-03*
7. That Council appoint Tyson Koch to the position of Acting Deputy Chief Administrative Officer on a trial basis, in addition to his continued duties and responsibilities as Operations Manager for the Village of Harrison Hot Springs effective February 28, 2023. *RIC-2023-03-04*
8. That Council for the Village of Harrison Hot Springs support the hiring of an independent facilitator to assist in improving Council relations to support them working together efficiently for better governance of the village. *RIC-2023-03-08*

(b) Report of Operations Manager/Acting Deputy CAO – March 20, 2023
Re: UBCM Motion Amendment

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Recommendation:

THAT Council endorse the following amended UBCM motion and forward it to the Lower Mainland Local Government Association Executive Board with a request that it be included in the resolution session for the conference held in May:

WHEREAS the UBCM Working Group on Responsible Conduct has worked to support British Columbia Local Governments in addressing misconduct by elected officials and providing Local Government with a set of fundamental principles which can be utilized to enact codes of conduct;

AND WHEREAS smaller Local Governments in British Columbia do not have the financial resources to establish an independent and autonomous Ethics Commissioner to investigate and resolve allegations of misconduct;

AND WHEREAS the current legislative framework available to small Local Governments in British Columbia regarding alleged breaches of code of conduct can result in expensive legal processes which may produce limited conclusions;

THEREFORE BE IT RESOLVED that LMLGA and UBCM call upon the provincial government to immediately create an Independent Local Government Ethics Commissioner within the Ministry of Municipal Affairs to serve the public, elected officials and officers in an advisory, instructive and investigative role in the application and enforcement of codes of conduct.

13. BYLAWS

- (a) Report from Finance Manager – March 15, 2023
Re: 2023-2027 Financial Plan Bylaw No. 1187, 2023

Page 73

Opportunity for public comments.

Recommendation:

THAT the 2023-2027 Financial Plan Bylaw No. 1187, 2023 receive third reading.

- (b) Report from Planning Consultant – March 8, 2023
Re: Consideration on the Issuance of the Requested Revised Development Permit

Page 85

Recommendation:

THAT Development Permit DP 04/21 (revised) be issued to Harrison Hot Springs LLC No. 802862187 and John Giovanni Fogliato, for the property located at 694, 712, and 720 Harrison Springs Road, Harrison Hot Springs for land legally described as:

- a. Parcel "A" (Explanatory Plan 12236) Lot 12 Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-637)
- b. Lot 12 Except: Parcel "A" (Explanatory Plan 12236); Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-661)
- c. Lot "D", Section 12, Township 4, Range 29, West of the Sixth Meridian, New Westminster District Plan 9647 (PID: 011-424-494),

Subject to the following:

1. The applicant supplying an Irrevocable Letter of Credit in the amount of \$115,625.00,
2. The applicant entering into a floodplain covenant with the Village, and
3. The applicant entering into a covenant with the Village to ensure that their well water is used only for the watering of plants.

14. NEW BUSINESS

(a) Request from Councillor Facio

Re: Request to establish a council committee pursuant to section 142 of the Community Charter (Select Committees of Council) to consider and inquire into workplace related matters regarding the administration of the Village.

That Council for the Village of Harrison Hot Springs:

- a) establish a council committee pursuant to section 142 of the *Community Charter* to consider and inquire into workplace related matters regarding the administration of the Village;
- b) appoint 2-4 members of Council to the council committee established herein;
- c) directs the committee to report its findings, opinions or recommendations to Council; and
- d) directs the Interim Chief Administrative Officer to work with legal counsel to conduct a privileged and confidential scan into workplace related matters regarding the administration of the Village.

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

16. ADJOURNMENT

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL (PRE-CLOSED) COUNCIL MEETING

4(a)

Monday, February 24, 2023
10:00 am

Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

COUNCIL PRESENT: Mayor Wood
Councillor John Buckley
Councillor Michie Vidal

COUNCIL ABSENT Councillor Leo Facio
Councillor Allan Jackson

STAFF PRESENT Finance Manager, Scott Schultz

1. **CALL TO ORDER**

Mayor Wood called the meeting to order at 10:00 am.

Under Section 127(4) of the Community Charter, Notice of a Special meeting may be waived by unanimous vote of all Council members.

SC(C)23-001

Moved by Mayor Wood

Seconded by Councillor Buckley

That Council approve waiving notice for the February 24, 2023 Special (Pre-Closed) Council meeting.

CARRIED

2. **RESOLUTION TO EXCLUDE PUBLIC**

SC(C)23-002

Moved by Mayor Wood

Seconded by Councillor Buckley

RESOLVED: That pursuant to Sections 90 and 92 of the *Community Charter*, this Special Meeting of Council be closed to the public as the subject matter being considered relates to the following:

- Section 90(1)(a) of the Community Charter - personal information 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.

CARRIED

*Village of Harrison Hot Springs
Minutes of the Special (Pre-Closed) Council Meeting
February 24, 2023*

3. ADJOURN TO CLOSED COUNCIL MEETING

SC(C)23-003

Moved by Mayor Wood

Seconded by Councillor Buckley

THAT the February 24, 2023 Special (Pre-Closed) Council meeting be adjourned.

CARRIED

The meeting was adjourned at 10:02 pm.

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE REGULAR (PRE-CLOSED) COUNCIL MEETING

4(b)

Monday, March 6, 2023
5:00 p.m
Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

COUNCIL PRESENT Councillor John Buckley
Councillor Leo Facio
Councillor Allan Jackson
Councillor Michie Vidal

COUNCIL ABSENT Mayor Ed Wood

STAFF PRESENT Interim Chief Administrative Officer/ Acting CO, Kelly Ridley
Finance Manager, Scott Schultz
Operations Manager, Tyson Koch

1. **CALL TO ORDER**

Deputy Mayor Buckley called the meeting to order at 5:15 pm.

2. **RESOLUTION TO EXCLUDE PUBLIC**

RC(C)23-004

Moved by Councillor Vidal
Seconded by Councillor Facio

RESOLVED: That pursuant to Sections 90 and 92 of the *Community Charter*, this Regular Meeting of Council be closed to the public as the subject matter being considered relates to the following:

- Section 90(1)(a) of the Community Charter - personal information 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;
- Section 90(1)(c) of the Community Charter - labour relations or other employee relations
- Section 90(1)(g) of the Community Charter - litigation or potential litigation affecting the municipality;
- Section 90(1)(i) of the Community Charter - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

3. **ADJOURN TO CLOSED COUNCIL MEETING**

RC(C)23-005

Moved by Councillor Vidal

Seconded by Councillor Facio

RESOLVED:

THAT the March 6, 2023 Regular (Pre-Closed) Council meeting be adjourned.

CARRIED

The meeting was adjourned at 5:18 pm.

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

DRAFT

VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE REGULAR MEETING OF COUNCIL

4(c)

DATE: Monday, March 6, 2023
TIME: 7:00 p.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

Interim Chief Administrative Officer/ Acting CO, Kelly Ridley
Finance Manager, Scott Schultz
Operations Manager, Tyson Koch
Planning Consultant, Ken Cossey

ABSENT:

1. **CALL TO ORDER**

Mayor Wood called the meeting to order at 7:00 p.m.
Mayor Wood acknowledged the traditional territory of Sts'ailes

2. **INTRODUCTION OF LATE ITEMS**

- Mayor Wood introduced Interim Chief Administrative Officer/Acting Corporate Officer, Kelly Ridley
- Mayor Wood reported that The Operations Manager, Tyson Koch, is now Acting Deputy Corporate Officer
- Councillor Vidal requested an additional item be added to New Business under 14(a) regarding a resolution to be forwarded to LMLGA regarding the formation of a Working Committee for Flood Disasters
- Items 13(d) and 13(e) be placed in section 12 of the agenda as 12(b) and 12(c)

3. **APPROVAL OF AGENDA**

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the agenda dated March 6, 2023 be amended by adding a new item under 14(a) regarding a resolution to be forwarded to LMLGA regarding the formation of a Working Committee for Flood Disasters and Items 13(d) and 13(e) be placed in section 12 of the agenda as 12(b) and 12(c); and

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**
RC-2023-03-01

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Minutes of the Regular Council Meeting
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4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Regular Council Meeting Minutes of February 21, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-03-02

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

None

7. DELEGATIONS/PETITIONS

None

8. CORRESPONDENCE

- (a) Letter dated January 9, 2023 from the RCMP
Re: UBCM meeting with the BC RCMP
- (b) Letter dated February 16, 2023 from BC Communities in Bloom
Re: BC Communities in Bloom Invitation
- (c) Letter dated February 19, 2023 from The Chilliwack Plowing Society
Re: Invitation to Attend the Annual Plowing Match
- (d) Letter from Bob Flitton, Richard Fife and Jenny Peters
Re: Concerns Regarding Pay Parking Increase
- (e) Letter dated March 1, 2023 from Cathy Christiansen
Re: Council Meeting Location Change
- (f) Letter dated March 1, 2023 from John Allen
Re: Council Meeting Location Change
- (g) Letter dated February 24, 2023 from Gabriele Thornton
Re: Council Meeting Location Change
- (h) Letter dated February 25, 2023 from Wolfgang Thornton
Re: Council Meeting Location Change
- (i) Letter dated February 24, 2023 from Martin Elsasser
Re: Council Meeting Location Change

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- (j) Letter dated February 27, 2023 from Karen Lennerton
Re: Council Meeting Location Change
- (k) Letter dated February 27, 2023 from Cam Lennerton
Re: Council Meeting Location Change
- (l) Letter dated February 27, 2023 from Megan Heart
Re: Council Meeting Location Change
- (m) Letter dated March 1, 2023 from Deanna Jones
Re: Council Meeting Location Change
- (n) Letter dated February 22, 2023 from Rob Macken
Re: Council Meeting Location Change
- (o) Letter dated March 2, 2023 from the Emergency Planning Secretariat
Re: Support for Regional Geohazard Assessment Application

Moved by Mayor Wood
Seconded by Councillor Vidal

THAT the letter dated January 9, 2023 from the RCMP, letter dated February 16, 2023 from BC Communities in Bloom, letter dated February 19, 2023 from The Chilliwack Plowing Society, letter from Bob Flitton, Richard Fife and Jenny Peters, letter dated March 1, 2023 from Cathy Christiansen, letter dated March 1, 2023 from John Allen, letter dated February 24, 2023 from Gabriele Thornton, letter dated February 25, 2023 from Wolfgang Thornton, letter dated February 25, 2023 from Wolfgang Thornton, letter dated February 24, 2023 from Martin Elsasser, letter dated February 27, 2023 from Karen Lennerton, letter dated February 27, 2023 from Cam Lennerton, letter dated February 27, 2023 from Megan Heart, letter dated March 1, 2023 from Deanna Jones, letter dated February 22, 2023 from Rob Macken, and letter dated March 2, 2023 from the Emergency Planning Secretariat be received.

**CARRIED
UNANIMOUSLY**
RC-2023-03-03

9. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Buckley
Seconded by Councillor Vidal

THAT a meeting be set up with Richard Fife, Jenny Peters and Bob Flitton to discuss the issues regarding parking attendants and parking spaces.

**CARRIED
UNANIMOUSLY**
RC-2023-03-04

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT Council meetings be held at the Memorial Hall permanently and the audio equipment be upgraded.

MOTION DEFEATED
OPPOSED BY COUNCILLORS FACIO, JACKSON, VIDAL AND BUCKLEY

Moved by Councillor Jackson
Seconded by

THAT the matter of Council meetings being held at Memorial Hall be tabled.

MOTION FAILED
LACK OF SECONDER

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT Council of the Village of Harrison Hot Springs support participating in the regional geohazard risk assessment, with grant funding from UBCM's Disaster Risk Reduction-Climate Adaption program.

CARRIED
UNANIMOUSLY
RC-2023-03-05

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

Councillor Buckley

- Agassiz Harrison Healthy Communities – No Report
- Fraser Valley Regional District Board (Alternate Municipal Director) – No Report
- Harrison Agassiz Chamber of Commerce – No Report

Councillor Facio

- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director)
 - Attended the Board of Directors meeting on February 23, 2023
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report

Councillor Jackson

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – No Report

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Councillor Vidal

- Community Futures North Fraser Board of Directors
 - Attended a meeting on February 28, 2023
- Corrections Canada Citizen's Advisory Committee
 - Attended a meeting on March 1, 2023
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended a Lets'emot C2C subcommittee meeting on March 1, 2023
- Attended a planning and training meeting for the Fraser Valley Regional District Homeless Count on March 1, 2023
- Attended an Earthwise Community Conversation group meeting on March 3, 2023

11. MAYOR'S REPORT

- Attended a meeting with Sgt. Mike Sargent and Insp. Darren Pankratz and was given an orientation on how the RCMP works between the local municipalities and Indigenous communities, and discussed the new recreational drug laws and how it will affect the Village.
- Phone conversation with MLA Kelli Paddon. The Province of BC is changing how grant application are awarded to be based mostly on population size. They are offering a grant of \$1,256,000 to be used at Council's discretion.
- A Committee of the Whole Workshop will take place on March 14 and 15, 2023 at 10:00 am to discuss the draft OCP.
- Received an enormous amount of correspondence recently. Gave thanks to everyone who has reached out and everyone attending the meeting for their continued support.

12. REPORTS FROM STAFF

- (a) Report of Planning Consultant – January 30, 2023
Re: Consideration on the issuance of the requested DVP

Moved by Councillor Buckley
Seconded by Councillor Facio

THAT Development Variance Permit 04/22 not be issued to Hayden and Richard Simon for the property located at 470 Emerald Ave, Harrison Hot Springs for the land legally described as:

Lot 30, Sec 12, Twp 4, Rg 29 W6M, New Westminster District Plan 35160.

CARRIED
OPPOSED BY COUNCILLORS FACIO AND JACKSON
RC-2023-03-06

Village of Harrison Hot Springs
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- (b) Report of Planning Consultant – February 27, 2023
Re: Proposed Townhouse Development (395 Pine)

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT OCP application file number 6520-20-OCP02/23 for the property located at 395 Pine Street and legally described as Parcel "A", (explanatory Plan 338823) Lot C, Sec 12, Twp 4 Rge 29 W6M New Westminster District Plan 10239 be denied.

CARRIED
UNANIMOUSLY
RC-2023-03-07

- (c) Report of Planning Consultant – February 27, 2023
Re: Proposed Townhouse Development (435 Pine)

Moved by Councillor Jackson
Seconded by Councillor Buckley

THAT OCP application file number 6520-20-OCP01/23 for the property located at 435 Pine Street and legally described as Lot D, Sec 12, Twp 4 Rge 29 W6M New Westminster District Plan 10239 be denied.

CARRIED
UNANIMOUSLY
RC-2023-03-08

13. BYLAWS

- (a) Highway and Traffic Amendment Bylaw No. 1185, 2023

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Highway and Traffic Amendment Bylaw No. 1185, 2023 be given final reading.

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR BUCKLEY
RC-2023-03-09

- (b) Boat Launch Facility and Parking Lot Regulation Amendment Bylaw No. 1186, 2023

Moved by Councillor Vidal
Seconded by Councillor Buckley

THAT Boat Launch Facility and Parking Lot Regulation Amendment Bylaw No. 1186, 2023 be given final reading.

CARRIED
UNANIMOUSLY
RC-2023-03-10

Village of Harrison Hot Springs
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- (c) Report of Finance Manager – February 28, 2023
Re: 2023-2027 Financial Plan Bylaw No. 1187, 2023

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT the 2023-2027 Financial Plan Bylaw No. 1187, 2023 be introduced and given first and second readings; and

THAT the 2023-2027 Financial Plan be forwarded for public consultation at an Open House to be held on March 20, 2023.

**CARRIED
UNANIMOUSLY**
RC-2023-03-11

14. NEW BUSINESS

- (a) Request for Resolution regarding a Working Committee for Flood Disasters

Moved by Councillor Vidal
Seconded by Councillor Facio

THAT the Village of Harrison Hot Springs support the resolution “Working Committee for Flood Disasters” as developed by the Lets’emot C2C forum and it be forwarded to the LMLGA for their consideration at the LMLGA conference in May.

**CARRIED
UNANIMOUSLY**
RC-2023-03-12

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

Questions from the public were entertained.

16. ADJOURNMENT

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT the meeting be adjourned at 9:10 p.m.

**CARRIED
UNANIMOUSLY**
RC-2023-03-13

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

Admin

From: Blair Degenstein
Sent: Tuesday, March 7, 2023 11:48:08 AM
To: Ed Wood <ewood@harrisonhotsprings.ca>
Cc: John Buckley <jbuckley@harrisonhotsprings.ca>; Leo Facio <LFacio@harrisonhotsprings.ca>; Allan Jackson <ajackson@harrisonhotsprings.ca>; Michie Vidal <MVidal@harrisonhotsprings.ca>
Subject: Request to Harrison Village Council

Hello Mayor Ed Wood,

As per our short conversation at the end of last nights council meeting, please find attached our letter for your consideration.

We would like to see residents of our community having the opportunity to become more involved with your office & all other departments of Harrison village.

We look forward to hearing from you in the near future with regards to the issues as presented in our letter.

Regards,

Blair Degenstein
Harrison Hot Springs, BC

March 7, 2023

Mr. Ed Wood – Mayor of Harrison Hot Springs, BC

Good morning Mr. Mayor,

My correspondence to you this morning is to follow up on a suggestion that you made publicly during last night's council meeting.

This is in regards to the proposed development at 395 & 435 Pine Avenue for high density housing. It is with great relief that yourself and the other council members rejected both applications for a zone change to accommodate this type of housing in our neighborhood.

You had mentioned that it might be in the best interest of the community if residence near this proposed development meet council and the building/planning department to further discuss our concerns with regards to what we would like to see built in our community specifically the Pine Avenue & Chestnut Avenue area. We would be more than willing to form a small delegation of concerned neighbors from our area to meet with your office & supporting departments. Please feel free to contact me anytime when you would like to make this happen, we look forward to your reply.

With regards to another matter that you had brought another concern at the last meeting. You had stated that there was a potential "conflict of interest" between one of our council members and a land owner that may benefit financially from the proposed sewer upgrade to the tune of \$2.3m. You had brought forward the opportunity for the four other council members to re-vote on excepting the more expensive upgrade option but all four council members declined to change their vote and were not in favor of further discussions or considerations. This, in my opinion and the opinion of many of my neighbors is completely unacceptable. If a potential "conflict of interest" does exist, then it is up to our elected officials to engage in further discussions at the least and further report to the community at large that the business conducted regarding our tax payer money is being spent properly on the right upgrades and that it's being done above board with no backroom negotiations taking place. I would request that you and the four council members withhold further approval on this project until it has been properly investigated to determine if such a "conflict of interest" does in fact exist.

The other major item of concern, which again includes myself and many of my neighbors is the OCP. We have just moved here last August from Langley. We have been through over three years' worth of discussions regarding the proposed updates to the Langley Township/Fernridge/Brookwood OCP update process. The township offered open house meetings involving township planners, developers & other stakeholders multiple times. There were much smarter people than myself that saw & understood things that were being proposed that were wrong & damaging to our community, fortunately, those items got removed from the plan. We were allowed to review all future development plans & were also allowed to put forward opinions and suggestions throughout the process. In the end, compromises were made by all stakeholders and a new modern OCP was approved. Were the residence of these areas entirely happy, no. Were the land owners entirely happy, no. Were the developers & investors happy, we can assume no, not entirely. We all know from experience that developers & investors want to maximize profits on every project. We all know that they, for the most part, incorporate changes only after being told to do so. We also know that city, township & village officials want & need tax revenue. At some point everyone must compromise, no different here in Harrison. We would only ask that the residence of Harrison Hot Springs be informed, be allowed to provide input & be allowed to have a say in any final decision. This is the Official Community Plan, not the Official Council Plan, residents need to be properly consulted.

Last, it has become apparent to me and approximately 110 other concerned residence present at last nights meeting that transparency has to be at the forefront of all business conducted upon behalf of residence of Harrison Hot Springs. It is important that all 5 elected officials work hard towards that transparency & allow all future council meetings to take place at the Memorial Hall location. It is my opinion & the opinion of many of my neighbors that any council member not supporting this position is not serving out community with our best interest at heart, they would prefer to shut us out & be allowed to conducted village business behind closed doors without the scrutiny of public knowledge or input, this type of behavior must stop.

I look forward to your response to all of the above mentioned items.

Sincerely,

Blair Degenstein

Admin

From: Letsemot C2C <letsemotc2c@kentbc.ca>
Sent: March 7, 2023 1:17 PM
To: Ed Wood <ewood@harrisonhotsprings.ca>
Cc: Kelly Ridley <kridley@harrisonhotsprings.ca>; Clair Lee <clee@kentbc.ca>
Subject: RE: Lets'emot Community to Community Forum

Hi Mayor Wood,

Thank you for letting me know, I will pass on your regrets to the group tomorrow.

Since you are not attending the meeting tomorrow, I wanted to let you know that the Village of Harrison Hot Springs is slated to host the next meeting on June 14, 2023.

I would like to schedule that tentatively, so I have included Ms. Ridley on this email.

If I could get a confirmation that the Village will host the next meeting, I will set a reminder for myself to firm up the date with you and the Village office closer to.

Thank you,



Jessica Bentroudi, Lets'emot C2C Coordinator
[604-798-3763](tel:604-798-3763)
letsemotc2c@kentbc.ca
www.kentbc.ca



Sgt. Mike Sargent
NCO i/c, Agassiz CPO
6869 Lougheed Hwy
Agassiz, BC
V0M 1A0

Your File

Village of Harrison Hot Springs
495 Hot Springs Rd
Harrison Hot Springs, BC
V0M 1K0

Our File

2023-03-09

Mayor Wood and Council Members

Clarification of Misinformation Regarding the Agassiz RCMP

Your Worship and Council Members,

The purpose of this correspondence is to clarify some misinformation that is being disseminated throughout the Village of Harrison Hot Springs community regarding the actions of the Agassiz RCMP via Social Media.

It has been communicated that there was an RCMP vehicle parked near the most recent Mayor and Council Meeting held at Memorial Hall and that it was at the request of one or more Council Members. For clarification purposes no requests have been received from either Mayor Wood or any of the Council Members to have the RCMP be present at these meetings.

Given the current increased tensions and growing hostility within the community and significant increase of resident attendance at these meetings, I have instructed my team to be visible in the area whenever possible in the interests of safety for ALL residents of the Village.

I sincerely hope that all community members will be respectful to one another other during these challenging times.

Regards,

Sgt. Mike Sargent
NCO i/c, Agassiz RCMP



Royal
Canadian
Mounted
Police

Gendarmerie
royale
du
Canada

Security Classification /
Designation
Classification / Designation
secritaire

Officer In Charge
Upper Fraser Valley Regional Detachment
46326 Airport Road
Chilliwack, BC
V2P 1A5
604-702-4086

Sent via email: ewood@harrisonhotsprings.ca

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

March 9, 2023

Dear Mayor Wood:

Re: 2023-2025 UFVRD Strategic Planning Process

Greetings from the Upper Fraser Valley Regional Detachment! I am pleased to advise that planning for our 2023-2025 UFVRD strategic plan is underway and we have planned a comprehensive community engagement process to seek input from citizens and stakeholders on policing and safety concerns in Harrison Hot Springs. Information collected will be shared with your community and will help to inform the priorities, goals, objectives, and actions of the UFVRD RCMP Strategic Plan.

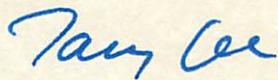
This community engagement process will include:

1. An online survey: March 17 through April 7, 2023
https://form.simplesurvey.com/f/I/RCMPUFVRD_CommunitySurvey
2. Stakeholder interviews: April – May, 2023
3. Community Open House: May 24, 2023 at the Harrison Hot Springs Memorial Hall, 6pm – 8pm
4. Meeting with Council: Date and time to be determined, May – June, 2023

The online survey and community open house will be promoted through media release, local newspapers, municipal websites, and social media. We will be forwarding a social media toolkit to you shortly and ask that you help spread the word within your community to ensure we hear from as many people as possible.

Following the survey and open houses, I look forward to meeting with you and Council to share what we've heard and discuss strategic priorities for the next three years. My staff will be reaching out within the coming weeks to determine the best time and date for this meeting. In the meantime, if you have any questions or require additional information about the strategic plan, please do not hesitate to contact us at UFVRD_Client_Services@rcmp-grc.gc.ca

Sincerely,



Superintendent Davy Lee
Officer In Charge
Upper Fraser Valley Regional Detachment

DL/kw

The Upper Fraser Valley Regional Detachment acknowledges the Traditional Custodians and traditional lands of the Stó:lō and the Nlaka'pamux people, on which we are honoured to live and work and to pay our respects to their Elders past and present.

Les membres du Détachement régional de la vallée du Haut-Fraser reconnaissent qu'il est situé à l'intérieur des terres traditionnelles des Premières Nations des Stó:lōs et des Nlaka'pamux, sur lesquelles nous avons l'honneur de vivre et de travailler, et rendent hommage aux gardiens traditionnels de ces terres ainsi qu'à leurs aînés d'hier et d'aujourd'hui.



Canada

March 10, 2023

File: 7130-01

VIA EMAIL

MUNI.Minister@gov.bc.ca

The Honourable Anne Kang
Minister of Municipal Affairs

PSSG.Minister@gov.bc.ca

The Honourable Mike Farnworth
Minister of Public Safety & Solicitor General

Dear Ministers Kang and Farnworth:

Re: Disaster Financial Flood Relief

I am writing to provide both Honourable Ministers with a copy of the Lets'emot Community to Community letter dated February 9, 2022 addressed to the Deputy Prime Minister in relation to the impact of the atmospheric river to our communities in the eastern Fraser Valley.

While in Abbotsford, on February 23, 2023 the Honourable Bill Blair announced a second interim payment of \$557 million from the Disaster Financial Assistance Program to the Province. The first payment of \$469 million was made in July 2022.

As noted in our letter to the Deputy Prime Minister, the Lets'emot Community to Community have identified and endorsed regional infrastructure projects for funding through the Disaster Financial Assistance Program. We want to remind both your Ministries that our communities were also significantly challenged by the atmospheric river and are still waiting for financial support.

I look forward to receiving your response as to how our communities may access this much needed funding.

Sincerely yours,



Sylvia Pranger
Mayor

Encl.

c: The Honourable Bill Blair, Minister for Emergency Preparedness
Brad Vis, Member of Parliament, Mission-Matsqui-Fraser Canyon
Kelli Paddon, Member of Legislative Assembly, Chilliwack – Kent
Chief Andrew Victor, Cheam First Nation
Chief Jim Harris, Seabird Island band
Chief Johnny Williams, Sq'ewlets First Nation
Tribal Chief Tyrone McNeil, Stó:lō Tribal Council
Chief Ralph Leon, Sts'ailes
Mayor Ed Wood, Village of Harrison Hot Springs



February 9, 2022

VIA EMAIL

The Honorable Chrystia Freeland, MP
Deputy Prime Minister
80 Wellington Street
Ottawa, Ontario
K1A 0A2

Dear Deputy Prime Minister Freeland:

RE: Disaster Financial Flood Assistance Relief

The atmospheric river storm is over in the eastern side of the Fraser Valley but not before damaging a lot of infrastructure, killing hundreds of livestock, eroding lands, destroying trees, and consuming residential/commercial properties. Deputy Prime Minister Freeland, we were so pleased to hear the announcement on December 14th, 2021 that this government is ready to step up to protect our communities from the significant impacts of climate change in the future. Setting aside \$5 billion in flood disaster recovery efforts for British Columbia demonstrates your government's leadership to help rebuild our communities.

Let us emphasize, we urgently need to invest in rebuilding the infrastructure that connects all our communities within the region. In our recent meeting with the Lets'emot Community to Community (C2C) Forum we shared our ongoing concerns with the Province about the immediate and ongoing impacts to our communities with respect to water safety, fishery health, farmland erosion, future food security, river navigability of unmanaged gravel, sediment accumulation, riverbank erosion, recurring seepage, and reinforced dikes. These are all topics of critical organic infrastructure that were compromised by climate change that we have been collectively discussing and studying for more than 30 years.

Certainly, some of the ongoing endless studies conducted by several non-profit organization(s) provided no resolution to our communities to address flood protection, salmon enhancement, and prevention of our farmlands from washing into the Fraser and Harrison River each year. We have raised this concern with the Province for many years however no pro-active measures have been applied to address these issues. Today, with funding allocated to address flood disasters, we must find new ways to work together with

the Federal and Provincial government to restore our land and reinforce infrastructure to protect our environment.

It is even more critical now for all the communities in our region to stay focused and reconstruct what mother nature took away and strengthen all our infrastructure. Collectively the C2C Forum has been committed to working together for more than 20 years in preparing a long-term strategy to hopefully bring innovative methods and fish friendly pump technology to reinforce storm water management and drainage flows in our region. We have developed plans and isolated key projects that will benefit parts of our communities and our region if these key principles were supported by the Federal/Provincial government:

- 1) Agree to develop a long-term sediment removal plan for addressing gravel bars;
- 2) Fund riverbank protection along the Fraser River and Harrison River;
- 3) Fund dike enhancement upgrade strategy;
- 4) Fund culverts and bridges where needed to prevent public roads from being washed away; and
- 5) Fund the recommendations of completed professional engineer studies from the different C2C Lets'emot communities in our region to manage the river and fish in a more sustainable way.

We would ask Deputy Prime Minister Freeland to refer to the attached appendices that reflect the individual community needs, as endorsed by the C2C forum group. These priority projects are recognized as essential infrastructure service connections that will eventually, if not immediately, strengthen the social and economic fabric of our communities. Furthermore, by taking pro-active steps, we will inevitably reduce the need for emergency road disasters relief in the future.

- a) Appendix "A" - Seabird Island 2021 Flood Assessment Damage Assessment by Tetra Tech
- b) Appendix "B" - District of Kent Flood Recovery and Mitigation Priority Projects
- c) Appendix "C" – Cheam First Nation
- d) Appendix "D" – Village of Harrison Hot Springs

Deputy Prime Minister Freeland, thank you for fostering infrastructure improvements and disaster relief in all of our communities. We request funding support for the projects identified by our C2C Forum group.



Chief Andrew Victor
Cheam First Nation



Mayor Sylvia Pranger
District of Kent



Chief Jim Harris
Seabird Island Band



Chief Johnny Williams
Sq'ewlets First Nation



Tribal Chief Tyrone McNeil
Stó:lō Tribal Council



Chief Ralph Leon
Sts'ailes



Mayor Leo Facio
Village of Harrison Hot Springs

pc: Brad Vis, Member of Parliament, Mission-Matsqui-Fraser Canyon (brad.vis@parl.gc.ca)
Kelli Paddon, Member of Legislative Assembly, Chilliwack – Kent (kelli.paddon.mla@leg.bc.ca)
Honourable Josie Osborne, Minister of Municipal Affairs (MAH.minister@gov.bc.ca)
Honourable Murray Rankin, Minister of Indigenous Relations and Reconciliation
(IRR.Minister@gov.bc.ca)



TECHNICAL MEMO



To: Mr. Jason Campbell, Executive Director
Date: December 10, 2021
Reviewed by: David Moschini, P.Eng.
Memo No.: 1
From: Josh Weidner, M.Eng. P.Eng.
File: 704-ENG.WTRI03072-01
Subject: Seabird Island 2021 Flood Damage Assessment

1.0 INTRODUCTION

Tetra Tech Canada Ltd. (Tetra Tech) was retained by Seabird Island Band (SIB) to complete an Emergency Flood Damage Assessment for Seabird Island and surrounding areas within the District of Kent. The objective of the assignment is to assess the immediate damages and medium-term impacts from the recent southern BC extreme rain events, identify emergency repairs to be completed under the BC Emergency Program and develop preliminary options to improve the island’s resilience against future events. As part of the project, a team of Tetra Tech engineers and a biologist visited the project site on December 2nd, 2021 to conduct a field investigation including consultation with local community members, completion of aerial drone survey, and measurement of erosion damage for future monitoring.

This is the initial Technical Memorandum completed as part of Tetra Tech’s Flood Damage Assessment. This memo is intended to provide an overview of Tetra Tech’s preliminary findings and analysis from this first stage of the assignment. Further analysis and design work will be required to formalise the appropriate set of upgrades needed to repair observed damages and improve SIB’s resilience against future flooding events.

A base map of the project site is provided for reference in Figure 1-1 on the following page.

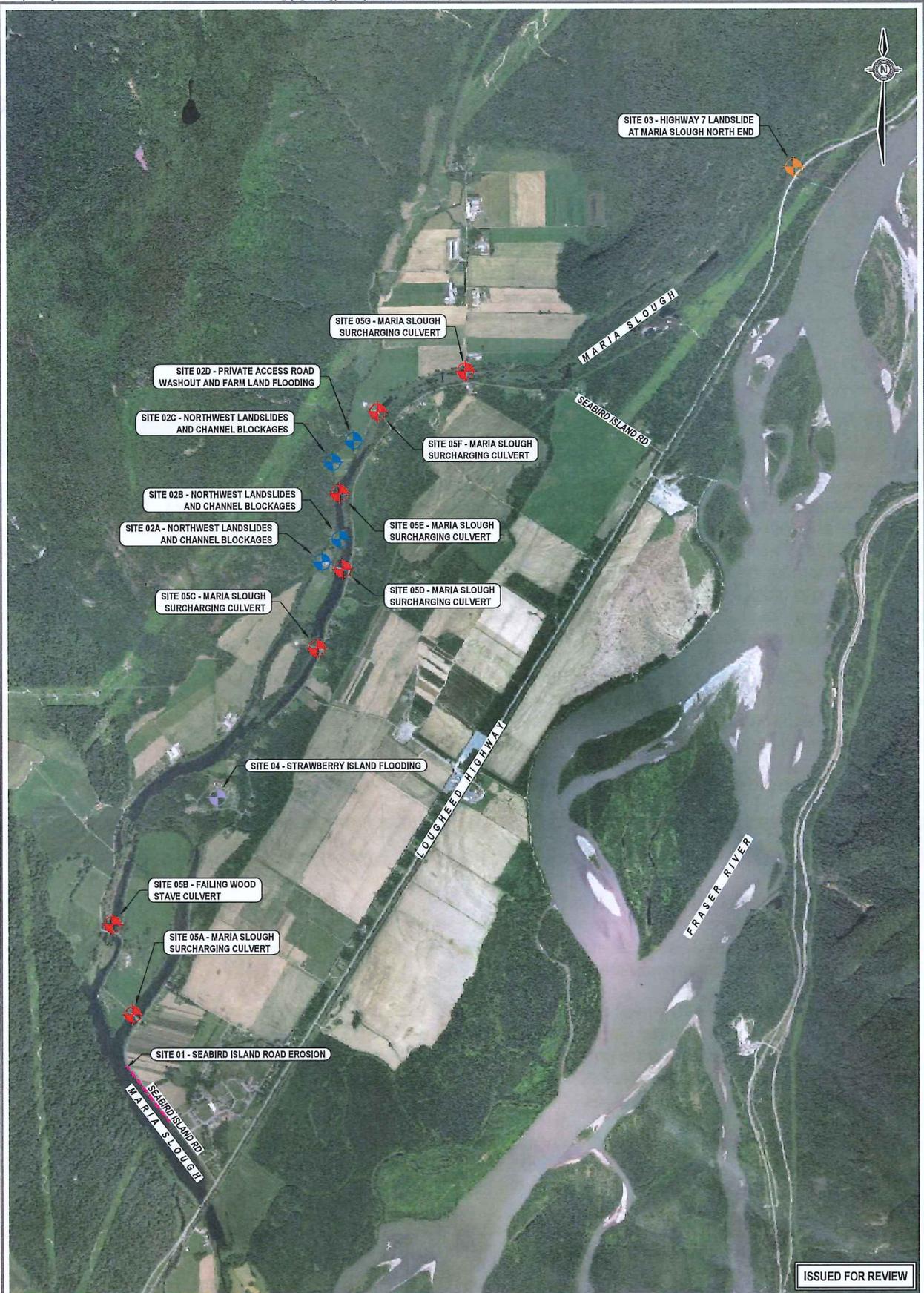
2.0 BACKGROUND INFORMATION AND FIELD INVESTIGATION

2.1 Background Information

Based on the meeting with Seabird Island on November 16th, 2021, and available climate data from Environment Canada, Tetra Tech has determined the following:

- Seabird Island and the catchment draining into Maria Slough experienced an extreme rainfall event from Nov 13th to Nov 15th, 2021. Based on Environment Canada’s rainfall data from the Agassiz RCS Station, the intensities of the rain events were greater than a 1 in a 100-year event. In total 155.6 mm of rain was recorded over a 24-hour period between Nov 13th and Nov 14th. The 6-hour and 12-hour intensities for the same period also exceeded 1 in a 100-year events.
- The rainfall led to extreme runoffs and flow events along several watercourses and streams at Seabird Island. A base map of the area highlighting the location of each event of concern is provided in Figure 1-1 on the following page. The identified problem areas (labelled Site 01 – 06) are as follows:
 1. High water levels and elevated flows in Maria Slough have led to slope and road instabilities particularly along Seabird Island Road (Site 01).

CAO Dir. Eng. Building PEP Agenda Date _____ Tetra Tech Canada Inc.
 Corp.S. Dir. Fin. Bylaw RCMP In Camera Date _____ Suite 1000 – 10th Floor, 885 Dunsmuir Street
 Dev S. Dep. Fin. GIS / IT FIRE Agenda Place _____ Vancouver, BC V6C 1N5 CANADA
 MAYOR Council Dir. Rec HR Other _____ Tel 604.685.0275 Fax 604.684.6241



ISSUED FOR REVIEW

LEGEND

- SITE 1
- SITE 2
- SITE 3
- SITE 4
- SITE 5

NOTES

SCALE 1:25,000



CLIENT



Seabird Island Band



2021 SEABIRD ISLAND FLOOD DAMAGE ASSESSMENT

SITE PLAN

PROJECT NO. ENG.WTR03072-01	DAW JDM	CKD JW	REV A
OFFICE VANC	DATE December 10, 2021		

Figure 1

2. Landslides along the northwest mountains bordering the District of Kent leading to stream blockages and road washouts. SIB is concerned blockages and flow path changes may affect fish habitat and passage at several watercourses bordering the island (Site 02A – 02D).
3. Landslide along Highway 7 near the northern connection of Maria Slough and the Fraser River impacting future plans to reinstate the original connection (Site 03).
4. The Strawberry Island Development by Sch'iye Road experienced drainage issues and several houses suffered basement flooding due to the absence of a formal drainage system needed to efficiently drain the Island. Additional concerns exist as to the potential for erosion along the banks of the island (Site 04).
5. Culverts along Maria Slough were submerged, and in particular, a culvert was removed near the north side of Peters Road, which may have led to rapid flow and increase in water level across Maria Slough. (Site 05A – 05G).

With this base level understanding of the issues facing Seabird Island, Tetra Tech staff proceeded with a full day field investigation as detailed in Section 2.2.

2.2 Field Investigation

In undertaking an initial investigation, Tetra Tech's Hydrotechnical Engineers David Moschini, P.Eng. and Josh Weidner, P.Eng., Geotechnical Engineer Patrick Korner P.Eng., and Aquatic Biologist Cameron Kulak R.P.Bio. visited the site on December 2nd, 2021. During the site visit, the following activities were completed:

- Tetra Tech met with Seabird Island staff Jason Campbell, Executive Director and Chuck McNeil, Strategy Advisor among other personnel and conducted a tour of the areas and regions which were impacted by the recent climate events.
- Each site was reviewed for its existing state of erosion and damage and assessed for its ability to withstand near term large rainfall events.
- Multiple drone flights were conducted to obtain aerial imagery of the island's shoreline, infrastructure, and surrounding mountains. A selection of images from these flights is provided in Appendix A.
- Measurements were taken at various erosion/failure sites to document the existing conditions and to provide baseline data against which future monitoring should be compared.
- A photographic inventory of all sites of concern were compiled for reference during the desktop analysis.
- Multiple community members/landowners from SIB and District of Kent were included in the site discussions to obtain anecdotal information regarding the sequence of events and pre-flood conditions.

3.0 SITE SPECIFIC ASSESSMENTS

Following the site investigation, Tetra Tech reviewed each problem area individually from a hydrotechnical, geotechnical and environmental point of view. Our high level findings including risks and potential solutions for the five identified sites/issues are detailed below.

3.1 Seabird Island Road Erosion

High water levels and elevated flows along Maria Slough have led to saturation of the bank and loss of strength causing slope and road instabilities. Three sections of bank adjacent to Seabird Island Road were observed to have sloughed towards Maria Slough on the southwestern side of the roadway. Tetra Tech staff took measurements of the instabilities to document the slope failure and allow for monitoring of any future failure progression. The three failures were observed to have approximate lengths of 40, 15, and 14 m with a maximum height of sloughing observed between 0.7 – 1.2 metres. Photographs of two of the sloughing sites are provided in Figures 3-1 and 3-2 below and in Appendix A. Similar failure were also noted along Chaplin Road within the District of Kent.



Figure 3-1: Tetra Tech staff measuring sloughing on the west side of Seabird Island Road



Figure 3-2: Sloughing on the west side of Seabird Island Road

3.1.1 Hydrotechnical Considerations

Subsequent future high-water events will serve to advance erosion at these locations and others along Seabird Island Road’s steep embankments. Highwater events equal to and greater than the one witnessed will occur in the future and due to Climate Change these events are likely to occur with greater frequency. This will promote additional erosion if instabilities are not addressed.

3.1.2 Geotechnical Considerations

Geotechnical considerations specific to this site include:

- Failures exposed polyethylene sheeting approximately 0.3 m below ground surface. This sheeting was presumably placed during road/shoulder works, possibly to control weeds or vegetation along the road shoulder. It is unknown whether the sheeting extends beneath the roadway but if so, would not contribute significantly to road stability. No geogrid or other reinforcement was observed along the failure scarps.
- The rest of the bank / shoulder between Maria Slough and Seabird Island Road may be subject to similar movements / failures during future high-water events.
- Slope stability analyses should be carried out to assess how stable these banks are under typical as well as flood conditions.
- More detailed repair and reconstruction recommendations can be provided once the stability modelling is completed, and the extent of stabilization required is better understood.

3.1.3 Environmental Considerations

In general, the information presented in this section will apply to emergency repair works associated with all five sites from a regulatory requirement perspective.

Emergency works to repair the instabilities observed along Seabird Island Road can take place prior to regulatory agency reviews in order to stabilize the problem without delay, assuming temporary repairs are being made under the provincial emergency order if there remains substantial risk to the road, flood protection provided by the dike and access to the community. If the risk is reasonably stable, future permanent works would be subject to full review by the applicable agencies.

Two regulatory agencies with interest in works that could affect Maria Slough, Hicks Creek and other fish habitat include Fisheries and Oceans Canada (DFO) via the *Fisheries Act* through which fish and fish habitat is governed in Canada, and the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) via the *Water Sustainability Act* through which provincial waterways, their habitat and water users are governed in British Columbia. The process to complete emergency works when an emergency has been declared under the *Emergency Program Act* includes:

1. DFO's approach to emergency response is such that where it is necessary to be conducting works, undertakings or activities that need to be carried out without delay in response to the recent flooding emergency (i.e., an emergency that poses a risk to public health or safety, to property or to the environment and fish or fish passage), DFO is available to support these efforts through the following ways:
 - a. If death of fish is likely to occur as a result of the works, but there is some time in advance of the works, the proponent is to submit an emergency *Fisheries Act* authorization application to DFO via the link: <https://www.dfo-mpo.gc.ca/pnw-ppe/reviews-revues/request-review-demande-d-examen-005-eng.html>).
 - b. If there is not time to submit an emergency *Fisheries Act* authorization application and steps are needed immediately to deal with an emergency that is likely to result in a harmful alteration, disruption or destruction of fish habitat or death of fish, the proponent is required to notify DFO at the earliest possible time per the Duty to Notify in s. 38 of the *Fisheries Act*. The notification must be submitted to the Observe, Record, Report line at DFO.ORR-ONS.MPO@dfo-mpo.gc.ca and a copy submitted to DFO.PACViolations-InfractionsPAC.MPO@dfo-mpo.gc.ca.
 - c. Where flood recovery has stabilized and generally the risk to public health or safety, to property or to the environment and fish (i.e. no longer an immediate emergency or threat) is reduced but, where there are possible impacts to fish and fish habitat related to post-flood clean up works, a Request for Review of the planned works to the Program's referrals email inbox at DFO.PACFPP-PPPPAC.MPO@dfo-mpo.gc.ca is required.
 - d. Under all three scenarios presented above, a Qualified Environmental Professional should be involved to support the repair efforts such that in-stream works best management practices and/or DFO's appropriate standards and codes of practice are employed during the works to limit adverse effects to fish and fish habitat, including direct habitat impacts, such as losses of riparian habitat, or of the potential for the release of a deleterious substances to fish habitat from equipment used during the emergency repairs. DFO should be notified of the emergency repairs as soon as possible and follow up assessments may be necessary, including the potential for habitat offsetting applied retroactively to avoid loss of habitat.
2. FLNRORD's approach to emergency response is such that following a declaration of a State of Emergency by the Provincial Government, certain changes in and about a stream do not require approval or

notification¹. In situations where there is potential danger to life or property during an emergency, the construction or placement of erosion protection works or flood protection works and the act of clearing a bridge or culvert obstruction, the proponent does not need to submit an Approval or Notification under Section 11 of the *Water Sustainability Act* (WSA). Qualifications to this include:

- a. Emergency work must be carried out by the Province, municipalities, regional districts and their agents.
- b. Emergency flood work must be reported to the FLNRORD habitat officer before beginning work or within 72 hours of beginning the work and all works must comply with habitat officer's specifications such that best practices² for instream works are employed as appropriate. The local FLNRORD office is located in Surrey BC³.
- c. Flood damage restoration or permanent solutions to flood damage are not considered emergency works and would require standard applications for Notifications and/or Change Approvals under Section 11 of the WSA.

Therefore, it is recommended that emergency works files be opened with both DFO and FLNRORD for specific locations where emergency works are necessary along Seabird Island Road, if not done so already. This would account for any locations where there is still an immediate risk to public health or safety, to property or to the environment and fish. However, as per this guidance, any longer-term solutions for repairs to Seabird Island Road (and elsewhere) would be assessed and addressed through regulatory applications and liaison to complete the works.

3.1.4 Remediation Options

Tetra Tech recommends the following steps be taken to address the present instabilities and improve resilience during future flooding events:

- The bank should be repaired and armored to prevent further failures. Roadway embankment grades should be reduced to a maximum slope of 1.5:1.
- Vegetation with deep and high strength root systems should be planted such as willow stakes to improve bank stability and erosion protection.
- Areas where erosion has already progressed requires repair as soon as practical. Stability analyses and development of a repair design should be completed soon.
- Repair work along affected portions of the embankment can proceed without upfront environmental approvals as it falls under the current Provincial Emergency Order if the road remains at risk for further damage; however, a duty to notify each of DFO and FLNRORD is required per above.
- Stabilization and rebuilding of the length of Seabird Island Road between Highway 7 and the Chaplin Road intersection is recommended to ensure long term resiliency of the corridor. Tetra Tech can provide a proposal for the design and tendering of this work as desired.

3.2 Northwest Landslides & Channel Blockages

Multiple landslides have occurred along the mountains to the northwest of the island which back several properties within the District of Kent. These slide events were typically either debris flows (a failure type where existing debris

¹ Lower Mainland Region Working Around Water Exemptions: [Exemptions from Approval or Notification - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/water/water_sustainability/act/exemptions)

² Lower Mainland Region Habitat Officer Terms and Conditions: [Terms and Conditions Lower Mainland Region March 2006.doc \(gov.bc.ca\)](#)

³ Lower Mainland Region FLNRORD office for reporting Emergency Flood Works: [Report Emergency Flood Work - Province of British Columbia \(gov.bc.ca\)](#)

and material within a stream channel becomes heavily saturated and loses strength, such that it 'flows' down the channel as a fluidized mass until the material slows down and is eventually deposits) or shallow landslides over bedrock. Multiple debris flows occurred during the storm event, scouring mountain channels to bedrock and obstructing historical creek channels, leading to road washouts and flooding of agricultural land. Photographs of one such slide, and ensuing washouts are provided in Figures 3-3 and 3-4 below and in Appendix A. Additionally, several shallow landslides occurred, depositing material and debris along the base of the slope (in some cases in close proximity to existing residences/out-buildings).

Multiple watercourses tributary to Maria Slough including Hicks Creek were observed of be partly blocked by the landslides causing overland flow and restricting fish passage. Private driveways were washed out and water will continue to be diverted until the blockage is removed. If not addressed, diverted flows will continue to cause erosion along the banks and gravel access roads as well as restrict farming activities on flooded land.



Figure 3-3: Landslide near in northwest mountains off Chaplin Road impacting Hicks Creek. Site 02C.



Figure 3-4: Road washout caused by landslide redirecting flows from Hicks Creek. Site 02D.

3.2.1 Geotechnical Considerations

Geotechnical considerations specific to this site include:

- As noted above, these slide events are related to debris flows or landslides initiating along existing creek channels or on slopes in the mountains to the north of Maria Slough and Hicks Creek. Tetra Tech notes that this area is outside the SIB's lands and is administered by the District of Kent. Additionally, a BC Hydro right-of-way runs through the area. As such, jurisdiction / responsibility may be complex.
- There is little that can be done to prevent debris flows from occurring periodically, assuming that the primary cause/trigger is not related to anthropogenic activities (improperly deactivated or maintained Forest Service Roads, for example). At present, no evidence of non-natural causes triggering these failures exists.
- Typically, debris flows do not re-occur in the same channel for a number of years (while debris/material re-accumulates). The channels observed had been scoured down to bedrock. Other channels which did not fail during this storm event may experience failures triggered by similar events in future.
- Shallow landslides in steep, bedrock-controlled, terrain can occur periodically, especially during particularly intense storm events that saturate the relatively thin soil veneer overlaying bedrock. It is possible that similar failures may occur again in future, possibly in other areas of the slopes.
- Exposed bedrock at slide or debris flow locations may also be more vulnerable to freeze/thaw and surface runoff, increasing the potential for rockfall in future.

- A hazard and risk assessment (either qualitative or quantitative) of these channels and slopes lies outside a reasonable scope of work for Tetra Tech for this assignment, as the terrain in question lies outside the SIB's boundaries. Since the responsibility for property development and residential safety lies with the District of Kent, Tetra Tech has assumed that appropriate studies in this area would be undertaken by qualified Geotechnical Engineers retained by the District. The findings or outcomes of these studies, if any, should be shared with the SIB and Tetra Tech.
- Development of the properties along Hicks Creek / north side of Maria Slough would likely have been subject to a geohazard review as part of the permit application process (such reviews are typically conducted in accordance with the Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in BC, published by Engineers & Geoscientists British Columbia in 2010). This process may have resulted in geohazard assessments already having been completed. These studies, if any, should also be shared with the SIB and Tetra Tech.
- As Tetra Tech has not completed or reviewed any previous reports that address likely event return period, frequency-magnitude relationship, etc. for these channels and the events associated with them, stability assessments or reviews of soil slopes in the area, detailed recommendations for mitigation measures (catchment structures, deflection berms, etc. to protect property and/or sensitive fish habitat) cannot be provided at this time. Once suitable studies are completed, Tetra Tech can review and provide applicable recommendations.

3.2.2 Environmental Considerations

The regulatory requirements presented above in 3.1.3 will also apply here with exception that the origin of the flood damage into Hicks Creek is outside SIB's jurisdiction. Nonetheless, impacts or changes to fisheries resources is of high importance to SIB. Therefore, the SIB's support, involvement and input to the repairs should be facilitated and welcomed. Per the Geotech input above, these jurisdictional issues may affect the appropriate environmental response. Some earlier efforts had already taken place within Hicks Creek that involved DFO, Stqó:ya Construction and the SIB (and possibly others).

It is understood that the emergency response has already been initiated at this site where flooding damage originated or occurred outside the Seabird Island lands but have affected Seabird Island resources (i.e., salmon spawning access). The earlier efforts included removal of debris to allow Hicks Creek to resume flow within its banks prior to Tetra Tech's site visit. However, based on observations of flow outside the channel and fish passage being affected where fish have been observed migrating over the driveway and farmland to access Hicks Creek, the situation may still constitute an emergency to facilitate channel repairs and improve fish passage upstream within the Creek or in the event future heavy rainfall events are still a risk to the property, as per Section 3.1.3 item 1.B or C above.

It is possible that a file has already been opened by other jurisdictions or land owners, or from the SIB, and SIB should continue to work with the DFO habitat officer assigned to the file. Tetra Tech has not been part of this initial work but, will continue to support SIB as needed given further works are likely required to keep flows within the channel.

Tetra Tech and SIB can work with DFO (and FLNRORD) for information on potential actions being taken by others in order that the Seabird Island Band be given opportunity to provide input to the recovery actions.

It is possible that a FLNRORD file is also already open based on this initial emergency response. Tetra Tech will support SIB in obtaining the file number and facilitating SIB input to further maintenance of Hicks Creek.

Photographs of the described issues are provided in Figures 3-5 and 3-6 below.



Figure 3-5: Orthographic of Hicks Cr debris blockage



Figure 3-6: Landslide debris fan near Hicks Cr.

3.2.3 Remediation Options

The impacts of these flows (assuming that the houses have appropriate setbacks from potentially hazardous areas in keeping with the reviews noted above) is assumed to be limited to streams, pastures, etc. To limit these impacts, berms or catchment structures could be constructed to prevent major changes to streamflow, damage to arable lands, etc. All such measures would come with a need for periodic maintenance or re-establishment of stream channel post-event. As noted above, sizing/design of such measures can only be completed once an understanding of potential event magnitudes and return periods is obtained.

At minimum Tetra Tech recommends the following steps be taken to address the present conditions and improve resilience against future events:

- Clear the debris and restore historical creek connections.
- Work should be conducted under supervision of environmental professionals and input from the SIB to optimize restored channels for fish passage and aquatic health. If possible, access to the debris that has come down in and around the SIB lands (in any location) should be investigated. Within that debris multiple large logs and root-wads were observed and can be kept on site for various instream habitat improvements.
- Risk/hazard assessments should be completed by a qualified Geotechnical Engineers retained by the District of Kent. Study progress and outcomes should be shared with SIB.
- Further mitigation measures may be constructed to protect particularly vulnerable or sensitive pastureland, or properties. Such measures should be designed in accordance with study outcomes. Mitigation measures should be subject to SIB input and review.

An additional study could be considered to understand the risks that these failures pose to salmon habitat and other fisheries resources important to SIB and look at what kind of mitigation measures are warranted to provide some level of protection. This would require:

- a) Input and likely participation by the District of Kent,
- b) Review of all previous studies in the area,
- c) A clear delineation of risk so that Tetra Tech and SIB don't overstep and take on extra liability, and
- d) A better definition of what impacts are worth trying to mitigate and how these overlap with other mitigation measures discussed above.

3.3 Highway 7 Landslide at Maria Slough's North End

Tetra Tech visited the landslide which occurred along the northwest side of Highway 7 near the northern connection of Maria Slough and the Fraser River. The slide at present is blocking mountain stream inflows to Maria Slough at

its northern end. The slide and its aftermath are being addressed by MOTI and their Geotechnical Consultant and it is outside Tetra Tech’s scope to comment extensively on the event other than the habitat re-establishment aspect. Long-term stability of slide debris affecting the highway, and safety of travelers on Highway 7 are assumed to be the responsibility of others.

Aerial photographs of the slide area and resulting debris blockage are provided in Figures 3-7 and 3-8 below and in Appendix A.



Figure 3-7: Landslide near Highway 7 looking downslope



Figure 3-8: Hwy 7 landslide from Fraser River side.

3.3.1 Geotechnical Considerations

Geotechnical considerations specific to this site include:

- When re-establishing the slough / habitat, this work should be undertaken in a way that maintains stability of any slide debris left on site.
- When clearing slide debris, removal of any portion of the highway embankment should be avoided.
- If culvert clearing / replacement / etc. is required that may affect the highway, coordination with MOTI and their Geotechnical Consultant should be carried out.
- Removal of the portion of the slide mass that can affect the highway should be monitored to ensure a complete clean up and restoration.
- Not all debris or disturbed soils may have reached the base of the slope during the recent event. While the slide channel appears relatively clear and scoured to bedrock, smaller failures may initiate due to the over steepened nature of the slide track. Work within and below the slide track should be conducted during drier weather if possible. A rainfall shutdown criterion could be developed for worker safety.
- Further slough clearing may be required in future if additional slide material is deposited at the base of the slope. Similar recommendations as above would apply in such instances.

3.3.2 Environmental Considerations

The regulatory requirements and processes presented above in 3.1.3 will also apply here with respect to temporary emergency works to manage flood damage within Maria Slough or its tributaries. Any culvert replacements or maintenance would be included in the same documentation to be provided to DFO and FLNRORD for flood maintenance as other locations.

Any work carried out by others (MOTI etc.) that is occurring within or affecting the connection of Maria Slough to tributaries and incoming flows may already be occurring under an open file with DFO and FLNRORD. Tetra Tech and SIB can work with DFO and FLNRORD for information on potential actions being taken by others in order that

the Seabird Island Band be given opportunity to provide input to the recovery actions. Tetra Tech will support SIB in obtaining the file number and facilitating SIB input to further maintenance of Maria Slough.

It would be worth investigating whether large woody debris from this event could be kept on site by the SIB for future fish habitat projects.

3.3.3 Remediation Options

Tetra Tech recommends the following steps be taken to address this issue and improve resilience during future flooding events:

- Ensure MOTI reconnects Maria Slough with historical creek inflows and all historical habitat is restored at the end of their remediation efforts;
- The culvert under the highway connection to the Fraser River is buried and should be re-opened as part of MOTI's efforts;
- Ensure MOTI continues to monitor the slope and remove any excess debris in the coming years due to ongoing slope instability;
- Consider additional efforts to further the Maria Slough Fraser River reconnections project (previously initiated by SIB);
- SIB should obtain a copy of their Geotechnical Consultant's assessment of the slide (which should include some commentary on potential for new movements, etc.) to help inform their decision-making.
- Further geotechnical recommendations for long-term disposition of the site can be provided once a re-establishment scope has been determined.

3.4 Strawberry Island Flooding

The high-water level on Maria Slough has caused basement damage to houses (5 private and 1 public) at the Strawberry Island Development by Sch'iye Road. Poor drainage and ponding was observed on the island during the field investigation and field photographs taken by SIB during the event. Several properties have depression storage and are not connected to any observable drainage network. There was concern about erosion occurring on the banks of the island during the periods of elevated flow however inspection of the banks surrounding Strawberry Island suggest that no observable erosion or sloughing occurred during the event. Photographs of the island and associated drainage issues are provided in Figures 3-9 and 3-10 below and in Appendix A.



Figure 3-9: Tetra Tech staff inspecting ponding near sewage lift station on Strawberry Island



Figure 3-10: Aerial view from drone survey of Strawberry Island looking northeast

3.4.1 Hydrotechnical Considerations

Hydrotechnical considerations specific to this site include:

- A maximum flood level should be defined and future development should be limited to above this elevation.
- Future development of this area may consider a 'tanked', or fully waterproofed, basement treatment below the maximum flood level to limit future flooding.
- Roadway and house foundations should be constructed in accordance with typical municipal bylaws in the area, with sufficient drainage provisions to avoid soil deformation or distress.
- A formal drainage system designed to convey surface runoff within the Island should be designed and constructed to efficiently drain the new development.

3.4.2 Environmental Considerations

The regulatory requirements and processes presented above may not be required to accomplish the flood management concerns at Strawberry Island. In the event that erosion protection is required as a temporary or permanent measure, appropriate environmental inputs will be necessary to complete any instream works according to best practices and notices to DFO and FLNRORD will be necessary should this impact fish or fish habitat.

3.4.3 Remediation Options

- Private properties should be graded so to direct water away from the foundation during storm events. Sump pumps should be installed for properties where grading alone is not sufficient.
- A Master Drainage Plan should be commissioned to address the developments ponding and excess water problems. Once implemented properties will be able to direct excess runoff towards a designated community drainage channel and ditch network safely conveying runoff into Maria Slough and mitigating damage during future similar events. The plan will also include minimum building elevations for any future development.

3.5 Maria Slough Culvert Surchaging

Many culverts conveying water through Maria Slough across Kamp Road, Chaplin Road and several private District of Kent driveways were significantly surcharged during the November 13th-15th flood event. One culvert connection on Chaplin Road is a wood stave pipe noted to be collapsing in on itself and nearing a state of failure with a sinkhole developing at the outlet end of the culvert.

Due to concerns over a surcharged culvert, a private driveway was excavated allowing for overtopping and water level drawdown in order to avoid flooding adjacent properties. A FortisBC gas line was accidentally severed during this work and FortisBC was contacted to repair the ruptured pipe. Photographs of the issues described are provided in Figures 3-11 and 3-12 below and in Appendix A.



Figure 3-11: Deconstructed Private driveway.



Figure 3-12: Surcharged culvert servicing private driveway

3.5.1 Hydrotechnical Considerations

As observed, many of the culvert connections through Maria Slough are undersized to convey greater than a 100-year event without surcharging. Occasional surcharging can be considered tolerable provided it does not cause damage to the surrounding embankment. SIB should weigh the capital costs of replacement against the risk of failure or overtopping of roadways under future similar events. If capital work is completed, re-establishment of the culvert should be completed during low water levels if possible. If not possible, a cofferdam or other temporary measures should be considered to limit water ingress. Jurisdictional limits should be reviewed. Based on Tetra Tech's understanding, these culverts fall within the responsibility of the District.

3.5.2 Geotechnical Considerations

Geotechnical considerations specific to this site include:

- The culvert should be replaced in accordance with applicable District / municipal bylaws and requirements. Soil placement / backfill should be completed in a similar manner. It is assumed that the District will be responsible for the repair, as the site is outside the SIB boundary.
- Armouring or other protection against scour/erosion should be considered for causeways across Maria Slough to prevent loss of material and introduction of fines into fish-bearing waters during future flood events.

3.5.3 Environmental Considerations

The regulatory requirements and processes presented above in 3.1.3 will also apply here with respect to temporary emergency works to manage flood damage within SIB lands. Generally, culvert replacements are not complex projects and both DFO and FLNRORD have specific conditions under which these can be done without a prolonged regulatory review. Under an emergency situation, culvert replacement/maintenance/installation and associated erosion protection required as a temporary measure should be completed under similar environmental considerations. Appropriate environmental inputs will be necessary and subsequent notices to DFO and FLNRORD will be necessary due to potential effects to fish and fish habitat.

If emergency response actions have already been initiated through another jurisdiction, Tetra Tech and SIB can work with DFO and FLNRORD on potential actions being taken by others in order that the Seabird Island Band be given opportunity to provide input to the recovery actions. Tetra Tech will support SIB in obtaining the file number(s) (if existing) and facilitating SIB input to further maintenance affecting fish passage through Maria Slough.

3.5.4 Remediation Options

Tetra Tech recommends the following steps be taken to address present concerns and improve resilience during future flooding events:

- Existing obstructions and organic debris should be cleared from blocked culverts as soon as possible.
- An ongoing care and maintenance program should be implemented to ensure debris is regularly cleared from culverts particularly when precipitation events are forecasted.
- The failing wood stave culvert on Chaplin Road should be removed and replaced as soon as possible.
- Further design and capital works should be considered to upsize the remaining culverts

4.0 SUMMARY AND RECOMMENDATIONS

4.1 Issues Summary

The following table summarizes Tetra Tech’s understanding of the various project sites following our field investigation. Additional photos and supporting technical information such as preliminary model results in Appendix C.

Site ID	Descriptor	Key Issues	Assessment
01	Seabird Island Road Erosion	<ul style="list-style-type: none"> High water levels and elevated flows in Maria Slough have led to slope and road instabilities. Three sections of bank adjacent to Seabird Island Road were observed to have started to slide into Maria Slough 	<ul style="list-style-type: none"> Bank slope grade needs to be reduced. Improved vegetation to improve bank stability and fish habitat Areas where erosion has progressed require full reconstruction Regulatory submissions can be provided subsequent to or at the time of planned temporary emergency repairs Long term repair works should also review the need to raise certain sections of the road.
02 (A – D)	Northwest Landslides and Channel Blockages	<ul style="list-style-type: none"> Multiple landslides have occurred in the mountains to the northwest of the island obstructing historical creek channels and leading to road washouts Watercourses tributary to Maria Slough including Hicks Creek were partly blocked by the landslides noted above causing overland flow and restricting fish passage 	<ul style="list-style-type: none"> Clear debris and restore historical creek connections Conduct work under supervision of environmental professionals to optimize restored channels for fish passage and aquatic health Regulatory submissions can be provided subsequent to or at the time of planned temporary emergency repairs Coordinate all repair works with landowners and the District.
03	Highway 7 Landslide at Maria Slough’s North End	<ul style="list-style-type: none"> A landslide near the northern connection of Maria Slough and Fraser River leading to a potential blockage of inflows to Maria Slough at its north end. 	<ul style="list-style-type: none"> Ensure MOTI reconnects Maria Slough with historical creek inflows during their remediation efforts Consider additional efforts to further the Maria Slough Fraser River reconnections project
04	Strawberry Island Flooding	<ul style="list-style-type: none"> The high-water level at Maria Slough has caused basement damage to houses (5 private – 1 public) at the Strawberry Development by Sch’iye Road; Poor drainage and ponding was observed on the island during the field visit There was concern about erosion occurring on the banks of the island during period of elevated flow 	<ul style="list-style-type: none"> Private properties should be graded so to direct water away from the foundation during storm events. Sump pumps should be installed for properties where grading alone is not sufficient. Commission a Master Drainage plan to address ponding and excess water problems Inspection of the banks surrounding Strawberry Island suggest that no observable erosion occurred at the banks during the event

05 (A -G)	Maria Slough Culvert Surcharging	<ul style="list-style-type: none"> ▪ <i>Many culverts conveying water through Maria Slough across Kamp Road, Chaplin Road and private driveways (some under District of Kent jurisdiction) were surcharging during the flooding event</i> ▪ <i>One culvert connection on Chaplin Road was of wood stave construction and observed to be failing</i> ▪ <i>Surcharging culverts lead to a driveway being removed and overtopped to avoid flooding adjacent properties. The Fortis BC gas line was also severed during this work.</i> 	<ul style="list-style-type: none"> ▪ <i>Obstructions should be cleared from culverts as soon as possible</i> ▪ <i>The failing wood stave culvert should be removed and replaced as soon as possible.</i> ▪ <i>Further design and capital works should be considered to upsize remaining culverts</i> ▪ <i>Regulatory submissions can be provided subsequent to temporary emergency repairs</i>
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4.2 Recommendations

Based on the foregoing investigation and analysis, Tetra Tech has developed the following overarching recommendations:

- Drainage and water management across much of the island (esp. Strawberry Island) is recommended to make sure that roadways and house foundations remain sufficiently dry so as not to experience loss of strength, erosion/piping, or other potential failures.
- Ensuing remediation work should be tied to ongoing larger flood protection and mapping studies to provide guidance as to the type of flood levels which should be designed for.
- Regulatory submissions can be provided subsequent to temporary emergency repairs if still required; while long-term solutions will require standard regulatory review and input prior to in-stream works.

Considering the foregoing findings, Tetra Tech recommends SIB take the following steps towards remediating the damages caused by flooding and improving resiliency for future flooding.

- Undertake emergency works to remediate the sloughing observed on the banks of Seabird Island Road.
- Considering initiating a design and tendering process to upgrade the entire length of Seabird Island Road from Highway 7 to its intersection with Chaplin Road.
- Commission a Master Drainage Plan for Strawberry Island to drain the development area more effectively. Potential solutions will likely include:
 - Upgrading of the existing ditch network;
 - Infilling flood prone areas;
 - Installing new strategic pumping and/or flow control devices
- Initiate discussions with the District to oversee the replacement of the failing wood stave pipe currently servicing Chaplin Road.
- Undertake additional design and analysis to determine if additional Maria Slough culvert crossing require removal and upsizing.
- Continue to record and document future flooding occurrences for post event analysis and model calibration.

5.0 LIMITATIONS OF REPORT

This report and its contents are intended for the sole use of Seabird Island Band and their agents. Tetra Tech Canada Inc. (Tetra Tech) does not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than Seabird Island Band, or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this report is subject to the terms and conditions stated in Tetra Tech Canada Inc.'s Services Agreement. Tetra Tech's General Conditions are attached to this memo.

6.0 CLOSURE

We trust this technical memo meets your present requirements. If you have any questions or comments, please contact the undersigned.

Respectfully submitted,
Tetra Tech Canada Inc.

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APPENDIX A – PHOTO RECORD INCLUDING AERIAL IMAGERY

SITE 01 – SEABIRD ISLAND ROAD EROSION



Figure A-1: Section of Seabird Island Road embankment sloughing - approximately 50 m long



Figure A-2: Tetra Tech staff measuring sloughing section along Seabird Island Road



Figure A-3: Section of Seabird Island Road embankment sloughing - approximately 10 m long



Figure A-4: Sloughing section along Seabird Island Road

SITE 02 – NORTHWEST LANDSLIDE AND CHANNEL BLOCKAGES



Figure A-5: Aerial Image Northwest Landslide and Channel Blockage. Site 02C.

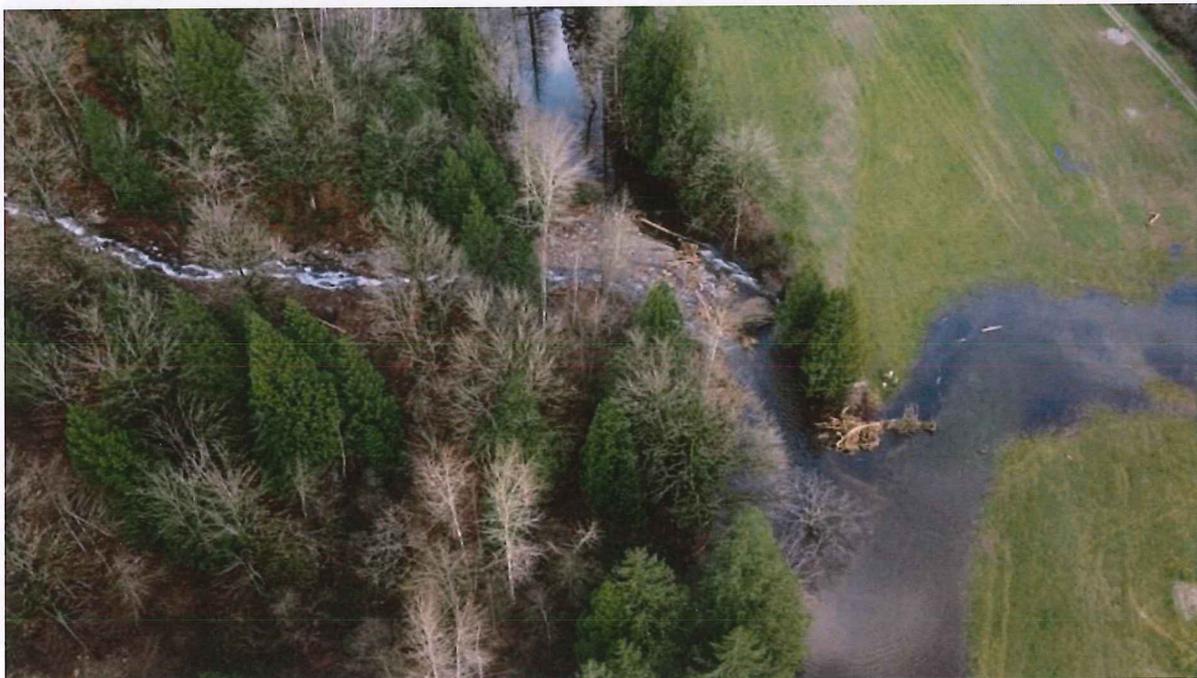


Figure A-6: Orthographic Image Northwest Landslide and Channel Blockage. Site 02C/02D



Figure A-7: Ground level view of newly deposited debris flow with minor stream cutting through. Site 02C



Figure A-8: Aerial Image Northwest Landslide and Channel Blockage. Site 02C/02D



Figure A-9: Several fish and salmon fatalities observed on riverbanks due to blockage



Figure A-10: Road washout due to channel blockage. Site 02D



Figure A-11: Landslide and debris near District of Kent private property. Site 02B



Figure A-12: Landslide and debris near District of Kent private property. Site 02B

SITE 03 – HWY 7 LANDSLIDE & MARIA SLOUGH NORTH END BLOCKAGE



Figure A-13: Site 03 landslide looking downslope of slide towards Hwy 7



Figure A-14: Site 03 looking upslope across Hwy 7 towards landslide.



Figure A-15: Orthographic image looking down on Hwy 7 and debris clearing activities.



Figure A-16: Progress of landslide remediation at time of site visit

SITE 04 – STRAWBERRY ISLAND FLOODING



Figure A-17: Tetra Tech staff inspecting ponding water near developments sewage lift station



Figure A-18: Aerial view of Strawberry Island development



Figure A-19: Aerial view of Strawberry Island development and shared bank with Maria Slough



Figure A-20: Aerial view of Development. Ponding can be seen on several sights at top of photo.

SITE 05 – MARIA SLOUGH CULVERT SURCHARGING



Figure A-21: Surcharged Culvert servicing private District of Kent Driveways. Site 05D



Figure A-22: Deconstructed private access road intentionally overtopping during field visit. Site 05D.



Figure A-23: Surcharged culvert servicing private District of Kent driveway. Site 05D



Figure A-24: Aerial view of failing wood stave culvert crossing site. Site 05B.

APPENDIX B – LIMITATIONS

LIMITATIONS ON USE OF THIS DOCUMENT

HYDROTECHNICAL

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1.7 ENVIRONMENTAL AND REGULATORY ISSUES

Unless expressly agreed to in the Services Agreement, TETRA TECH was not retained to investigate, address or consider, and has not investigated, addressed or considered any environmental or regulatory issues associated with the project.

1.8 LEVEL OF RISK

It is incumbent upon the Client and any Authorized Party, to be knowledgeable of the level of risk that has been incorporated into the project design, in consideration of the level of the hydrotechnical information that was reasonably acquired to facilitate completion of the design.

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1.4 DISCLOSURE OF INFORMATION BY CLIENT

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The Client, and any Authorized Party, acknowledges that the Professional Document is based on limited data and that the conclusions, opinions, and recommendations contained in the Professional Document are the result of the application of professional judgment to such limited data.

The Professional Document is not applicable to any other sites, nor should it be relied upon for types of development other than those to which it refers. Any variation from the site conditions present, or variation in assumed conditions which might form the basis of design or recommendations as outlined in this document, at or on the development proposed as of the date of the Professional Document requires a supplementary exploration, investigation, and assessment.

TETRA TECH is neither qualified to, nor is it making, any recommendations with respect to the purchase, sale, investment or development of the property, the decisions on which are the sole responsibility of the Client.

1.7 ENVIRONMENTAL AND REGULATORY ISSUES

Unless stipulated in the report, TETRA TECH has not been retained to explore, address or consider and has not explored, addressed or considered any environmental or regulatory issues associated with development on the subject site.

1.8 NATURE AND EXACTNESS OF SOIL AND ROCK DESCRIPTIONS

Classification and identification of soils and rocks are based upon commonly accepted systems, methods and standards employed in professional geotechnical practice. This report contains descriptions of the systems and methods used. Where deviations from the system or method prevail, they are specifically mentioned.

Classification and identification of geological units are judgmental in nature as to both type and condition. TETRA TECH does not warrant conditions represented herein as exact, but infers accuracy only to the extent that is common in practice.

Where subsurface conditions encountered during development are different from those described in this report, qualified geotechnical personnel should revisit the site and review recommendations in light of the actual conditions encountered.

1.9 LOGS OF TESTHOLES

The testhole logs are a compilation of conditions and classification of soils and rocks as obtained from field observations and laboratory testing of selected samples. Soil and rock zones have been interpreted. Change from one geological zone to the other, indicated on the logs as a distinct line, can be, in fact, transitional. The extent of transition is interpretive. Any circumstance which requires precise definition of soil or rock zone transition elevations may require further investigation and review.

1.10 STRATIGRAPHIC AND GEOLOGICAL INFORMATION

The stratigraphic and geological information indicated on drawings contained in this report are inferred from logs of test holes and/or soil/rock exposures. Stratigraphy is known only at the locations of the test hole or exposure. Actual geology and stratigraphy between test holes and/or exposures may vary from that shown on these drawings. Natural variations in geological conditions are inherent and are a function of the historical environment. TETRA TECH does not represent the conditions illustrated as exact but recognizes that variations will exist. Where knowledge of more precise locations of geological units is necessary, additional exploration and review may be necessary.

1.11 PROTECTION OF EXPOSED GROUND

Excavation and construction operations expose geological materials to climatic elements (freeze/thaw, wet/dry) and/or mechanical disturbance which can cause severe deterioration. Unless otherwise specifically indicated in this report, the walls and floors of excavations must be protected from the elements, particularly moisture, desiccation, frost action and construction traffic.

1.12 SUPPORT OF ADJACENT GROUND AND STRUCTURES

Unless otherwise specifically advised, support of ground and structures adjacent to the anticipated construction and preservation of adjacent ground and structures from the adverse impact of construction activity is required.

1.13 INFLUENCE OF CONSTRUCTION ACTIVITY

Construction activity can impact structural performance of adjacent buildings and other installations. The influence of all anticipated construction activities should be considered by the contractor, owner, architect and prime engineer in consultation with a geotechnical engineer when the final design and construction techniques, and construction sequence are known.

1.14 OBSERVATIONS DURING CONSTRUCTION

Because of the nature of geological deposits, the judgmental nature of geotechnical engineering, and the potential of adverse circumstances arising from construction activity, observations during site preparation, excavation and construction should be carried out by a geotechnical engineer. These observations may then serve as the basis for confirmation and/or alteration of geotechnical recommendations or design guidelines presented herein.

1.15 DRAINAGE SYSTEMS

Unless otherwise specified, it is a condition of this report that effective temporary and permanent drainage systems are required and that they must be considered in relation to project purpose and function. Where temporary or permanent drainage systems are installed within or around a structure, these systems must protect the structure from loss of ground due to mechanisms such as internal erosion and must be designed so as to assure continued satisfactory performance of the drains. Specific design details regarding the geotechnical aspects of such systems (e.g. bedding material, surrounding soil, soil cover, geotextile type) should be reviewed by the geotechnical engineer to confirm the performance of the system is consistent with the conditions used in the geotechnical design.

1.16 DESIGN PARAMETERS

Bearing capacities for Limit States or Allowable Stress Design, strength/stiffness properties and similar geotechnical design parameters quoted in this report relate to a specific soil or rock type and condition. Construction activity and environmental circumstances can materially change the condition of soil or rock. The elevation at which a soil or rock type occurs is variable. It is a requirement of this report that structural elements be founded in and/or upon geological materials of the type and in the condition used in this report. Sufficient observations should be made by qualified geotechnical personnel during construction to assure that the soil and/or rock conditions considered in this report in fact exist at the site.

1.17 SAMPLES

TETRA TECH will retain all soil and rock samples for 30 days after this report is issued. Further storage or transfer of samples can be made at the Client's expense upon written request, otherwise samples will be discarded.

1.18 APPLICABLE CODES, STANDARDS, GUIDELINES & BEST PRACTICE

This document has been prepared based on the applicable codes, standards, guidelines or best practice as identified in the report. Some mandated codes, standards and guidelines (such as ASTM, AASHTO Bridge Design/Construction Codes, Canadian Highway Bridge Design Code, National/Provincial Building Codes) are routinely updated and corrections made. TETRA TECH cannot predict nor be held liable for any such future changes, amendments, errors or omissions in these documents that may have a bearing on the assessment, design or analyses included in this report.

Appendix B

District of Kent Flood Recovery and Mitigation Priority Projects

Note: * denotes the highest priority projects

McDonald Road – Fraser River Bank Erosion *

Cost Estimate: \$2 Million

Brief Project Status: Identified as priority project as part of comprehensive Flood Risk and Mitigation Plan completed by Northwest Hydraulic Consultants (NHC). Conceptual design for bank armoring and rock spurs is complete. Next steps are environmental review, detailed design, regulatory approval, funding identification, and implementation.

Project Description: The side channel at the lower end of Seabird Island/Maria Slough outlet has widened since 2014, resulting in increased flow and higher velocities along the bank. As a result, the reach upstream of McDonald Road and lower end of Seabird Island is experiencing renewed bank erosion. The existing bank protection upstream of McDonald Road is discontinuous or actively failing.

Phase 1 of the project is proposed over the 350 m long reach upstream of McDonald Road where the bank retreat has been greatest. A separate conceptual design report was completed by NHC in 2021. The work-to-date has included conducting a bathymetric survey, design of mitigation options and preparation of cost estimates. Installing a series of short spurs (7 in total) with additional scour protection between spurs was determined to be the most cost effective option. The total volume of riprap required for the spurs is approximately 7,500 cubic meters and the estimated cost is 2 million dollars.

Dike A Freeboard Restoration *

Cost Estimate: \$4.1 Million

Brief Project Status: Identified as priority project as part of comprehensive Flood Risk and Mitigation Plan completed by Northwest Hydraulic Consultants (NHC). Risk identification and Class D cost estimate complete. Next steps are detailed design, Dike Maintenance Act approval, and implementation.

Project Description: The Agassiz townsite is District's residential, commercial, industrial, and institutional hub, and is the most densely populated area of the District. It is currently protected by dikes A, B, and C. Dike A received a Poor to Fair rating, while B and C were rated fair to good. Dike A is located the furthest upstream and closest to the actual townsite; as a result, breaching or overtopping this dike would result in the greatest flooding impacts. In addition, this Dike A is more susceptible to breach because several segments are within 40 metres of the Fraser River bank.

The most recent 2D Hydraulic modelling identified deficient freeboard of up to 0.5 metres in various locations along Dike A. This section of Dike is roughly 5.5 kilometres long, and the deficient freeboard is discontinuous and less than half of it would need to be raised between 0 and 0.5 metres.



Flood Mapping and Modeling Update

Cost Estimate: \$300,000

Brief Project Status: Identified as priority project as part of comprehensive Flood Risk and Mitigation Plan completed by Northwest Hydraulic Consultants (NHC). No further work has been completed.

Project Description: The most recent flood mapping for the District of Kent was completed in 2007 by Water Management Consultants. These models do not include Harrison Mills and Seabird Island areas. In addition, these models are losing relevance as they do not include recent observations and climate change analyses.

As flooding in the eastern Fraser Valley is a regional issue, the Lets'emot Community to Community Forum is proposing similar work be undertaken on a regional scale, with mapping for all local communities, including municipalities and First Nations. In addition, any modelling should be dynamic and include changes to water flow under multiple scenarios and inputs.

Chaplin Road Wood-Stave Culvert Replacement with Seabird Island *

Cost Estimate: \$575,000

Brief Project Status: Identified as a priority project as part of an assessment of post-November 2021 flooding impacts performed by TetraTech. No further work has been completed.

Project Description: During the November 2021 flood event, several culverts on the Maria Slough were observed surcharging, and have since been determined to be undersized for a 1-100 year storm event. The Chaplin Road wood-stave culvert appears to be in the poorest condition and poses the greatest risk of failure. This culvert crosses the only access point for several properties on the north side of Maria Slough, all of whom would be cut off from vital supplies in the event of catastrophic failure. The culvert is of undetermined age, but appears very old, is of wood-stave design, and is visibly missing boards at inlets and outlets, causing small sink holes to appear in the road shoulder. Designs that accommodate a 1-200 year storm should be considered, including larger culverts, open-bottom culverts, and bridges, and then the wood-stave should be removed and replaced.

This replacement is urgent and high priority as it has significant impact on Chinook salmon habitat in this area with our neighbouring community Seabird Island.

Regional Study of Water Storage and "Flood Zone" Improvements *

Cost Estimate: \$500,000

Brief Project Status: The Lets'emot Community to Community Forum has used a traditional ecological knowledge approach to develop a water storage concept for further exploration.

Project Description: It is known that there are many historical sloughs and former river channels in this region that no longer act as viable overflow routes or water storage during freshet. Identifying and

restoring these historical sloughs could provide designated “flood zones”, intended to receive freshet waters during high flow while acting as valuable habitat for salmon and other vulnerable species. This aligns well with current understandings of rivers as dynamic systems that require space during extreme events. The Lets’emot Community to Community Forum is seeking funding to pursue a science-based regional study of this concept to determine local sites that could be of greatest impact.

Localized Study of Gravel Bar Removal/Reshapement

Cost Estimate: \$200,000

Brief Project Status: The Lets’emot Community to Community Forum has used a traditional ecological knowledge approach to identify local areas of gravel deposition that are having detrimental effects to upstream river system flooding.

Project Description: The eastern Fraser Valley receives an enormous amount of gravel from the upper Fraser Basin, deposited on an annual basis. This results in the formation of gravel bars, which when formed in critical places, can disrupt drainage in minor systems or redirect channel flow causing river bank erosion. Although it is not feasible to remove enough gravel on an annual basis to keep pace with deposition, localized removal of problematic gravel bars can have a positive effect on upstream drainage. The Lets’emot Community to Community Forum has identified several appropriate places, including the Spring Bar and the Harrison Bump. The Lets’emot Community to Community Forum is seeking a regional study to study and seek regulatory approval for localized gravel removal in targeted locations.

Kilby Pump Station Capacity Upgrades

Cost Estimate: \$150,000

Brief Project Status: Identified as priority need during District of Kent’s internal review of post-November 2021 flooding impacts.

Project Description: The Kilby pump station has difficulty keeping pace with seepage in the Kilby area during prolonged freshets. The District frequently requests emergency EMBC funding for portable pumping capacity to keep pace. The District is seeking funding for permanent upgrades to the Kilby pump.

Duncan Bateson Flood Gate Improvements

Cost Estimate: \$110,000

Brief Project Status: Identified as priority need during District of Kent’s internal review of post-November 2021 flooding impacts.

Project Description: The flood-gate at the Duncan-Bateson pump station is aging and seals poorly, resulting in seepage and poor overall effectiveness of the system. The District is seeking to replace this gate with a top-mounted, fish-friendly sluice gate in the default-open position.



Standby Generators *

Cost Estimate: \$300,000

Brief Project Status: Identified as priority need during District of Kent’s internal review of post-November 2021 flooding impacts.

Project Description: The three major pump stations in the District of Kent are all dependent on BC Hydro centralized power. In the event of their failure during freshet, especially during a heavy rain event, there would be immediate and catastrophic upstream flooding, which would result in evacuations, infrastructure damage, and property damage. The District is seeking to purchase standby generators for all 3 of its pump stations.

Portable Pumping Capacity

Cost Estimate: \$50,000

Brief Project Status: Identified as priority need during District of Kent’s internal review of post-November 2021 flooding impacts.

Project Description: The District of Kent, using EMBC emergency funds, frequently rents a portable 6” trailer pump to provide additional pumping capacity during freshets as needed, or to address seepage issues from subsurface channels flowing under dikes. Purchasing one of these pumps would alleviate the need for annual EMBC funds and would pay for itself within 5 years.

Kamp Road Raising and Reconstruction

Cost Estimate: \$220,000

Brief Project Status: Identified as priority need during District of Kent’s internal review of post-November 2021 flooding impacts.

Project Description: Kamp Road, north of Maria Slough, contains a low belly for approximately 150 metres that makes it prone to flooding, which has impacts to the adjacent farming community and the associated homeowners. A raised road crest could prevent the spread of localized flooding.

Appendix 'C'

Cheam First Nation Flood Management Priority Projects

- Ferry Island Park backwash and Hope Slough stream restoration
- Edwards Road evacuation route and Hope Slough crossing
- Assessment of flood risks for Tseatah and Cheam floodplains and develop mitigation measures required; Tseatah on the unprotected side of the dike infrastructure but interim Cheam dikes in place
- Funding of Environmental Management Plan and Emergency Planning
- Require CN to elevate their ROW at Cheam Beach as the dike elevation is impacted by CN rail elevation (protect the gravel pit and precast building locations for potential development goals)
- Funding for bank erosion assessment and mitigation strategies for Cheam Fishing Village, Cheam Beach and Ferry Island Park/Boat Launch.

Priority # 1: Access Road to HHS Sanitary Sewage Treatment Plant

COST ESTIMATE: \$750,000 - \$1,000,000 (Source: Northwest Hydraulic Consultants (NHC))

SCOPE: Raise the elevation of the 400 m road to the HHS Sanitary Sewage Treatment Plant by 1.5 meters and add external rip rap armouring along Harrison Lake. This project will come forward at part of the HHS Flood Risk Assessment currently underway by NHC.

RATIONALE: Due to increased flooding associated with climate change, the Village has identified the vulnerable access road to the Waste Water Treatment Plant (WWTP) as a disaster risk. Increasing erosion will eventually result in the road being washed out preventing Village staff from accessing and maintaining the Plant. Damage may also result to the sanitary force main, which would result in the release of untreated sewage into Harrison Lake.

This project will protect public health & safety and safeguard environmental assets, thus protecting the source for drinking water for residents and visitors who obtain drinking water from Harrison Lake.

REGIONAL IMPACT: Maintaining water quality in Harrison Lake is essential to downstream communities who are located along and who rely upon the water quality in the Harrison River such at the Sts'ailes and Sq'ewlets First Nation, and to the fisheries and other wildlife which are dependent on these waters.

Priority # 2: Upgrade Harrison Lake Dike to meet current standards

COST ESTIMATE: \$4,500,000 – 6,750,000 (Source: Northwest Hydraulic Consultants)

SCOPE: Raise the elevation of the Harrison Lake Dike by 1.0 meters to address deficiencies identified in the July 2015 [Lower Mainland Dike Assessment](#) prepared by Northwest Hydraulic Consultants for the BC Ministry of Forest Lands and Natural Resources. [Microsoft Word - 3000427 Final Lower Mainland Dike Assessment.docx \(gov.bc.ca\)](#)

RATIONALE: The deficiencies identified in the 2015 Lower Mainland Dike Assessment need to be addressed to avoid a potential dike breach along the Harrison Dike. A breach would cause flooding in the Village of Harrison Hot Springs and damage to property and essential infrastructure including the roads required for emergency evacuation purposes. The proposed remediation would provide protection against the 200-year water level plus climate change impacts up to the year of 2100. (Source: Northwest Hydraulic Consultants)

REGIONAL IMPACT: A breach to the Harrison Dike would impact residents of the District of Kent to the north, whose only access road may be blocked by floodwaters. This would also impact residents and recreational users in Area C of the Fraser Valley Regional District whose access and egress is also through the Village. Kent residents south of the Village could also be impacted by flooding in the event of a dike breach.

Priority # 3: Elevate Miami River Sanitary Sewer Force Main

Project Estimate: \$1,497,000 (Source: CTQ Engineering)
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SCOPE: Relocate existing Miami River Force Main from river bed to an elevated bridge crossing and install associated lift station to replace current siphon system.

RATIONALE: The Sanitary Siphon Crossing of the Miami River services 5 sanitary catchments representing 50% of the Village. In the winter of 2013, a routine field inspection by VHHS personnel noted that the sanitary siphon lines running parallel to Hot Springs Road were exposed and 'floating' in the Miami River and the line was re-bedded, to mitigate the risk of a sewage spill into the river. The cause of this exposure was the increased dynamic flow of the Miami River during major storm events, an occurrence which is increasing due to climate change. The impact of a potential spill on the riparian and aquatic habitat would be potentially damaging to the environment and would impact water quality in Harrison Lake.

REGIONAL IMPACT: Maintaining water quality in Harrison Lake is essential to downstream communities who are located along and who rely upon the water quality in the Harrison River such as the Sts'ailes and Sq'ewlets First Nation, and to the fisheries and other wildlife which are dependent on these waters.

Priority # 4: Floodplain Mapping

COST ESTIMATE: \$200,000 for Harrison Hot Springs (Source: Northwest Hydraulic Consultants)
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SCOPE: Update floodplain mapping

RATIONALE: The Village relies upon floodplain mapping undertaken by the Province in previous years. The Village strongly supports the development of new comprehensive and contiguous floodplain on a regional scale to ensure that data is consistent and readily available between jurisdictions.

REGIONAL IMPACT: This work would strongly benefit the region as an entirety.

Admin

From: shirley dishon

Sent: Monday, March 13, 2023 9:17:13 AM

To: Ed Wood <ewood@harrisonhotsprings.ca>

Subject:

To : Mayor and Council,

My Name Is Shirley Dishon,

I have 3 issues, regarding the remuneration for council, and financial expenditures.

1. Council voted unanimously, for the remuneration package, with the exception of Mayor wood.

Within this package, it was to allow all 5 members of council to attend two separate conventions, the FCM , in Toronto, May 25-28, and the UBCM, September 18th-22nd, in Vancouver.

In several years past, we sent one representative, that being the Mayor, to attend, collect information, and share with Council on return. This was a common practice and worked successfully. Given the size of Harrison and the cost involved, per person, this is a ridiculous expenditure for our village. I checked the average costs, for the FCM, in Toronto. Registration- is \$1161.00- 1375.00, per person, Hotel -\$329.00 +tax and fees per day, per person, Flights- Vancouver to Toronto, \$1050.00- \$1250.00 per person. Plus Airport parking, and shuttle to and from hotels in Toronto.

The average costs for the UBCM, in Vancouver. Hotel \$345.00 + tax and fees per day, for 3 days, at approximately \$1100.00, registration- \$1000.00- \$1200.00 per person, plus parking.

This in total will be over \$5000.00 per councillor, and a cost of a minimum of \$25,000.00 per year, for Harrison.

There is no amount of information, pertaining to Harrison, that is worth \$25,000.00 per year.

As I already stated ,in many years prior, the common practice is to send one representative, that being the Mayor.

Why the sudden change, that in 2023, we now have to send 5 , rather than one. Especially at this very expensive price tag for Harrison.

2. Regarding the sewer infrastructure, Harrison received two quotes from engineering company's. One quote being nearly 1 ½ million dollars more than the other.

Reviewing this information, According to Tyler, both quotes are exactly the same, in that the pump, switches, and accessories, were all replaced brand new. The higher quote is higher because of excavation and preparation costs to make the vault a little larger. Our existing vault was examined by the engineers and deemed good, so In my opinion an unnecessary expense, at this time.

The 3 councilors who wanted the more expensive model, has declared to me that they like new over used. Well, Councilors, you are getting new, not used , so therefore the cheaper quote, should be your choice , the same as Councilor Buckley and Mayor Woods choice.

Councilor Buckley inquired about approximate costs to purchase a second pump for emergency backup, at a cost of approximately \$110,000.00. I think this is a great idea! And should be looked into.

The over 1 million dollar savings on this project could possibly go towards flood and forest fire prevention for our Village.

3. The pay parking increase is way over the top. \$20.00 per day is ridiculous. If it had to go up, maybe \$15.00 per day would be appropriate. Harrison has worked very hard on Tourism, and the businesses have endured huge setbacks from the Covid era. They don't need another obstacle to endure, at this time.

Sincerely, Shirley Dishon

Sent from [Mail](#) for Windows



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: March 20, 2023
FROM: Kelly Ridley Interim Chief Administrative Officer Acting Corporate Officer FILE:
SUBJECT: Release of Closed Meeting Resolutions

ISSUE: To provide a report to Council on the release of resolutions from a Closed Meeting.

BACKGROUND:

Many subjects requiring the confidentiality of a closed meeting only require it for a limited period of time. It is important that local governments have a process in place to regularly review the information produced at closed meetings. Information that would no longer undermine the reason for discussing it in a closed meeting should be released as soon as practicable. The following resolutions has been released from the February 21, 2023 and the March 6, 2023 Closed meetings.

RECOMMENDATION:

February 21, 2023

That the following closed meeting resolutions be received for information at the March 20, 2023 Regular Council Meeting.

- 1. That Council request Lidstone and Company to prepare and send a letter to resident [redacted] to cease and desist posting derogatory comments against Council and staff on the Facebook site [redacted] and to request resident [redacted] of the site to permanently ban [redacted] [redacted] from posting any comments on [redacted]. RIC-2023-02-02 Redacted under Section 22 3 (j) FOIPA
2. That Council retain Lidstone and Company and under their direction proceed immediately with an independent, third party investigation into allegations of bullying and harassment in the workplace contrary to Harrison Hot Springs Code of Conduct and Respectful Workplace Policies, WorkSafe BC regulations and the BC Human Rights Code and to further report the findings and provide recommendations to Council. RIC-2023-02-03

3. That Councillor Facio be designated as the sole elected official to correspond with Lidstone and Co where legal advice is required on all matters related to the Village of Harrison Hot Springs and to Council as a governing body. This is defined as matters relating to Council affairs, governance and procedure, or their employee, and for Councillor Facio to communicate any advice which is obtained at the direction of and on behalf of the Council to all Council members. *RIC-2023-02-04*
Rescinded
4. That Council request the BC Privacy Inspector to investigate the Facebook site for slanderous and defamatory postings against Council members and staff. *RIC-2023-02-05*
Redacted under Section 22 3 (j) FOIPA
5. That Kelly Ridley be interviewed for the position of Interim Chief Administrative Officer/Acting Corporate Officer. *RIC-2023-02-09*

March 6, 2023

6. That Council appoint Kelly Ridley to the position of Interim Chief Administrative Officer/Acting Corporate Officer for the Village of Harrison Hot Springs effective February 28, 2023. *RIC-2023-03-03*
7. That Council appoint Tyson Koch to the position of Acting Deputy Chief Administrative Officer on a trial basis, in addition to his continued duties and responsibilities as Operations Manager for the Village of Harrison Hot Springs effective February 28, 2023. *RIC-2023-03-04*
8. That Council for the Village of Harrison Hot Springs support the hiring of an independent facilitator to assist in improving Council relations to support them working together efficiently for better governance of the village. *RIC-2023-03-08*

Respectfully submitted;

Kelly Ridley

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

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

FROM: Tyson Koch **FILE:** 7340-01
Operations Manager / Acting Deputy CAO

SUBJECT: UBCM Motion Amendment

ISSUE:

To amend a motion previously endorsed by Mayor and Council.

BACKGROUND:

At the Regular Council Meeting of February 21, 2023, Council endorsed a Union of British Columbia Municipalities (UBCM) motion to be sent to the Lower Mainland Local Government Association (LGLMA) Executive Board requesting it be included in the resolution session at the conference scheduled for May 2023.

The LMLGA requested that Council amend the resolution by removing the words 'and Board members' from the first paragraph, 'and Boards' from the first, second and third paragraphs and replace Independent Municipal Ethics Commissioner' with 'Independent Local Government Ethics Commissioner' in the fourth paragraph.

The reason for the change is that the LMLGA want the resolution to target local governments and not include regional district boards.

RECOMMENDATION:

THAT Council endorse the following amended UBCM motion and forward it to the Lower Mainland Local Government Association Executive Board with a request that it be included in the resolution session for the conference held in May:

WHEREAS the UBCM Working Group on Responsible Conduct has worked to support British Columbia Local Governments in addressing misconduct by elected officials and providing Local Government with a set of fundamental principles which can be utilized to enact codes of conduct;

AND WHEREAS smaller Local Governments in British Columbia do not have the financial resources to establish an independent and autonomous Ethics Commissioner to investigate and resolve allegations of misconduct;

AND WHEREAS the current legislative framework available to small Local Governments in British Columbia regarding alleged breaches of code of conduct can result in expensive legal processes which may produce limited conclusions;

THEREFORE BE IT RESOLVED that LMLGA and UBCM call upon the provincial government to immediately create an Independent Local Government Ethics Commissioner within the Ministry of Municipal Affairs to serve the public, elected officials and officers in an advisory, instructive and investigative role in the application and enforcement of codes of conduct.

Respectfully submitted:

Tyson Koch

Tyson Koch
Operations Manager/ Acting Deputy CAO

REVIEWED BY:

Kelly Ridley

Kelly Ridley
Interim CAO/Acting CO



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: March 15, 2023
FROM: Scott Schultz Finance Manager FILE: 1700-02
SUBJECT: 2023-2027 Financial Plan Bylaw No. 1187, 2023

ISSUE: To provide third reading to the 2023-2027 Financial Plan Bylaw No. 1187, 2023

BACKGROUND:

Pursuant to s. 165(1) of the Community Charter, Council must adopt annually, a five-year Financial Plan that sets out the objectives and policies of the municipality.

Pursuant to Section 166 of the Community Charter, council must undertake a process of public consultation regarding the proposed financial plan before its adoption.

The 2023-2027 Financial Plan was made available for Public Consultation at an Open House held on March 20, 2023 and is presented at the Regular Meeting of Council on March 20, 2023 for additional opportunity for the public to provide comment.

Accordingly, the 2023-2027 Financial Plan is attached for Council's consideration.

RECOMMENDATION:

THAT the 2023-2027 Financial Plan Bylaw No. 1187, 2023 be given third reading.

Respectfully submitted:

REVIEWED BY:

Scott Schultz
Scott Schultz
Finance Manager

Kelly Ridley
Kelly Ridley
Interim Chief Administrative Officer / Acting
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1187, 2023

A Bylaw of the Village of Harrison Hot Springs to establish the 2023 – 2027 Financial Plan

WHEREAS the Community Charter requires the municipality to adopt a five-year financial plan annually;

AND WHEREAS public consultation regarding the financial plan was provided by way of an open meeting;

NOW THEREFORE the Council of the Village of Harrison Hot Springs, in open meeting, lawfully assembled, ENACTS AS FOLLOWS:

- 1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2023 - 2027.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2023 – 2027.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1187, 2023"
4. Bylaw No. 1174, 2022 – 2026 Financial Plan and all amendments are hereby repealed.

READ A FIRST TIME THIS 6th DAY OF MARCH, 2023

READ A SECOND TIME THIS 6th DAY OF MARCH, 2023

READ A THIRD TIME THIS DAY OF , 2023

ADOPTED THIS DAY OF , 2023

Mayor

Corporate Officer

**BYLAW NO. 1187, 2023
SCHEDULE "A"
2023-2027 Financial Plan**

	2023	2024	2025	2026	2027
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES:					
PROPERTY TAXES - MUNICIPAL	2,660,468	2,661,795	2,726,427	2,795,802	2,865,306
COLLECTIONS OTHER GOVERNMENTS & AGENCIES	2,214,180	2,300,185	2,371,789	2,419,224	2,419,224
PENALTIES & INTEREST - TAXES	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	41,987	39,505	40,296	41,101	41,924
PAYMENTS IN LIEU OF TAXES	6,400	6,400	6,400	6,528	6,658
TOTAL TAXES COLLECTED	4,923,035	5,007,885	5,144,912	5,262,655	5,333,112
REMITTANCES OTHER GOVERNMENTS & AGENCIES	(2,214,180)	(2,300,185)	(2,371,789)	(2,419,224)	(2,419,224)
NET TAXES FOR MUNICIPAL PURPOSES	2,708,855	2,707,700	2,773,123	2,843,431	2,913,888
REVENUE FROM OWN SOURCES	2,331,715	2,361,156	2,410,122	2,450,690	2,492,026
GRANTS AND DONATIONS	9,708,484	562,000	567,000	578,340	589,907
DCC	2,878,375	-	-	-	-
CONTRIBUTED ASSETS	-	-	-	-	-
TOTAL REVENUE	\$17,627,429	\$5,630,856	\$5,750,245	\$5,872,461	\$5,995,821
EXPENSES:					
LEGISLATIVE	198,020	195,096	203,212	212,550	220,736
GENERAL GOVERNMENT	1,490,165	1,252,487	1,275,538	1,303,435	1,331,964
PROTECTIVE SERVICES	325,126	327,848	331,976	338,306	344,764
DEVELOPMENT PLANNING	144,520	122,700	125,154	127,657	130,210
TOURISM AND COMMUNITY IMPROVEMENT	326,653	304,745	311,333	318,021	324,857
ENGINEERING, TRANSPORTATION, STORM WATER	946,732	882,920	895,633	914,409	933,533
SOLID WASTE	263,314	244,167	256,280	260,905	265,624
PARKS, RECREATION & CULTURAL SERVICES	632,296	614,844	626,599	639,302	652,276
WASTEWATER UTILITY	949,475	967,885	986,161	1,005,633	1,025,448
WATER UTILITY	557,623	565,320	573,177	584,756	596,572
DEBT- INTEREST	13,200	15,700	15,700	16,014	16,334
TOTAL EXPENDITURES	5,847,125	5,493,713	5,600,762	5,720,989	5,842,317
SURPLUS (DEFICIT)	\$11,780,304	\$137,143	\$149,483	\$151,472	\$153,504
CAPITAL, DEBT, RESERVES, TRANSFERS & BORROWING					
CAPITAL EXPENDITURES	(14,098,048)	(646,000)	(111,180)	(113,404)	(115,673)
REPAYMENT ON DEBT	(31,100)	(53,100)	(53,100)	(54,162)	(55,245)
PROCEEDS OF DEBT	-	95,000	-	-	-
CONTRIBUTIONS TO RESERVES	(1,255,676)	(1,209,043)	(1,221,383)	(1,244,810)	(1,268,708)
TRANSFERS FROM RESERVES	2,206,345	551,000	111,180	113,404	115,672
APPROPRIATION FROM SURPLUS	273,175	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,125,000	1,125,000	1,125,000	1,147,500	1,170,450
	\$(11,780,304)	\$(137,143)	\$(149,483)	\$(151,472)	\$(153,504)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT,	0	0	0	0	0

BYLAW NO. 1187, 2023
SCHEDULE “B”
2023 FINANCIAL PLAN OBJECTIVES AND POLICIES

In accordance with Section 165(3.1) of the *Community Charter*, the Village of Harrison Hot Springs is required to include in the Five Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*,
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2023. Property taxes usually form the greatest proportion of revenue for operations. As a revenue source, property taxation offers a stable and reliable source of revenues for services such as:

- Governance & Administration
- Operations & Public Works
- Protective Services
- Recreation, Parks & Culture

User fees and charges typically form the second largest proportion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges are applied include water and sewer usage, solid waste management & pay parking – these are charged on a user pay basis. User fees are designed to apportion the value of a service to those who use the service.

Table 1: 2023 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes including Payments in Lieu	13.5%	\$2,708,855
Utility Service Fees	2.5%	\$500,820
User fees	6.2%	\$1,251,473
Reserves	11%	\$2,206,345
Surplus	1.4%	\$273,175
DCC Revenues	14.3%	\$2,878,375
Grants/Donations	48.3%	\$9,708,484
Other sources	2.9%	\$579,421

Objective and Policies

- to continue to seek grants for major infrastructure repair and replacement
- to keep the public well-informed about projects and initiatives
- to review utility participation rates to ensure they are equitably funded
- to establish reserve policies to assist in the funding of future capital replacements and to ensure tax rates remain stable
- to ensure that Village services are financially sustainable

Distribution of Property Taxes

Table 2 outlines the projected distribution of property taxes among the property classes.

Table 2: 2023 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation
Residential (1)	67%
Business (6)	28%
Recreation/Non-profit (8)	5%

Policies and Objectives

- Ensure that Village services are financially sustainable
- Set property tax rates that are based on principals of equity and responsiveness to current economic trends
- Regularly review and compare the Village's distribution of tax burden relative to other similar municipalities in British Columbia
- Continue to seek grants for major infrastructure renewal and projects
- Keep the public well-informed about projects and initiatives
- Maintain reserve funds for the funding of future capital replacements
- Maintain reserve funds to stabilize tax rates when required

Permissive Tax Exemptions

Policies & Objectives

Council may consider a revitalization tax exemption in conjunction with its Financial Plan, for the purpose of providing incentives for development and revitalization of property within the Village.

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

DRAFT

GENERAL FUND	2020	2021	2022	2022	2023	2024	2025	2026	2027
REVENUE	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
PROPERTY TAXES									
GENERAL MUNICIPAL TAXES	2,322,742	2,425,128	2,506,424	2,519,662	2,660,468	2,661,795	2,726,427	2,795,802	2,865,306
COLLECTIONS FOR OTHER GOVERNMENTS & AGENCIES	1,739,940	2,026,746	2,101,232	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	45,911	38,617	-	-	-	-	-
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	6,658
Total taxes collected	4,143,207	4,551,080	4,698,938	4,682,854	4,923,035	5,007,885	5,144,912	5,262,655	5,333,112
REMITTANCES TO OTHER GOVERNMENTS & AGENCIES	(1,739,940)	(2,026,746)	(2,101,232)	(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	2,597,706	2,564,679	2,708,855	2,707,700	2,773,123	2,843,431	2,913,888
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	172,706
LICENSES & PERMITS	43,170	54,421	57,128	37,384	37,572	37,763	37,958	38,718	39,491
FINES	9,612	8,970	10,774	4,250	4,250	4,250	4,335	4,422	4,510
RENTAL & LEASE INCOME	40,206	46,791	45,825	40,000	49,500	49,500	49,690	50,684	51,697
PAY PARKING	279,618	361,503	355,813	310,000	390,000	375,000	375,000	375,000	375,000
INTEREST EARNED	80,362	78,055	295,876	55,900	55,900	45,900	46,818	47,754	48,709
GAIN/(LOSS) ON DISPOSAL OF ASSETS	(1,248)	-	(8,174)	-	-	-	-	-	-
OTHER INVESTMENT INCOME	10	-	-	-	-	-	-	-	-
OTHER REVENUE FROM OWN SOURCES	70,984	36,156	61,821	26,700	42,200	35,700	35,930	36,648	37,382
Total Revenue from Own Sources	748,299	778,467	1,080,762	748,163	849,661	803,113	817,731	826,585	835,616
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	231,400	284,500	181,336	128,000	128,000	130,560	133,171
Total Grants and Donations	1,120,531	858,829	645,400	614,500	518,336	462,000	465,000	474,300	483,786
TRANSFERS FROM RESERVES & SURPLUS									
TRANSFERS FROM RESERVES	8,155	34,988	84,227	190,000	51,820	-	-	-	-
TRANSFER FROM SURPLUS	-	45,979	245,226	286,235	258,311	-	-	-	-
Total transfers from Reserves & Surplus	8,155	80,967	329,453	476,235	310,131	-	-	-	-
TRANSFER FROM EQUITY IN TCA - GENERAL									
	700,555	714,047	758,588	739,000	739,000	739,000	739,000	753,780	768,856
TOTAL REVENUE	4,980,806	4,956,643	5,411,910	5,142,577	5,125,983	4,711,813	4,794,854	4,898,096	5,002,146

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

DRAFT

	2020	2021	2022	2022	2023	2024	2025	2026	2027
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

EXPENDITURES

COUNCIL

MAYOR FACIO / WOOD	32,697	31,803	37,478	39,550	56,499	58,809	61,378	64,073	66,896
COUNCILLOR HOOPER / JACKSON	16,154	16,325	16,759	20,850	32,154	33,421	34,856	36,360	37,937
COUNCILLOR PIPER / BUCKLEY	16,794	16,794	20,563	20,850	32,154	33,421	34,856	37,140	37,937
COUNCILLOR VIDAL	15,604	15,627	20,728	20,850	28,346	29,423	30,658	31,951	33,307
COUNCILLOR PALMER / FACIO	15,954	15,827	17,458	20,850	29,917	31,072	32,390	33,770	35,217
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	198,020	195,096	203,212	212,549	220,735

ADMINISTRATION

EXPENSES - STAFF	149,958	178,004	190,616	222,091	225,082	232,922	238,437	244,083	249,864
MANAGEMENT EXPENSES	351,842	400,783	447,785	462,483	611,539	478,741	490,185	501,904	513,905
TRANSPORTATION & COMMUNICATION	13,402	15,085	16,350	13,500	16,500	13,500	13,770	14,045	14,326
INFORMATION SERVICES	25,602	32,013	29,189	39,500	29,160	29,000	29,440	30,029	30,629
PROFESSIONAL & SPECIAL SERVICES	59,189	62,277	99,060	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	25,204	26,800	29,800	29,800	29,800	29,936	30,075
GENERAL GOODS & SUPPLIES	47,633	45,201	58,509	62,250	68,700	70,000	71,260	72,685	74,139
BANK CHARGES & INTEREST	4,220	3,356	5,450	4,150	4,550	4,606	4,698	4,792	4,888
MUNICIPAL OFFICE	25,670	27,143	36,452	35,274	36,531	37,316	38,113	38,931	39,767
AMORTIZATION	206,060	210,036	233,732	215,000	215,000	215,000	215,000	219,300	223,686
Total Administration	972,734	1,065,473	1,214,853	1,335,315	1,490,165	1,252,487	1,275,538	1,303,435	1,331,964

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	15,724	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	14,636	10,000	13,000	13,000	13,000	13,000	13,000
Total Fire Department	158,482	198,678	176,059	203,463	213,341	216,037	220,128	224,342	228,641
Total Protective Services	232,694	343,568	282,414	346,523	325,126	327,848	331,976	338,306	344,764

DRAFT

	2020	2021	2022	2022	2023	2024	2025	2026	2027
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	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	255,175	274,515	302,063	280,092	286,176	292,348	298,659
SUSTAINABILITY	-	-	-	-	-	-	-	-	-
Total Tourism & Community Improvement	275,123	227,063	277,440	299,015	326,653	304,745	311,333	318,021	324,857
ENGINEERING & TRANSPORTATION SERVICES									
PUBLIC WORKS - COMMON SERVICES	132,144	177,790	233,771	202,866	175,949	180,008	183,930	188,144	192,457
PUBLIC WORKS OFFICE	10,928	14,455	17,305	19,070	14,598	14,888	15,183	15,508	15,840
PUBLIC WORKS SHOP	3,977	6,583	5,304	35,434	40,234	5,875	6,020	6,169	6,322
PUBLIC WORKS YARD	104	2,723	524	2,040	2,081	2,122	2,165	2,208	2,252
PUBLIC WORKS EQUIPMENT	6,946	7,945	19,081	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	49,571	54,372	68,713	53,508	57,398	58,548	59,721
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	36,369	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	84,040	69,821	70,618	72,030	73,471
TRANSIT	-	151	210	700	720	729	738	757	777
AMORTIZATION - PUBLIC WORKS	20,040	19,959	21,086	20,000	20,000	20,000	20,000	20,400	20,808
AMORTIZATION - TRANSPORTATION	298,395	292,876	292,876	303,000	303,000	308,448	303,000	309,060	315,241
Total Engineering & Transportation Services	665,847	735,010	824,918	915,112	903,909	839,775	852,088	869,850	887,935
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	24,710	25,000	25,000	25,000	25,000	25,500	26,010
Total Flood Protection	35,521	43,147	43,937	42,125	42,823	43,145	43,546	44,559	45,598

DRAFT

	2020	2021	2022	2022	2022	2023	2024	2025	2026	2027
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
WASTE MANAGEMENT										
WASTE MANAGEMENT - MUNICIPAL OPERATIONS	51,423	60,324	48,734	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	259,859	277,437	263,314	244,167	256,280	260,905	265,624	
PARKS, RECREATION & CULTURAL SERVICES										
BEACH	115,904	122,039	88,864	114,070	122,053	115,775	121,055	123,475	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	69,526	68,636	64,862	66,066	67,295	68,688	70,112	
BOAT LAUNCH & WASHROOMS	16,911	12,019	15,672	18,300	20,975	21,211	21,506	21,809	22,119	
HARRISON LAKE PLAZA	18,965	27,145	12,347	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	44,648	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	17,886	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	68,162	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	21,848	16,000	16,000	16,000	16,000	16,320	16,646	
AMORTIZATION - OTHER INFRASTRUCTURE	131,233	139,816	141,527	150,000	150,000	150,000	150,000	153,000	156,060	
Total Parks, Recreation, & Cultural Services	491,437	580,846	512,319	599,815	632,296	614,844	626,599	639,302	652,276	
TRANSFERS TO RESERVES AND ALLOWANCES										
CONTRIBUTION TO ALLOWANCES	360,053	447,060	477,917	419,900	479,202	479,306	479,612	488,204	496,968	
CONTRIBUTIONS TO STATUTORY RESERVES	237,945	353,472	224,290	224,300	251,154	218,900	220,718	225,132	229,636	
Total Transfers to Reserves	597,999	800,532	702,206	644,200	730,356	698,206	700,330	713,336	726,604	
TRANSFER TO CAPITAL FUND	110,485	79,683	65,295	68,800	68,800	68,800	68,800	70,176	71,580	
Total Transfers	708,483	880,215	767,501	713,000	799,156	767,006	769,130	783,512	798,184	
TOTAL EXPENDITURES	3,759,314	4,328,336	4,577,497	5,142,577	5,125,983	4,711,813	4,794,854	4,898,096	5,002,146	
SURPLUS (DEFICIT)										
	1,221,492	628,307	834,412	-	-	-	-	-	-	-

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

DRAFT

	2020	2021	2022	2022	2023	2024	2025	2026	2027	
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
CAPITAL FUND - REVENUE										
GRANTS - PROVINCIAL/FEDERAL/OTHER	20,000	288,299	1,394,800	3,747,301	8,438,898	-	-	-	-	
DEBT RESERVE INCOME	138	116	155	-	-	-	-	-	-	
GAIN ON DISPOSAL OF ASSETS	-	-	7,500	-	-	-	-	-	-	
TRANSFER FROM RESERVES	182,480	407,814	393,052	618,000	334,400	151,000	111,180	113,404	115,672	
TRANSFER FROM SURPLUS	15,000	-	44,533	245,000	-	-	-	-	-	
TRANSFER FROM GENERAL FUND	110,485	79,683	65,295	68,800	68,800	68,800	68,800	70,176	71,580	
DEFERRED REVENUES RECOGNISED	-	-	-	-	-	-	-	-	-	
DEBT	-	-	-	-	-	95,000	-	-	-	
OTHER - CAPITAL REVENUE	4,587	5,836	7,129	-	-	-	-	-	-	
RMI FUNDING	319,906	53,785	19,828	619,000	626,250	-	-	-	-	
DCC REVENUE RECOGNISED	93,631	-	9,600	798,400	959,000	-	-	-	-	
CONTRIBUTED ASSETS	-	-	-	-	-	-	-	-	-	
TOTAL REVENUES	746,227	835,533	1,941,893	6,096,501	10,427,348	314,800	179,980	183,580	187,252	
DEBT										
DEBT FINANCING	14,220	13,425	13,411	15,700	13,200	15,700	15,700	16,014	16,334	
DEBT REPAYMENTS	57,741	57,862	59,168	53,100	31,100	53,100	53,100	54,162	55,245	
	71,961	71,287	72,579	68,800	44,300	68,800	68,800	70,176	71,579	
CAPITAL EXPENDITURES										
MUNICIPAL BUILDINGS	45,185	-	534,018	1,140,000	804,400	-	-	-	-	
OFFICE EQUIPMENT	37,388	26,241	40,775	35,000	9,000	9,000	9,180	9,364	9,552	
FIRE DEPT VEHICLES	-	302,000	684,507	383,000	-	-	-	-	-	
FIRE DEPT EQUIPMENT	99,086	58,790	-	-	-	-	-	-	-	
PW VEHICLES	-	32,590	-	-	-	95,000	-	-	-	
EQUIPMENT	-	-	12,018	71,000	32,000	-	-	-	-	
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 WASHROOMS UPGRADE	-	-	-	-	-	-	-	-	-	
DOCK REPLACEMENT	-	-	-	20,000	20,000	-	-	-	-	
FEDERAL WHARF REPLACEMENT	16,212	-	-	-	-	-	-	-	-	
RECREATION/PLAYGROUND EQUIPMENT	35,177	-	-	-	-	-	-	-	-	
	674,265	764,246	2,163,814	6,027,701	10,358,548	246,000	111,180	113,404	115,673	
TOTAL EXPENDITURES	746,227	835,533	2,236,393	6,096,501	10,402,848	314,800	179,980	183,580	187,252	
TFR to RESERVES	-	-	7,500	-	24,500	-	-	-	-	
CAPITAL SURPLUS (DEFICIT) / Carry forward	-	-	(302,000)	-	-	-	-	-	-	

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

DRAFT

	2020	2021	2022	2022	2023	2024	2025	2026	2027
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET

WASTE WATER REVENUES

OPERATING REVENUES	670,826	682,900	725,317	705,500	726,610	759,885	778,161	793,472	809,045
UTILITY SERVICE FEES	224,876	231,477	232,856	232,000	236,640	241,373	246,200	251,124	256,147
DCC REVENUE									
INTEREST	21,733	9,953	35,806						
GRANT	6,550	22,045							
GAIN (LOSS) ON DISPOSAL OF ASSETS									
TRANSFER FROM SURPLUS				24,000	14,864				
TRANSFER FROM EQUITY IN TCA - SEWER	185,404	204,758	205,456	208,000	208,000	208,000	208,000	212,160	216,403
TOTAL REVENUES	1,109,389	1,151,133	1,199,435	1,169,500	1,186,115	1,209,258	1,232,361	1,256,757	1,281,595

EXPENDITURES

SEWER ADMINISTRATION	101,974	106,252	139,981	123,894	122,902	126,277	129,132	132,319	135,497
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	426,271	457,260	466,813	479,001	491,513	500,367	509,419
LIFT STATIONS	91,645	96,673	78,102	115,615	118,583	121,066	123,605	126,198	128,848
AMORTIZATION - SEWER	185,404	204,758	205,456	208,000	208,000	208,000	208,000	212,160	216,403
Total Operating Costs	781,462	824,879	875,867	937,500	949,475	967,885	986,161	1,005,633	1,025,448

TRANSFERS TO RESERVES AND ALLOWANCES

TRANSFER TO CAPITAL FUND	246,608	224,000	232,856	232,000	236,640	241,373	246,200	251,124	256,147
Total Transfers	246,608	233,953	268,662	232,000	236,640	241,373	246,200	251,124	256,147
TOTAL EXPENDITURES	1,028,070	1,058,832	1,144,530	1,169,500	1,186,115	1,209,258	1,232,361	1,256,757	1,281,595

Sewer Operating Fund SURPLUS (DEFICIT)

	81,318	92,301	54,906	-	-	-	-	-	-
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CAPITAL FUND REVENUES

DCC REVENUE RECOGNISED	130,513	15,550	47,274	600,000	1,794,375				
TRANSFER FROM SEWER OPERATIONS	224,876	224,000	232,856	232,000	236,640	241,373	246,200	251,124	256,147
TRANSFER FROM RESERVES	256,525		63,425	1,010,000	1,375,125	340,000			
CONTRIBUTED ASSETS									
INFRASTRUCTURE GRANTS									
TOTAL REVENUES	611,914	239,550	343,555	1,842,000	3,406,140	581,373	246,200	251,124	256,147

CAPITAL EXPENDITURES

WASTEWATER RESERVES	387,038	15,550	110,699	1,610,000	3,169,500	340,000			
TOTAL EXPENDITURES	224,876	224,000	232,856	232,000	236,640	241,373	246,200	251,124	256,147
TOTAL EXPENDITURES	611,914	239,550	343,555	1,842,000	3,406,140	581,373	246,200	251,124	256,147

Capital Fund SURPLUS (DEFICIT)

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

DRAFT

	2020	2021	2022	2022	2023	2024	2025	2026	2027	
	ACTUAL	ACTUAL	ACTUAL	(UNAUDITED)	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
WATER FUND										
REVENUES										
OPERATING REVENUES	367,864	390,362	396,452	369,920	379,623	387,320	395,177	403,197	411,382	
UTILITY SERVICE FEES	247,731	256,410	258,597	259,000	264,180	269,464	274,853	280,350	285,957	
INTEREST	6,504	4,373	18,699	-	-	-	-	-	-	
GAIN (LOSS) ON DISPOSAL OF ASSETS	-	-	-	-	-	-	-	-	-	
TRANSFER FROM SURPLUS	-	-	-	-	-	-	-	-	-	
TRANSFER FROM RESERVES	-	-	-	-	-	-	-	-	-	
TRANSFER FROM EQUITY IN TCA	173,191	173,191	174,143	178,000	178,000	178,000	178,000	181,560	185,191	
TOTAL REVENUES	795,291	824,337	847,891	806,920	821,803	834,784	848,030	865,107	882,530	
EXPENSES										
WATER ADMINISTRATION	102,130	110,409	137,051	136,542	130,886	135,071	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	55,522	82,350	83,673	85,022	86,399	88,127	89,889	
WATER RESERVOIR	10,378	5,494	6,096	5,957	20,059	19,483	19,922	19,699	19,451	
WATER TREATMENT PLANT	94,474	94,856	108,501	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	174,143	178,000	178,000	178,000	178,000	181,560	185,191	
Total Operating Costs	444,977	467,286	498,974	545,123	557,623	565,320	573,177	584,756	596,572	
TRANSFERS TO RESERVES AND ALLOWANCES	6,504	4,373	18,699	261,797	264,180	269,464	274,853	280,350	285,957	
TRANSFER TO CAPITAL FUND	248,660	252,300	258,597	261,797	264,180	269,464	274,853	280,350	285,957	
Total Transfers	255,164	256,673	277,296	261,797	264,180	269,464	274,853	280,350	285,957	
TOTAL EXPENDITURES	700,141	723,959	776,271	806,920	821,803	834,784	848,030	865,107	882,530	
Water Operating fund SURPLUS (DEFICIT)	95,150	100,378	71,621	-	-	-	-	-	-	
CAPITAL FUND										
REVENUES										
DCC REVENUE RECOGNISED	-	-	-	125,000	125,000	-	-	-	-	
INFRASTRUCTURE GRANTS	-	-	-	-	-	-	-	-	-	
CONTRIBUTED ASSETS	-	-	-	-	-	-	-	-	-	
TRANSFER FROM WATER OPERATING	248,660	252,300	258,597	261,797	264,180	269,464	274,853	280,350	285,957	
TRANSFER FROM SURPLUS	-	-	-	-	-	-	-	-	-	
TRANSFER FROM RESERVES	-	-	-	-	-	-	-	-	-	
TOTAL REVENUES	248,660	252,300	324,614	806,797	834,180	329,464	274,853	280,350	285,957	
EXPENDITURES										
DEBT FINANCING	1,360	-	-	-	-	-	-	-	-	
DEBT REPAYMENTS	110,000	-	-	-	-	-	-	-	-	
TRANSFERS TO RESERVE AND ALLOWANCES	111,360	-	-	-	-	-	-	-	-	
TRANSFERS TO RESERVE AND ALLOWANCES	137,300	252,300	258,597	261,797	264,180	269,464	274,853	280,350	285,957	
CAPITAL EXPENDITURES	-	-	66,017	545,000	570,000	60,000	-	-	-	
TOTAL EXPENDITURES	248,660	252,300	324,614	806,797	834,180	329,464	274,853	280,350	285,957	
Water Capital Fund SURPLUS (DEFICIT)	-	-	-	-	-	-	-	-	-	

VILLAGE OF HARRISON HOT SPRINGS



REPORT TO COUNCIL

TO: Mayor and Council DATE: March 20, 2023
FROM: Ken Cossey, MCIP, RPP FILE: 3090-20-DP 04/21 (Revised) (694, 712, and 720 Hot Springs Rd)
SUBJECT: Consideration on the issuance of the requested revised Development Permit

ISSUE:

Council's consideration on the issuance of a revised Development Permit.

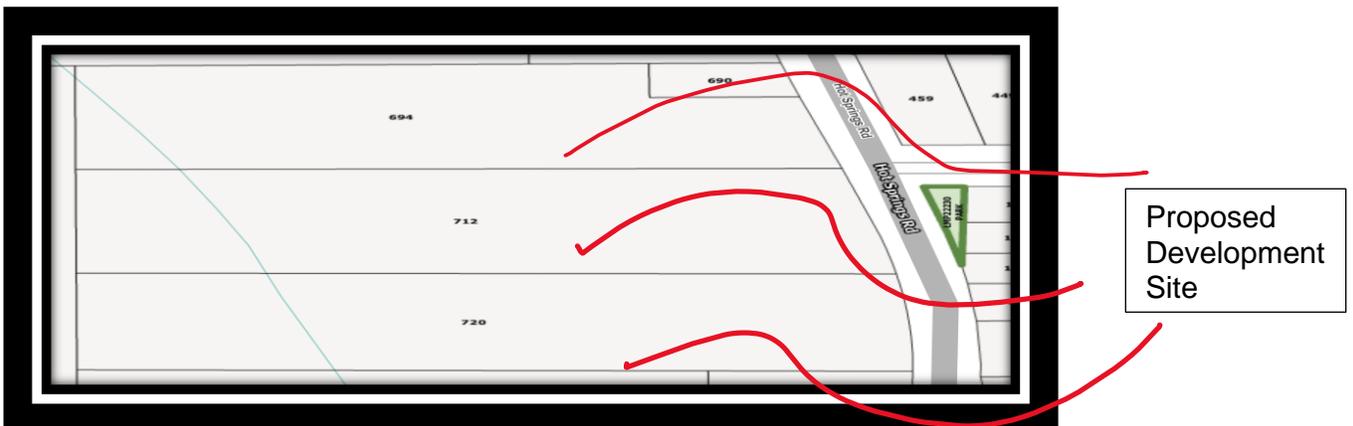
Proposed Changes to the original Development Permit

Originally the developers were not going to use the existing vacant dwelling on the site with the civic address of 720 Hot Springs Road. The developers have now decided to use the house. The main floor will be used as living quarters for the Park Manager and use the basement for storage purposes. Note the basement has an existing operating water well. The applicant would like to keep this well operational for plant watering purposes only.

BACKGROUND:

Zoning Information, Parcel Size, and adjacent uses

The site is approximately 6.80 Ac (2.75 Ha or 27,518.62 M2) in size. The parcel is zoned C-3, Tourist Commercial and is bounded by Hot Springs Road on the east. The lots across Hot Springs Road are zoned either R-1 or R-3.



The proposed development site is bounded on the north and south by a C-3 Zone, as outlined below.



Proposed Land Use

The applicant is proposing to create an 83 recreational vehicle (RV) site holiday park and campground with a single level amenity building and a swimming pool. The proposed holiday park and campground with a manager’s dwelling are permitted as a land use for this zone.

Environmental Sensitive Area on the site

The site is located adjacent to stream that is a tributary of the Miami River. This stream is located near the base of the bedrock escarpment. Due to this the applicant was required to get a report prepared and reviewed by the province under the provincial *Riparian Areas Protection Regulation* process. This report has been created and reviewed by the province.

Based upon this report the proposed development site will be located outside of the recommended 10.05 M Streamside Protection and Enhancement Area (SPEA) boundary.

Development Permit Area (DPA) Guidelines – Geotechnical Hazard Area DP

“9.4.4 Guidelines

Development Permits issued in these areas shall be in accordance with the following guidelines:

- a. Within the Geotechnical Hazard DPA on the east side of the Village, subdivisions and building permits for dwellings and other structures shall require a site-specific Geotechnical Report, prepared by a certified professional engineer with experience in geotechnical engineering. The report which the Village will use to determine the conditions and requirements of the Development Permit should certify that the land may be used safely for the use intended.

- b. Within the Geotechnical Hazard DPA on the west side of the Village, subdivisions and building permits for dwellings and other structures shall require a site-specific inspection by a qualified surveyor to determine whether the development falls within Hazard Zone A or Hazard Zone B, as illustrated on **Figure 3**, and described below:

Hazard Zone A: Steepland Zone

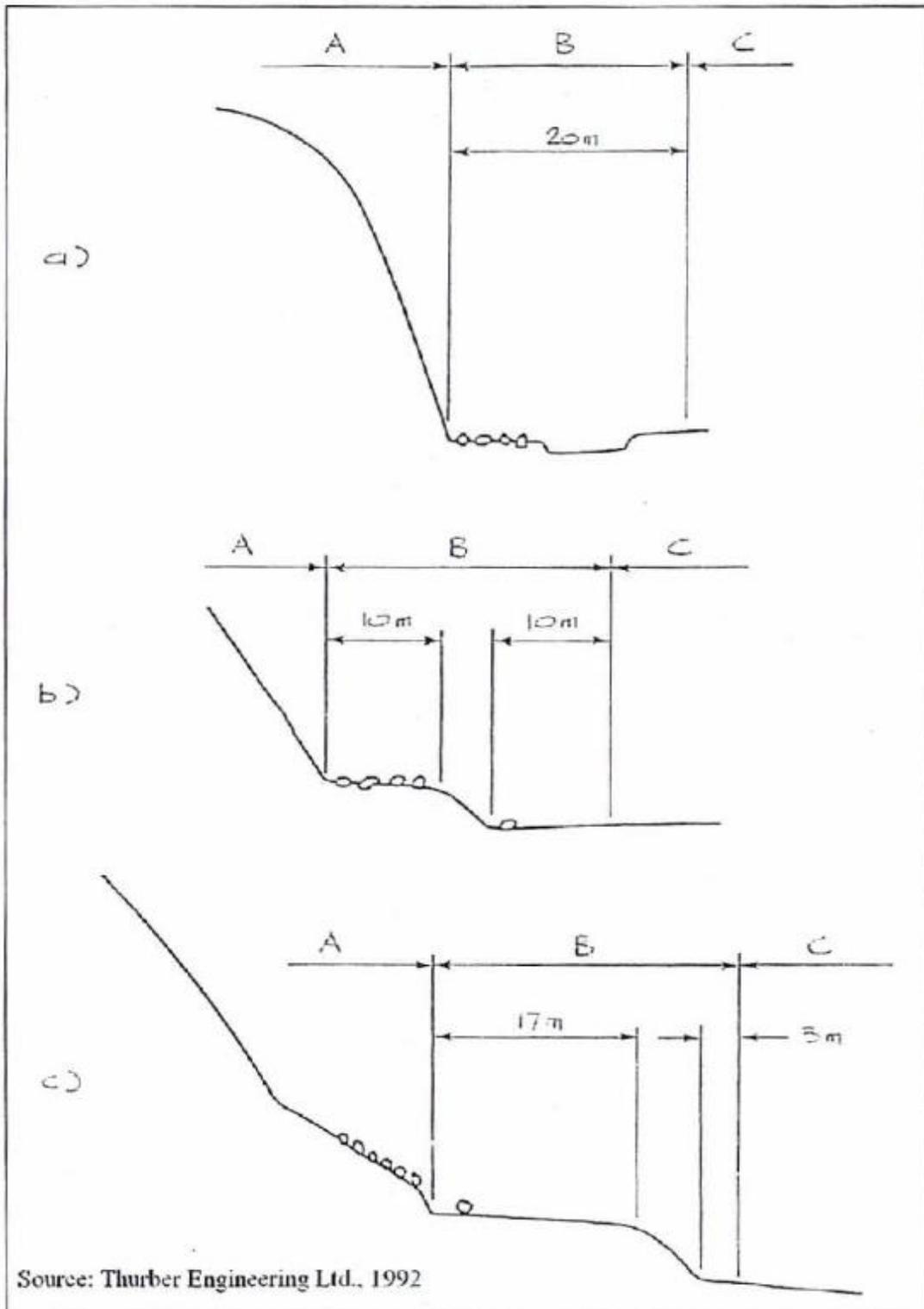
This zone covers the mountain slope, including cliffs and benches, wherever the ground surface inclination exceeds 3H:1V (18 degrees). Excluded from Zone A are low benches whose surface slopes at less than 18 degrees over the width of at least 10 m and lies less than 10 m above the general elevation of the adjacent Miami River floodplain. Areas within Zone A should be considered subject to rockfall and debris avalanche hazard of moderate possibility, meaning that a significant damage incident should be expected within the design life of a house.

Hazard Zone B: Rockfall Runout Zone

The rockfall runout zone is a band 20 m wide, measures from the east (downslope) boundary of Zone A, as defined above, towards the east. The 20 m width should be measured only flat-lying surface, not including the widths of any terraces, steps, or bench fronts steeper than 3H:1V (see examples b) and c) in **Figure 3**).

- c. Notwithstanding the uses permitted in the Zoning Bylaw, within Hazard Zones A or B, as illustrated on **Figure 3**, no dwellings, structures, or other uses shall be permitted which involve overnight accommodation or the assembly of people on, or the attraction of people to the site.
- d. The Hazard Zone restrictions may be relaxed based on a detailed inspection and with the use of protective measures prescribed by a certified professional engineer with experience in geotechnical engineering. A Geotechnical Report is required. The items required in the report should be in sufficient detail and clarity to permit their inclusion in a Section 219 Covenant as required by the *Land Title Act*. At a minimum, the report should include the following types of analysis and information:
 - i. A topographic and geomorphic description of the site and a statement as to which type of natural hazards may affect it.
 - ii. A review of previous geotechnical studies affecting the site and/or of engineering work in the vicinity.
 - iii. An assessment of the nature, extent, frequency (probability) and potential effect of the hazard including a description of the scientific methodology used to define these parameters. The methodology should be described in sufficient detail to facilitate a professional review of the study if necessary.

Figure 3: Geotechnical Hazard Zones



iv. Proposed mitigative works (if any, including construction and maintenance programs)

for such works) and/or actions designed to prevent hazardous occurrences. Certificates of approval are required on all constructed works for which the engineer is responsible.

- v. An assessment of the effect of the mitigative work in terms of its ability to reduce the potential impact of the hazard.
 - vi. A certification that the land may be used safely for the use intended.
 - vii. Any other recommendations which the engineer believes appropriate.
 - viii. The signature and seal of a B.C. registered P.Eng. or P.Geo. with experience in the specialized field appropriate to the study.
- e. Notwithstanding the uses permitted in the Zoning Bylaw, where a Geotechnical Report referred to in these Guidelines identifies a hazard which may be a threat to life, no uses shall be permitted which involve overnight accommodation or the assembly of people on, or the attraction of people to the site.
 - f. On the basis of the site-specific Geotechnical Report referred to in these Guidelines, conditions may be imposed restricting the uses and densities permitted in the Zoning Bylaw, the sequence and timing of construction, areas to remain free of development, vegetation, or trees to be planted or retained, natural drainage to be maintained or enhanced or other matters as specified in sections 920 (7) of the *Local Government Act*.
 - g. Where the Zoning Bylaw permits residential use and where the site-specific inspection or the Geotechnical Report identifies safe building sites, all new lots created shall include suitable building sites in areas not subject to hazard. Clustering of lots away from the hazard area is preferred and the regulations respecting the minimum size of parcels of land that may be created by subdivision may be varied to facilitate the optimum uses of the land.
 - h. Land uses may be restricted in areas of geological hazard and landowners may be required to ensure that the land can be safely used for the use intended and that appropriate mitigative and protective conditions will be implemented. The areas of geologic hazard are the areas outside of the “safeline” and towards the toe of the slope, identified in the Thurber Engineering 1988 report (Dwg. 14-75-0-1), ..., which estimates the 1/500 year probability of combined slope hazards.
 - i. No alterations to the natural drainage, and no construction or excavation shall be permitted which might cause or contribute to hazardous conditions on the site or on adjacent lands.”

Section 9.4.4 of OCP Bylaw 864

Upon a review of the reports and materials submitted under the original application, staff are of the opinion that the Development Permit objectives have been addressed for this Development Permit section and will not be changed in the revised permit.

Development Permit Area (DPA) Guidelines – Miami River DP

“14.4.4 Guidelines

- a. All new development west of McCombs Drive within 30 m of the top of the bank of Miami River, and all new development east of McCombs Drive within 50 m of the top of the bank of the Miami River, except as specifically exempted, will be required to obtain a development permit and to comply with the assessment requirements and riparian protection measures to be specified by a Qualified Environmental Professional in accordance with the *Riparian Areas Regulation* of the *Fish Protection Act*.

- b. The development permit application will specify the measures to be undertaken to
 - i. maintain, restore, or enhance contiguous natural riparian vegetation within the stream protection and enhancement area recommended by a Qualified Environmental Professional as defined by the *Riparian Areas Regulation*.
 - ii. control drainage through landscaping, land shaping and other measures such that stormwater runoff from the development site does not increase nutrient and sediment loading to the Miami River; and
 - iii. prevent soil erosion and sediment runoff to Miami River during construction and after development.
- c. Works within the wetted area of the Miami River and aquatic habitat will require written approval of the relevant federal and provincial agencies.”

Source: Section 14.4.4 of OCP Bylaw 864.

Upon a review of the reports and materials submitted with the original application, staff are of the opinion that the Development Permit objectives have been addressed for this Development Permit section and will not be changed in the revised permit.

Issuance of the original Development Permit

DP04/21 was addressed by Council during their September 19, 2022 meeting and Council subsequently passed the following motion:

“THAT Development Permit DP 04/21 be issued to Harrison Hot Springs LLC No. 802862187 and John Giovanni Fogliato, for the property located at 694, 712, and 720 Harrison Springs Road, Harrison Hot Springs for land legally described as:

- (a) Parcel “A” (Explanatory Plan 12236) Lot 12 Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-637)
- (b) Lot 12 Except: Parcel “A” (Explanatory Plan 12236); Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-661)
- (c) Lot “D”, Section 12, Township 4, Range 29, West of the Sixth Meridian, New Westminster District Plan 9647 (PID: 011-424-494),

Subject to the following:

- 1. The applicant supplying an Irrevocable Letter of Credit in the amount of \$96,250, and
- 2. The applicant entering into a “save harmless” covenant with the Village.”

Change to the revised DP04/21

The revised development permit has the following change:

1. The Irrevocable Letter of Credit has increased by \$19,375.00, from \$96,250.00 to \$115,625.00. This includes the current estimate received for the roof work for \$15,500.00 multiplied by a factor of 1.25.

Change to the revised issuance of DP04/21 report

1. Added the requirement for an additional covenant to ensure that the well water is used only to water the park's plants, as indicated by the applicant.

Referral Agencies

Upon review of the revised application, staff is of the opinion that this application does not need to be referred to any external agencies.

Notice on Title

There are no covenants registered against these lots. A floodplain covenant is recommended for all three (3) lots.

Letter of Credit may be used to cover the following costs

Past estimates have been received and reviewed by the staff, from various third-party businesses, with respect to the required Irrevocable Letter of Credit. The new addition into the Letter of Credit requirements will be the new roof for the manager's house.

The works required includes the following:

1. The building of the split rail fence and the placement of the required signs,
2. The required revegetation,
3. The cost to replace the trees that will need to be or have been taken down,
4. The roof of the amenity building, and now the
5. The roof of the new manager's house.

RECOMMENDATION:

THAT Development Permit DP 04/21 (revised) be issued to Harrison Hot Springs LLC No. 802862187 and John Giovanni Fogliato, for the property located at 694, 712, and 720 Harrison Springs Road, Harrison Hot Springs for land legally described as:

- a. Parcel "A" (Explanatory Plan 12236) Lot 12 Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-637)
- b. Lot 12 Except: Parcel "A" (Explanatory Plan 12236); Section 12 Township 4 Range 29 West of the Sixth Meridian, New Westminster District Plan 5519 (PID: 011-150-661)

- c. Lot "D", Section 12, Township 4, Range 29, West of the Sixth Meridian, New Westminster District Plan 9647 (PID: 011-424-494),

Subject to the following:

1. The applicant supplying an Irrevocable Letter of Credit in the amount of \$115,625.00,
2. The applicant entering into a floodplain covenant with the Village, and
3. The applicant entering into a covenant with the Village to ensure that their well water is used only for the watering of plants.

Respectfully submitted;

**REVIEWED BY and CONCURRENCE
with the RECOMMENDATION:**

Ken Cossey

Ken Cossey, MCIP, RPP,
Planning Consultant

Kelly Ridley

Kelly Ridley
Interim Chief Administrative Officer

Attachments (3)

Proposed Site plan
DP 3060-20-DP 04/21 (revised)
Rendering of the proposed manager's dwelling



Village of Harrison Hot Springs

DEVELOPMENT PERMIT NO. DP04/21 (Revised)

ISSUED this ___ day of _____, 2023

FILE No: 3060-20-DP04/21 (revised)

FOLIO Numbers: 5240-15813, 5240-15785, 5240-15765

TO: (1) James Grant, and
(2) John Fogliato

(the “Permittee”)

ADDRESS: (1) 4588 Sundance Drive
Plano, Texas
USA, 75024

(2) PO Box 113
Harrison Hot Springs BC
V0M 1K0

1. This Development Permit is issued subject to compliance with all of the bylaws of the Village of Harrison Hot Springs applicable thereto. This Development Permit must not be used to supplement any bylaw or vary the requirements of the Village of Harrison Hot Springs Zoning requirements.

2. This Development Permit applies to and only to those parcels of land(s) within the Village of Harrison Hot Springs legally described below:

Parcel Identifier: 011-150-637, 011-150-661, and 011-424-494

Legally Described as: Parcel “A” (Explanatory Plan 12236) Lot 12, Township 4, Range 29 West of the 6th Meridian, New Westminster District Plan 5519

Lot 12 Except: Parcel “A” (Explanatory Plan 12236), Section 12, Township 4, Range 29, West of the 6th Meridian, New Westminster District Plan 5519

Lot “D” Section 12, Township 4, Range 29, West of the 6th Meridian, New Westminster District Plan 5519

and any and all buildings, structures, and other development thereon.

(the “Lands”)

3. **This Development Permit is issued only to allow:**

for the development of a campground and holiday park; specially Phase III of the Springs RV Resort

4. The development must be carried out according to the following time schedule, if applicable: **N/A**

5. As a condition of the issuance of this Development Permit, the Council holds security set out below to ensure that development is carried out in accordance with the terms and conditions of this Development Permit. Should any interest be earned upon the security, it must accrue to the Permittee and be paid to the Permittee, if the security is returned. The condition of the posting of the security is that should the Permittee fail to carry out the work hereby authorized according to the terms and conditions of the Development Permit within the time provided, the Village may use the security to carry out the work by its servants, agents or contractors, and any surplus must be paid over to the Permittee; or should the Permittee carry out the work Permitted by this Development Permit within the set time set out below, the security must be returned to the Permittee.
 - (a) an Irrevocable Letter of Credit in the amount of: \$115,625.00
 - (b) none required

6. THE FOLLOWING CONDITIONS APPLY TO THE DEVELOPMENT OF THE LANDS OR APPLY TO THE USE OF THE LANDS:
 - i) All Campground and RV Lots and any other Buildings or Structures must be located outside of the 18.6 M rockfall setback area, as outlined on page 5 of the Geohazard Assessment Report prepared by Fraser Valley Engineering Limited, dated February 4, 2021.
 - ii) Silt Fencing must be erected along the entire length of the site's SPEA, to prevent any surface water run-off from making its way into the creek during the construction period. The SPEA has been determined to be 10.05 M from the stream boundary.
 - iii) An Erosion and Sediment Control plan is required. As a part of this plan, the applicant must also include how the roadways will be kept free of any tracking, and that no turbid water leaves the site.
 - iv) A Stormwater Management Plan is required. As a part of this plan this water must be piped into the stormwater system along Hot Springs Road.
 - v) During the construction period, the SPEA area must be inspected daily, to ensure that the vegetation in this area is not affected or impacted. This includes the daily inspection of all construction machinery for leaks and all refueling must be done off-site. The applicant must hire a Qualified Environmental Professional to monitor the site during the construction stage.
 - vi) Replacement trees, a total of seventy-two trees will be removed as per the Huckleberry Landscape Design report dated April 5, 2021, with 144 replacement trees planted. The replacement trees must follow the requirements as laid out on Page 37 of the attached Huckleberry Landscaping Design report.
 - vii) The 10.05 M SPEA area must be planted with native riparian vegetation, with a density of one plant per M². A post and rail fence must be erected along the entire SPEA with signage provided indicating that this is a no-go zone. The culvert crossing and the east bank armouring are not to be disturbed.

7. The Permittee agrees that the Lands must be developed and used strictly in accordance with this Development Permit, including any attached plans, maps, and specifications.

8. The following plans, maps or specifications are attached to and form a part of this Development Permit:
- a) Fraser Valley Engineering Limited, and maps dated May 27, 2021.
 - b) Huckleberry Landscaping Design Report dated April 5, 2021.
 - c) All-Terran Consulting Ltd; Condition and Impact Assessment Report dated December 15, 2021.
9. **This Development Permit is NOT a Building Development Permit, a subdivision approval nor a soil deposit or removal permit.**
10. This Development Permit must lapse on the ____ day of ____, 2025 unless the development is substantially started.

RESOLUTION PASSED BY COUNCIL, THIS ____ day of ____, 2023

I HEREBY CERTIFY that I have read the terms and conditions of the Development Permit contained herein. I understand and agree that the Village of Harrison Hot Springs has made no representations, covenants, warranties, guarantees, promises or agreements (verbal or otherwise) with the owner of the parcel of land or me other than those contained in this Permit.

James Grant
(signature)

Print Name

John Fogliato
(signature)

Print Name

Corporate Officer



AMENITIES BUILDING
northwest view

Our new amenities building will provide flexible interior and exterior spaces for games, socializing and relaxing. This building and its associated pool, hot tub and sauna will mark a further step forward in quality design and finishing from previous phases of the Springs Resort.