



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, April 3, 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 Committee of the Whole Meeting Minutes of March 14, 2023 be adopted. | Page 1 |
| (b) THAT the Special Pre-Closed Council Meeting Minutes of March 16, 2023 be adopted. | Page 5 |
| (c) THAT the Regular Council Meeting Minutes of March 20, 2023 be adopted. | Page 7 |

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 | |
| (b) Gabrielle Thornton
Re: Petition against Council Remuneration Increase and Request for Councillors
Resignation | Page 15 |

8. CORRESPONDENCE

- | | |
|---|---------|
| (a) Letter dated March 15, 2023 from Richard Fife and Jenny Peters
Re: Reconsideration of Highway and Traffic Amendment Bylaw No. 1185 | Page 43 |
| (b) Letter dated March 22, 2023 from Kelli Easton
Re: Lack of Funding Allocation for Recreation/Playground Equipment | Page 49 |
| (c) Email dated March 23, 2023 from Grace Admiraal, Agassiz-Harrison Community Services
Re: Request for Letter of Appreciation from the Mayor for National Volunteer Appreciation Week | Page 51 |
| (d) Letter dated March 28, 2023 from Laura Sivilay
Re: Request for Childrens Playground in Woods Park | Page 53 |

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

- | | |
|---|---------|
| (a) Report of Operations Manager/Acting Deputy CAO – April 3, 2023
Re: 2022-2023 Synthetic Outdoor Rink Operations Report

Recommendation:

THAT the 2022-2023 Synthetic Outdoor Rink Operations Report be received. | Page 55 |
| (b) Report of Emergency Programs Coordinator – April 3, 2023
Re: UBCM – CEPF – EOC Grant Application

Recommendation:

THAT Council endorses staff's application for the 2023 Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) Emergency Operations Center grant for up to \$30,000. | Page 57 |
| (c) Report of Interim CAO/Acting CO – April 3, 2023
Re: Working Committee for Flood Disasters

Recommendation:

THAT the LMLGA resolution as developed by the Lets'emot C2C forum provided to Council at the March 6, 2023 regular Council meeting be amended by removing the last four words "in the Lower Mainland" and the amended resolution be forwarded to the LMLGA for their meeting in May. | Page 59 |

- (d) Report of Interim CAO/Acting CO – April 3, 2023
Re: Deputy Mayor Appointments

Page 61

Recommendation:

THAT Councillor Vidal perform the duties of the Deputy Mayor for the rest of 2023 and for the year 2025; and

THAT Councillor Facio perform the duties of the Deputy Mayor in 2024 and in 2026.

13. BYLAWS

- (a) Report from Finance Manager – April 3, 2023
Re: 2023-2027 Financial Plan Bylaw No. 1187, 2023

Page 63

Recommendation:

THAT the 2023-2027 Financial Plan Bylaw No. 1187, 2023 be adopted.

- (b) Report from Planning Consultant – April 3, 2023
Re: The Official Community Plan Bylaw No. 1184, 2022

Page 69

Recommendation:

THAT staff be authorized to set up an open house, and any other public consultation process Council wishes to have.

- (c) Report of Interim CAO/Acting CO – April 3, 2023
Re: Draft Code of Conduct

Page 129

Recommendation:

THAT the Council for the Village of Harrison Hot Springs review the attached draft Code of Conduct Bylaw No. 1189, 2023 and if it is supported, give the bylaw its First Three Readings; and

THAT the current Village of Harrison Hot Springs Code of Conduct Policy No. 1.33 be cancelled once Code of Conduct Bylaw No.1189, 2023 is adopted.

14. NEW BUSINESS

- (a) Request from Councillor Facio
Re: Council Indemnity Bylaw

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

16. ADJOURNMENT

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING**

4(a)

DATE: Tuesday, March 14, 2023 at 10:00 a.m. and
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
Operations Manager, Tyson Koch
Planning Consultant, Ken Cossey

ABSENT: None

1. CALL TO ORDER

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

Moved by Mayor Wood

THAT Section 2: Late Items be approved for removal from the agenda.

**CARRIED
UNANIMOUSLY**
COW-2023-03-01

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Mayor Wood

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
COW-2023-03-02

4. ITEMS FOR DISCUSSION

- (a) Presentation of the Draft OCP Bylaw No. 1184, 2022 from Ken Cossey, Planning Consultant

The Planning consultant gave a PowerPoint presentation on the history, creation, and key changes of the Draft OCP Bylaw No. 1184, 2022.

*Village of Harrison Hot Springs
Minutes of the Special Committee of the Whole Meeting
March 14, 2023*

- (b) Draft Village of Harrison Hot Springs Official Community Plan Bylaw No. 1184, 2022

Moved by Mayor Wood

THAT on page 2, goal 4 be amended to add Esplanade Avenue after the word Lillooet Avenue so it reads *“The strategy to achieve this goal will focus on protecting and enhancing the views to the lake from key sites on Lillooet Avenue and Esplanade Avenue and encouraging future lakeshore development that takes account of the need to protect views of the mountains and lake. It will also support measures to prevent adverse effects of logging on scenic values.”*

**CARRIED
UNANIMOUSLY**
COW-2023-03-03

Moved by Councillor Vidal

THAT on page 3, section 2.3, The labour participation rate paragraph be removed in its entirety.

**CARRIED
UNANIMOUSLY**
COW-2023-03-04

Moved by Mayor Wood

THAT on page 4, a new table be added showing employment of the residents of the Village of Harrison Hot Springs.

**CARRIED
OPPOSED BY COUNCILLOR JACKSON**
COW-2023-03-05

The Planning Consultant advised that it would be difficult to obtain that kind of information.

Mayor Wood rescinded motion COW-2023-03-05.

Moved by Mayor Wood

THAT on page 4, the table titled “Employment by Industry – 2016” be removed.

MOTION FAILED
COUNCILLORS BUCKLEY, FACIO, JACKSON, VIDAL ABSTAINED FROM VOTING

Moved by Councillor Jackson

THAT on the 75 acres behind Cottonwood Avenue and bordering McCombs Drive, Council will not entertain a request to have land removed from the ALR for land development and will make every effort to safeguard the land as a protected diverse ecological area.

**CARRIED
UNANIMOUSLY**
COW-2023-03-06

*Village of Harrison Hot Springs
Minutes of the Special Committee of the Whole Meeting
March 14, 2023*

Moved by Councillor Jackson

THAT second and third reading be rescinded for Draft OCP Bylaw No.1184, 2022.

CARRIED
OPPOSED BY COUNCILLOR BUCKLEY
COW-2023-03-07

5. ADJOURNMENT

Moved by Councillor Facio

THAT the meeting be adjourned at 12:32 p.m.

CARRIED
UNANIMOUSLY
COW-2023-03-08

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

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

4(b)

**Monday, March 16, 2023
2:00 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
COUNCIL ABSENT	Mayor Ed Wood Councillor Michie Vidal
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 2:15 pm.

2. RESOLUTION TO EXCLUDE PUBLIC

RC(C)23-006

Moved by Councillor Facio

Seconded by Councillor Jackson

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

*Village of Harrison Hot Springs
Minutes of the Special (Pre-Closed) Council Meeting
March 16, 2023*

3. ADJOURN TO CLOSED COUNCIL MEETING

RC(C)23-007

Moved by Councillor Facio

Seconded by Councillor Jackson

RESOLVED:

THAT the March 16, 2023 Special (Pre-Closed) Council meeting be adjourned.

CARRIED

The meeting was adjourned at 2:17 pm.

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

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

4(c)

DATE: Monday, March 20, 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 (via Zoom)

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

None

3. APPROVAL OF AGENDA

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the agenda dated March 20, 2023 be approved.

**CARRIED
UNANIMOUSLY**
RC-2023-03-14

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Special Pre-Closed Council Meeting Minutes of February 24, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-03-15

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Regular Pre-Closed Council Meeting Minutes of March 6, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-03-16

Moved by Councillor Vidal
Seconded by Councillor Buckley

THAT the Regular Council Meeting Minutes of March 6, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-03-17

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

None

7. DELEGATIONS/PETITIONS

None

8. CORRESPONDENCE

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

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

Moved by Councillor Jackson
Seconded by Councillor Buckley

THAT the letter dated March 7, 2023 from Blair Degenstein, the email dated March 7, 2023 from District of Kent, the letter dated March 9, 2023 from Sgt. Mike Sargent, the letter dated March 9, 2023 from Superintendent Davy Lee, the letter dated March 10, 2023 from Mayor Sylvia Pranger, District of Kent, and the email dated March 13, 2023 from Shirley Dishon be received.

**CARRIED
UNANIMOUSLY**
RC-2023-03-18

9. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT the Village of Harrison Hot Springs host the next Lets'emot C2C meeting.

**CARRIED
UNANIMOUSLY**
RC-2023-03-19

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

Councillor Jackson

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

Councillor Buckley

- Agassiz Harrison Healthy Communities
 - Attended a meeting on March 16, 2023.
- Fraser Valley Regional District Board (Alternate Municipal Director) – No Report
- Harrison Agassiz Chamber of Commerce
 - Attended a meeting on March 14, 2023.

Councillor Facio

- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director)
 - Attended a Strategic Planning meeting on March 16 and 17, 2023
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Reported that students at the Harrison Hot Springs Elementary school will be picking up garbage around town on April 19th, 2023. Staff will be helping at road crossings and the Harrison Hot Springs Resort will be providing lunches for the students during their event.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

Councillor Vidal

- Community Futures North Fraser Board of Directors
- Corrections Canada Citizen's Advisory Committee
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Lets'emot C2C meeting on March 8, 2023
- Attended a LMLGA Executive Board meeting on March 16, 2023
- Attended a Chamber event hosted by Muddy Waters on March 16, 2023

11. MAYOR'S REPORT

- Reported that Council decided during the March 14, 2023 Committee of the Whole meeting that the Draft OCP Bylaw No. 1184, 2022 will be rescinded back to first reading. The public will have the ability to put forward comments about the draft OCP Bylaw.
- Addressed concerns about the relationship between Mayor and Council and advised that The BC Inspector of Municipalities is now working with Mayor and Council going forward.

12. REPORTS FROM STAFF

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

Moved by Councillor Jackson
Seconded by Councillor Buckley

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] from posting any comments on [redacted] [redacted] news. 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

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

4. 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

5. That Council request the BC Privacy Inspector to investigate the Facebook site [REDACTED] for slanderous and defamatory postings against Council members and staff. *RIC-2023-02-05*
Redacted under Section 22 3 (j) FOIPA

6. That Kelly Ridley be interviewed for the position of Interim Chief Administrative Officer/Acting Corporate Officer. *RIC-2023-02-09*

March 6, 2023

7. 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*
8. 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*
9. 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*

**CARRIED
UNANIMOUSLY**
RC-2023-03-20

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

Moved by Councillor Buckley
Seconded by Councillor Facio

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;

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

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.

**CARRIED
UNANIMOUSLY**
RC-2023-03-21

13. BYLAWS

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

Mayor Wood announced that the public be invited to provide any public comment.

The Village received comments from the public.

Moved by Councillor Facio
Seconded by Councillor Jackson

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

**CARRIED
UNANIMOUSLY**
RC-2023-03-22

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

Councillor Buckley excused himself at 8:01 p.m. due to a conflict of interest stating that one of the applicants is a personal friend.

Moved by Mayor Wood
Seconded by Councillor Facio

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:

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

- 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

CARRIED
RC-2023-03-23

Moved by Councillor Vidal
Seconded by Councillor Facio

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:

- 3. The applicant entering into a covenant with the Village to ensure that their well water is used only for the watering of plants.

MOTION DEFEATED
OPPOSED BY COUNCILLORS VIDAL, FACIO, JACKSON

Councillor Buckley re-entered Council Chambers at 8:27 p.m.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
March 20, 2023*

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.

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT Council refer the establishment of a Council Committee to enquire into workplace related matters back to the Chief Administrative Officer for further information.

**CARRIED
UNANIMOUSLY**
RC-2023-03-24

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

Questions from the public were entertained.

16. ADJOURNMENT

Moved by Councillor Facio
Seconded by Councillor Buckley

THAT the meeting be adjourned at 8:57 p.m.

**CARRIED
UNANIMOUSLY**
RC-2023-03-25

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

Honorable Mayor:

I am responding to the 2 petitions that I have submitted to council. One regarding raises that councilors have given themselves, number two to ask for the resignation of the 4 councilors Fasio, Vidal, Jackson and Buckley, who seem to have an issue with our mayor and the residents. In their campaign promises they all spoke of working with the residents, being transparent, willing to listen and engage with the residents on major projects that affect us. They spoke of not wasting taxpayers money IE: the ice skating rink. They had their special meetings without the mayor, finding more ways to destroy the beauty of this village by letting the developers put up townhomes, condos and mega houses. These structures do not fit in with the look of the village, we have no infrastructure or emergency access to accommodate all these construction. and zoning changes. This is not a city but our village with its beauty, nature, and views. Our participation was not considered, our thoughts did not matter: IE: keeping the meetings at memorial hall as requested by letters and conversations by the resident for health and safety reasons.

Our mayor on the other hand did make promises to listen, teach, engage and involve the residents. He has made every effort to show leadership, to lift the spirits of the residents with a new found hope that we will be included in the process. This has not been the case prior and in many years past. The discontent displayed toward the councilors were of their own doing by their actions readily displayed on YouTube and Zoom, showing their disrespect for our mayor and residents. They have lost our trust, to make wise decisions for the village. Their efforts to blindside our mayor was like slapping the residents in the face with their vote of no confidence towards him. We are confident in our mayor to make the right decisions for the residents and the village.

We are all suffering with the effects of COVID, inflation, and mostly the cost of living expenses as families and seniors are struggling to make ends meet. That includes a 4.9% property tax increase. The councilors just received a 6.9% COLA raise from the village, gave themselves an added 30% raise, and 6.1% to pay for computers in their homes. We are not their ATM machine. Our mayor voted against such large raises and they voted him down 4-1. They do not deserve the huge wage increase as they knew what the salaries were when they ran.

Our last council meeting on Mar 20 was the first meeting that the councilors showed a glimpse of trying to work with our mayor and residents. They actually made a concession by agreeing to bring back the OCP to a first reading. This was a first step in which the councilors have shown that they are trying to work with our mayor for the future of the village and the residents.

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
Thornton GABRIELE		Feb 27/2023	
ROB HARRISON		Feb 27/2023	
Mary Bowen		Feb 26/2023	M. Bowen
Megan Hart		Feb 27/23	M. Hart
C. Smith		Feb. 27/23	C. Smith
RICK BAILEY		Feb. 27/23	
Brenda Bailey		Feb 27/23	Brenda Bailey
Sandra Trainor		Feb 27/23	Sandra Trainor
MONICA POLLOCK		Feb. 27/23	Monica Pollock
MIKE POLLOCK		Feb 27/23	Mike Pollock
PARLEY TREVERTON		Feb 27/23	Parley Treverton
WOLFGANG THORNTON		FEB 27/23	W. Thornton

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
many Towns	[REDACTED]	28/02/23	[Signature]
Blair Degenstein	[REDACTED]	28/02/23	[Signature]
Kim Leah	[REDACTED]	28/02/23	[Signature]
RICK LEAH	[REDACTED]	28/02/23	[Signature]
Karen Lennerton	[REDACTED]	28/02/23	[Signature]
Kelley deCrene	[REDACTED]	28/02/23	[Signature]
Jeff de Crene	[REDACTED]	28/02/23	[Signature]
Kelly Cielin	[REDACTED]	28/02/23	[Signature]
[REDACTED]	[REDACTED]	28/02/23	[Signature]
Allen Barneau	[REDACTED]	28/02/23	[Signature]
Kelly Thompson	[REDACTED]	28/02/23	[Signature]
Kelli Wood	[REDACTED]	28/02/23	[Signature]
Gigien Parent	[REDACTED]	28/02/23	[Signature]
Norman Van der ...	[REDACTED]	28/02/23	[Signature]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
ANAR JANMOHAMED	[REDACTED]	Mar 1/23	[REDACTED]
MAURILEN KIZLYK	[REDACTED]	Mar 1/23	[REDACTED]
Wray KIZLYK	[REDACTED]	Mar 1/23	[REDACTED]
Glen Schto	[REDACTED]	Mar 1 - 23	[REDACTED]
Mike Newman Zoo	[REDACTED]	Mar 1 - 23	[REDACTED]
DEBRA CORNISH	[REDACTED]	1 MAR	[REDACTED]
Rhonda Christian	[REDACTED]	Mar 2/23	[REDACTED]
DON CHRISTIAN	[REDACTED]	CRES MAR 02/23	[REDACTED]
Wayne Leggett	[REDACTED]	Mar 2	[REDACTED]
Katherine Larsen	[REDACTED]	[REDACTED]	[REDACTED]
James Larsen	[REDACTED]	[REDACTED]	[REDACTED]
Jean Hicks	[REDACTED]	Mar 2	[REDACTED]
LINDA PAYETTE	[REDACTED]	[REDACTED]	[REDACTED]
SHIRLEY LOBERG	[REDACTED]	MAR 12/23	[REDACTED]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
Andrea Siedschlag	[REDACTED]	MAR 2/23	Andrea Siedschlag
ANTHONY SIENSCHEK	[REDACTED]	MAR 2/23	[Signature]
Tyson Scribble	[REDACTED]	Mar 2/23	[Signature]
Amanda Noble	[REDACTED]	Mar 2/23	[Signature]
Samira Denisa	[REDACTED]	[REDACTED]	[REDACTED]
ANDREW ROSE	[REDACTED]	[REDACTED]	[REDACTED]
Cathy Christensen	[REDACTED]	[REDACTED]	[REDACTED]
HARRY DEBOLK	[REDACTED]	3/2/23	[Signature]
APRIL KENNEDY	[REDACTED]	MAR 02, 2023	[Signature]
TERESA GMEUS	[REDACTED]	MAR 2/2023	[Signature]
MIKE WARD	[REDACTED]	MAR 3/2023	[Signature]
Claudia Loos	[REDACTED]	Mar 2/2023	[Signature]
Andrew Crichton	[REDACTED]	[REDACTED]	[REDACTED]
Mike AFORSO	[REDACTED]	MAR. 3/2023	[Signature]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name

Street Address

Date

Signature

Vi Merritt

[REDACTED]

March 3

Vi Merritt

D. Merritt

[REDACTED]

March 3

D. Merritt

CHERYL EVANS

[REDACTED]

MAR 3

Cheryl Evans

Stan Evans

[REDACTED]

MAR 3

Stan Evans

GARRY FINKAY

[REDACTED]

MAR 3

Garry Finkay

William Dietrich

[REDACTED]

Mar 3

William Dietrich

D. Zell

[REDACTED]

Mar 3

D. Zell

Lynne Mazurenko

[REDACTED]

Mar 3

Lynne Mazurenko

Henry Born

[REDACTED]

Mar 3

Henry Born

Judy Sivak

[REDACTED]

Mar 3

Judy Sivak

Kevin Bentwell

[REDACTED]

Kevin Bentwell

Peter Wiley

[REDACTED]

Mar 3

Peter Wiley

Evan Gillespie

[REDACTED]

Mar 3

Evan Gillespie

Shirley Burke

[REDACTED]

Shirley Burke

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
Craig Murray	[REDACTED]	March 4	[REDACTED]
THOMASINE ANTONIACI	[REDACTED]	MARCH 4/23	[REDACTED]
ROMEO ANTONIACI	[REDACTED]	MAR. 4/23	[REDACTED]
CHARLIE SCHULTZ	[REDACTED]	MAR 4/03	[REDACTED]
TIM LEBRECHTHAUSEN	[REDACTED]	4/03	[REDACTED]
Marion Lebrechthausen	[REDACTED]	07/25/20	[REDACTED]
ROB DARNIEL	[REDACTED]	MAR 3/23	[REDACTED]
Ben Dobrotnic	[REDACTED]	3/4/23	[REDACTED]
Don Dobrotnic	[REDACTED]	3/4/23	[REDACTED]
Steve Boutilier	[REDACTED]	3/4/23	[REDACTED]
Jordan Imre	[REDACTED]	3/4/23	[REDACTED]
SUSAN IMRE	[REDACTED]	3/4/23	[REDACTED]
COLIN McARTHUR	[REDACTED]	3/4/23	[REDACTED]
Josie Atkinson-Smith	[REDACTED]	3/4/23	[REDACTED]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
CORRY JENSEN	[REDACTED]	03/05/23	[Signature]
David Delisle	[REDACTED]	2023-03-04	[Signature]
HANS ECHTERBECKER	[REDACTED]	4/3/23	[Signature]
Winnifred SIVAK	[REDACTED]	4/3/23	[Signature]
Lorlie Cheyeron	[REDACTED]	03/03/23	[Signature]
SYLVIA SUTTON	[REDACTED]	03/04/23	[Signature]
PAM BERGER	[REDACTED]	03/04/23	[Signature]
GARY TREVERTON	[REDACTED]	3/04/23	[Signature]
Nadine DEWIS	[REDACTED]	03/04/23	[Signature]
Phil GARAND	[REDACTED]	03/04/23	[Signature]
Kevri J. Penney	[REDACTED]	03/05/23	[Signature]
CARLA BRONEVITCH	[REDACTED]	3/5/23	[Signature]
Alexa Bronewitch	[REDACTED]	3/5/23	[Signature]
Linda Langille	[REDACTED]	3/5/23	[Signature]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name

Street Address

Date

Signature

DAVE BRAYSHAW

KEVIN WICKES -

Kathy Boone

Robert Liberton

MARTIN ELSSASSER

Margret Elsassar

Bremanie Suddha

Herman Zhukowsky

Tiffany Heppner

Rob Turner

Lori Turner

BRIGITTE SALINA

Susan Galuso

OTTO JANDOT

Harrison

03/05/23

3/5/23

03/05/23

03/05/23

MARCH 6, 23

MARCH 6, 23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

March 6/23

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
ROBERT ARASTRO	[REDACTED]	MAR 4/23	[REDACTED]
JOHN ARON	[REDACTED]	MAR 06 20	[REDACTED]
Wendy Reid	[REDACTED]	March 6	[REDACTED]
Lina Parker	[REDACTED]	Mar 6 2023	[REDACTED]
Dan Gougeon	[REDACTED]	Mar 6 2023	[REDACTED]
J. Howsam	[REDACTED]	Mar 6 2023	[REDACTED]
J. Lambolint	[REDACTED]	Dr Mar 6/23	[REDACTED]
Carolyn Janousek	[REDACTED]	March 7/23	Carolyn Janousek
Fritz Janousek	[REDACTED]	March 7/23	Fritz Janousek
Todd Bezan	[REDACTED]	March 8/23	[REDACTED]
ANGELO DIPLACITO	[REDACTED]	March 8/23	Angelo DiPlacito
Lily DiPlacito	[REDACTED]	Mar 8/23	Lily DiPlacito
Karen Spalding	[REDACTED]	Mar 8/23	[REDACTED]
A. Z. Paterson	[REDACTED]	MAR 8/23	[REDACTED]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
Fancy Webster	[REDACTED]	May 8/23	[Signature]
Lynn Elliott	[REDACTED]	Mar 9, 23	[Signature]
Ronald Rochelen	[REDACTED]	Mar 9 23	Ronald Rochelen
Marguerite Rochelen	[REDACTED]	Mar 9-23	[Signature]
D. LINDBETTER	[REDACTED]	Mar 11 '20	[Signature]
J.R. LEMCKERT	[REDACTED]	MAR 11 23	[Signature]
Blenda Harrison	[REDACTED]	3/14/23	Blenda Harrison
MARLA STANDEL	[REDACTED]	3/15/23	[Signature]
A. & Gayle	[REDACTED]	3/15/23	[Signature]
DON WATSON	[REDACTED]		X. Don Watson
SALLY WATSON	[REDACTED]		X. Sally Watson
Wayne Desautniers	[REDACTED]		[Signature]
DARLENE RIDLEY	[REDACTED]	MARCH 20/23	DARLENE RIDLEY
Mott Ridley	[REDACTED]	MARCH 20/23	[Signature]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name	Street Address	Date	Signature
Ralph Donatelli	[REDACTED]	Mar 8/23	[Signature]
Connie Shelrud	[REDACTED]	Mar 12/23	[Signature]
DOUGLAS SHELRUD	[REDACTED]	MAR 12/23	[Signature]
ROBERT FILBRANDT	[REDACTED]	MAR 12/23	[Signature]
CHERI NORKIS	[REDACTED]	MAR 12/23	[Signature]
DAVE GLANVILLE	[REDACTED]	MAR 12/23	[Signature]
JACK HILL	[REDACTED]	MAR 12/23	[Signature]
Nancy Russell	[REDACTED]	Mar 22/23	[Signature]
Jared Templeton	[REDACTED]	March 22/23	[Signature]
JANE BACHMAN	[REDACTED]	MAR 23/23	[Signature]
Catherine Hanson	[REDACTED]	Mar 22/23	[Signature]
Margrit JarnB	[REDACTED]	Mar 23/23	[Signature]
LISA Hoffman	[REDACTED]	March 25/23	[Signature]
EP HATADA	[REDACTED]	Mar 25/23	[Signature]

Petition calling for Resignation of VHHS Council Members...

On behalf of residents of Harrison Hot Springs who oppose the playground politics of the self-serving members of council that are not in the best interests of the residents and fail to represent the wishes of the residents of the village. We support Mayor Ed Wood and have our confidence in him to run the Village of Harrison Hot Springs honestly. We call for the resignation of Councillors Vidal, Facio, Jackson and Buckley.

Print Name

Street Address

Date

Signature

HARRY MASLEN

03/17/23

Wesley Reiner

03/17/23

Jim Hewson

03/18/23

Ralph Vantil

03/18/23

SHERY HICKETT

3/14/23

DOUG JENKINS

3/28/23

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
GABRIELE THORNTON	[REDACTED]	FEB 27/2023	G Thornton
ROB HARRISON	[REDACTED]	Feb 27/2023	[REDACTED]
Marij Bowen	[REDACTED]	Feb 27/23	M Bowen
W. KOSTYNIUK	[REDACTED]	Feb. 27/2023	W Kostyniuk
M. Kostyniuk	[REDACTED]	Feb 27/2023	Mik
Megan Hart	[REDACTED]	Feb 27/23	M Hart
Celia Smith	[REDACTED]	Feb. 27/23	C Smith
RICK BAILEY	[REDACTED]	Feb 27/23	R Bailey
Brenda Bailey	[REDACTED]	Feb. 27/23	Brenda Bailey
Sandra Trainor	[REDACTED]	Feb 27/23	S Trainor
Monica Peltoc	[REDACTED]	FEB. 27/23	Monica Peltoc
M. Peltoc	[REDACTED]	FEB 27/23	M. Peltoc
PARLEY TREVERTON	[REDACTED]	FEB 27/23	P Thornton

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Many Towns	[REDACTED]	28/02/23	[REDACTED]
Bair Degenstein	[REDACTED]	28/02/23	[REDACTED]
Kim Leah	[REDACTED]	28/02/23	[REDACTED]
Rick Leah	[REDACTED]	28/02/23	[REDACTED]
Karen Lennerton	[REDACTED]	28/02/23	[REDACTED]
Kelley deCiene	[REDACTED]	28/02/23	[REDACTED]
Jeff DeCraw	[REDACTED]	28/2/23	[REDACTED]
Kelly Cichanyn	[REDACTED]	28/02/23	[REDACTED]
[REDACTED]	[REDACTED]	28/2/23	[REDACTED]
Kelly Thompson	[REDACTED]	28/02/23	[REDACTED]
Kelli Wood	[REDACTED]	28/02/23	[REDACTED]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
JALEN PARENT	[REDACTED]	Feb 20/23	[REDACTED]
NORDAN VAN SICKLE	[REDACTED]	MAR 1 2023	[REDACTED]
Anar Jarmohamed	[REDACTED]	Mar 1/23	[REDACTED]
Mawkeen Kizlyk	[REDACTED]	Mar 1/2023	[REDACTED]
Wray Kizlyk	[REDACTED]	Mar 1/2023	[REDACTED]
Kya Essau-M'Gibney	[REDACTED]	Mar 1	[REDACTED]
Alex Sule	[REDACTED]	March 1/23	[REDACTED]
WOLFGANG THORNTON	[REDACTED]	MARCH 1/23	[REDACTED]
Mike Neman	[REDACTED]	March 1/23	[REDACTED]
LEORA CORNISH	[REDACTED]	MAR 1	[REDACTED]
DON CHRISTIAN	[REDACTED]	MAR. 02/23	[REDACTED]
Rhonda Christian	[REDACTED]	Mar 2/23	[REDACTED]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Wayne Leggett	[REDACTED]	Mar. 2	[Signature]
JIM LARSEN	[REDACTED]	MAR 2	[Signature]
Katie Larsen	[REDACTED]	[Signature]	[Signature]
Jean Hicks	[REDACTED]	MAR 2	[Signature]
LINNA PAVETTE	[REDACTED]	MAR 3	[Signature]
SHIRLEY LOBEAC	[REDACTED]	MAR 2/23	[Signature]
FELIX COMEAU	[REDACTED]	MAR 2/23	[Signature]
Andrea Siedschlag	[REDACTED]	MAR 2/23	[Signature]
ANTHONY SIENSCHLAG	[REDACTED]	MAR 2/23	[Signature]
Tyson Skibbe	[REDACTED]	Mar 2/23	[Signature]
Amanda Noble	[REDACTED]	Mar 2/23	[Signature]
JAMES MATHER	[REDACTED]	Mar 2/23	[Signature]
SURISHA	[REDACTED]	MAR 2/24	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
KARRY DENISUK	[REDACTED]	2/03/2023	[Signature]
London Dink	[REDACTED]	2/03/23	[Signature]
ANDREW FRASER	[REDACTED]	2/03/23	[Signature]
Cathy Christiansen	[REDACTED]	Mar 2/2023	[Signature]
APRIL KENNEDY	[REDACTED]	MAR 02, 2023	[Signature]
TERESA GHEVUS	[REDACTED]	MAR 02/2023	[Signature]
MIKE WARRIS	[REDACTED]	MAR 03/2023	[Signature]
Claudia Loos	[REDACTED]	Mar 03/2023	[Signature]
Andrew Crichton	[REDACTED]	Mar 03/2023	[Signature]
Mike AFONSO	[REDACTED]	MAR. 3 / 2023	[Signature]
Vi Merritt	[REDACTED]	March 3/2023	[Signature]
D. Merritt	[REDACTED]	March 3/2023	[Signature]
C. Evans	[REDACTED]	mar 3	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Stan Evans	[REDACTED]	MAR 3	[REDACTED]
GARRY FINLAY	[REDACTED]	MAR 3	[REDACTED]
William Dieckel	[REDACTED]	Mar	[REDACTED]
Audrey Johnston	[REDACTED]	MAR 3	[REDACTED]
JUDITH PETERSON	[REDACTED]	MAR 3	[REDACTED]
D. BOLL	[REDACTED]	mar 3	[REDACTED]
Laura Lochmanutz	[REDACTED]	Mar 3	[REDACTED]
Lynn Martin	[REDACTED]	Mar 3	[REDACTED]
Henry Barn	[REDACTED]	mar 3	[REDACTED]
Judy Sivak	[REDACTED]	Mar 3	[REDACTED]
KEVIN BEATWELL	[REDACTED]	MAR 3	[REDACTED]
Peter Wiley	[REDACTED]	Mar 3	[REDACTED]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Evan Gillespie	[REDACTED]	Mar 3	[Signature]
Shirley Burke	[REDACTED]	Mar 4	[Signature]
Craig Murray	[REDACTED]	March 4	[Signature]
ROMEO ANTONIALI	[REDACTED]	MAR. 4/23	[Signature]
THOMASINE ANTONIALI	[REDACTED]	MAR. 4/23	[Signature]
CHARLIE SCHULTZ	[REDACTED]	MAR 4/03	[Signature]
Marion Lebrecht-Hausen	[REDACTED]	Mar 4/23	Marion Lebrecht-Hausen
Jon Lebrecht-Hausen	[REDACTED]	MAR 4/23	[Signature]
ROB DARNEL	[REDACTED]	March 3	[Signature]
L. Duna	[REDACTED]	"	[Signature]
Bev Dobrotin	[REDACTED]	3/4/23	[Signature]
Don Dobrotin	[REDACTED]	3/4/23	[Signature]
Steve Baul	[REDACTED]	3/4/23	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Jordan Imre.	[REDACTED]	3/4/23	[REDACTED]
Susan Frie	[REDACTED]	3/4/23	[REDACTED]
COUN M. ANTAR	[REDACTED]	3/4/23	[REDACTED]
Josie Atkinson-Smith	[REDACTED]	3/4/23	[REDACTED]
Cory Jackson	[REDACTED]	03/05/23	[REDACTED]
David Delisle	[REDACTED]	2023-03-04	[REDACTED]
HANS ECHTERBECKER	[REDACTED]	4/3/23	[REDACTED]
WILLYAM SIVAK	[REDACTED]	4/3/23	[REDACTED]
Lenie Gheserom	[REDACTED]	04/03/23	[REDACTED]
SYLVIA SUTTON	[REDACTED]	03/04/23	[REDACTED]
PAM BRAGER	[REDACTED]	3/4/23	[REDACTED]
GARY TREVERTON	[REDACTED]	3/4/23	[REDACTED]
NADINE DENIS	[REDACTED]	3/4/23	[REDACTED]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Phil GARAND	[REDACTED]	3/04/23	[Signature]
Kevin J. Penny	[REDACTED]	3/05/23	[Signature]
ALICE BRONWITZ	[REDACTED]	3/5/23	[Signature]
CARLA BRONWITZ	[REDACTED]	3/5/23	[Signature]
LINDA LANGILLE	[REDACTED]	3/5/23	[Signature]
ADRIE BILAYSHAW	[REDACTED]	3/5/23	[Signature]
KEVIN WICKES	[REDACTED]	3/5/23	[Signature]
Kathy Boone	[REDACTED]	03/05/23	[Signature]
Nictor LeBreton	[REDACTED]	3/5/23	[Signature]
Margaret Elsassor	[REDACTED]	03/05/23	[Signature]
MARIE ELSSOR	[REDACTED]	03/05/23	[Signature]
ROSAMARIE SURATKA	[REDACTED]	MARCH 6-23	[Signature]
Herman Zukowsky	[REDACTED]	MARCH 6 23	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
R MARDCHI	[REDACTED]	MAR 6/2023	[REDACTED]
Tiffany Hopper	[REDACTED]	Mar. 6/2023	[REDACTED]
Rob Turner	[REDACTED]	mar 6/23	[REDACTED]
Core Turner	[REDACTED]	March 6/23	[REDACTED]
BRIGITTE SALINA	[REDACTED]	"	[REDACTED]
Shannon Ritchie	[REDACTED]	March 6/23	[REDACTED]
Susan Galvao	[REDACTED]	March 6/23	[REDACTED]
OTTO JANDUT	[REDACTED]	March 6/23	[REDACTED]
ROBERT ARMSTRONG	[REDACTED]	MARCH 6/23	[REDACTED]
JOHN ALLEN	[REDACTED]	MAR 6 2023	[REDACTED]
WENDY REID	[REDACTED]	Mar 6	[REDACTED]
Eltan Kiss	[REDACTED]	March 6/23	[REDACTED]
Lena Parker	[REDACTED]	March 6/23	[REDACTED]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Don Eagan	[REDACTED]	March 6/23	[Signature]
Howsam	[REDACTED]	Mar. 6/23	[Signature]
Gerry Tambline	[REDACTED]	March 6/23	[Signature]
CAROLYN JANOUSEK	[REDACTED]	MARCH 7/23	[Signature]
Artz Janousek	[REDACTED]	March 7/23	[Signature]
Todd Buzan	[REDACTED]	March 8/23	[Signature]
Michelle Nardelli	[REDACTED]	March 8/23	[Signature]
ANGELO DIPLACITO	[REDACTED]	March 8/23	[Signature]
LILY DiPlacito	[REDACTED]	MAR 8/23	[Signature]
Karen Szalal	[REDACTED]	MAR 8/23	[Signature]
LIZ PATERSON	[REDACTED]	MAR 8/23	[Signature]
GARY WEBSTER	[REDACTED]	MAY 8/23	[Signature]
RUBEN RIVERA	[REDACTED]	MARCH 8/23	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
LYNN ELLIOTT	[REDACTED]	Mar 9, 23	[Signature]
DEAN DOTCE	[REDACTED]	Mar 9, 23	[Signature]
DARRELL MARTIN	[REDACTED]	MAR 9, 23	[Signature]
Ronald Rocheleau	[REDACTED]	MAR 9-23	Ronald Rocheleau
Marquise Rocheleau	[REDACTED]	MAR 9-23	[Signature]
D. LITZBETTER	[REDACTED]	Mar 11 '23	[Signature]
BRIAN SLATER	[REDACTED]	11 MARCH 23	[Signature]
JANICE SLATER	[REDACTED]	11 MARCH 23	[Signature]
Rene Lendert	[REDACTED]	11 March 23	[Signature]
Blenda Harrison	[REDACTED]	3/14/23	[Signature]
MARIA MANOEL	[REDACTED]	3/14/23	[Signature]
Ary Coyte	[REDACTED]	3/15/23	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Kevin Connick	[REDACTED]	March 15/23	[Signature]
Linda Connick	[REDACTED] ✓	✓	[Signature]
Sally Watson	[REDACTED]	Mar 15/23	[Signature]
Don Watson	[REDACTED]	Mar 15/23	[Signature]
Wayne Desaulniers	[REDACTED]	Mar 15/23	[Signature]
Barlene Ridley	[REDACTED]	MAR 20/23	[Signature]
Matt Ridley	[REDACTED]	MARCH 20/23	[Signature]
Nolan Irwin	[REDACTED]	March 20/23	[Signature]
Nancy Russell	[REDACTED]	MAR 22/23	[Signature]
Jared Templeton	[REDACTED]	Mar 22/23	[Signature]
JANE BACHMAN	[REDACTED]	Mar 23/23	[Signature]
Catherine Hanson	[REDACTED]	mar 22	[Signature]

Petition regarding the pay increases the members of the VHHS Council have given themselves.

On behalf of residents of Harrison Hot Springs who oppose the actions of Councilors Facio, Jackson, Vidal and Buckley to ignore the recommendation of using a Citizens Task Force to review and make recommendations regarding the compensation of elected officials and instead are taking a 43.1% pay raise. In order to satisfy the principles and standards of Administrative Fairness, we call on council to withdraw the raises they voted themselves and appoint an independent Citizens Task Force to review council compensation and make recommendations.

Print Name	Street Address	Date	Signature
Ralph Donatelli	[REDACTED]	Mar 8/23	[Signature]
DAVE SHELROD	[REDACTED]	MAR 12/23	[Signature]
Connie Shelrud	[REDACTED]	Mar 12/23	[Signature]
ROBERT FISGAANDY	[REDACTED]	MAR 12/23	[Signature]
CHERYL MORRIS	[REDACTED]	MAR 12/23	[Signature]
DAVE GLANVILLE	[REDACTED]	MAR. 12/23	[Signature]
JACK HILL	[REDACTED]	MARCH 12/23	[Signature]
Margrit Jarvis	[REDACTED]	March 25/23	[Signature]
Lisa Hoffman	[REDACTED]	March 25/23	[Signature]
Ed Chatard	[REDACTED]	MAR 25/23	[Signature]

Dear Mayor & Council,

March 15, 2023

Please accept this letter as an appeal for reconsideration of Highway and Traffic Amendment Bylaw No. 1185. Schedule "A". (attached)

While we are not against pay parking, we simply ask that it be a level playing field and council refrain from showing favouritism or advantage to Zone 1 businesses.

Our appeal is based on the following, as noted in the COMMUNITY CHARTER [SBC 2003] CHAPTER 26; Part 3 — Additional Powers and Limits on Powers; Division 2 — Restrictions on Providing Assistance:

General prohibition against assistance to business and exceptions

25 (1) Unless expressly authorized under this or another Act, a council must not provide a grant, benefit, advantage or other form of assistance to a business, including

(a) any form of assistance referred to in section 24 (1) [*publication of intention to provide certain kinds of assistance*], or

Highway and Traffic Amendment Bylaw No. 1185, Schedule "A" sets out pay parking fees between Zone 1 and Zone 2 with an hourly difference of \$3 per hour.

- By paying less for parking visitors have more to spend on businesses located in Zone 1
- Zone 1 is comprised mainly of restaurants open from 12 noon until 9-10 pm. Tourists and customers who go for dinner in Zone 1 are not required to pay for parking after 7pm.
- Zone 2 is comprised mainly of businesses who open between 9-10 am with the bulk of customers ordering breakfast, lunch or snacks and coffees 'to go'. The idea of charging \$5/hr in the hopes of targeting a faster turn-around is speculation.
- Would you pay a \$5/hr parking fee to pick up a \$3 latte or snack?

Respectfully submitted,



Richard Fife

Owner/Operator

Muddy Waters



Jenny Peters

Owner/Operator

Muddy Waters

(1)



Richard Fife

Owner/Operator

Baskin Robbins



Jenny Peters

Owner/Operator

Baskin Robbins



Mark Schweinbenz

Owner/Operator

Rocky Mountain Chocolate Factory



Julie Edwards

Owner/Operator

Rocky Mountain Chocolate Factory



**VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1185, 2023**

A bylaw to amend Highway and Traffic Bylaw No. 974, 2011

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend Highway and Traffic Bylaw No. 974, 2011 to 2011 to reflect an increase in pay parking fees under the pay parking program;

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

1. This Bylaw may be cited for all purposes as Village of Harrison Hot Springs "Highway and Traffic Amendment Bylaw No. 1185, 2023".
2. Highway and Traffic Bylaw No. 974, 2011 hereby amended by deleting Schedule "A" in its entirety and substituting it with Schedule "A" attached hereto and forming part of this bylaw.

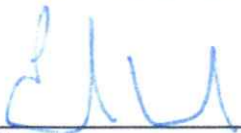
READINGS AND ADOPTION

READ A FIRST TIME THIS 21st DAY OF FEBRUARY, 2023

READ A SECOND THIS 21st DAY OF FEBRUARY, 2023

READ A THIRD TIME THIS 21st DAY OF FEBRUARY, 2023

ADOPTED THIS 6th DAY OF MARCH, 2023



Ed Wood
Mayor



Kelly Ridley
Interim Chief Administrative Officer/Acting CO

Highway and Traffic Amendment Bylaw No. 1185

Schedule "A"

The following highways are designated as pay parking areas for the purposes of pay parking and will be subject to the following pay parking fees, and as amended from time to time:

- Esplanade Avenue
- St. Alice Street
- Hot Springs Road north of Lillooet Avenue
- Lillooet Avenue west of Hot Springs Road
- Maple Street north of Lillooet Avenue
- Chehalis Street
- Spruce Street

Zone 1: Max. 4 Hour Parking **(excluding stalls with EV charging)**

Parking Rates:

Hour 1 – \$2.00

Hour 2 – \$3.00

Hour 3 – \$4.00

Hour 4 – \$5.00

(Total \$14.00 for 4 hours)

Locations:

St. Alice Street

Hot Springs Road north of Lillooet Avenue

Esplanade Avenue west of Hot Springs Road

Lillooet Avenue west of Hot Springs Road

Zone 2: Hourly and Daily Parking **(excluding stalls with EV charging)**

Parking Rates:

\$5.00 per hour or \$20.00 per day

Locations:

Esplanade Avenue

Streets between Esplanade Avenue and
Lillooet Avenue including:

- Maple Street
- Chehalis Street
- Spruce Street

Electric Vehicle Charging Stalls on Public Property: Max. 4 Hour Parking

Parking Rates:

May 15 – September 15

\$7.00 per hour

September 16 – May 14

\$2.00 per hour

- (b) lending money;
 - (c) guaranteeing repayment of borrowing or providing security for borrowing;
 - (d) assistance under a partnering agreement.
- (2) The notice must be published before the assistance is provided and must
- (a) identify the intended recipient of the assistance, and
 - (b) describe the nature, term and extent of the proposed assistance.

General prohibition against assistance to business and exceptions



- 25 (1) Unless expressly authorized under this or another Act, a council must not provide a grant, benefit, advantage or other form of assistance to a business, including
- (a) any form of assistance referred to in section 24 (1) *[publication of intention to provide certain kinds of assistance]*, or
 - (b) an exemption from a tax or fee.
- (2) A council may provide assistance to a business for one or more of the following purposes:
- (a) acquiring, conserving and developing heritage property and other heritage resources;
 - (b) gaining knowledge and increasing public awareness about the community's history and heritage;
 - (c) any other activities the council considers necessary or desirable with respect to the conservation of heritage property and other heritage resources.
- (3) A council may, by an affirmative vote of at least 2/3 of all the members of council, provide assistance to a business for the conservation of any of the following property:
- (a) property that is protected heritage property;
 - (b) property that is subject to a heritage revitalization agreement under section 610 of the *Local Government Act*;
 - (c) property that is subject to a covenant under section 219 of the *Land Title Act* that relates to the conservation of heritage property.

Division 3 — Municipal Property

Notice of proposed property disposition

- 26 (1) Before a council disposes of land or improvements, it must publish notice of the proposed disposition in accordance with section 94 *[public notice]*.
- (2) In the case of property that is available to the public for acquisition, notice under this section must include the following:
- (a) a description of the land or improvements;



March 21, 2023

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

Good afternoon Mr. Mayor,

I am writing to express my concerns regarding the 2023 Draft Budget. A number of residents expressed concerns at last night's meeting however, these items were not brought up.

I noticed that under 'Recreation / Playground Equipment' that there are NO funds allocated for 2023 nor the next 5 years. With the demographics showing a clear shift in the population of young families within the community of Harrison Hot Springs, I am shocked to see that no funds have been set aside to upgrade or add any Recreation / Playground Equipment.

We have 3 children that make use of ALL of the existing playgrounds within Harrison Hot Springs. The parks are in need of some TLC. The horseshoe pits are overgrown. The basketball court is covered in branches, leaves, and dirt and there are no balls etc available in the community bin located within the basketball court. The playgrounds are not challenging for all kids and none of them present inclusive opportunities. The following are suggestions from our inquisitive 8 / 9 and 11 year olds:

- RE-INSTALL the swing sets on the beach
- ADD - Parkour Style Park - Spring Park
- ADD - Skate Park - Spring Park
- ADD - Bike Pump Track - Spring Park
- ADD - Accessible Park Features so everyone can play
- ADD - Community Resources - Basketball court bin - add Basketballs, soccer balls etc. for all to use.
- CLEAN UP - Existing Basketball Court / ALL play grounds. Add fresh mulch / replace with a rubber flooring.

Our children have quite a wish list as you can see. Without any funds allocated towards Recreation / Playground equipment the dreams of the children of Harrison will be dismissed and we fear that these recreational areas will fall behind, be rundown and unusable for the growing population of children in our Community. Further to the above,

after speaking with many other parents in our community we have learned that the southern areas of Harrison Hot Springs do not have any recreational playgrounds established.

My other concern is regarding 'Trails Development.' I noticed that there are NO funds set aside in the current or future budgets. Some of our trail systems are lacking signage, and are not clearly defined. We recently attempted to do the 'easy' hike to Sandy Cove Beach. Right off the get go, we went the wrong way. We were following the tags tied to the trees, but some are in the wrong area. Another hiker called to us and explained we needed to come towards him or we would meet up with a cliffside and go off the trail.

With the incoming development of Sasquatch Mountain Resort and trail development to that is to be compared to that of Whistler / Blackcomb we have have an incredible opportunity as a community to upgrade our existing trails. To do this, funds and planning will be needed.

Thank you in advance, for taking the time to read my concerns with the upcoming budget. I look forward to hearing from you and our council in the near future regarding my concerns.

Kind regards,

Kelli Easton
Harrison Hot Springs, BC

Admin

From: Grace Admiraal
Sent: March 23, 2023 5:23 PM
To: Ed Wood <ewood@harrisonhotsprings.ca>
Cc: Kelly Ridley <kridley@harrisonhotsprings.ca>
Subject: National Volunteer Appreciation Week - Agassiz-Harrison Community Services (AHCS)

Good Afternoon Mayor Wood,

In previous years the Mayor of Harrison Hot Springs has provided an appreciation letter for the Agassiz-Harrison Community Services (AHCS) volunteers.
I would like to ask you the same request for this years' 2023 National Volunteer Appreciation week.

National volunteer week is falling this year from April 16 - 22, 2023. During this week, AHCS will recognize the volunteers.

The appreciation letter, together with the written appreciation from the Mayor - District of Kent, the AHCS Board Chair and myself will be placed in the AHCS Newsletter and distributed to all AHCS volunteers, together with an appreciation certificate and small gift.

Thursday July 20, 2023 (tentative) an outdoor volunteer appreciation luncheon at the Agricultural Hall in Agassiz will be organized.
You will receive an invitation to join this lunch.

The appreciation letter should be submitted to me (no later than) Thursday April 6, 2023.

With Kindest Regards, Grace.

Grace Admiraal-Blansjee,

Executive Director,
Agassiz-Harrison Community Services Society,
7086 Cheam Avenue, PO Box 564,
Agassiz BC V0M 1A0

Telephone: 604-796-2585

Statement of Confidentiality

The contents of this e-mail message and any attachments are confidential and are intended solely for addressee. The information may also be legally privileged. This transmission is sent in trust, for the sole purpose of delivery to the intended recipient. If you have received this transmission in error, any use, reproduction or dissemination of this

transmission is strictly prohibited. If you are not the intended recipient, please immediately notify the sender by reply e-mail or phone and delete this message and its attachments, if any. Thank you.

March 28, 2023

The Honourable Ed Wood

495 Hot Springs Road

Harrison Hot Springs, BC V0M 1K0

Dear Mayor Ed Wood, councillors and staff:

I am writing to ask you to consider having a small play park for children installed at Woods Park, 516 Driftwood Avenue.

Woods Park is such a special space. It is perfectly treed so that it provides protection from the sun in the summer, and rain during the rest of the year, which the other play parks in Harrison do not have.

I have been a part time resident of Harrison since 1995, and a full-time resident since 2018. After moving here full time, I have welcomed two children into my family. Over the past few years, I have met many other young families who have moved to this picturesque, safe, and welcoming community to raise their children. I know that adding another play place in the village will be a welcome addition for many of my friends and neighbours.

Since the pandemic, Woods Park has become a gathering place for many of my neighbours to meet safely when we weren't able to invite each other into our homes. A play park would allow for even more use of this lovely green space. I am so fortunate to have the most kind and caring neighbours, and having a small park to gather at would only increase the connections we are all able to make with each other.

I appreciate your consideration.

Sincerely,

Laura Sivilay



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 3, 2023

FROM: Tyson Koch **FILE:** 2240-35-01
Operations Manager/Acting Deputy CAO

SUBJECT: 2022-2023 Synthetic Outdoor Rink Operations Report

ISSUE:

To report on the 2022-2023 operations of the Starlight Skating Rink.

BACKGROUND:

At the Regular Council Meeting of November 21, 2022, Council passed the following resolution:

THAT staff be directed to prepare a report on the annual operational and maintenance costs for the Ice Rink at the end of the season and that exploration for options of a roof for the rink be held in abeyance until such time as the report is received.
RC-2022-11-25

DISCUSSION:

The synthetic outdoor skating rink known as the Starlight Skating rink (the rink) is in the Resort Development Strategy. This rink is a community amenity that is free for use by both tourists and residents. When in use, the rink proved to be popular, we received positive feedback from residents who enjoyed skating there, watching their children or grandchildren skate and as a general gathering place.

All capital costs were funded through the Resort Municipality Initiative with operating costs being the responsibility of the Village. The strategy to offset operating costs is to run a concession and skate rental shop alongside the rink. In its second season (2020 & 2021 were closed due to Provincial health restrictions), the rink operated from the end of October, 2022 through February 20th, 2023, before being placed in storage.

Operating Costs

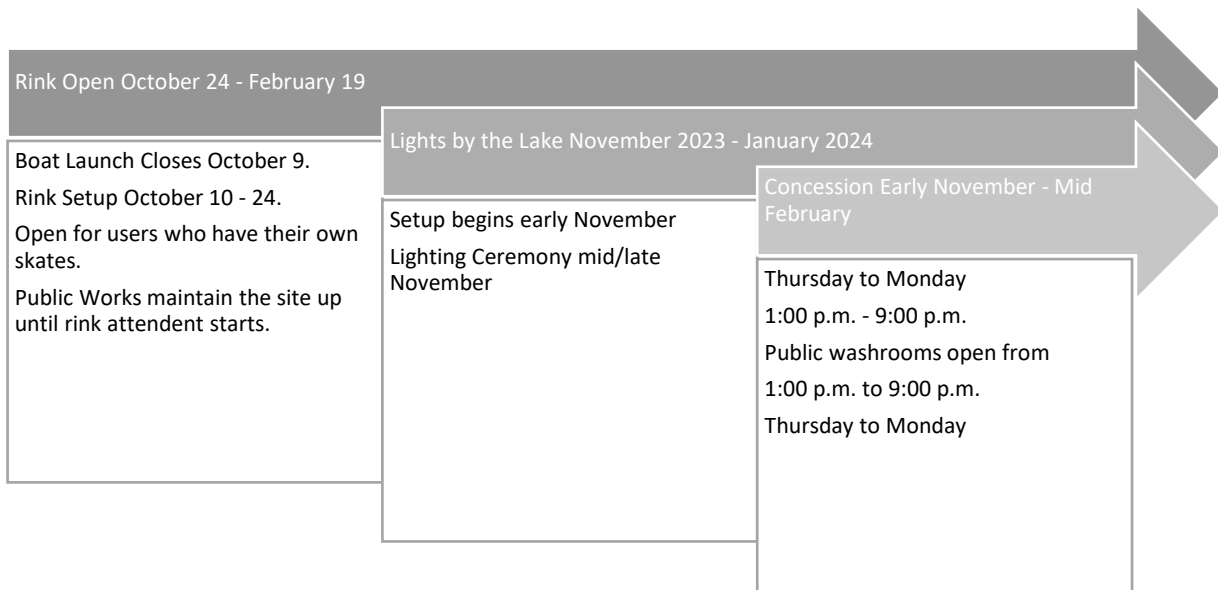
The concession operated for 5 weeks (1:00 PM to 9:00 PM Thursday to Monday) out of the 16 weeks the rink was in place. The rink attendant maintained the rink, the grounds and the washrooms, and he managed skate rentals, the concession and played festive music. During those 5 weeks, there were 203 skate rentals and 23 helmet rentals. Additional users were not tracked and are not included in these statistics. The following table details the operating costs of the rink concession which included maintenance of the rink from Thursday to Monday.

Synthetic Outdoor Rink Operating Report 2022/2023 Season		
Revenue		
	Operating Revenue	\$ 1,458
Expenses		
	Set-up and take-down - Labour	\$ 14,050
	Rink Attendant	\$ 2,900
	Concession goods	\$ 260
	Insurance	\$ 600
	Repairs & Maintenance	\$ 1,277
	Total Expenses	\$ 19,087
Total Operating Loss		\$ 17,629

The 2022/2023 season saw significant challenges due to staffing challenges and extended periods of inclement weather. The inclement weather included high winds, cold temperatures and significant snow events that made the rink unusable.

This season, a total of 364.5 public works hours over 16 weeks was dedicated to the rink operations, at a time when this department typically has a lower workload due to the off season. No overtime costs were incurred associated with this project.

Proposed 2023-2024 Schedule



RECOMMENDATION:

THAT the 2022-2023 Synthetic Outdoor Rink Operations Report be received.

Respectfully submitted:

Tyson Koch

Tyson Koch
Operations Manager/ADCAO

REVIEWED BY:

Scott Schultz

Scott Schultz
Chief Financial Officer

REVIEWED BY:

Kelly Ridley

Kelly Ridley
Interim CAO/ACO



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: 2023-03-29
 FROM: Ryan Chiarot FILE:
 SUBJECT: UBCM – CEPF – EOC Grant Application

ISSUE:

Upgrades and new equipment for the Emergency Operations Section through the Union of BC Municipalities, Community Emergency Preparedness Fund, EOC Grant stream.

BACKGROUND:

The Village of Harrison Hot Springs through the Kent Harrison Joint Emergency Program are seeking grant funding to acquire new equipment and supplies to outfit the Emergency Operations Center. The Emergency Operations Center, when activated, is the centralized location for emergency response and recovery support operations during incidents. Currently the equipment for the EOC is out of date or simply not in place. This opportunity would allow the Village of Harrison Hot Springs to have a robust information technology upgrade to better serve the residents it supports.

RECOMMENDATION:

Recommend that Council endorses staff's application for the 2023 Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) Emergency Operations Center grant for up to \$30,000.

Respectfully submitted:

Ryan Chiarot
 Emergency Programs Coordinator
 Kent Harrison Joint Emergency Program

REVIEWED BY:

Kelly Ridley
 Interim Chief Administrative Officer
 Acting Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 3, 2023

FROM: Kelly Ridley **FILE:** 0390-20-03
Interim CAO/Acting CO

SUBJECT: Working Committee for Flood Disasters

ISSUE:

The Lower Mainland Local Government Association (LMLGA) has requested that the resolution “Working Committee for Flood Disasters” RC-2023-03-12 from the March 6, 2023 Regular Council meeting be amended to remove the last four words from the resolution as it has a regional focus rather than a provincial focus. The words being removed are “in the Lower Mainland.”

BACKGROUND:

At the March 6, 2023 Regular Council meeting, Council passed the following resolution:

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. The resolution wording is as follows:

Working Committee for Flood Disasters

Whereas flooding is one of the most common natural disasters in British Columbia that impacts communities, flood plains, agriculture, and prominent First Nations lands;

And whereas flood risks continue to substantially grow due to climate change and the lack of pro-active flood management and protection such as regional flood risk assessment and flood protection program by the Province of British Columbia and the federal government:

Therefore be it resolved that LMLGA request UBCM to establish a working committee consisting of local government, provincial, federal and First Nation members to address the future flooding disaster and to restore flood protection by completing and implementing a flood risk assessment to develop strategic flood protection for critical infrastructure and to build back resilient communities ~~in the Lower Mainland.~~

RECOMMENDATION:

THAT the LMLGA resolution as developed by the Lets'emot C2C forum provided to Council at the March 6, 2023 regular Council meeting be amended by removing the last four words "in the Lower Mainland" and the amended resolution be forwarded to the LMLGA for their meeting in May.

Respectfully Submitted:

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 3, 2023

FROM: Kelly Ridley
Interim CAO/Acting CO **FILE:** 0390-20-03

SUBJECT: Deputy Mayor Appointments

ISSUE:

Staff has received a request from Councillor Buckley and Councillor Jackson to remove them from the rotating Deputy Mayor appointment rotation.

BACKGROUND:

Recently Councillor Buckley and Councillor Jackson requested to be removed from the rotating Deputy Mayor appointment rotation.

Councillor Vidal and Councillor Facio have offered to share these duties for the rest of their terms in office. There is no monetary compensation for performing these duties.

Councillor Vidal has requested to be the Deputy Mayor for the rest of 2023 with Councillor Facio performing the duties of Deputy Mayor in 2024. In 2025, Councillor Vidal would again assume the duties of Deputy Mayor and in 2026 Councillor Facio would assume the Deputy Mayor duties until the end of their term.

RECOMMENDATION:

THAT Councillor Vidal perform the duties of the Deputy Mayor for the rest of 2023 and for the year 2025; and

THAT Councillor Facio perform the duties of the Deputy Mayor in 2024 and in 2026.

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: April 3, 2023

FROM: Scott Schultz FILE: 1700-02
Finance Manager

SUBJECT: 2023-2027 Financial Plan Bylaw No. 1187, 2023

ISSUE: Adoption of 2023-2027 Financial Plan Bylaw No. 1187, 2023

BACKGROUND:

At the March 20, 2023 Regular Council meeting, the 2023-2027 Financial Plan received 3rd reading. Accordingly, the 2023-2027 Financial Plan is attached for adoption.

RECOMMENDATION:

THAT the 2023-2027 Financial Plan Bylaw No. 1187, 2023 be adopted.

Respectfully submitted:

REVIEWED BY:

Scott Schultz

Scott Schultz
Finance Manager

Kelly Ridley

Kelly Ridley
Interim CAO / 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 20th DAY OF MARCH, 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.

VILLAGE OF HARRISON HOT SPRINGS



REPORT TO COUNCIL

TO: Mayor and Council

DATE: April 3, 2023

FROM: Ken Cossey, MCIP, RPP
Planning Consultant

FILE: 3900-001

SUBJECT: The Official Community Plan Bylaw No. 1184, 2022

ISSUE:

With the rescinding of 2nd and 3rd readings of the Official Community Plan Bylaw (OCP) 1184, 2022, the Village needs to give the Bylaw 2nd reading and provide staff with the authority to set up a Public Hearing for the updated OCP. Prior to that happening, this would be a good time to solicit additional community input.

BACKGROUND:

Earlier Council approved the community consultation program that consisted of the following elements.

OVERALL ENGAGEMENT APPROACH RECAP



Village's Website – the site was created and is still on the Village's website.

In-person Pop-Up Events – held on April 5 and 6 and again on June 22 and 23, 2022.



Online Survey – two on-line surveys were conducted. (In addition, one on-line survey was conducted using the Survey Monkey platform. The response was poor at that time, so the decision was made to run the survey with a different platform and under the banner Get into It Harrison)

World Café – This in-person event was held on May 25 and May 26, 2022.

Collectively thorough the above referenced community input process, we received input from 316 individuals.

In addition to the above referenced process, we also involved stakeholders, looked into setting up government to government meetings and involved various government agencies. Listed below is a breakdown of the process utilized, in 2022.

Stakeholders

A letter with the offer of a follow up stakeholder meeting and presentation was sent to:

1. Tourism Harrison River Valley, and the
2. Harrison Agassiz Chamber of Commerce

A follow up meeting was held with the Chamber of Commerce on February 8, 2022.

Government to Government meeting

Letter and the offer of a follow up government to government meeting and presentation, at key points throughout the process;

1. Sts'ailes First Nation

Government Agencies

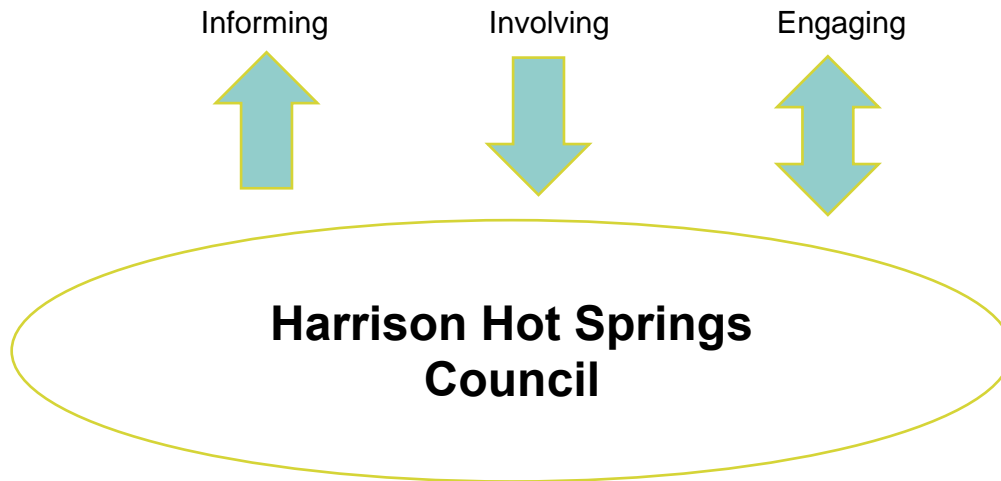
An introductory letter on the project was sent to the following.

1. Agricultural Land Commission
2. District of Kent
3. Fraser Cascade School District
4. Fraser Valley Regional District
5. Fraser Health
6. Ministry of Transportation and Infrastructure
7. Harrison Hot Springs Fire Department
8. RCMP
9. The Advisory Planning Commission

PAST CONSULTATION MODEL WAS BASED UPON

While there are many definitions on what consultation is, as outlined in the model below, the better approach is to set up a system that involves and engages the participants. Please note the direction of the arrow is the information flow.

Members of the community, other governments, and stakeholders



OVERALL COMMENTS ON THE COMMUNITY INPUT RECEIVED

Looking at the comments received suggests that there is still considerable support for the current vision and the goals of the current OCP. There was also support for the inclusion of the two new Development Permit areas into the OCP; the Interface Wildfire Development Permit and the Greenhouse Gas Emissions Development Permit.

LOCAL GOVERNMENT ACT – Effect of the OCP

Please note that under the *Local Government Act* the following applies.

The effect of the OCP, as outlined by s.478.1 of the Act – does not commit Harrison Hot Springs to proceed with any project.

CLARITY ON THE LAND USE DESIGNATIONS versus ZONING REQUIREMENTS

As with the current OCP, the updated OCP designates potential areas for residential, or commercial uses inside of the Village's boundaries. The area designated low density residential is a large area, which covers most of the village. This area is coloured yellow on the attached Land Use Designation Map #1. There seems to be some confusion between what the designation means, as comments have been provided that the new OCP will allow residential suites and coach houses everywhere. This is not possible, as the Zoning Bylaw is the only tool that allows site specific uses of the land. The only area that allows for either a residential suite or a coach house is the area Zoned Residential 2 (R-2), as outlined in Zoning Bylaw 1115, 2017. To help bring some clarity to this issue, the better approach would be to seek input through a process whereby staff can answer questions directly and prior to any public hearing being held.

MAJOR CHANGES TO THE ATTACHED UPDATED BYLAW

While most of the changes were addressed through a new formatting process the major changes are listed below

1. Reduced the overall size of the OCP document from the current 125 pages down to 51.
2. Changed shall and should to must.
3. Added in the new Housing Need section requirement of *the Local Government Act*. This is in s. 3.2 of the attached bylaw.
4. Added a Community Amenity Contributions section, s 3.4 of the attached bylaw.
5. Added a Development Approval Information section, s 3.5 of the attached bylaw.
6. Took out the Tree Protection section. This issue is better addressed through your Urban Forest Master Plan review and the Tree Protection Bylaw.
7. Added a Sand and Gravel section, as per the requirements of the *Local Government Act*. The new section number is 3.7 of the attached bylaw.
8. Made the OCP more user-friendly, in that we created section headings and moved all the policies associated with that section into this section. That way the policies associated with the issue are found in one section as opposed to being scattered throughout the OCP. This update project also allowed the review team to remove contradictory policy statements.
9. Took out the Design Guidelines as a part of the current OCP. Recommending that they be set up as a policy. In the proposed updated OCP Bylaw the suggested Design Guideline policy is tied to the new OCP.
10. Updated the Maps.
11. Removed the sign policies in the current OCP, as the Village now has a Sign Bylaw. (Bylaw No. 1126, 2018)
12. Deleted various sections of the current OCP, as these policies are actual regulatory requirements that are better addressed through the Village's Zoning Bylaw. This includes density issues and parking requirements.
13. Removed issues that are better addressed in a Council's Strategic Plan, like creating a Tourism Development Strategy.
14. Clarified the cash-in-lieu or parkland dedication during the subdivision process.

OTHER ISSUES ADDRESSED IN THE UPDATED OCP

As with the current OCP, the following issues have been addressed in the updated OCP.

Education/Health/ Public Safety Issues – Section 10

Objectives - s 10.2

Policies – s 10.3

Recreation/Cultural Issues – Section 11

Objectives – s 11.2

SUGGESTED APPROACH TO ADDRESS ANY ADDITIONAL CLARITY ISSUES

Prior to hosting a formal public hearing, as a public hearing is not a proper avenue to answer questions on the updated OCP, but rather it is used to receive comments only. The hosting of an open house is a tool that allows public/staff dialogue to take place.

After the conclusion of the open house a report will be prepared for Council's review and comments.

RECOMMENDATIONS:

1. **THAT** staff be authorized to set up an open house, and any other public consultation process Council wishes to have.

Respectfully submitted:

**REVIEWED BY and Concurrence
with the RECOMMENDATIONS**

Ken Cossey, MCIP, RPP,
Planning Consultant

Kelly Ridley
Interim Chief Administrative Officer

Attachments (1) Bylaw 1184, 2022



OFFICIAL COMMUNITY PLAN

BYLAW NO. 1184, 2022

VILLAGE OF HARRISON HOT SPRINGS OFFICIAL COMMUNITY PLAN BYLAW NO. 1184, 2022

WHEREAS section 472 of the *Local Government Act* authorizes a local government to enact an Official Community Plan Bylaw;

AND WHEREAS section 485 of the *Local Government Act* authorizes a local government to designate a Development Approval Information area;

AND WHEREAS section 488 of the *Local Government Act* authorizes a local government to designate a Development Permit area;

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

TITLE, PURPOSE, APPLICATION, SEVERABILITY, DEFINITIONS, AND EFFECTIVE DATE

Title

- a) This Bylaw may be cited for all purposes as the “*Village of Harrison Hot Springs Official Community Plan Bylaw No. 1184, 2022*”.

Purpose

- b) The purpose of this Bylaw is to assist the Village Council, residents, businesses, and landowners by establishing objectives and policies concerning the form and character of future development and land uses in the community.

Application of the Bylaw

- c) This Bylaw applies to all Lands, including the surface of water, and all uses, Buildings and other Structures located within the boundaries of the Village of Harrison Hot Springs, as amended from time to time, and as shown on Map “1”, the Land Use Designation Map, which is attached hereto and forms part of this Bylaw.

Severability and Definitions

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

- e) Unless otherwise defined here the definitions contained within this Bylaw have the same definition, as outlined in the *Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017*, as amended from time to time.
- f) Schedule “A” Village of Harrison Hot Springs Official Community Plan Bylaw No. 1184, 2022 which is attached hereto and forms part of this Bylaw.

REPEAL

The *Village of Harrison Hot Springs Official Community Plan Bylaw 864, 2007* and all amendments thereto are hereby repealed, effective the date of the adoption of this Bylaw.

READINGS AND ADOPTION

READ A FIRST TIME THIS 24TH DAY OF AUGUST, 2022

READ A SECOND TIME THIS _____ DAY OF _____, 2023

PUBLIC HEARING HELD THIS _____ DAY OF _____, 2023

READ A THIRD TIME THIS _____ DAY OF _____, 2023

ADOPTED THIS ____ DAY OF _____, 2023

Mayor

Corporate Officer

SCHEDULE “A”
VILLAGE OF HARRISON HOT SPRINGS
OFFICIAL COMMUNITY PLAN BYLAW NO. 1184, 2022

TABLE OF CONTENTS

TITLE, PURPOSE, APPLICATION, SEVERABILITY, DEFINITIONS, AND EFFECTIVE DATE	1
Title	1
Purpose	1
Application of the Bylaw	1
Severability and Definitions	1
REPEAL	2
1.0 INTRODUCTION	1
1.1 Purpose of the Official Community Plan	1
2.0 COMMUNITY VISION AND GOALS OF THE PLAN	2
2.1 Vision of the Plan	2
2.2 Goals of the OCP	2
2.3 Village Profile	3
2.4 Regional Context Statement	5
2.5 Indigenous Context and History	7
2.6 Public process utilized for the development of this OCP	8
3.0 DEVELOPMENT FRAMEWORK	9
3.1 Overall Development Concept	9
3.2 Village Housing	9
Future Housing Needs	10
3.3 Objective:	10
3.4 Community Amenity Contributions (CAC)	11
3.4.1 Council policies:	12
3.5 Development Approval Information Areas	12
3.5.1 Areas Designated	12
3.6 Greenhouse Gas Emission Reduction Policies and Actions	12
3.7 Sand and Gravel Deposits	13
3.8 The East Sector Special Planning Area	13
3.8.1 Land tenure and environmental information	13
3.8.2 Land Development Policies	14
3.9 Areas Subject to Hazardous Conditions	14
3.10 Environmentally Sensitive Areas	15

4.0	DEVELOPMENT PERMIT AREAS	16
i.	Development Permit Requirements	16
ii.	Conditions Where Development Permits Are Not Required	16
iii.	Emergency or Municipal works	16
iv.	Wildfire development permit areas	16
4.1	Lakeshore Development Permit Area	17
4.1.1	Category	17
4.1.2	Area	17
4.1.3	Justification	17
4.1.4	Guidelines	17
4.1.5	Required Information	18
4.2	Tourist Commercial Development Permit Area	18
4.2.1	Category	18
4.2.2	Area	18
4.2.3	Justification	18
4.2.4	Guidelines	18
4.2.5	Required Information	19
4.3	Multi-Family Residential Development Permit Area	19
4.3.1	Category	19
4.3.2	Area	19
4.3.3	Justification	20
4.3.4	Guidelines	20
4.3.5	Required Reports	20
4.4	Geotechnical Hazard Development Permit Area	20
4.4.1	Category	21
4.4.2	Area	21
4.4.3	Justification	21
4.4.4	Guidelines	23
4.4.5	Required Information	23
4.5	Interface Wildfire Development Permit Area	25
4.5.1	Category	25
4.5.2	Area	25
4.5.3	Justification	25
4.5.4	Guidelines	25
4.5.5	Required Information	26
4.6	Greenhouse Gas (GHG) Emissions Development Permit Area	26

4.6.1	Category.....	26
4.6.2	Area	27
4.6.3	Justification.....	27
4.6.4	Guidelines	27
4.6.5	Required Information	27
4.7	Riparian Protection Development Permit Areas	28
4.7.1	Category.....	28
4.7.2	Area	28
4.7.3	Justification.....	28
4.7.4	Guidelines	28
4.7.5	Required Information	29
5.0	LAKESHORE PLANNING AREA	30
5.1	Background.....	30
5.2	Objectives	30
5.3	General Policies	30
5.4	Land Use Designations in this Area	31
5.4.1	Lakeshore Beach and Public Use Area.....	31
5.4.2	Village Centre Area	31
5.4.3	Waterfront Commercial Area	32
5.4.4	Lakeshore Marine Tourist Commercial Area	32
5.4.5	Lakeshore Residential Area	32
6.0	COMMERCIAL DEVELOPMENT.....	33
6.1	Background.....	33
7.0	RESIDENTIAL DEVELOPMENT	34
7.3.1	Multi-Family Residential Development.....	35
7.3.2	Low Density Residential Area	35
7.3.3	Resort Residential Use.....	35
7.3.4	Affordable, Rental and Special Groups Housing.....	35
7.3.5	Parking and Traffic in Residential Areas	35
8.0	RESOURCE LANDS	36
9.0	INFRASTRUCTURE.....	36
10.0	PUBLIC FACILITIES	38
11.0	COMMUNITY LAND USES.....	39
12.0	PARKS AND OPEN SPACE	40

1.0 INTRODUCTION

1.1 Purpose of the Official Community Plan

An Official Community Plan (OCP), as defined in the *Local Government Act*, is a statement of objectives and policies to guide decisions on planning and land use management. The Village of Harrison Hot Springs OCP sets out the vision and framework for future development of the community. This Plan provides the policy framework for development and infrastructure decisions by the Village Council. It may be updated periodically to ensure that it continues to reflect the long-range community Vision and the Goals of the Plan.

The Official Community Plan is intended to provide a degree of certainty to the Village Council, residents, businesses, and landowners by establishing objectives and policies concerning the form and character of future development and land uses in the community.

The Village's OCP is one of the higher-level planning documents, with respect to providing land use policy guidance. The other high-level document is the *Fraser Valley Regional District's Regional Growth Strategy (RGS)*. The authority to create and adopt an OCP is found within the *Local Government Act*, specifically *section 472*. Within the *Local Government Act* there are various sections that address the creation and adoption process for an OCP. Listed below is the section and summary of that section.

Section	Purpose of this section
471	<i>It outlines the purpose of the OCP</i>
472	<i>It allows for the creation of an OCP</i>
473	<i>It outlines the required content and process</i>
474	<i>What policy statements may be included</i>
475	<i>Who is consulted during the development of an OCP</i>
476	<i>Discussions with the local school district</i>
477	<i>How the OCP is to be adopted</i>
478	<i>Once adopted what effect does the OCP have</i>

An OCP is a local government tool that is adopted as a bylaw that provides objectives and policies to guide decisions on planning and land use management within the Village.

An OCP is significant because, after its adoption, all bylaws and works undertaken by the Village must be consistent with the plan. While every OCP will be created slightly different from each other the underlying theme of an OCP, as required by legislation, addresses issues such as:

- Proposed land uses and land development policies
- Municipal Services such as transportation, and infrastructure requirements
- Environmentally sensitive areas, and parks and open spaces
- Housing needs and policies
- Hazardous Area requirements
- Public facilities including schools
- Neighbourhood character
- Social policies
- Greenhouse Gas (GHG) targets, and
- Building and landscape design guidelines

2.0 COMMUNITY VISION AND GOALS OF THE PLAN

The principles outlined below are an important philosophical statement on how the Village wishes to evolve over the life of this plan and in turn this provides the framework for future land development.

2.1 Vision of the Plan

The overall goal of the OCP is the continued implementation of a pattern of settlement and land use in accordance with the OCP's objectives. Recognizing that communities are dynamic in nature, the underlying principle of the OCP is to ensure that if changes happen within the Village, they respect both man-made and natural attributes and be sustainable. Development must be responsive to the opportunities and constraints offered by the unique geography of each site, respect the past and be compatible with the current values of the community, as expressed through this OCP. The long-term vision for the development of this plan is as follows;

A residential and resort community with an attractive and inviting Village core of shops and services. A strong commitment to maintaining the scenic qualities, the environment, the quality of life and the vibrant and cultural life combined with a high standard of development.

2.2 Goals of the OCP

The following goals are derived from the vision statement which was shared with the community and reinforced during the public participation process. To achieve the OCP's vision, the following ten (10) goals expand and sets the framework for this OCP.

Goal 1: Provide efficient, equitable and affordable public services

The strategy to achieve this goal is to ensure that water supply, wastewater treatment and other services meet acceptable standards throughout the Village, that they are coordinated with long-term development growth and that they are equitably financed. New development is expected to pay its fair share of infrastructure and public services expansion costs.

Goal 2: Establish a distinct, pedestrian-oriented Village centre with a range of commercial services

The strategy to achieve this goal is to encourage Village centre development for a variety of commercial and tourism uses and to provide public works and traffic and parking management that facilitate a pedestrian-friendly environment. The Design Guidelines policy will provide a framework for downtown lakeshore revitalization of private and public spaces in an integrated manner.

Goal 3: Develop tourism and recreation features and activities for the benefit of residents and visitors

The strategy to achieve this goal is to support the development of and the expansion of the parks, trails, and pathway system, enhance the image and identity of the Village, and encourage high quality development in the lakeshore and tourist commercial areas. The aim is to expand the destination resort qualities and recreational opportunities.

Goal 4: Protect views of the lake and the surrounding mountains

The strategy to achieve this goal will focus on protecting and enhancing the views to the lake from key sites on Lillooet Avenue and encouraging future lakeshore development that takes account of the need to protect views of the mountains and lake. It will also support measures to prevent adverse effects of logging on scenic values.

Goal 5: Protect and maintain air and water quality and biodiversity

The strategy to achieve this goal involves upgrading wastewater management systems, managing stormwater drainage and runoff, limiting campfires, and protecting important natural habitats and ecosystem functions. The development of a substantial park and trail system and conservation and restoration of the Miami River will also assist in this goal. In order to ensure the protection or appropriate replacement in the urban forest canopy, all development must be guided by and subject to the Village's Tree Protection Bylaws and the Urban Forest Master Plan, as amended from time to time.

Goal 6: Promote compatible residential and tourism development and community relationships

The strategy to achieve this goal is to protect residential neighbourhood quality, manage traffic impacts and encourage community collaboration in addressing visitor-resident issues. A major challenge is to provide for increased residential and tourism growth and a coordinated approach to land use and transportation issues that serves the needs of both sectors. This includes wherever possible, separating incompatible land uses and controlling traffic and parking.

Goal 7: Manage traffic and parking and promote transportation alternatives

The strategy to achieve this goal is to manage traffic flows and parking so as to minimize congestion and disturbance of residential areas, and to provide a bicycle and walking path network. Visitor parking is a key issue. The livability and attractiveness of the community will depend upon the ability to manage seasonal traffic volumes.

Goal 8: Provide for a mix of housing types for all ages and incomes

The strategy to achieve this goal is to designate lands for a variety of housing types and to provide density bonus incentives for affordable and special groups housing. A diverse supply of housing, including seniors housing is important to the future character of the community.

Goal 9: Restore and protect Miami River and related aquatic systems

The strategy to achieve this goal is to continue support either the federal or provincial agencies that are looking to restore the natural flows, improve water quality and protect riparian and watershed functions. Miami River is a key feature in managing drainage and flooding, enhancing the quality of the environment, and implementing the tourism development strategy of the Village.

Goal 10: Reduce community greenhouse gas emissions

Recognizing the importance of long-term emission reductions and the significance of the Provincial government's targets. The strategy to achieve this goal is to encourage a compact and complete Village centre, facilitate and re-design transportation infrastructure and services that increase alternative transportation and reduce private vehicle use, encourage more energy-efficient buildings and renewable, low-carbon energy sources, and reduce waste generation and landfill disposal.

2.3 Village Profile

The Village is located within the Fraser Valley Regional District and is a destination community that offers residents and visitors, scenic surroundings, a natural hot springs, and a developed tourism industry. All of these attributes make Harrison Hot Springs a great place to stay over both the short and long terms. With respect to the developed tourism industry the following labour statistics indicate that the tourism industry is the main driver of the local economy.

The labour participation rate (2016); breakdown by sex - Male 51.2 %, Female 47.1%. Total participants 630, with the industry type outlined in the table below.

Employment by Industry - 2016

Industry Type	Count	% of the workforce
Mining, quarry, and oil and gas	10	1.6
Construction	55	8.9
Manufacturing	35	5.7
Wholesale Trade	20	3.3
Retail Trade	55	8.9
Transportation and warehousing	25	4.1
Finance and Insurance	20	3.3
Real estate and rental and leasing	25	4.1
Professional, scientific, and technical services	20	3.3
Administrative and support, waste management and remediation services	35	5.7
Educational services	50	8.1
Health care and social assistance	80	13.0
Arts, entertainment, and recreation	10	1.6
Accommodation and food services	115	18.7
Other services (except public administration)	20	3.3
Public administration	40	6.5

Source: Census Profile 2016 Census; Harrison Hot Springs, Statistics Canada

In addition to the developed tourism industry the Village has experienced a growth in the number of business licenses issued since 2015. The number of business licences issued has grown by almost 85% over the past seven (7) years, as outlined in the chart below. Source:

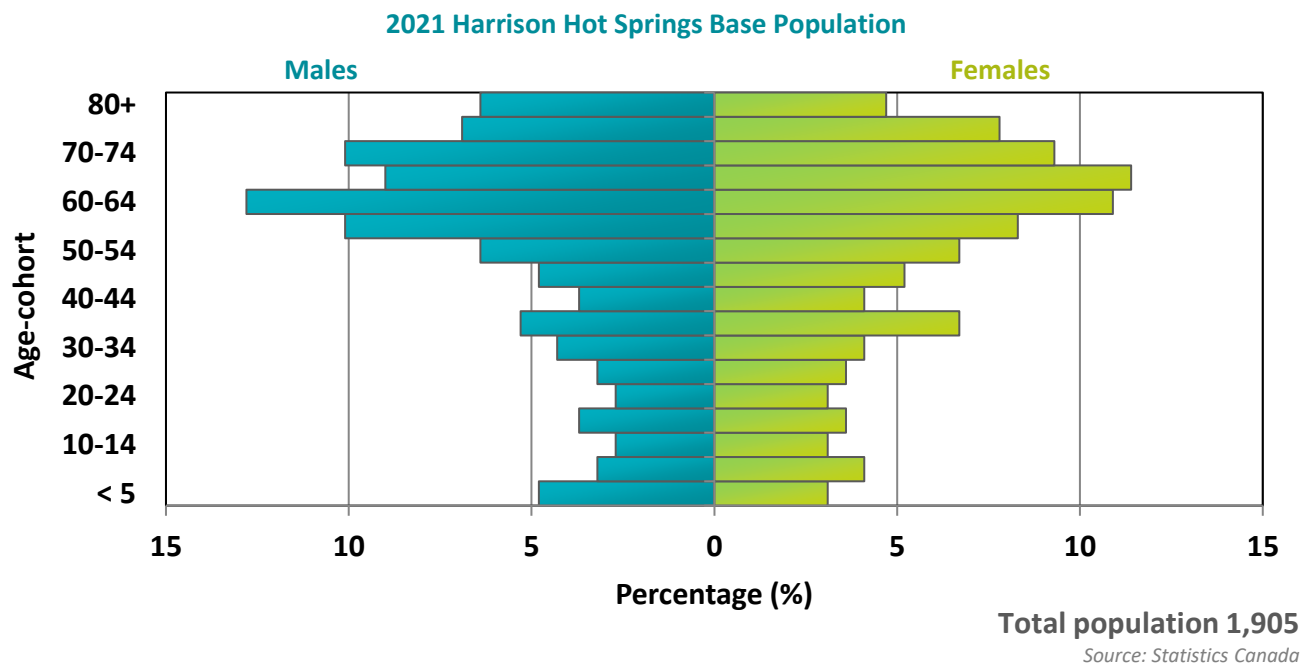
Business Licenses Issued (2015-2022)

Source: Village Office, 2022

Business Type	2015	2016	2017	2018	2019	2020	2021	2022
Amusement/Recreation	18	18	18	18	18	19	19	19
Contractor	2	2	2	2	2	2	3	3
Non-resident Contractor	12	12	13	15	16	20	22	22
Home Occupation	14	15	15	17	22	22	25	26
Lodging	5	5	5	8	10	10	10	10
Miscellaneous	3	3	3	5	6	6	9	10
Personal Services	1	2	2	2	2	2	4	4
Restaurant/Food Services	13	14	15	19	22	23	26	26
Retail	8	8	8	9	10	10	11	11
Service Station	1	1	1	1	1	1	1	1
Suite Rentals	1	1	1	1	1	3	8	8

Inter-Municipal						3	3	4
Totals	78	81	83	97	110	121	141	144

The population of Harrison Hot Springs grew during the period from 1996 to 2006, when the Statistics Canada Census reported 655 people in 1991, 898 in 1996, 1,343 in 2001, and 1,573 in 2006. The population receded slightly to 1,468 in 2011 and 2016. Today the 2021 census indicates the village has a population of 1,905 which is a change of almost 30% (29.8%) from its 2016 population of 1,468. Listed below is the current population breakdown.



2.4 Regional Context Statement

To support the Regional Growth Strategy of the Fraser Valley Regional District (FVRD), and the vision of a “vibrant, distinct and sustainable communities that accept responsibly managed growth while being committed to protecting the land resource and the natural environment to ensure that a high quality of life is accessible to all.”

The *FVRD Choices for our Future, Regional Growth Strategy for the Fraser Valley Regional District*, sets out a framework to guide member communities, jointly and individually, in pursuing the vision described above. The Regional Growth Strategy (RGS) identifies eight goals, and the Village of Harrison Hot Springs OCP address these goals in the following manner:

Increase Transportation Choice and Efficiency

The RGS Regional Transportation Improvement Priorities identify Hot Springs Road as a medium to long term priority for upgrading to accommodate increased population growth in Harrison Hot Springs. The RGS also promotes settlement patterns that minimize the use of automobiles and encourages walking, bicycling, and the efficient use of public transit, where practical. The relevant OCP policies are to:

- Concentrate higher density residential land uses within and near the Village Centre, reducing the need for local car dependency (*policies 5.4.2(b) and 7.3.1*).
- Develop an integrated parks and trail system for the community and a pedestrian-bicycle path along Hot Springs Road (*policy 12.3*)

- c. Promote direct bus service from Chilliwack {policy 3.6(i)}.
- d. Work with Ministry of Transportation and Infrastructure on mutual transportation issues policy 3.6(i)}.

Support and Enhance the Agriculture Sector

The RGS encourages the development of a long-term strategy that will balance the need for stable, long-term Agricultural Land Reserve boundaries with the need for additional land to support employment growth in all sectors, including agriculture, and the need for contiguous urban development. The relevant OCP policies are to:

- a. Recognize the jurisdiction of the Agricultural Land Commission over the Agricultural Land Reserve (ALR). Accommodate residential growth through infill and higher densities in the developed area and maintain Resource and Public Use designations on ALR lands {policies 8.2(a) and 8.3(a)}
- b. ALR lands are noted on Map #1, Land Use designation Map.

Manage Urban Land Responsibly

The RGS supports Official Community Plans policies that encourage infill, redevelopment, densification, and mixed use as a means of creating more compact development patterns. The relevant OCP policies are to:

- a. Manage growth within the Fraser Valley Regional District's Urban Growth Boundary by directing it toward existing developed areas and by increasing residential densities (policies 5.4.2 (b), 5.4.5, and 7.3.1).
- b. Increase density and mixed uses in the Village Centre for a more compact urban structure (policies 5.4.2, 5.4.3, 5.4.4, and 5.4.5).
- c. Promote commercial services in the Village Centre in support of a more complete community (policy 5.4.2).
- d. Avoid urban development into the lake and within the geotechnical hazard areas (policies 5.2, and 4.4).

Develop a Network of Sustainable Communities

The RGS supports official community plans and other plans that incorporate sustainable planning principles as a means to becoming more sustainable and self-sufficient. The relevant OCP policies are to:

- a. Increase the range of services and amenities available within the Village Centre (policies 3.3).
- b. Provide incentives for affordable housing {policy 3.2(g)}.
- c. Upgrade wastewater treatment facilities to protect water quality (policy 9.2).
- d. Upgrade water supply infrastructure and management to improve the efficiency and effectiveness of water systems (policy 9.2).
- e. Promote waste reduction and recycling (policy 10.2).

Protect the Natural Environment and Promote Environmental Stewardship

The RGS aims to protect air quality, water quality and natural environment, and proposes various regional initiatives for environmental stewardship. The relevant OCP policies are to:

- a. Protect environmental values through development permit areas that achieve specific environmental objectives (policies 4.6, and 4.7).
- b. Promote Miami River protection and rehabilitation (policy 4.7).
- c. Undertake environmental sensitive areas inventory (policies 3.4, 3.8, and 3.10).
- d. Upgrade wastewater treatment facilities to protect water quality (policy 9.2).
- e. Promote the "reduce, reuse and recycle" approach to waste management {policy 10.2(b)}.

Protect and Manage Rural and Recreational Lands

The RGS supports the development of a regional park system in context with federal, provincial, municipal and FVRD regional park systems and greenway initiatives, and encourages the development and coordination of municipal and rural walking and bicycle path plans and seeks cooperation on the management of land use on Crown Lands. The relevant OCP policies are to:

- a. Protect forest cover on resource lands (*policy 8.3*).

Achieve Sustainable Economic Growth

The RGS encourages the development of a strong employment base and a favourable investment climate that will support economic growth and diversity. Tourism is the primary economic driver for Harrison Hot Springs. The relevant OCP policies are to:

- a. Facilitate economic change in the evolution of the tourism economy toward high-value, more diverse tourism opportunities (*policy 5.2*).
- b. Provide for artisan workshops on large lots adjacent to Hot Springs Road (*policy 4.2*).

Manage Water, Energy Resources and Waste Responsibly

The RGS highlights the challenge to ensure that future development takes place only where adequate infrastructure and community facilities exist or can be provided in a timely, economic, and environmentally sound manner. (*policies 9.2, 10.2 and 10.3*)

2.5 Indigenous Context and History

The Village of Harrison Hot Springs is located in Sts'ailes territory and the Village is committed to working with Sts'ailes leadership now and in the future, in the spirit of reconciliation, and for the betterment of both communities. A strengthened relationship between the Village and Sts'ailes will contribute to the successful alignment and implementation of both community's values and visions, particularly with respect to stewarding the natural environment, promoting sustainable eco-tourism opportunities, and ensuring controlled growth in the Village and surrounding areas.

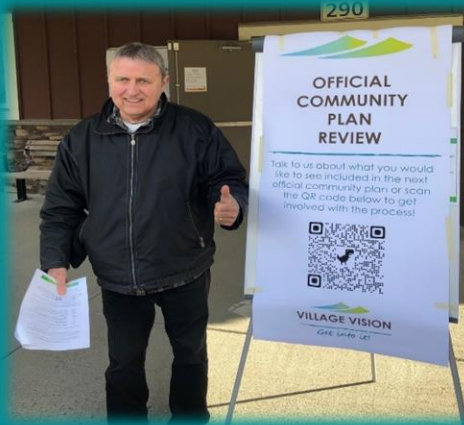
Sts'ailes is a Coast Salish Halkomelem speaking tribe linked with surrounding Indigenous Peoples through kinship, language, trade, intermarriage, ceremonies, and stories. Before Europeans arrived, Sts'ailes households lived near the hot springs in a village known as Qwó:íls. Besides the cultural and healing properties of the hot springs, the Sts'ailes and their neighbours valued and utilized abundant local resources including a tall grass (mats'el or th'a:xey), stone outcrops for tools, and all species of salmon. Qwó:íls was also an important nexus for movement between Harrison Lake, Harrison River, and the Fraser River. The overland Whippoorwill Point trail has great antiquity, being commonly used by Sts'ailes people who stowed their canoes in order to bypass strong winds on Harrison Lake. Today the Village of Harrison Hotsprings is home to Qwóltz Park.

Since time immemorial, the ancestors of the Sts'ailes people lived in dozens of settlements like Qwó:íls along the shorelines of the lakes and rivers of their Xaxa Temexw (Sacred Earth). Sts'ailes histories tell how the first ancestors came from the sky, made lives for themselves in the Harrison Watershed, forged powerful kinship bonds with other living plants and animals, and developed the skills, practices, and respect to live and thrive. The Village of Harrison Hot Springs is committed to restoring some of Sts'ailes' lost connections and opportunities resulting from being displaced and disposed in their own territory.

2.6 Public process utilized for the development of this OCP

Various tools were utilized to solicit and include public input into this OCP. The tools utilized are listed below;

- i. Community surveys,
- ii. Pop-up events,
- iii. World café, and a
- iv. Public Hearing.



3.0 DEVELOPMENT FRAMEWORK

3.1 Overall Development Concept

The overall development concept is a broad summary of the general land use priorities for the future of Harrison Hot Springs, consistent with the Goals of the OCP. The elements of this concept are as follows:

Village Centre:

Development of a compact, pedestrian-oriented town centre with mixed use commercial and residential development, a range of services and a comprehensive design theme for buildings and streetscape; to be guided by the Village Design Guidelines.

Lakeshore Development:

Enhancement and extension of the lakeshore park and walkway from the hot springs source site on the west to the marinas on the east, protection of the views of the lake, development of the hot springs source site, and review of parking and road system.

Residential Development:

Expansion of multi-family residential uses in the Village Centre, townhouse development near Lillooet Avenue east, and low-density residential development in central/south Harrison, with appropriate traffic management to protect residential quality.

Tourism Development:

Increased economic opportunities for tourism growth and outdoor recreation activities compatible with adjacent residential land uses; to be guided by a long-term Tourism Development Strategy that focuses on the future of tourism in Harrison Hot Springs.

Park and Trail System Development:

An integrated system of parks and trails that expands the outdoor recreation and tourism activities, linking Hot Springs Road, Miami River, the East Sector, the lakeshore, the Harrison River, and other features.

The community has expressed continued support for managed growth that emphasizes protection of the natural environment and scenic values, development of the Village Centre, and improved streetscapes, and features that support a high-quality tourism destination and community.

3.2 Village Housing

The Council undertook a Housing Needs Assessment in 2019. Listed below is a summary of the anticipated housing needs, as identified in this report for the next five years.



Future Housing Needs

General

- It is anticipated that in the next five years, the addition of several units of 1–2-bedroom housing will adequately service the community as its demographics shift. There may be a limited need for new 3-bedroom units for families.
- There is not an anticipated need for a significant housing stock increase, as the population increase will be slow. Instead, there is a need to continue to monitor housing stocks to ensure that market housing needs are being met and the rate of building reflects the population increase.
- The 2020 anticipated housing need projection shows an increase in bachelor, 1- and 2-bedroom dwellings to support a wider variety of family and lifestyle needs.
- From 2022 onwards, the need for additional bachelor units will decrease; instead, an anticipated need for more 1–2-bedroom units are indicated, reflecting a community that currently chooses a majority of detached homes, but may need to transition into smaller accommodations as the community ages.

Seniors

- Though the population is not projected to increase to levels that would require large increases in housing stock, an ageing population and shift towards seniors ageing in place will require more housing units for fixed or low-income seniors.
- An ageing population and an average household size of 2.0 demonstrates a potential need for smaller housing typologies in the future as those currently living in detached homes look to downsize.

Workforce

- Given the dependency on workers from the neighbouring community and greater region it might be worth understanding opportunities and needs for housing more of the workforce within Harrison or at least in Kent.
- Ensuring the right balance between vacation homes and workforce homes means that part-time vacationers actually have someone to serve them when they are in Harrison.
- A mix of accommodation types targeted at the workforce might include purpose-built market rental dwellings and potentially more affordable ownership dwellings restricted to employees.

Source: Harrison Hot Springs Housing Needs and Supply Report, November 27, 2019, prepared by the Centre for Sustainability and M'akola Development Services, pages 26-27.

As per the summary above and s. 473(2) of the *Local Government Act* as amended from time to time, the Council will continue to work with developers and other non-profit groups on securing affordable rental, and special groups housing, as outlined in the policy below.

3.3 Objective:

Recognition of the importance of housing as a fundamental part of individual and community health and ensure that all residents have an affordable and adequate place to live.

Progress can be measured by:

- a. An increase in number of non-market housing units created, as a percentage of total units; and or
- b. A healthy and stable vacancy rate.

The Village policies include but are not limited to the following:

- a. Protect existing affordable rental housing stock.
- b. Require any affordable housing amenity to be supported by appropriate legal and enforceable instruments, such as Housing Agreements.
- c. Investigate the use of inclusionary zoning to require any potential density increase to incorporate a proportion of affordable units.
- d. Investigate zoning bylaw amendments to apply residential rental tenure zoning in appropriate locations.
- e. Amend the zoning on parcels to provide for additional density for purpose-built rental and affordable housing.
- f. Consider opportunities to incentivize new affordable housing.
- g. Consider implications on housing costs and affordability when developing or amending land use and development policy and regulation.
- h. Support subsidized housing, supportive housing, and non-market housing for vulnerable populations such as seniors, and or low-income.

In addition to the above the Village will work with others to:

- a. Partner with other government agencies, the private sector, non-profit organizations, and service agencies to pursue affordable housing opportunities.
- b. Explore governance options for delivering and managing affordable housing.
- c. Identify and engage key stakeholders and service providers in the delivery of affordable housing.

3.4 Community Amenity Contributions (CAC)

Community amenities are contributions agreed to by an applicant/developer and the Village of Harrison Hot Springs, as a part of a rezoning review and process. The offer of a CAC is strictly voluntary, and if the applicant/developer and the Village agree to use the CAC then the CAC will be obtained when the Village decides to adopt the rezoning bylaw. The use of the CAC cannot be delegated to either a building official or the Approving Officer.

The following list provides examples of CACs that may be appropriate, depending on the circumstances:

- a. Contribution of land for a civic or institutional use;
- b. Contribution to any community safety infrastructure and equipment;
- c. Contribution of land for special groups housing or affordable housing;
- d. Improvements to public facilities or public buildings;
- e. Heritage conservation;
- f. Provision of park improvements or park land (beyond statutory requirements);
- g. Protection of environmentally significant areas beyond minimum requirements;
- h. Public realm improvements beyond statutory requirements (i.e., public plaza, pedestrian and cycling linkages, community art);
- i. Contribution of land for the purpose of watershed protection;
- j. Viewscape protection;
- k. Neighbourhood enhancement project; and
- l. Provision of cash to the Village of Harrison Hot Springs Amenity Fund (i.e., recommended contribution of \$1,000 per residential unit to be constructed in the development, or as adjusted periodically) for a future Community Amenity.

3.4.1 Council policies:

- a. Council may choose to accept CACs where it considers that the Village's future budgets will be able to support the estimated lifecycle costs of operating, maintaining, and repairing the Community Amenity.
- b. If applicable, CACs will be negotiated on a case specific basis as each Development proposal is unique.
- c. Staff are hereby authorized to negotiate with an applicant, as and when required. The final decision on the CAC offer rests with the Council.

3.5 Development Approval Information Areas

3.5.1 Areas Designated

- a. This OCP has designated all Development Permit areas as Development Approval Information areas in accordance with provincial legislation in order to meet the purposes of the various development permits within this plan.
- b. This OCP also designates all areas that may be rezoned in any of the following designated areas, the Lakeshore, the Marine Tourist Commercial, the Waterfront Commercial, Village Centre, and the Tourist Commercial areas, as Development Approval Information areas in accordance with provincial legislation in order to assist the residents understand what, if any, the impacts on the Village that may result if the application is approved.
- c. The East Sector Special Planning Area.
- d. The rezoning of any lands that results in ten (10) or more residential dwelling units.

3.6 Greenhouse Gas Emission Reduction Policies and Actions

The Village will undertake the following actions with the aim of achieving the community emissions reduction. In many cases, these actions will build upon actions already planned, commenced, or undertaken by the Village.

Cross-Cutting, Strategic Actions

Continue to participate in regional discussions and plans relating to energy, climate change and sustainability, and continue to work with other jurisdictions to learn from their experience.

Land Use Actions

- i. Continue the process of updating the zoning bylaw to incorporate provisions that encourage compact, complete community development.
- ii. Explore density incentives where appropriate – for example, density for cash contributions to off-site parking.
- iii. Continue to identify opportunities for tourism tax-funded infrastructure improvements that support emissions reductions and tourism, such as walkability.
- iv. Continue to encourage the development of local services such as grocery stores, which can service many of the day-to-day needs of residents and visitors; consider the accessibility of regional services in this work.

Transportation Actions

- i. Continue to advocate and work with partners to develop transit solutions to/from Harrison Hot Springs and major destinations, also aimed at reducing fossil fuel consumption.
- ii. Continue setting up electric car charging stations.

Buildings Actions

- i. Develop a green building/energy efficiency standard or checklist with the Fraser Valley Regional District Building Inspection Department.
- ii. Develop and promote incentives aimed at improving energy efficiency and utilizing renewable energy in new construction and existing buildings.

Energy Supply Actions

- i. Pursue utilization of alternative, low carbon energy sources and systems including geothermal/waste heat and district energy for the Village Centre and engage community partners in this process.

Waste and Resource Management Actions

- i. Continue to pursue expansion and/or enhancement of services that will reduce waste disposal and landfilling, particularly organic food waste that contributes to landfill gas emissions.
- ii. Expand waste reduction education efforts widely in the Village and use this as an avenue for broader greenhouse gas emissions reduction education.

Energy and Climate Change

- i. Promote energy conservation, transportation efficiency and public transit in public infrastructure investments and development planning.
- ii. Encourage energy conservation and efficiency and other green building measures in proposals for new tourist accommodation facilities and major public facilities, including future redevelopment of the Memorial Hall.

3.7 Sand and Gravel Deposits

There are no active or known sand and gravel pits located within the Village boundaries.

3.8 The East Sector Special Planning Area

3.8.1 Land tenure and environmental information

Background

The East Sector Special Planning Area consists of about 162 hectares of land east of McCombs Drive, including the western slopes of Bear Mountain. The area is undeveloped and heavily wooded, and much of it lies within the Agricultural Land Reserve. A portion of the area is held by the Village (34 ha), with a portion of the area privately held (29 ha) and the balance under provincial crown land designation (99 ha).

The East Sector contains a major section of the Miami River and its eastern tributaries and various remnant wetlands and bogs. Complex drainage patterns exist in the area and affect the lowland water management and flood protection of the residential areas. The majority of the area is covered by mixed coniferous/ deciduous forest. Portions of the area are inundated with water during certain periods.

Several designated rare and endangered species and threatened species of plants and animals occur in the East Sector Area, including the extremely rare Pacific water shrew. Future planning of the area must provide for the protection of:

- a. two rare plant communities (black cottonwood/red-osier dogwood and black cottonwood/sitka willow) associated with wetland and lowland habitat on the northern portion of the East Sector;
- b. a sphagnum bog on private lands containing locally rare vegetation and an adjacent trembling aspen stand;
- c. various stands of mature Douglas fir and big leaf maple found throughout western portions of the East Sector that have significant wildlife trees; and
- d. the aquatic and riparian habitats of the Miami River watershed.

3.8.2 Land Development Policies

The primary community interest lies in protecting the important ecological values in this area, managing the drainage regime, providing for recreation/nature trails linked to the overall trail system for the Village.

Objectives

- a. Provide clear direction for the ecological protection and future use of the East Sector in a manner consistent with the Goals of this OCP and based on thorough knowledge of the physical and natural resource features of the area - both opportunities and constraints, and on thorough consultation with the community, the Agricultural Land Commission and the Ministry of Agriculture and Lands.
- b. Ensure that public amenity values in this area, such as the Miami River corridor and trail systems, are preserved and enhanced for the future use and enjoyment of the entire community.

3.9 Areas Subject to Hazardous Conditions

Background

The Village contains some known areas that are subject to hazardous conditions. These areas include the steep slopes at both the eastern and western boundaries of the Village. Significant portions of the Village are located within the floodplain, and new development is subject to flood proofing requirements. Details of the geotechnical and flooding hazard assessment are provided by Thurber Engineering Ltd. in a report entitled: 'Slope Hazard Evaluation - Harrison Hot Springs' and later supplemented by the Thurber Engineering Ltd. report entitled, 'Hazard Lands - Secondary Study'. Other hazards include the potential for interface fires in the forested areas on the east and west sides of the Village.

Objectives

- a. Identify known areas that are subject to hazardous conditions.
- b. Control development in areas that are subject to hazardous conditions and ensure that measures have been taken to address the hazards.
- c. Set out the requirements or standards for developments within these areas subject to hazardous conditions, primarily through floodplain designation and Development Permit Areas.

Policies

Steeply Sloped Areas

- a. New Developments within these areas will require a Development Permit in accordance with the provisions of this OCP.

Areas Subject to Flooding

- a. To protect development from flooding, the areas within the Village, the Flood Construction Level will be set at 14.55 metres elevation above sea level.
- b. The use of a floodplain covenant may be utilized.

- c. Developers are encouraged to review the Flood Control Requirements section of the *Village's Zoning Bylaw, 1115, 2017*, as amended from time to time.

Areas Exposed to Interface Fire Potential

- a. New Developments within this area will require a Development Permit issued in accordance with the provisions of this OCP, as amended from time to time.

3.10 Environmentally Sensitive Areas

Background

Continuation on the protection of the natural environment is one of the major priorities expressed by residents during the community input process. Environmentally sensitive areas are special natural areas in Harrison Hot Springs that have particular ecological values or functions and that are generally sensitive to the impacts of development. This includes the Miami River and their watersheds, the various natural habitats in the East Sector, and other natural resource values associated with the steep slopes and with Harrison River.

Objectives

- a. Protect the natural beauty and environmental integrity of the community by paying particular attention to the forested areas, Miami River, Harrison Lake, and Harrison River.
- b. Identify the environmentally sensitive areas of the community through a comprehensive inventory of important natural areas and features, including natural areas that affect the drainage and ecological functions of the Miami River.
- c. Ensure environmentally sensitive areas identified are protected through development controls such as the use of Development Permit Areas and other mechanisms.
- d. Encourage the protection and rehabilitation of Miami River through community initiatives and drainage management.

Policies

- a. To develop an inventory of environmentally sensitive areas in the community and to identify conservation requirements for important natural areas and features.
- b. To actively support the community efforts to protect and rehabilitate the Miami River, and to implement the provincial and federal governments' requirements for streamside protection.
- c. To designate environmentally sensitive areas as Development Permit Areas that recognize the special natural features that require appropriate protection and enhancement measures.

4.0 DEVELOPMENT PERMIT AREAS

i. Development Permit Requirements

Development Permit Areas will be established under s.488 of the *Local Government Act*, as amended from time to time. The purpose of these areas is to provide flexibility to accommodate development while meeting certain specified development, hazard protection or environmental objectives on the site. Development permits may vary aspects of a regulatory bylaw, excluding the permitted land use and density requirements.

This Official Community Plan has designated all development permit areas as development approval information areas in accordance with provincial legislation in order to meet the purposes of the various development permits within this plan.

ii. Conditions Where Development Permits Are Not Required

Development Permits are not required within the specified development permit areas under the following conditions:

- a. for an internal alteration which does not affect the outer appearance of the building;
- b. within the Lakeshore Development Permit Area, for the replacement, upgrading or repair of the external covering of existing buildings (i.e., roofing or siding) with similar materials
- c. within the Riparian Protection Development Permit Area as per the Riparian Area Protection Regulations, as amended from time to time.

iii. Emergency or Municipal works

A development permit is not required:

For the construction, repair, or maintenance of municipal works by the Village or its authorized agents or contractors. Emergency procedures to prevent, control or reduce erosion, or other immediate threats to life and property including:

- i. Emergency actions for flood protection, wildfire protection and erosion protection;
- ii. Clearing of an obstruction from bridge, culvert, or drainage flow; repairs to bridges and safety fences in accordance with any federal or provincial Act;
- iii. Removal of hazardous trees that present a danger to the safety of persons or are likely to damage public or private property;
- iv. For restoration works under the supervision of a qualified professional.

iv. Wildfire development permit areas

A permit is not required:

- i. For internal alterations of a building.
- ii. For the removal of trees or other plant materials.
- iii. For the construction, repair, or maintenance of municipal works by the Village or its authorized agents or contractors.

4.1 Lakeshore Development Permit Area



4.1.1 Category

The Lakeshore Development area is designated a Development Permit Area under s. 488(1)(f) of the *Local Government Act* as amended from time to time, to establish objectives and guidelines for the form and character of commercial and multi-family residential development.

4.1.2 Area

The Lakeshore Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.1.3 Justification

Commercial and multi-family residential development in the Lakeshore Area is designated within a Development Permit Area in response to the following objectives:

- a. Recognize the Lakeshore Area as a critical area due, in part, to its high potential for major new development and redevelopment.
- b. Ensure a high quality of both tourist-oriented commercial development and new residential development.
- c. Encourage uses, building design and landscaping which build on the unique opportunities presented by Harrison Lake, the beach, and the surrounding area.
- d. The use of the design guidelines for development within the Lakeshore Area to will help to maintain the Village character, promote compatibility and architectural integrity with existing development, and help to preserve views.

4.1.4 Guidelines

Development Permits issued in this area must be in accordance with the Village of Harrison Hot Springs Design Guidelines. The design principles include:

- a. Architecture responsive to the medium density mixed-use context and integrated with neighbouring buildings of various ages.
- b. Site planning based on creating continuous street-oriented edges and intensifying pedestrian activity within the Lakeshore Special Planning Area.
- c. Protection of view corridors within the Village towards Harrison Lake and the surrounding mountains.

- d. Respect for the natural setting which should continue to dominate along the lakeshore.
- e. Variation on themes to result in a balance between continuity and a healthy diversity, both within a commercial, residential, or mixed-use development and throughout the Village.

4.1.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for a Lakeshore Development Permit must include:

a. Site Plan

A detailed, professionally-prepared Site Plan showing parking layouts, all existing and proposed development.

b. Concept Plan

A Concept Plan showing context photos, colour elevation drawings and list of materials to be used.

c. Landscape Plan

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and all proposed landscaping. A full planting list and estimate is required.

d. An On-Site Parking Plan

A concept plan outlining how and where the vehicles of the proposed Development will be utilizing off street parking.

4.2 Tourist Commercial Development Permit Area

4.2.1 Category

The Commercial area is designated a Development Permit Area under *s. 488(1)(f)* of the *Local Government Act* as amended from time to time, to establish the objectives and guidelines for the form and character of any commercial development.

4.2.2 Area

The Tourist Commercial Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.2.3 Justification

Commercial development is designated within a Development Permit Area in response to the following objectives:

- The design of the Commercial uses must be in a manner that complements the visual character of the Hot Springs Road corridor and avoids conflicts with adjacent land uses.

4.2.4 Guidelines

Development Permits issued in this area must be in accordance with the Village of Harrison Hot Springs Design Guidelines. The design guidelines also include the following:

- a. Creation of a "commercial strip" image must be avoided by encouraging:
 - innovative building design and configuration;

- siting of buildings near the front of a parcels with landscaped areas rather than paved parking areas between the building and the adjacent roadway;
 - adequate on-site parking at the rear, side or within buildings rather than the front; and
 - significant landscaping adjacent to public rights-of-way and integrated within the site.
- b. All Developments must allow for the maximum sun penetration to pedestrian levels. Important view corridors must be preserved.
 - c. The Building and Structure, and site design must strive to reduce the apparent mass of structures and to integrate the development within its site and locality;
 - d. Context, variety, continuity, and pedestrian interest must be expressed in the design of buildings, especially at ground level.
 - e. Landscape screening requirements must be utilized to separate parking clusters and to mask storage and service areas from adjacent residential uses and pedestrian view.
 - f. Commercial uses must be sited to afford maximum privacy to any adjacent Residential uses.
 - g. Natural landscape areas must be retained and incorporated into site development plans when feasible.

4.2.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for a Tourist Commercial Development Permit must include:

a. Site Plan

A detailed, professionally prepared Site Plan showing parking layouts, all existing and proposed development.

b. Concept Plan

A Concept Plan showing context photos, colour elevation drawings and list of materials to be used.

c. Landscape Plan

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and all proposed landscaping. A full planting list and estimate is required.

d. An on-site Parking Plan

A concept plan outlining how and where the vehicles of the proposed Development will be utilizing off street parking.

4.3 Multi-Family Residential Development Permit Area

4.3.1 Category

Lakeshore Residential development is designated a Development Permit Area under s. 488(1)(f) of the *Local Government Act* to establish objectives and guidelines for the form and character of multi-family residential development.

4.3.2 Area

The Multi-Family Residential Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.3.3 Justification

Multi-family Residential Development in the Lakeshore Residential Area is designated within a Development Permit Area in response to the following objectives:

- Promote compatibility of new Residential Development with existing developments and with the overall character of the Village.

4.3.4 Guidelines

Development Permits issued in this area must be in accordance with the Village of Harrison Hot Springs Design Guidelines. The design principles include:

- a. Architecture responsive to the small-scale residential context and the integration of the site in terms of the Building or Structure's form and massing, rooflines and orientation and relationships to streetscape, must be demonstrated.
- b. Emphasis on the natural scenic setting, and the need to complement the scenic and environmental values.
- c. Variation on the Building or Structure themes must result in a balance between continuity and a healthy diversity, both within multi-family residential and the adjacent Development.
- d. Sensitivity to the pedestrian experience, must be demonstrated.

4.3.5 Required Reports

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for a Multi-Family Residential Development Permit must include:

a. Site Plan

A detailed, professionally prepared Site Plan showing parking layouts, all existing and proposed development.

b. Concept Plan

A Concept Plan showing context photos, colour elevation drawings and list of materials to be used.

c. Landscape Plan

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and all proposed landscaping. A full planting list and estimate is required.

4.4 Geotechnical Hazard Development Permit Area



4.4.1 Category

The Geotechnical Hazard Development Permit Area is designated under s. 488(1)(b) of the *Local Government Act* for protection of development from hazardous conditions.

4.4.2 Area

The Geotechnical Hazard Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.4.3 Justification

Research and analysis supporting the identification of the Geotechnical Hazard Development Permit Area as a hazardous area is set out by Thurber Engineering Ltd. in the October 11, 1988, letter report entitled: 'Slope Hazard Evaluation - Harrison Hot Springs' and later supplemented by the Thurber Engineering Ltd. April 23, 1992, letter report entitled, 'Hazard Lands - Secondary Study'. The 1988 report notes that "current guidelines for geotechnical practice suggest that a 1/500-year probability of occurrence for land sliding should be the basis for evaluating the acceptability of landslide hazards on residential properties." The report identifies areas where this 1/500-year probability of occurrence of combined slope hazards (rockfalls, debris, avalanches, debris torrents) may be exceeded.

The 1992 report provides a more precise delineation of the general hazard zones west of Hot Springs Road. It analyzed the potential runout distance of large falling rock fragments. Based on this analysis, the report established three hazard zones and recommended that these be recognized in land use decisions concerning the study area. These zones are:

Hazard Zone A: Steep land Zone

Hazard Zone B: Rockfall Runout Zone

Hazard Zone C: Negligible Hazard Zone

The report notes that "areas within **Zone A** should be considered subject to rockfall and debris avalanche hazard of moderate probability, meaning that a significant damage incident should be expected within the design life of a Building or Structure. **Zone B** should be considered subject to rockfall and debris avalanche of moderate to low probability meaning that, although not very likely, a damage incident can still occur within the design life of the Building or Structure." **Zone C** "is considered to have negligible exposure to geotechnical hazard."

It is the objective of this Development Permit Area (DPA) to protect development from the geotechnical hazards noted above.

Hazard Area A: Steep land Zone

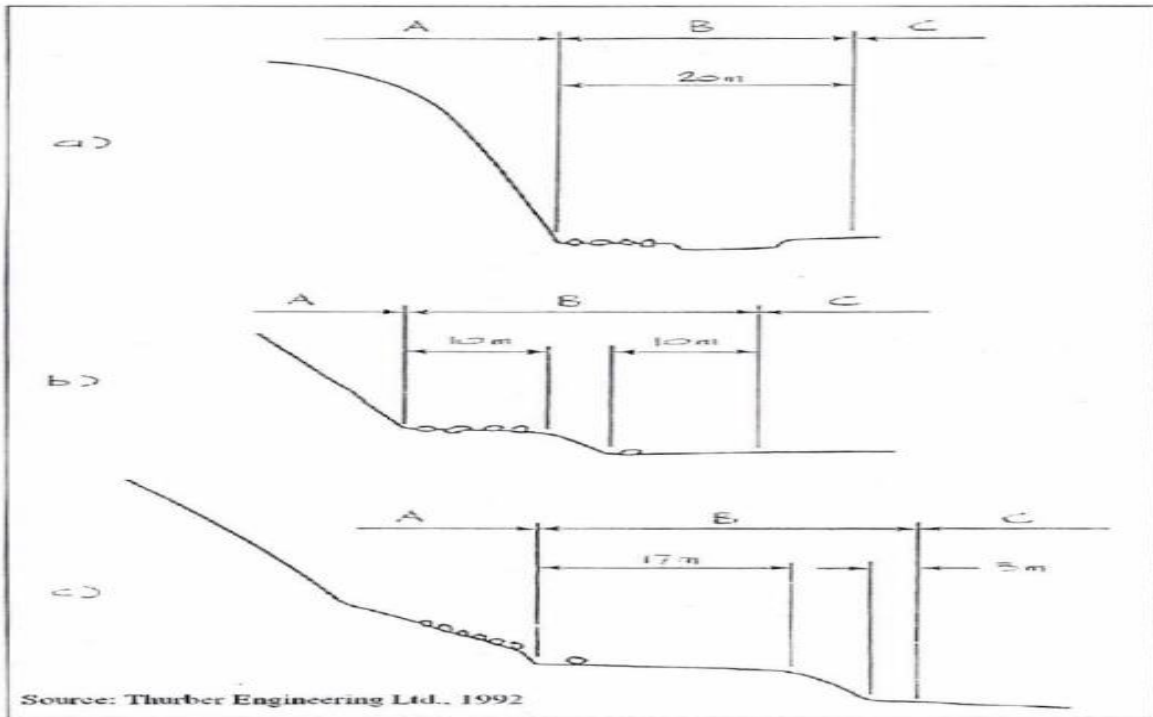
This area covers the mountain slope, including cliffs and benches, wherever the ground surface inclination exceeds 3H:1V. Excluded from area A are low benches whose surface slopes at less than 18 degrees over the width of at least 10 m and lies less than 10 m above the general elevation of the adjacent Miami River floodplain. Sites located within area A must be considered subject to any rockfall and debris avalanche hazard of moderate possibility.

Hazard Area B: Rockfall Runout Zone

This rockfall runout area is a band 20 m wide, measures from the east (downslope) boundary of area A, as defined above, towards the east. The 20 m width must be measured only as a flat-lying surface, not

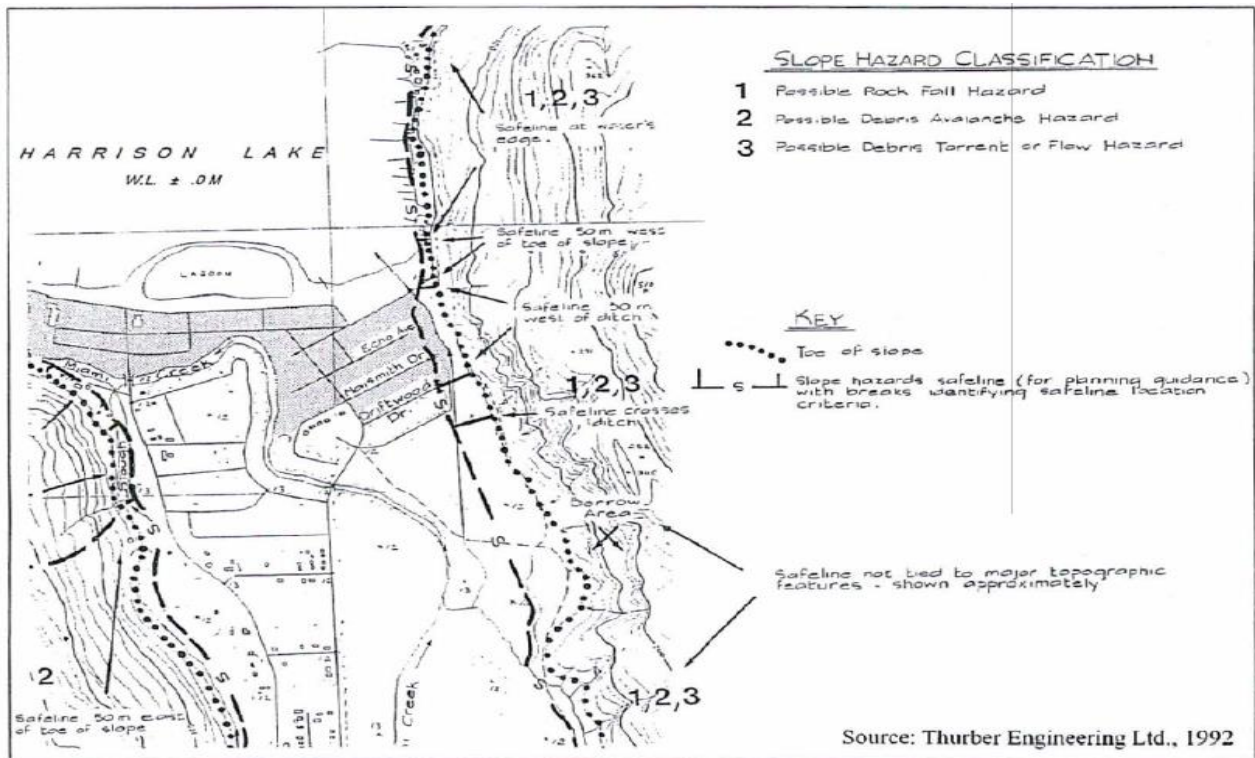
including the widths of any terraces, steps, or bench fronts steeper than 3H:1V (see examples b and c in Figure 1).

Figure 1: Geotechnical Hazard Zones



- a. Notwithstanding the uses permitted in *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2017*, as amended from time to time, within Hazard Zones A or B, as illustrated on Figure 1, no Buildings or Structures or other uses must not be permitted which involves any overnight accommodation, Tourist Accommodation, or the assembly of people on, or the attraction of people to the site.
- b. The hazard area restrictions may be relaxed based on a detailed inspection and with the use of protective measures prescribed by a certified professional engineer or geologist with experience in geotechnical engineering.
- c. Where the *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time, permits Residential use and where the site-specific inspection or the Geotechnical Report identifies safe Building or Structure sites, all new Lots created must include suitable Building or Structure sites in areas not subject to hazard. Clustering of Lots away from the hazard area may happen 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.
- d. 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 may 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)*, portions of which are illustrated on Figure 2, which estimates the 1/500-year probability of combined slope hazards.

Figure 2: Estimated Slope Hazards Safeline



4.4.4 Guidelines

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

- a. Within the Geotechnical Hazard DPA Buildings or Structures must have 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 must certify that the land may be used safely for the use intended.
- b. Within this Development Permit Area, a land survey prepared by a qualified BCLS Land surveyor, may be required to determine the correct hazard zone boundary.
- c. 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 *Village of Harrison Hot Springs Zoning Bylaw 1115, 2017*, as amended from time to time. This can include but not be limited to, 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.
- d. There must be no alterations to the natural drainage of the site, and the Development or excavation permitted must not cause or contribute to hazardous conditions on the site or on any adjacent lands.

4.4.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for this Development Permit must include:

a. Site Plan

A detailed, professionally-prepared Site Plan showing all existing and proposed development, site grading, topography, slopes, and water courses.

b. *Geotechnical Hazard Assessment*

A Geotechnical Hazard Assessment report prepared by a Qualified Professional, that identifies all hazard areas or risks associated with the proposed development and includes details on the protection and mitigation measures required for the proposed development. The report must indicate that the property can be safely used as intended. The report will be used to identify areas of land that should remain free of Development. Those areas identified as not suitable for development will be set out in the development permit and may be protected by a *Section 219* covenant restricting the future use of specific areas of the property.

The report must include the following 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.
- iv. Proposed mitigative works - if any, including construction and maintenance programs for such works and/or actions designed to prevent hazardous occurrences.
- 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.

c. *Landscape Plan*

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and showing all proposed landscaping. A full planting list is required.

4.5 Interface Wildfire Development Permit Area



4.5.1 Category

The Interface Wildfire Development Permit Area is designated under s. 488(1)(b) of the *Local Government Act* for protection of development from hazardous conditions.

4.5.2 Area

The Interface Wildfire Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.5.3 Justification

The *Local Government Act* allows for Development Permits for the establishment of objectives and guidelines for the protection of development from hazardous conditions. A portion of the community has been identified as being subject to wildfire hazards. Such conditions can be hazards to development. The Village completed a study in 2017 which recommended the Interface Wildfire Development Permit process be used to ensure that development in potentially hazardous areas is conducted safely. The study identified areas of the community that are exposed to a high-risk of wildland fire. The Village will continue to review the efficacy of these guidelines in mitigating wildfire risk. Additional studies may be required as development forms in the Village changes overtime. These guidelines aim to balance tree retention with wildfire protection, particularly on large lots abutting natural areas.

4.5.4 Guidelines

- a. Development within areas at risk of wildfire should be sited on lots accordingly away from thick vegetation and tree clusters to reduce potential for wildfire damage.
- b. No vegetation which supports fire spread may be planted within 10 m of any proposed structure in order to create a clear area around the building.
- c. Only small shrubbery or garden plants are permitted within 10m of any proposed structure.
- d. Vegetation within 30 m of all proposed structures should be pruned and thinned. Deadfall and other flammable materials should be removed.
- e. Remaining trees within 30 m of proposed structures should be spaced a minimum of 3 m to 6 m to prevent the fire from moving from crown to crown.
- f. Lower branches should be trimmed up to a minimum 2.5 m in height.

- g. Vegetation should be cleared 3 m back from power lines and propane tanks.
- h. Where sensitive environmental features are identified, the importance of features should be weighed against the risk of wildfire prevention.
- i. Buildings and Structures within the Wildland Fire Development Permit Area should be constructed with fire-resistant materials.
- j. Fire-resistant roofing materials such as metal, clay tile, asphalt shingles and treated wood should be used on all buildings.
- k. Roofs should have a steep pitch in order to prevent the collection of tree debris or other combustible materials.
- l. Exterior wall materials should be constructed of fire-resistant materials, such as metal, brick, stucco, rock, and concrete. Although less effective, heavy timbers or logs may also be used.
- m. Any Accessory Building or Structures used to store wood should not be constructed within 10 m of a dwelling unit. If the Accessory Building or Structure must be located within 10 m for a dwelling unit, it should also be constructed utilizing fire-resistant materials for the roof and exterior walls.
- n. Chimneys should have spark arrestors and be closed with 3 mm non-combustible wire.
- o. Eaves and attic vents should be screened using 3mm non-combustible wire to prevent entry of windblown embers.
- p. Outside stairways, decks, porches, or balconies should be constructed with, or sheathed in, fire-resistant materials.
- q. Landscaping on lots at risk of wildfire should occur in a manner that does not further contribute to the existing risk through the appropriate siting of vegetation and type of species planted.
- r. Trees, shrub, herbs, and grass species that are drought tolerant and not highly combustible should be used in site landscaping.

4.5.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for an Interface Wildfire Development Permit must include:

a. *Fire Mitigation Report*

A Fire Mitigation Report prepared by a professional.

b. *Site Plan*

A detailed, professionally-prepared Site Plan showing all existing and proposed development, site grading and existing vegetated areas.

c. *Landscape Plan*

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and any vegetation or trees that will be removed.

4.6 Greenhouse Gas (GHG) Emissions Development Permit Area

4.6.1 Category

The Development Permit Area is designated under s. 488(1)(j) of the *Local Government Act* to assist on the reduction of greenhouse gases.

4.6.2 Area

The Greenhouse Gas Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.6.3 Justification

The purpose of the Greenhouse Gas Reduction and Resource Conservation Development Permit Area is to provide the community with a development tool that will aid in the reduction of greenhouse gases in the community.

4.6.4 Guidelines

- a. Site density for subdivisions should be maximized.
- b. Building footprint should be minimized in order to allow for maximum green space.
- c. Lots should be oriented to maximize solar orientation of building envelopes.
- d. Buildings should be oriented to maximize solar gain.
- e. Subdivisions should be laid out to minimize the length and amount of infrastructure such as sewer lines, water lines and roads.
- f. Subdivisions should be laid out to maximize site connectivity to nearby amenities and services.
- g. Whenever possible, alternative energy sources should be used in large-scale structures.
- h. Buildings should have a south-oriented roof to allow for future use of solar panels.
- i. Opportunities for natural ventilation and airflow should be incorporated into the building.
- j. Building materials should encourage thermal massing and seasonal thermal energy storage.

4.6.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for a Greenhouse Gas Development Permit must include:

a. Sustainability Checklist

A completed Sustainability Checklist, on how your Development has meet the above guidelines.

b. Site Plan

A detailed, professionally-prepared Site Plan showing all existing and proposed development.

c. Landscape Plan

A detailed Landscape Plan indicating existing vegetated areas that are to remain undisturbed and all proposed landscaping. A full planting list and estimate is required.

4.7 Riparian Protection Development Permit Areas



4.7.1 Category

The Development Permit Area is designated under s. 488(1)(a) of the *Local Government Act* to protect the biodiversity and the areas ecosystem.

4.7.2 Area

The Riparian Protection Development Permit Area is shown on Map #2, which is attached to and forms a part of this Bylaw.

4.7.3 Justification

Development must not cause any negative impacts to riparian areas and their species.

4.7.4 Guidelines

A Riparian Protection Area Development Permit must not be issued until the Village has been provided with a copy of an assessment report, prepared by a Qualified Environmental Professional who has carried out an assessment, that:

- a. Certifies that the Qualified Environmental Professional is qualified to carry out the assessment.
- b. Certifies that the provincial assessment methods have been followed.
- c. Provides the professional opinion of the Qualified Environmental Professional that:
 - i. if the development is implemented as proposed there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area; or
 - ii. if the width of the streamside protection and enhancement area identified in the report is protected from the development, and the measures identified in the report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the Riparian Assessment Area.

The Village may include, as conditions of approval of a Development Permit application, the measures identified by a Qualified Environmental Professional in the riparian assessment report necessary to protect both the streamside area and the enhancement area.

4.7.5 Required Information

In addition to the requirements under the *Village of Harrison Hot Springs Development Procedures Bylaw 1090, 2016*, as amended from time to time, applications for a Riparian Protection Development Permit must include:

a. *Riparian Assessment*

Reviewed and approved by the provincial process Assessment - prepared by a Qualified Environmental Professional.

b. *Site Plan*

A detailed, professionally prepared Site Plan showing all existing and proposed development, site grading, environmental features, buffer strips and water courses.

c. *Landscape Plan*

A detailed Landscape Plan showing existing vegetated areas that are to remain undisturbed and showing all proposed landscaping. A full planting list is required.

d. *Environmental Monitoring Plan*

A detailed Environmental Monitoring Plan, describing the proposed monitoring program to be used during Development.

5.0 LAKESHORE PLANNING AREA

5.1 Background

The lakeshore is a critical area of Harrison Hot Springs with a high potential for major new development and redevelopment. This area is part of the Village's commercial, and tourism focus and requires special attention. Its development must be managed carefully to ensure the "small Village" character of Harrison is maintained while building on the opportunities that this area provides.

Specific policies and future land use designations that apply only to the Lakeshore Area have been developed. These are aimed at optimizing the potential of this area for the shared benefit of present and future Village residents, property owners and visitors.

5.2 Objectives

Encourage private investment in a range of tourist accommodation facilities and other complementary tourist-oriented facilities to take full advantage of the natural features of this area, including proximity to the beach and lake, recreation opportunities and scenic views, in a manner that contributes to the quality of the built environment.

5.3 General Policies

- a. Apply the Design Guidelines, to create commercial streetscapes within the Village Centre Area which will be appealing and inviting to tourists and residents
- b. Promote development in the lakeshore area which recognizes the need to achieve a balance of sensitively as it applies to, taking full advantage of the magnificent views of Harrison Lake and the mountains without blocking these views for the enjoyment of others and /or capitalizing on the area's high development potential without compromising the small Village character and charm of the community.
- c. Improve the visual and physical connection between Harrison Lake (including the beach), and development area south of the dyke (i.e., Esplanade Avenue, Lillooet Avenue areas).
 - i. Protect the natural scenery and vistas of Harrison Lake by avoiding major physical structures within the lake.
 - ii. Provide for some condominium-type residential development, but not at the expense of using up developable land suitable for tourist accommodation and other tourist commercial development.
 - iii. Through the use of appropriate mechanisms, and assisted by the Design Guidelines, ensure that the form and character (e.g. building mass, siting, and landscaping) of new development is consistent with the broad goals of:
 - preserving views of the lake and mountains;
 - compatibility with existing development and the "Village character" of the community; and
 - eliminating the "rear yard" syndrome where a parcel has front and rear parcel lines on separate streets.

5.4 Land Use Designations in this Area

Within the Lakeshore Planning Area, provide for a variety of uses in locations designated on the Future Land Use Map, as follows:

- Lakeshore Beach and Public Use
- Village Centre
- Waterfront Commercial
- Lakeshore Marine Tourist Commercial
- Lakeshore Residential

Council intends to address the traffic and parking related issues in the Lakeshore area during peak demand periods, including special events and the peak tourism period.

Policies for each of these separate land use designations are set forth below and identified on Map #1 which is attached to and forms a part of this bylaw.

5.4.1 Lakeshore Beach and Public Use Area

- a. Council intends to pursue the following initiatives aimed at improving the beach and foreshore area for the use and enjoyment of residents and visitors, subject to technical feasibility, securing of necessary approvals from government authorities and availability of funding. They are not set out in order of priority:
 - a beach promenade, extending along the entire foreshore area from the source of the hot springs to the marinas;
 - measures to improve the visual and physical connection between Harrison Lake, the beach area, and the areas south of the dyke; and
 - provision of better pedestrian linkages from the beach promenade to the Miami River Greenway Trail.
- b. Council will consider making provision for a limited number of tourism commercial activities in this area

5.4.2 Village Centre Area

Within this area, a range of commercial, residential, and public uses are promoted, with emphasis on encouraging commercial facilities and mixed commercial – residential developments that maintain public views of the lake at key locations. A diverse range of uses will be supported, including personal service establishments, banks, business, and professional offices, as well as retail and grocery stores that support a complete community.

In addition to the policies noted above in s. 5.3, within the Village Centre Area, the following land use policies will also apply:

- a. Only commercial developments or developments with a strong commercial focus will be supported on properties fronting Esplanade Avenue and Lillooet Avenue between St. Alice Street and Maple Street.
- b. Multi-family residential developments and mixed-use developments - commercial use in combination with residential use, will be encouraged on properties fronting Cedar Avenue and the south end of Maple Street.

Development Density

The density of development will generally be governed by a maximum Floor Area Ratio (FAR) as outlined in *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2017*, as amended from time to time. With density bonusing provisions to be incorporated into the Zoning Bylaw, this ratio may be increased in consideration of the owner meeting certain requirements such as the provision and enhancement of amenities for the use and enjoyment of the public and occupants of the Development. The basis for a density bonus must be clearly defined by the applicants and must provide the following as a part of the application;

- a. Dwelling units catering to special groups and offer affordable dwelling units.

5.4.3 Waterfront Commercial Area

Within this area, the preferred form of Development is tourist-oriented commercial uses such as hotels, motels, resorts, restaurants, and specialty retail stores. As illustrated on Map #1, Council encourages hotel resort development at the east end of Esplanade Avenue, and along the Miami River. New multi-unit residential Development may be permitted, but only if the Development includes a commercial component, with preference given to tourist-oriented commercial uses. The commercial component of a mixed-use Development is to be at ground level and oriented to the abutting street in such a manner as to accommodate safe and convenient pedestrian access.

Development Density

The density of development will generally be governed by a maximum Floor Area Ratio (FAR) as outlined in *Village of Harrison Hot Springs Zoning Bylaw, 1115, 2017*, as amended from time to time. With density bonusing provisions to be incorporated into the Zoning Bylaw, this ratio may be increased in consideration of the owner meeting certain requirements such as the provision and enhancement of amenities for the use and enjoyment of the public and occupants of the Development. The basis for a density bonus must be clearly defined by the applicants. and must provide the following as a part of the application;

- a. Dwelling units catering to special groups and offer affordable dwelling units.

5.4.4 Lakeshore Marine Tourist Commercial Area

Within this area, a range of marine-oriented tourism uses such as marinas, restaurants, retail services, small hotels or residential developments are permitted. This development provides for 'marina accommodation' that caters to the boating tourist, boating residential tourist, and recreational development. Hotels or residential developments integrated with marina operations may be considered. Public community space and a public community facility are to be encouraged within this area.

Developments within this area are required to consult, and obtain all applicable approvals, with appropriate Provincial and Federal Government Agencies.

5.4.5 Lakeshore Residential Area

Within this area, medium density multifamily residential uses will be permitted.

6.0 COMMERCIAL DEVELOPMENT

6.1 Background

The issues related to commercial development is a two-prong issue, in that Harrison Hot Springs needs to continue developing an attractive and distinct tourist destination area and expanding the range of commercial services available for a growing residential population.

Tourism is the economic base of the community, supporting most of these businesses and local employment. The number of overnight visitors to Harrison has fluctuated with global and regional tourism trends, while the number of local day visitors has likely increased with population growth in the Fraser Valley and local festival activities. The tourism market is shifting towards destinations with a wider array of outdoor activities and night life, and higher quality facilities and experiences. The objectives and policies of the OCP support new investment and commitment to growth of the tourism industry. The focus is on developing a tourism destination of regional and international significance.

6.2 Objectives

- a. Encourage the development of a distinct Village Centre with a full range of commercial services.
- b. Encourage the development of year-round tourism facilities and activities compatible with the natural setting and environment of the community and surrounding area, including development of a parks and trail system.
- c. Encourage the development of a distinct Village Centre with a full range of commercial services.
- d. Encourage the development of year-round tourism commercial development in Harrison Hot Springs as a key element of the Village's strategy for maintaining and strengthening the economic base of the community.
- e. Ensure sufficient land for various forms of tourism commercial development suitably located in the community, recognizing the changing nature of tourism demand.
- f. Ensure a high standard of commercial development, emphasizing compatibility with existing land uses nearby and the overall character of the community.
- g. Encourage the development of boating and fishing activities and related moorage and launching facilities.
- h. Encourage artisan, craft, and culturally oriented accessory uses in appropriate land use zones with a focus on Hot Springs Road.

6.3 Policies

- a. Continue developing an attractive, visitor-friendly Village Centre that provides a wide range of accommodation and services. In this regard, Council will discourage a strip of service commercial developments along Hot Springs Road in order to strengthen the prospects for Village Centre redevelopment.
- b. Continue working on the beautification of the entrance corridor into Harrison Hot Springs.

7.0 RESIDENTIAL DEVELOPMENT

7.1 Background

This section was created with information taken from both the 2016 Census Profile and the 2019 Harrison Hot Springs Housing Needs and Supply Report.

The significant growth in residential development has led to increased interest in maintaining the quality of the residential environment. Older and large lot residences are being replaced by more compact subdivisions. The general pattern that has emerged is multi-family residential in the lakeshore area and single-family residential in the remainder of the Village.

Based upon the *Housing Needs and Supply Report (2019)* there are 928 dwelling units in Harrison Hot Springs. This is a 27% increase since the last OCP adopted in 2007. A large majority of the dwellings, 72%, continues to be single family detached housing. This compares to a provincial rate of 44%. The OCP provides for future expansion of residential land use, in accordance with the Growth Management Strategy. As per the 2016 Statistics Canada data, the breakdown on the year of construction for the dwelling units is as follows:

Date Range	Dwelling Units
1960 or Earlier	35
1961 – 1980	155
1981 – 1990	45
1991 – 2000	295
2001 – 2005	125
2006 – 2010	45
2011 – 2016	20

The general concept for residential development is to focus high-density residential units in the Village Centre and Waterfront Commercial areas, medium-density multi-family residential in the eastern Lillooet Avenue area and low-density residential in the areas to the south and east of Hot Springs Road. There is also an interest in providing land for various forms of housing for special groups where it is compatible with adjacent residential uses, and a local commercial use in the southern portion of the municipality.

7.2 Objectives

- a. Protect and promote high quality residential neighbourhoods.
- b. Encourage the provision of an adequate supply of affordable housing, rental housing, and special groups housing, with emphasis on meeting the needs of seniors and special needs groups.
- c. Promote compatibility of new residential development with existing developments and with the overall character of Harrison Hot Springs.
- d. Ensure a high quality, appropriate scale, and massing of multi-family residential Developments;
- e. Provide for appropriate setbacks and protection of aquatic habitat, other environmentally sensitive areas, and hazardous areas if applicable.
- f. Consider carefully designed neighbourhood commercial development in the southern portion of the municipality, which provides for daily and occasional shopping needs for the adjacent area.
- g. Encourage the provision of amenities through density bonusing.

7.3 Policies

7.3.1 Multi-Family Residential Development

- a. Higher density residential development will be permitted in the Village Centre Commercial Area and Waterfront Commercial Area
- b. Medium density residential development – townhouses and multiple unit attached housing, will be permitted in the Lakeshore Residential Area. Emphasis will be placed on ensuring compatibility of new developments with existing residential developments nearby and the overall character of the community. Medium density residential development in this area will be required to have good access to Lillooet Avenue and appropriate setbacks from the geotechnical hazard area.
- c. Medium density residential development (townhouses) will be considered for sites that have good proximity to the Village's amenities, are well served with water, sewer, and roads, and are compatible with surrounding lands. Such sites must also be considered part of the Multi-Family Residential DPA, if a rezoning application is approved by Council.

7.3.2 Low Density Residential Area

- a. Single family and two-family (duplex) residential development will be permitted in the low-density Residential Area as shown on Map #1, which is attached to and forms a part of this Bylaw. The low-density Residential designation provides for the continuation of existing multi-family residential and commercial uses existing at the date of adoption of this bylaw.
- b. The configuration and density of future Development will take into account the capacity of the road system and the available services and encourage compatibility with existing low density residential land uses.

7.3.3 Resort Residential Use

- a. Consider the use of smaller Lots for higher density Residential Development.
- b. Ensure usable green space and amenity areas are provided.

7.3.4 Affordable, Rental and Special Groups Housing

- a. Council will encourage the provision of affordable, rental, and special groups housing as part of new housing Developments provided by the private sector, non-profit societies, or any agency of the Provincial or Federal governments, with the emphasis on providing housing oriented to the special needs of senior citizens.
- b. The Zoning Bylaw will provide for the use of density bonusing in as a means of encouraging the development industry to incorporate the provision of affordable or special groups housing in their residential developments.

7.3.5 Parking and Traffic in Residential Areas

- a. Council's policy is to discourage non-residential through traffic from the low-density Residential area and avoid parking of heavy equipment and large commercial vehicles in these areas, in order to protect the quality of the residential environment.

8.0 RESOURCE LANDS

8.1 Background

This area encompasses major portions of land on the east and west sides of the Village. They consist of the bulk of undeveloped land in Harrison Hot Springs. Council is designating these areas as Resource with the intention of maintaining these lands in a substantially natural state by limiting permitted uses to private and public recreation, public use, and agriculture.

8.2 Objectives

- a. Recognize the jurisdiction of the Agricultural Land Commission over the ALR lands, as well as the interests of the private and public owners;
- b. Maintain the lands designated as Resource in a substantially natural state in order to minimize natural hazards and to protect environmental values.
- c. Recognize inherent constraints to development which may exist in certain Resource areas and the need to direct development elsewhere toward more suitable lands.

8.3 Policies

- a. Council recognizes that land within the Agricultural Land Reserve is limited to the specific uses set out in the *Agricultural Land Commission Act*.
- b. Discourage timber harvesting within the Resource Areas, except for fire protection purposes, and maintain the scenic values of the forested landscapes.
- c. Resource land designations will be reviewed and amended to respond to current information or changing condition.

9.0 INFRASTRUCTURE

9.1 Background

The physical infrastructure of Harrison Hot Springs - roads, sidewalks, street lighting, sanitary sewer, storm sewer/drainage controls, water systems and solid waste, will require ongoing improvements to accommodate a growing community. Please see Map #3 for the location of the current locations of the respective infrastructure. Map #3 is attached to and forms a part of this Bylaw.

The infrastructure needs over the next five years can be generally listed in any or all of the following categories:

Water Supply

The Village's Water Utility Master Plan, as amended from time to time, will continue to function as the guide for the long-term planning of this utility over the duration of this OCP.

Wastewater Management

Includes Sanitary Sewer and Stormwater Management, and the Village's Liquid Waste Management Plan, as amended from time to time, will continue to function as the guide for the long-term planning of this service over the duration of this OCP.

Solid Waste Management

Promotion of the "reduce, reuse and recycle" approach to waste management.

Road System

The Village's Road, Bridge, and Active Transportation Master Plan, as amended from time to time, will continue to function as the guide for the long-term planning of the Village's Transportation network over the duration of this OCP.

The current **Community Infrastructure Summary Breakdown (2022)**

Storm Drainage system

- Total length of the storm drainage system – 10.3 kilometres
- The width range of the various storm drainage pipes is from 200 mm to 900 mm

Sanitary

- Total length of the regular system – 12.5 kilometres
- Total length of the force main system – 3.5 kilometres
- The width range of the sanitary force main and regular system pipes is from 150 mm to 350 mm

Water

- Total length of the water line system – 15.5 kilometres
- The width range of the water line pipes is from 50 mm to 350 mm

Fire Hydrants

- There are currently 75 public fire hydrants within the Village's boundaries and 14 private hydrants on private property. The largest number of private fire hydrants are found on the Harrison Hot Springs Resort and Spa land

Roadway networks

The Village has a total of approximately 12.3 kilometres of paved roads. The Ministry of Transportation and Infrastructure controls an additional 4.6 kilometres.

- Vehicles enter and leave the road system through Hot Springs Road
- The Village has three classes of roadways: Local, Collector and Arterial
- Two collector roads diffuse traffic further – McPherson Road and McCombs Drive/Eagle Street
- The breakdown of the three road classes is: Local roads – 8.1 kilometres, Collector roads - 3.7 kilometres and Arterial roads – 4.7 kilometres

9.2 Objectives

- Provide development services such as water, sewer, roads, and drainage as required to accommodate new development.
- Meet or exceed all Provincial and Federal drinking water and ambient water quality standards.
- Ensure that new development pays for the cost of extending or expanding infrastructure required to accommodate growth through development cost charges.

9.3 Policies

- Update Development Cost Charges Bylaw, on a regular basis to ensure that the value charged is reflective of the current day development costs, to help finance the capital costs of providing works and service to new development.

10.0 PUBLIC FACILITIES

10.1 Background

The Village has the following public facilities, as of (2022):

- Harrison Hot Springs Elementary School
- Village office
- Fire Hall
- Memorial (Community) Hall
- Art Gallery/Cultural Centre
- Beach/Parks/Trails
- Boat Launch
- Float Plane Dock
- Municipal Wharf

These facilities may require upgrading or expansion to accommodate the additional population and visitors projected in this OCP. The elementary school serves students from kindergarten through grade 6. Students from grades 7 through 12 attend a high school in Agassiz. Policing (R.C.M.P.) and Ambulance services are also provided out of Agassiz.

10.2 Objectives

- a. Ensure that public uses are located where they will best serve the needs of both area residents and visitors.
- b. Work with other government and private agencies to ensure community services are available at a level appropriate to the needs of local residents and their ability to pay.

10.3 Policies

- a. Encourage the School District to consult with Council regarding the need to maintain and, as required, to expand school facilities.
- b. Recognize existing public, institutional and utility uses, and direct such uses to locations where they can best serve the community.
- c. Encourage the Health Authority to consult with Council regarding the need to maintain, and, as required to expand the health facilities.

11.0 COMMUNITY LAND USES

11.1 Background

Based upon a review of the past 2007 OCP the community workshops indicated that parks, recreation, and festivals are an important part of the community and the local economy. These values were reinforced through the current OCP update process. Many of the tourism businesses depend on recreational opportunities. The Village has also been successful in establishing itself as a centre for the arts and cultural activities.

11.2 Objectives

- a. Expand the range of recreational facilities and opportunities for the residents.
- b. Encourage the promotion of the Village as a centre for cultural events including fine and performing arts, and as a destination with opportunities for day trips to surrounding attractions and cultural and natural history.
- c. Encourage the development of a new community facility.

11.3 Policies

Recreation

- a. Encourage the provision of additional recreational facilities in the community by the private sector, including commercial facilities catering both to tourists and residents, as well as recreation facilities in conjunction with new residential developments.

Cultural

- a. Work with the arts community to encourage cultural opportunities and to promote Harrison as a base for cultural events such as fine arts and performing arts festivals.
- b. Work with the cultural community toward strengthening heritage conservation and public awareness of the history of the community.

12.0 PARKS AND OPEN SPACE

12.1 Background

A review of the current eight (8) community parks reveals that the current park system offers any or all of the following:

- Benches, Bike racks, flag poles
- Arts and interpretive signage
- Sports fields, tennis courts and playgrounds
- Showers, park signs, kiosks, fencing, shelters
- Picnic tables and BBQ stands

Listed below are the eight (8) community Parks located within Harrison Hot Springs. Listed with the park is the size of the park and a brief description on the amenities provided, if applicable.

Peace Park – 0.05Ha



Unnamed Park – 0.81 ha (2 acre) located at 590 Hot Springs Road

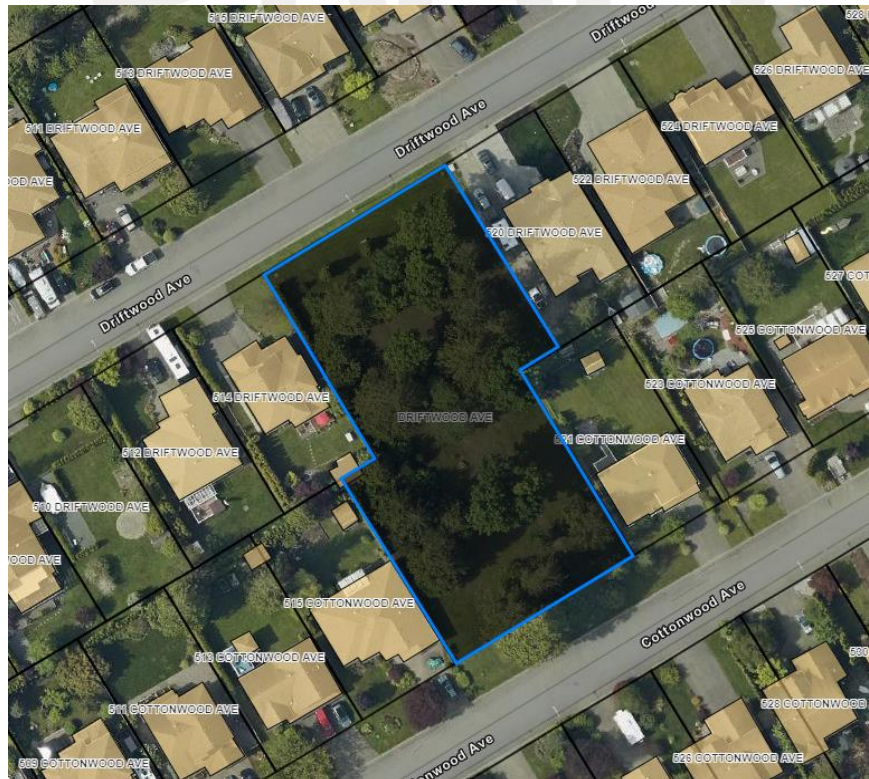


Spring Park – 1.04Ha

Amenities offered – Tot Playground, Playground, Tennis Court, Multi-Use Court, Walking Path, Picnic Tables, Benches, Lawn Bowling. New amenities planned for 2023; washroom, covered sitting area, water bottle filling station/water fountain, ping pong table/table tennis, and horseshoe pits.

*Woods Park – 0.28Ha*

Amenities – Picnic Benches



Rendall Park – 1.04Ha

Amenities – Beach, Picnic Tables, BBQ Stands, Benches, Walking Path, Washrooms, and Shower

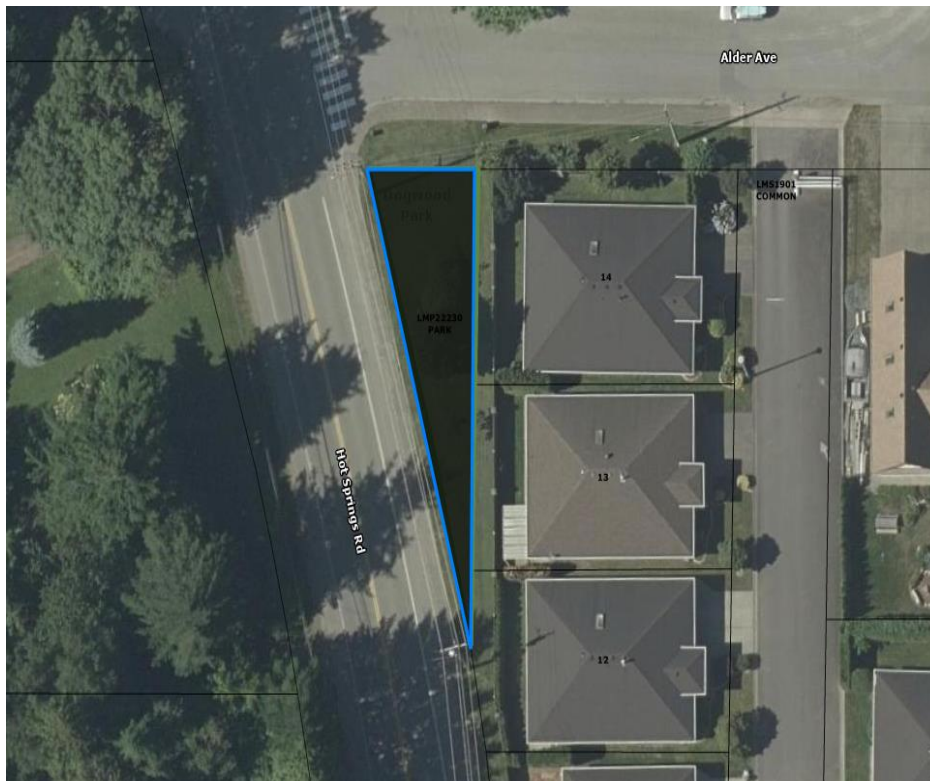
**Beachfront – 13.4Ha**

Amenities – Beach, Picnic Tables, BBQ Stands, Park Benches, Lagoon, Washrooms, Band Stand, Showers, Beach Volleyball Court, Chess Game, Exercise Equipment/Observation Deck, Signage, Walking Paths, Float Plane Dock, Plaza Area, Playgrounds, boat launch facility and seasonal rink.



Dogwood Park – 0.02Ha

Amenities – dedicated parkland

*Qwolts Park – 0.27Ha*

Amenities – Covered picnic area, interpretive signage, traditional Sts' ailes art, and lakefront tiered seating.



Neighbourhood Parks are used by residents of a neighbourhood, usually within a 500 -800 metre radius, and primarily for active play. Neighbourhood Parks may contain a Tot lot which is a small area, approximately the size of a residential lot, containing play equipment and other facilities for children.

12.2 Objectives

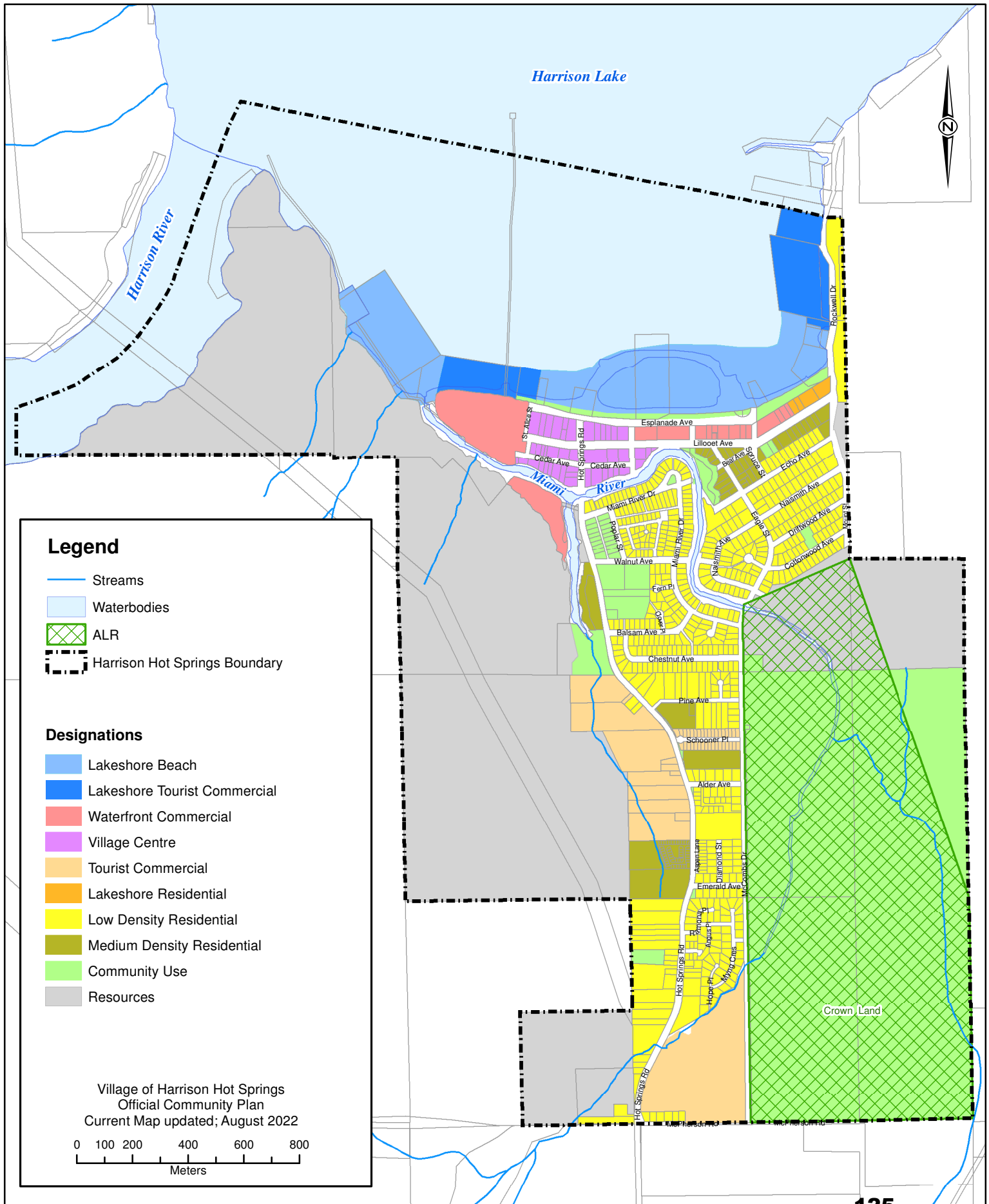
- a. Develop a system of parks, open space and trails that will meet the need residents as well as visitors.
- b. Look to acquiring additional crown land for park purposes.
- c. Establish a significant nature park in the East Sector that will serve as a legacy for future generations.
- d. Ensure subdivision parkland dedication as per the *Local Government Act*.

12.3 Policies

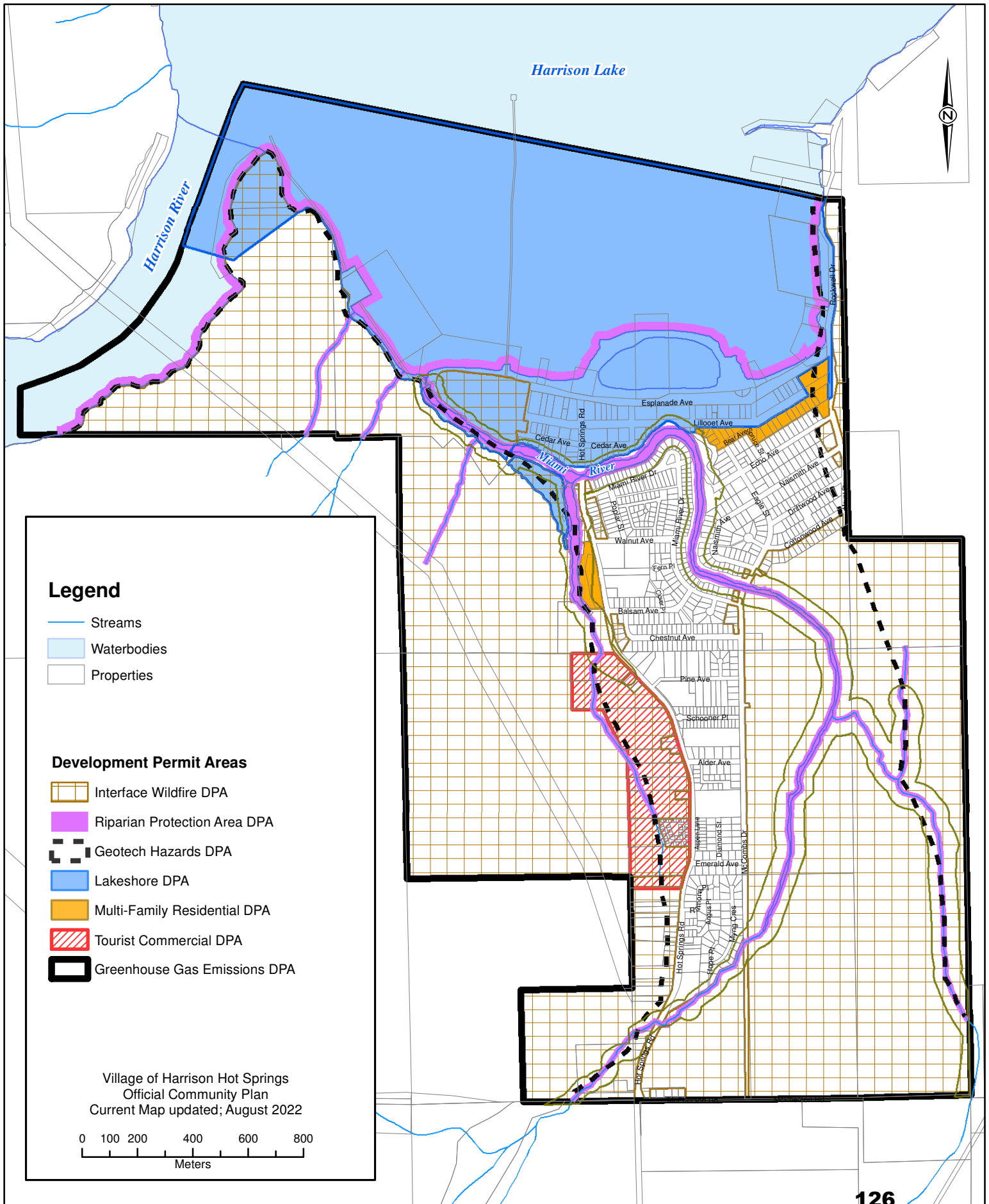
- a. Community lands used as parks and open space, both developed and undeveloped are designated as Park on the Future Land Use Designation Map.
- b. The Village must request either cash in lieu or the parkland dedication option during the subdivision process, to meet the requirements of s.510 of the *Local Government Act*, as amended from time to time.
- c. Council intends to work co-operatively with the District of Kent and the Fraser Valley Regional District on a number of initiatives of mutual benefit.

DRAFT

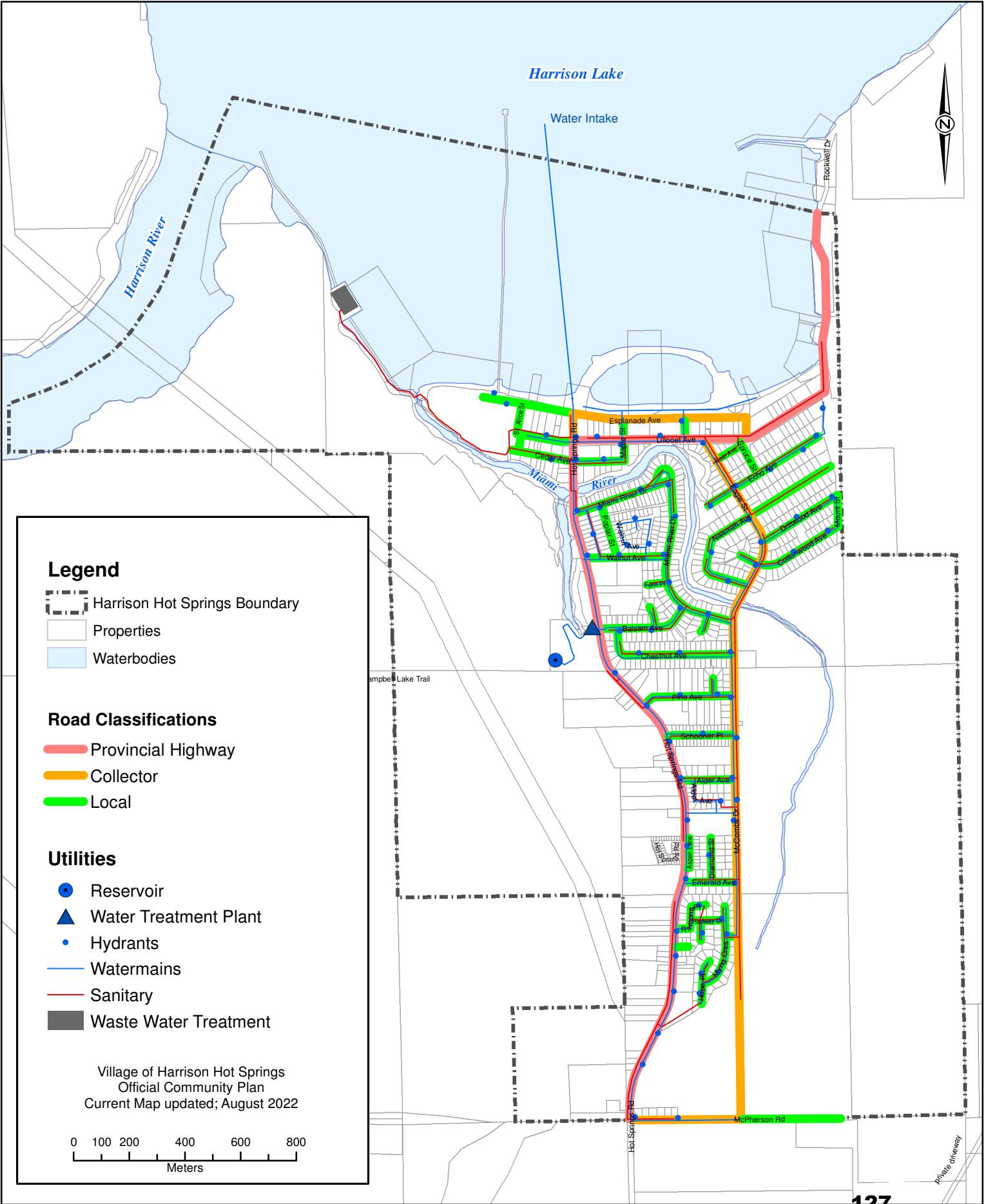
Village of Harrison Hot Springs
Official Community Plan Bylaw No. 1184, 2022
Map 1
Land Use Designation Map



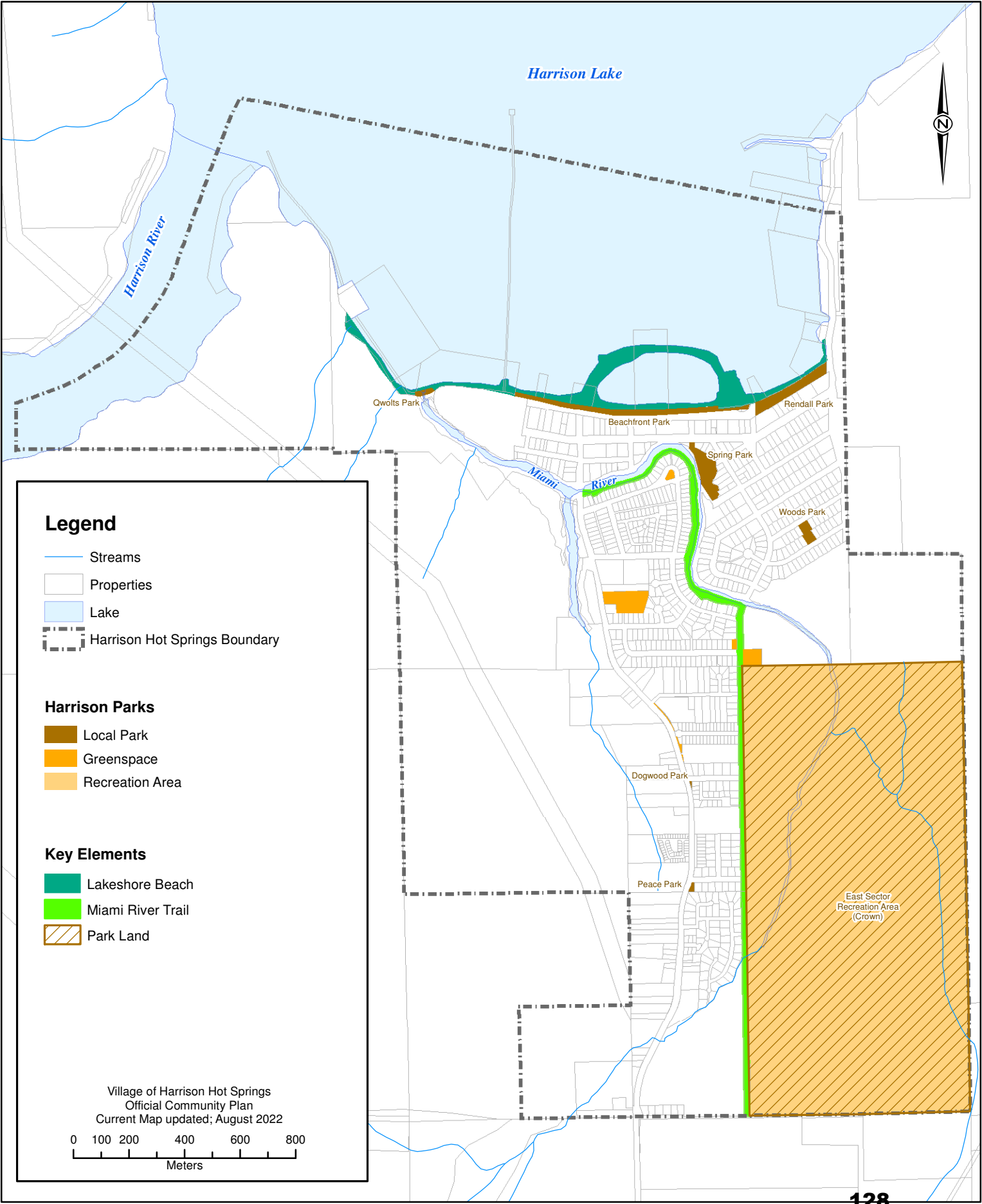
Village of Harrison Hot Springs
Official Community Plan Bylaw No. 1184, 2022
Map 2
Development Permit Areas Map



Village of Harrison Hot Springs
Official Community Plan Bylaw No. 1184, 2022
Map 3
Infrastructure and Transportation Map



Village of Harrison Hot Springs
Official Community Plan Bylaw No. 1184, 2022
Map 4
Parks and Trails Map





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** April 3, 2023
FROM: Kelly Ridley **FILE:** 3900-01
 Interim CAO/Acting CO
SUBJECT: Draft Code of Conduct Bylaw No. 1189, 2023

ISSUE:

The current Village of Harrison Hot Springs Code of Conduct Policy No. 1.33 was adopted by Council on November 2, 2020 and needs to be updated.

BACKGROUND:

At the January 11, 2023 Committee of the Whole meeting Council passed the following resolution:

“THAT staff review the City of Abbotsford’s Council Code of Conduct Policy and revise the current policy to include sanctions to enforce provisions of the policy and report back to Council.”
 COW-2023-01-02.

Staff was recently advised that the Abbotsford Council was still working through their Code of Conduct so it is also being reviewed.

In recent discussions with the Ministry of Municipal Affairs staff were advised that the District of Squamish had a very comprehensive Code of Conduct. Staff has reviewed their Code of Conduct and has used it to develop a new Code of Conduct Bylaw for Council to review and adopt.

RECOMMENDATION:

THAT the Council for the Village of Harrison Hot Springs review the attached draft Code of Conduct Bylaw No. 1189, 2023 and if it is supported, give the bylaw its First Three Readings; and

THAT the current Village of Harrison Hot Springs Code of Conduct Policy No. 1.33 be cancelled once Code of Conduct Bylaw No. 1189, 2023 is adopted.

Respectfully Submitted:

Kelly Ridley

Kelly Ridley
 Interim Chief Administrative Officer/
 Acting Corporate Officer

A bylaw to regulate the conduct for Council and Committee Members

WHEREAS Council and Committee Members are keepers of the public trust and must uphold the highest standards of ethical behaviour in order to build and inspire the public's trust and confidence in local government;

AND WHEREAS Council and Committee Members are expected to:

- (a) make decisions that benefit the community;
- (b) act lawfully and within the authority granted by the *Community Charter, Local Government Act* and other applicable enactments; and
- (c) be free from undue influence and not act to gain financial or other benefits;

AND WHEREAS Council and Committee Members wish to conduct their business in a transparent, efficient, accountable and respectful fashion;

AND WHEREAS it is to the benefit of the community for Council and Committee Members to conduct their business in accordance with the guiding principles of integrity, accountability, respect, leadership and collaboration;

AND WHEREAS Council and Committee Members intend to demonstrate their leadership in ethical behaviour, while promoting the principles of transparency, accountability and civility through their decisions, actions and behaviour;

AND WHEREAS a Code of Conduct Bylaw expresses standards of conduct expected for members of the Village Council and Committees;

AND WHEREAS Council and Committee Members have primary responsibility for ensuring that the standards of conduct herein are understood and met, thereby fostering public confidence in the integrity of the government of the Village of Harrison Hot Springs.

THEREFORE BE IT RESOLVED that the Council of the Village of Harrison Hot Springs in open meeting assembled, hereby ENACTS AS FOLLOWS:

PART I – GENERAL

1.1 Title

This Bylaw may be cited as “Village of Harrison Hot Springs Code of Conduct Bylaw No. 1189, 2023”.

1.2 Definitions

In this bylaw:

“CAO”	Means the Chief Administrative Officer for the Village of Harrison Hot Springs.
“Committee Member”	Means a person appointed to a committee, sub-committee, task force, commission, board, or other Council established body under the <i>Community Charter</i> – Part 5, Division 4 – Committees, Commissions and Other Bodies or the <i>Local Government Act</i> .
“Complaint”	Means a formal allegation, in accordance with the complaint procedure set out in Part 4 of this Bylaw, that a Member has breached this Bylaw.
“Complainant”	Means a person who has submitted a Complaint.
“Confidential Information”	Means information or records held in confidence by the Village, including information or records to which Section 117 of the <i>Community Charter</i> applies. For certainty, this includes all information and records from closed meetings of Council until publicly released.
“Conflict of Interest”	Refers to pecuniary and non-pecuniary conflicts of interest governed by the <i>Community Charter</i> and the common law.
“Council Member”	Means the Mayor and Councillors for the Village of Harrison Hot Springs.
“Gifts and Personal Benefits”	Means an item or service of value that is received by a Member for personal use or enjoyment.
“Investigator”	Means the person appointed to fulfill the duties and responsibilities assigned in Part 5 of this Bylaw.
“Member”	Means a Council Member or a Committee Member
“Municipal Officer”	Means a member of Staff designated as an officer under Section 146 of the <i>Community Charter</i> .
“Personal Information”	Has the same meaning as in the <i>Freedom of Information & Protection of Privacy Act</i> .
“Respondent”	Means a Council or Committee Member whose conduct is the subject of a Complaint.
“Staff”	Means an employee or contractor of the Village.
“Volunteer”	Means a person serving the Village who is not a Council Member or Committee Member.

1.3 Purpose and Interpretation:

1.3.1 This Bylaw sets out the rules Members must follow in fulfilling their duties and responsibilities as elected or appointed officials, and the powers and procedures of the Investigator in exercising oversight over Council Members.

1.3.2 The provisions of this Bylaw are to be interpreted broadly and in a manner that is consistent with the *Community Charter* S.B.C. 2003, c. 26.

1.4 Application:

(a) This Bylaw applies to Council Members and Committee Members.

(b) For clarity, the provisions of this bylaw that reference Committee Members only are intended to apply also to Council Members acting in their capacity as Committee Members.

(c) Unless otherwise provided, this Bylaw does not apply to a Member's conduct in their personal life, except to the extent that such conduct reasonably undermines public confidence in Village governance.

(d) This Bylaw does not apply to Staff.

(e) In the event of a conflict between this Bylaw and another Village bylaw or Council policy governing Member conduct, this Bylaw prevails.

(f) In this Bylaw, a reference to a person who holds an office includes a reference to the persons appointed to act for that person from time to time.

(g) Nothing in this bylaw is intended to preclude Members, prior to the filing of a Complaint, from speaking to each other in order to resolve matters which may otherwise be captured by this Bylaw.

1.5 Severability:

If any definition, section, subsection, paragraph, subparagraph, clause or phrase in this Bylaw is held invalid by a Court of competent jurisdiction, the invalid definition, section, subsection, paragraph, subparagraph, clause or phrase must be severed and the remainder of this Bylaw is deemed to have been adopted without the severed definition, section, subsection, paragraph, subparagraph, clause or phrase.

PART 2 – STANDARDS AND VALUES

2.1 Foundational Principles

The key statements of principle that underline this Code of Conduct are as follows:

(a) Members shall serve and be seen to serve their constituents in a conscientious and diligent manner;

(b) Members shall be committed to performing their duties and functions with integrity and avoiding improper use or influence of their office, and conflicts of interest;

- (c) Members are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- (d) Members shall seek to serve the public interest by upholding both the letter and spirit of the laws of the Federal Parliament and British Columbia Legislature, and the laws and policies adopted by the Village Council.

2.1.1 Interpretation

The foundational principles above are to inform the interpretation of the substantive provisions of this Bylaw and are not stand-alone bases for Complaints.

2.2 Roles and Responsibilities

- (a) Council is the governing body of the Village. It has the responsibility to govern the Village in accordance with Part 5 of the *Community Charter* and other applicable legislation.
- (b) The Mayor is the head and chief executive officer of the Village and has a statutory responsibility to provide leadership to the Council and to provide general direction to Municipal Officers respecting Village policies, programs and other directions of the Council as set out in Part 5 of the *Community Charter*.
- (c) Staff provide professional advice to the Council and carry out decisions in an effective, efficient and non-partisan manner.

PART 3 – CONDUCT OF ELECTED OFFICIALS

3.1 General Conduct

3.1.1 A Member shall not:

- (a) contravene this Bylaw, as amended or replaced from time to time;
- (b) contravene any other Village bylaw or policy, as amended or replaced;
- (c) contravene a law of British Columbia or Canada, including the British Columbia *Human Rights Code* or the *Freedom of Information and Protection of Privacy Act*; or
- (d) defame a Member, Staff, or Volunteer.

3.1.2 A Member shall treat other Council Members, Committee Members, Staff, and Volunteers with respect and dignity.

3.1.2 A Council Member shall not:

- (a) breach their oath sworn upon taking office as a Council Member; or
- (b) abuse their office.

3.2 Interactions with Staff, Volunteers and Committee Members

- 3.2.1 A Member must direct inquiries regarding departmental issues or questions to the CAO, Manager, or department Director of the appropriate department and refrain from contacting Staff directly unless the communication is minor and for the purpose of seeking administrative clarity.
- 3.2.2 A Member must not interfere with, hinder or obstruct Staff, Volunteers or other Committee Members in the exercise of performance of their roles, responsibilities, powers, duties or functions, nor shall they impair the ability of Municipal Officers and Staff to implement Council policy decisions in accordance with Section 153 of the *Community Charter*.
- 3.2.3 A Member must not request or require Staff to undertake personal or private work on behalf of a Member.
- 3.2.4 A Member must not compel Staff to engage in partisan political activities or subject them to reprisal of any kind for refusing to engage in such activities.
- 3.2.5 A Member must not publish, on social media or otherwise, statements attacking Members, Staff, or Volunteers.
- 3.2.6 A Member must not directly or indirectly request, induce, encourage, aid, or permit Staff to do something which, if done by the Member, would be a breach of this Code of Conduct.

3.3 Interactions with the Public and Media

- 3.3.1 A Member must not communicate on behalf of the Village unless authorized to do so:
 - (a) pursuant to Policy 1.14 Media Communications and 1.32 Social Media Communications as amended or replaced from time to time;
 - (b) by Council resolution;
 - (c) or by virtue of a position or role the Member has been authorized to undertake by Council.
- 3.3.2 Without limiting the ability of the Council Member to hold a position on an issue and respectfully express an opinion, a Council Member must ensure that:
 - (a) their communications relating to Council business are accurate and not issue any communication that the Member knows, or ought to have known, to be false; and
 - (b) all communications by, and on behalf of a Member, including communications made via social media, are respectful and do not discriminate against, harass, or defame any Member, Staff, or Volunteer.
- 3.3.3 A Member shall not issue instructions to any of the Village's contractors, tenderers, consultants or other service providers unless expressly authorized to do so.
- 3.3.4 Outside of a Council or committee meeting, a Member shall not communicate with a tenderer or proponent regarding the subject matter of the procurement.

3.4 Public Meetings

- 3.4.1 A Member must act with decorum at Council and Committee meetings and in accordance with Village of Harrison Hot Springs Procedure Bylaw No. 1164, 2021, as amended or replaced from time to time.

3.5 Collection and Handling of Information

- 3.5.1 A Member must:

- (a) comply with the provisions of the *Freedom of Information and Protection of Privacy Act* and the policies and guidelines as established by the Village;
- (b) comply with section 117 of the *Community Charter*, including by protecting, and not disclosing publicly, confidential Information;
- (c) only access information held by the Village for Village business, and not for personal purposes; and
- (d) not alter Village records unless expressly authorized to do so.

3.6 Use of Social Media

- 3.6.1 The provisions of this Bylaw apply, without limitation, to the use of a Member's personal and official social media accounts.
- 3.6.2 Members must regularly monitor their social media accounts and immediately take measures to deal with the publication of messages or postings by others that violate the provisions of this Bylaw.
- 3.6.3 For clarity, section 3.6 applies only to social media accounts in respect of which a Member has primary moderation control.

3.7 Conflict of Interest

- 3.7.1 A Member shall not participate in a discussion of a matter, or vote on a question in respect of that matter, in respect of which the Member has a Conflict of Interest.
- 3.7.2 In respect of each matter before Council, a Council Member shall:
- (a) assess whether they have a Conflict of Interest; and
 - (b) determine whether it is necessary to seek independent legal advice, at their own cost except where the CAO approves the cost, with respect to any situation which may result in a Conflict of Interest.
- 3.7.3 If a Member believes they have a Conflict of Interest in respect of a matter in a Council or Committee meeting, the Member shall:
- (a) notify the Mayor or the Chair of the meeting that the Member has a Conflict of Interest prior to the matter being considered and in general terms state the reason for the conflict as per section 100(2)(b) of the *Community Charter*, and the Member shall restate the Conflict of Interest each time the matter arises before Council;

- (b) refrain from discussing the matter with any other Member publicly or privately; and
- (c) leave any meeting if the matter is discussed and not return until the discussion has ended or voting on the matter has been concluded.

3.8 Use of Influence

- 3.8.1 A Member must not attempt to influence a decision of the Council, a Committee, a Municipal Officer, or Staff if the Member has a pecuniary Conflict of Interest in relation to that decision.
- 3.8.2 A Member must not use their office to provide preferential treatment to any person or organization except as warranted by the ordinary and lawful discharge of their duties.
- 3.8.3 A Member must not intimidate, improperly influence, threaten, or coerce Staff.

3.9 Gifts and Personal Benefits

- 3.9.1 A Council Member must not accept a Gift or Personal Benefit, unless accepted in accordance with section 105 of the *Community Charter*.
- 3.9.2 A Council Member must disclose a Gift or Personal Benefit, received in accordance with section 105 of the *Community Charter*, as per section 106 of the *Community Charter*.
- 3.9.3 Committee Members must comply with 3.9.1 and 3.9.2 as though they were Council Members.

3.10 Campaign Activities

- 3.10.1 A Council Member shall not use Village facilities, equipment, supplies, services, or other resources of the Village for any election-related activities.
- 3.10.2 A Member must not use the services of Staff for election-related purposes during the hours in which those Staff Members are in the paid employment of the Village or paid by the use of Village resources.
- 3.10.2 A Council Member shall comply with all applicable election legislation including, but without limitation, the *Local Government Act* and *Local Elections Campaign Financing Act*.

3.11 Business Relations

- 3.11.1 A Council Member who engages in another profession, business, or occupation concurrently while holding elected office shall not allow such activity to materially affect the Council Member's integrity, independence or competence.

PART 4 – COMPLAINT AND RESOLUTION PROCEDURES

4.1 Council Members

4.1.1 Confidential Requests

- (a) If a Council Member, Committee Member, or Staff believes that they have been subject to conduct by a Council Member in breach of this Bylaw, that person may approach the CAO on a confidential basis, without the need to file a Complaint, to request that the CAO inform the Council Member of the alleged breach. Upon receipt of the confidential request, the CAO may attempt to address the conduct with the Council Member.
- (b) The CAO must protect the confidentiality of a person making a request under 4.1.1(a) unless the person making the request consents in writing to disclosure.

4.1.2 Complaint Procedure

- (a) A Member, Staff, or Volunteer may submit a Complaint to the CAO or, if the Complainant is the CAO or the Complaint involves or is about the CAO, then to the Corporate Officer.
- (b) Upon receipt of a Complaint, the CAO (or Corporate Officer if the Complainant is the CAO or the Complaint involves or is about the CAO) shall retain an Investigator.
- (c) A Complaint must be in writing and describe with sufficient detail:
 - i. the name of the Complainant;
 - ii. the name of the Respondent;
 - iii. the conduct that the Complainant alleges to have been breached;
 - iv. the date of the alleged conduct;
 - v. the parts of this Bylaw that the Complainant alleges have been breached; and
 - vi. the basis for the Complainant's knowledge about the conduct.
- (d) A Complainant may specify in the Complaint if they are willing to participate in an informal resolution of the Complaint.
- (e) The CAO (or Corporate Officer, if the CAO is the Complainant or the Complaint involves or is about the CAO) may accept a Complaint notwithstanding that the form of the Complaint does not comply with all of the requirements set out in Section 4.1.2 (c) if the circumstances warrant.
- (f) The Investigator must not accept multiple Complaints concerning the same matter. In the event that the Investigator receives multiple Complaints concerning the same matter, the Investigator must proceed with the first Complaint accepted, but may expand the Complaint and/or add Complainants for the purpose of conducting the investigation and preparing the investigation report.

- (g) The Investigator must reject a Complaint received more than ninety (90) days after the Complainant knew, or reasonably ought to have known, of the alleged breach of this Bylaw. The Investigator is authorized to extend this ninety (90) day deadline up to an additional ninety (90) days if circumstances warrant an extension.
- (h) The Investigator must reject a Complaint received regarding a Council Member seeking re-election in the period from the first day of the nomination period to the general voting day.
- (i) In the ninety (90) days prior to general voting day, the Investigator may suspend any investigation that is underway.

4.1.3 Dismissal or Suspension of Complaint

- (a) If a Complaint is submitted that, on its face, is not made with respect to a breach of this Bylaw, or if a Complaint would be more appropriately addressed through another process, including if the Complaint is:
 - i. with respect to non-compliance with the *Freedom of Information and Protection of Privacy Act*;
 - ii. with respect to non-compliance with a more specific Council policy or bylaw with a separate Complaint procedure; or
 - iii. with respect to a matter that is subject to another outstanding process, such as a court proceeding or human rights complaint,

the Investigator may reject the Complaint, or part of the Complaint, and must notify the Complainant in writing that the Complaint is not within the jurisdiction of this Bylaw, or that the Complaint would be more appropriately addressed through another process, as the case may be, and set out any additional reasons and referrals the Investigator thinks appropriate.
- (b) If the Investigator, at any stage in the Complaint procedure, determines that there are reasonable grounds to believe that there has been a contravention of the *Criminal Code* then the Investigator must immediately refer the matter to the appropriate authorities and suspend the investigation until any resulting police investigation and charge have been finally disposed of, and shall report the suspension of the investigation to Council.
- (c) Where a Complaint is made against a Council Member who, during the course of the Complaint procedure, ceases to hold office, the Investigator may close the Complaint and notify the Complainant and Respondent of this decision.

4.1.4 Preliminary Assessment

- (a) On receipt of a Complaint, the Investigator must conduct a preliminary assessment and if at that time, or any time thereafter, the Investigator is of the opinion that:
- i. the Complaint is not with respect to a breach of this Bylaw;
 - ii. the Complaint is frivolous, vexatious, or not made in good faith;
 - iii. the investigation is or might be hampered, or the Council Member might be prejudiced, by the Complainant's failure to comply with Section 4.1.2(c), or otherwise cooperate with the investigation;
 - iv. the Complainant wishes to withdraw the Complaint, and it would be appropriate in the circumstances to allow the withdrawal; or
 - v. there are no grounds or insufficient grounds to conclude that a violation of this Bylaw has occurred,
- the Investigator must notify the Complainant and the Respondent in writing that the Investigator is closing the Complaint, set out the reasons therefore, and close the Complaint.
- (b) Notwithstanding Section 4.1.4 (a), the Investigator may request further information from the Complainant before determining whether or not there are sufficient grounds for believing that a breach of this Bylaw may have occurred.

4.1.5 Informal Resolution:

- (a) When the Investigator has decided to proceed with a Complaint, the Investigator must determine whether the Complaint requires a formal investigation, or whether the Complaint may be resolved informally. In the latter case, the Investigator may either attempt to resolve the Complaint directly or refer the Complaint to the CAO.
- (b) In making a determination under subsection 4.1.5(a), the Investigator shall give a strong preference to the informal resolution process wherever possible.
- (c) When determining whether the Complaint may be resolved informally, the Investigator may consider culturally appropriate, transformative or restorative justice approaches, and may engage a third party to assist the Investigator for this purpose.
- (d) Where the Investigator refers the Complaint in accordance with Section 4.1.5(a) the CAO may agree to assist in resolving the Complaint directly, or may appoint at their discretion a third party to assist in resolving the Complaint.
- (e) The third party assisting in the informal resolution of a Complaint will assess the suitability of the Complaint for settlement or resolution on an on-going basis and may decline to assist at any point.

- (f) The Complainant, or the Respondent, can decline to participate in an informal resolution at any time.
- (g) If a Complaint is resolved informally, the third party assisting in resolving the Complaint must notify the Investigator in writing of the terms of the resolution, upon receipt of which, the Investigator must close the Complaint.
- (h) If a Complaint cannot be resolved informally, the third party assisting in resolving the Complaint must refer the Complaint back to the Investigator for a formal investigation.

4.1.6 Formal Resolution:

- (a) If a Complaint is not rejected, closed, or resolved informally, the Investigator must proceed with a formal investigation.
- (b) The Investigator must deliver the Complaint to the Respondent with a request that the Respondent provide a written response to the Complaint together with any submissions the Respondent chooses to make within ten (10) days, subject to the Investigator's discretion to extend the timeline.
- (c) The Investigator may deliver the Complainant with the Respondent's written response together with any submissions, on a strictly confidential basis, and request a reply in writing within ten (10) days, subject to the Investigator's discretion to extend the timeline.
- (d) The Investigator may:
 - i. speak to anyone relevant to the Complaint;
 - ii. request disclosure of documents relevant to the Complaint; or
 - iii. access any record in the possession or control of the Village, except a record that is subject to solicitor-client privilege.
- (e) The Investigator must ensure that the formal investigation complies with the rules of procedural fairness and natural justice required in the circumstances.
- (f) Notwithstanding subsection 4.1.6(a) above, nothing prohibits the Investigator from summarily dismissing a Complaint where it becomes apparent, after some investigation, that the Complaint has no chance of success.
- (g) If the Investigator summarily dismisses a Complaint in the Formal Resolution stage, the Investigator shall report to the Complainant and Respondent in the manner similar to that as set out in 4.1.4(a).

4.1.7 Adjudication and Reporting:

- (a) The Investigator must make a decision within ninety (90) days of making the determination to proceed with a formal investigation, unless the Investigator determines that doing so is not practicable, in which case the Investigator must notify the Complainant and Respondent of the delay and provide a revised decision date. The revised decision date may be extended by periods of up to thirty (30) days on provision of written notice to the Complainant and the Respondent.
- (b) A notification issued pursuant to sections 4.1.3(a), 4.1.3(b), 4.1.4(a), or subsection 4.1.7(a) is confidential and must not be disclosed except in the following circumstances:
 - i. to Council for the purpose of considering a resolution for reimbursement of legal fees pursuant to section 4.4.2; and
 - ii. the Respondent may disclose the fact that the Complaint has been closed, or that a finding has been made that the Respondent did not breach this Bylaw.
- (c) If after reviewing all material information, the Investigator determines that the Respondent did not violate this Bylaw, then:
 - i. the Investigator must prepare a written investigation report providing reasons for their determination that the Council Member did not breach the Bylaw;
 - ii. the Investigator must deliver a copy of the investigation report to the Complainant, Respondent and Council; and
 - iii. the Investigator must make the investigation report or a summary publicly available on the next available Council agenda after delivery of the investigation report to the Complainant, Respondent and Council.
- (d) If after reviewing all the material information, the Investigator determines that a Council Member did violate this Bylaw, then:
 - i. the Investigator must prepare a written investigation report providing reasons for their determination that the Council Member breached this Bylaw;
 - ii. the investigation report must make recommendations as to the appropriate sanction for the breach;
 - iii. if the Investigator determines the Council Member took all reasonable steps to prevent the breach, or that the breach was trivial or done inadvertently or because of an error in judgment made in good faith, the Investigator will so state in the investigation report and may recommend that no sanction be imposed;
 - iv. the Investigator must deliver, on a strictly confidential basis, a copy of the investigation report to the Respondent; and
 - v. the Investigator must deliver a copy of the investigation report to the Complainant and Council forty-eight (48) hours after delivery of the investigation report to the Respondent.

- (e) In all circumstances, the Investigator may choose to distribute the investigation report to Council through the Corporate Officer.

4.1.8 Final Determination by Council

- (a) Council must, within thirty (30) days of delivery of the investigation report pursuant to Section 4.1.7(d)(v), or a longer period if approved by a 2/3 vote of Council, decide on the appropriate measures, if any, that are warranted by the breach of this Bylaw, and will take such actions as Council considers appropriate in the circumstances.
- (b) Prior to Council making any decision regarding the findings and recommendations set out in the investigation report, the Respondent must be provided with an opportunity, either in person or in writing, to comment on the decision and any recommended censure, sanctions or corrective actions.
- (c) While an investigation report provided to Council may be considered in a closed meeting for the purpose of receiving legal advice, or for another valid reason, when Council deliberates and votes on the investigation report, it will do so in a public meeting and the investigation report, or a summary, must be made available to the public in a form that complies with section 4.1.10(b).
- (d) Notwithstanding subsection 4.1.8(c), Council may deliberate on and vote on a report in a closed meeting where there is a valid reason to close the meeting under section 90 of the *Community Charter*. For certainty, this means the investigative report or summary may not be publicly released.

4.1.9 Remedies

- (a) Sanctions that may be imposed for a violation of this Bylaw include the following:
 - i. a letter of reprimand from Council addressed to the Council Member;
 - ii. a request from Council that the Council Member issue a letter of apology;
 - iii. the publication of the letters contemplated in subsections (i) and (ii), along with the Council Member's written response, if any;
 - iv. directions to the CAO regarding the provision of documents, including documents containing Confidential Information, to the Council Member;
 - v. a recommendation that the Council Member attend specific training or counselling;
 - vi. limitations on access to certain Village facilities;
 - vii. suspension or removal of the Council Member from some or all Council committees and bodies to which the Council Member was appointed;
 - viii. prohibition from representing the Village at events and/or attending conferences and seminars;

- ix. suspension or removal of the appointment of a Council Member as the Acting Mayor;
 - x. public censure of a Council Member;
 - xi. any other sanction recommended by the Investigator, so long as that sanction is within the authority of Council.
- (b) The Investigator may recommend that Council consider commencing an application for disqualification under section 111 of the *Community Charter* or for damages under section 117 of the *Community Charter*, as applicable.

4.1.10 Report to be Public

- (a) Unless deliberations have, pursuant to section 4.1.8(d), taken place in a closed Council meeting, the Village must, after delivering a copy of the investigation report to the Complainant and Council, make the investigation report, or a summary of the report, available to the public.
- (b) In all circumstances, the Village will ensure that the investigation report or a summary complies with the Village's obligations regarding disclosure of personal information set out in the *Freedom of Information and Protection of Privacy Act*, and ensure that appropriate redactions are applied prior to any release to the public.

4.1.11 Remuneration

- (a) Where the Investigator finds that a Council Member:
- i. breached this Bylaw; or
 - ii. submitted a complaint that was frivolous, vexatious, or made in bad faith
- the remuneration to which that Council Member would otherwise be entitled shall be reduced in accordance with the Council Remuneration and Expenses Policy No. 1.16, as amended or replaced from time to time.
- (b) Notwithstanding subsection 4.1.11(a)(i), the remuneration of a Council Member shall not be reduced if the Investigator makes a finding under section 4.1.7(d)(iii) that:
- i. the Council Member took all reasonable steps to prevent the breach;
 - ii. the breach was trivial or inadvertent; or
 - iii. the breach was because of an error in judgment made in good faith.

4.1.12 Confidentiality of the Investigation

- (a) The Investigator must make all reasonable efforts to investigate Complaints in confidence.
- (b) The Investigator and every person acting under the Investigators' instructions must preserve confidentiality with respect to all matters that come into the Investigator's knowledge in the course of any investigation or Complaint except as required by law.
- (c) An investigation report must only disclose such matters as, in the Investigator's opinion, are necessary for the purpose of the investigation report.

4.1.13 Interpretation

For clarity, and despite section 4.2, the procedure in section 4.1 is to apply to all allegations against Council Members including in their capacity as Committee Members.

4.2 Committee Members

- 4.2.1 A Complaint of an alleged breach of this Bylaw by a Committee Member shall be submitted simultaneously in writing addressed to both the Mayor and CAO and within ninety (90) days of the last alleged breach.
- 4.2.2 A Complaint must comply with the standards set out at section 4.1.2.
- 4.2.3 The Mayor shall consider the Complaint and direct that any enquiries considered appropriate or desirable be undertaken, including a referral to the CAO or the Investigator. For certainty, if the Complaint is referred to the CAO or the Investigator, then the processes and procedures in section 4.1 of this Bylaw may be utilized to the extent deemed necessary and appropriate.
- 4.2.4 Nothing in this Code is intended to abrogate the power of the Mayor and/or Council, as applicable, to remove, at their pleasure and at any time, any Committee Member from any committee to which they have been appointed.

4.3 Reprisals and Obstruction

- 4.3.1 No Council Member, Committee Member, or Staff will threaten, interfere with, or otherwise obstruct the Investigator in relation to the Investigator carrying out the duties and responsibilities under this Bylaw.
- 4.3.2 No Council Member, Committee Member, or Staff will threaten or undertake any reprisal against a Complainant or against a person who provides information to the Investigator in the context of an investigation.
- 4.3.3 No Council Member, Committee Member, or Staff will tamper with or destroy documents or electronic records related to any matter under investigation under this Bylaw or refuse to respond to the Investigator when questioned regarding an investigation.

- 4.3.4 Any individual covered by this Bylaw who is found to have engaged in any reprisal or retaliation in violation of this Bylaw will be subject to appropriate disciplinary action, which action may include, and is not limited to, the sanctions and remedies described above or the termination of employment for just cause, as applicable.

4.4 Reimbursement of Costs

- 4.4.1 A Council Member may make a request to Council for reimbursement for the costs of legal advice and representation in responding to the formal complaint process outlined in this Bylaw. If appropriate after considering all circumstances, Council may resolve to reimburse legal fees reasonably incurred by a Council Member, provided that all of the following are met:

- (a) it is the Council Member's first formal complaint process; and
- (b) the amount does not exceed \$10,000.

- 4.4.2 For clarity, the provisions of the Indemnification Bylaw, as replaced or amended from time to time, do not apply to requests for reimbursement under this Bylaw.

4.5 Vexatious Allegations and Complaints

- 4.5.1 Any individual covered by this Bylaw who makes an allegation or Complaint under this Bylaw that is subsequently found to have been made in a deliberately vexatious or malicious manner, or otherwise to have been made in bad faith, will be subject to appropriate disciplinary action, which action may include, but is not limited to:

- (a) in the case of Council Members, sanctions and remedies described in Section 4.1.9;
- (b) in the case of Committee Members, termination of the Committee Member's appointment;
- (c) in the case of Staff, disciplinary action or the termination of employment for just cause, as applicable.

PART 5 – APPOINTMENT OF INVESTIGATOR

5.1 Appointment of Investigator

- 5.1.1 The CAO shall, upon receipt of a Complaint, appoint an Investigator to fulfill the duties and responsibilities described in section 5.2.

5.2 Duties and Responsibilities

- 5.2.1 The duties and responsibilities of the Investigator are as follows:

- (a) to assist with informal resolution of a confidential request or Complaint;
- (b) to receive and assess a Complaint to determine if the Complaint must be rejected, closed, resolved or investigated;
- (c) to investigate and conduct inquiries as to alleged violations of this Bylaw;

- (d) to report to Council as to whether a Member has breached this Bylaw;
and
- (e) to make recommendations on an appropriate remedy, if the Investigator determines that a Member has breached this Bylaw.

5.2.2 The Investigator must perform the duties and responsibilities under this Bylaw in an independent manner.

5.2.3 An Investigator may only be dismissed for cause.

READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 202X

READ A FIRST TIME THIS DAY OF , 202X

READ A FIRST TIME THIS DAY OF , 202X

ADOPTED THIS DAY OF , 202X

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer
Acting Corporate Officer