



# VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

## REGULAR COUNCIL MEETING

**Date:** Monday, May 1, 2023  
**Time:** 7:00 p.m.  
**Location:** Council Chambers,  
Memorial Hall, 290 Esplanade Avenue,  
Harrison Hot Springs, British Columbia

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

### 1. CALL TO ORDER

Meeting called to order by Mayor Wood  
Acknowledgment of Sts'ailes traditional territory.

### 2. INTRODUCTION OF LATE ITEMS

### 3. APPROVAL OF AGENDA

### 4. ADOPTION OF COUNCIL MINUTES

- (a) THAT the Special Pre-Closed Meeting Minutes of March 30, 2023 be adopted. Page 1
- (b) THAT the Special Pre-Closed Meeting Minutes of April 4, 2023 be adopted. Page 3
- (c) THAT the Special Pre-Closed Meeting Minutes of April 17 & 18, 2023 be adopted. Page 5
- (d) THAT the Regular Council Meeting Minutes of April 17, 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) Brian Szabo, BDO Canada  
Re: Audit Findings

- |  |         |
|--|---------|
| (b) Gabriele Thornton<br>Re: Council Meetings Accommodating Disabilities and Council Meeting Location Change | Page 15 |
| (c) John Allen<br>Re: Council Meeting Location Concerns  |         |

## 8. CORRESPONDENCE

- |  |         |
|--|---------|
| (a) Email dated April 12, 2023 from Denise and Curtis Archibald<br>Re: Boat Launch Daily Parking Rates 2023                    | Page 17 |
| (b) News Release dated April 17, 2023 from UBCM<br>Re: Grant Funding for Dike Upgrade  | Page 19 |
| (c) Email dated April 18, 2023 from Leanne Bird<br>Re: Swimming Lessons Registration in the District of Kent                   | Page 25 |
| (d) Letter dated April 18, 2023 from Government Finance Officers Association<br>Re: Canadian Award for Financial Reporting     | Page 27 |
| (e) Letter dated April 21, 2023 from Bill & Marilyn Boonstra<br>Re: No Parking Signage on McCombs Drive                        | Page 31 |
| (f) Email dated April 24, 2023 from the Emergency Planning Secretariat<br>Re: Invitation to the Lower Fraser Floodplains Forum | Page 33 |
| (g) Letter dated April 26, 2023 from Ed Chanter<br>Re: Safety and Security Plan for the Village OCP                            | Page 39 |

## 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 DCAO – May 1, 2023<br>Re: Servicing Agreement Deposit Refunds to Developer<br><br>Recommendation:<br><br>THAT the Mayor and Council receive the Servicing Agreement Deposit Refunds to Developer report. | Page 43 |
| (b) Report of Operations Manager/Acting DCAO – May 1, 2023<br>Re: Proposed Woods Park Playground<br><br>Recommendation:<br><br>THAT The Proposed Woods Park Playground Report be received for information.                                       | Page 45 |

- (c) Report of Finance Manager – May 1, 2023 Page 53  
Re: 2022 Financial Audit Statements

Recommendation:

THAT the Independent Auditor’s Report be received; and

THAT the 2022 Financial Statements of the Village of Harrison Hot Springs be approved; and

FURTHER THAT the Independent Auditor’s Report be attached to the approved Financial Statements of the Village of Harrison Hot Springs.

- (d) Report of Planning Consultant – May 1, 2023 Page 107  
Re: Official Community Plan Bylaw No. 1184, 2022

Recommendation:

THAT staff be authorized to set up an open house.

- (e) Report of Planning Consultant – May 1, 2023 Page 111  
Re: Review of the Housing Supply Act

Recommendation:

THAT the Review of the Housing Supply Act report dated May 1, 2023 be received for information.

- (f) Report of Operations Manager/Acting DCAO – May 1, 2023 Page 115  
Re: Emergency Sewer Repair – McCombs Bridge South

Recommendation:

THAT the Mayor and Council authorize the use of up to \$100,000.00 of the Growing Communities Fund received in March 2023 to fund emergency sanitary sewer repairs at the McCombs Bridge South.

- (g) Report of Interim CAO/Acting CO – May 1, 2023 Page 117  
Re: Final Approval for Council Remuneration and Expense Allowance Policy 1.16

Recommendation:

THAT Council for the Village of Harrison Hot Springs give final approval to the Council Remuneration and Expense Allowance Policy 1:16.

- (h) Report of Interim CAO/Acting CO – May 1, 2023 Page 123  
 Re: Appointment to Kent-Harrison Joint Emergency Program Committee  
 See also memo dated April 25, 2023 from District of Kent

Recommendation:

THAT Mayor and Councillors for the Village of Harrison Hot Springs approve the appointment of Tourism Harrison River Valley to the KHJEP Committee; and

THAT Mayor and Councillors approve hosting the August 9, 2023 KHJEP Committee meeting.

- (i) Report of Interim CAO/Acting CO – May 1, 2023 Page 127  
 Re: Committee of the Whole (COW) Meeting – June 12, 2023

Recommendation:

THAT Council 'save the date' for a Special Committee of the Whole meeting on June 12, 2023 at 1:00 pm.

- (j) Report of Planning Consultant – May 1, 2023 Page 129  
 Re: Approval for a permanent Outdoor Patio Expansion Application LTK Investments LTD – dba Old Settler Pub (222 Cedar Avenue)

Recommendation:

THAT LTK Investments Limited's (dba Old Settler Pub) application to the Liquor and Cannabis Regulation Branch for permanent status of their outdoor patio expansion service area be approved.

### 13. BYLAWS

- (a) Report from Interim CAO/Acting CO – May 1, 2023 Page 139  
 Re: Indemnification Bylaw No. 1190, 2023

Recommendation:

THAT Council for the Village of Harrison Hot Springs give final reading and adoption to the Harrison Hot Springs Indemnification Bylaw No. 1190, 2023

- (b) Report of Interim CAO/Acting CO – May 1, 2023 Page 143  
 Re: Highway and Traffic Bylaw Amendment No. 1191, 2023

Recommendation:

THAT Highway and Traffic Bylaw Amendment No. 1191, 2023 be given first, second, and third readings

- (c) Report of Finance Manager – May 1, 2023 Page 145  
 Re: Tax Rate Bylaw No. 1188, 2023

Recommendation:

THAT Tax Rate Bylaw No. 1188, 2023 be given final reading and adopted.



(d) Report of Interim CAO/Acting CO – May 1, 2023  
Re: Parks Regulation Amendment Bylaw No. 1192, 2023

Recommendation:

THAT Park Regulation Bylaw No. 1150, 2020” is hereby amended by deleting under the Regulation section 4. a. in its entirety and substituting the following:

- a. a sunshade or sun canopy tent with a maximum dimension of 3.65m2 X 3.65m2 (12 feet X 12 feet) and a maximum height of 2.0 m that can be secured to the ground and is used for the purpose of blocking sunlight; and

THAT Park Regulation Bylaw No. 1150, 2020 be given first, second and third readings.

**14. NEW BUSINESS**

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

**16. ADJOURNMENT**

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



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

4(a)

Thursday, March 30, 2023  
1:00 p.m.

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

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

**COUNCIL ABSENT** Mayor Ed Wood

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

1. **CALL TO ORDER**

Deputy Mayor Buckley called the meeting to order at 1:15 pm.

2. **RESOLUTION TO EXCLUDE PUBLIC**

**SC(C)23-006**

**Moved by Councillor Facio**

**Seconded by Councillor Vidal**

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 30, 2023*

**3. ADJOURN TO CLOSED COUNCIL MEETING**

**SC(C)23-007**

**Moved by Councillor Facio**

**Seconded by Councillor Vidal**

RESOLVED:

THAT the March 30, 2023 Special (Pre-Closed) Council meeting be adjourned.

CARRIED

The meeting was adjourned at 1:18 pm.

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Ed Wood  
Mayor

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer

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

4(b)

Thursday, April 4, 2023  
1:00 p.m.  
Council Chambers, Village Office  
495 Hot Springs Road, Harrison Hot Springs, BC

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

**COUNCIL ABSENT** Mayor Ed Wood

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

1. **CALL TO ORDER**

Councillor Allan Jackson requested to not chair the meeting. The Corporate Officer called the meeting to order at 1:15 pm and asked the Councillors present to appoint an Acting Mayor to preside over the meeting.

**SC(C)23-008**

**Moved by Councillor Buckley**

**Seconded by Councillor Facio**

That Councillor Vidal be appointed as Acting Mayor for the April 4, 2023 Special (Pre-Closed) and Closed Council meeting.

2. **RESOLUTION TO EXCLUDE PUBLIC**

**SC(C)23-009**

**Moved by Councillor Jackson**

**Seconded by Councillor Facio**

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

- Section 90(1)(a) of the Community Charter - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Section 90(1)(c) of the Community Charter - labour relations or other employee relations
- Section 90(1)(g) of the Community Charter - litigation or potential litigation affecting the municipality;
- Section 90(1)(i) of the Community Charter - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

Village of Harrison Hot Springs  
Minutes of the Special (Pre-Closed) Council Meeting  
April 4, 2023

3. **ADJOURN TO CLOSED COUNCIL MEETING**

**SC(C)23-010**

**Moved by Councillor Buckley**

**Seconded by Councillor Facio**

RESOLVED:

THAT the April 4, 2023 Special (Pre-Closed) Council meeting be adjourned.

CARRIED

The meeting was adjourned at 1:17 pm.

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Ed Wood  
Mayor

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer

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

4(c)

Monday, April 17 and Tuesday, April 18, 2023  
9:00 a.m.

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

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

**COUNCIL ABSENT** Mayor Ed Wood

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

1. **CALL TO ORDER**

Councillor Allan Jackson stated that he does not wish to chair the meeting as Deputy Mayor. The Corporate Officer called the meeting to order at 9:15 pm and asked the Councillors present to appoint an Acting Mayor to preside over the meeting.

**SC(C)23-011**

**Moved by Councillor Facio**

**Seconded by Councillor Buckley**

That Councillor Vidal be appointed as Acting Mayor for the April 17, 2023 Special (Pre-Closed) Council meeting and the April 17 and 18, 2023 Special Closed Council meetings.

2. **RESOLUTION TO EXCLUDE PUBLIC**

**SC(C)23-012**

**Moved by Councillor Facio**

**Seconded by Councillor Buckley**

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

CARRIED

*Village of Harrison Hot Springs  
Minutes of the Special (Pre-Closed) Council Meetings  
April 17 and 18, 2023*

**3. ADJOURN TO CLOSED COUNCIL MEETING**

**SC(C)23-013**

**Moved by Councillor Facio**

**Seconded by Councillor Buckley**

RESOLVED:

THAT the April 17 and 18, 2023 Special (Pre-Closed) Council meetings be adjourned.

CARRIED

The meeting was adjourned at 9:17 pm.

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Ed Wood  
Mayor

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer



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

4(d)

**DATE:** Monday, April 17, 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

**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**

**Moved by Mayor Wood**  
**Seconded by Councillor Facio**

THAT the following two items be added to the agenda under section 2:

- Re-vote of the following motion on the April 3, 2023 Regular Council Meeting.  
"THAT Item 7(b) the two petitions brought forward by Gabriele Thornton be received for information."
- Request staff to investigate a payment the Village made to the developer of 798 Hot Springs Road on March 17, 2023 in the amount of \$427,000.

Mayor Wood recalled the following motion from the April 3, 2023 Regular Council Meeting Agenda as he believed there may have been an error in recording the vote.

*" THAT Item 7(b) the two petitions brought forward by Gabriele Thornton be received for information."*

**Moved by Mayor Wood**  
**Seconded by Councillor Vidal**

THAT Item 7(b) the two petitions brought forward by Gabriele Thornton at the April 3, 2023 regular council meeting be received for information.

**CARRIED**  
**UNANIMOUSLY**  
RC-2023-04-20

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**Moved by Mayor Wood**

THAT staff report back at the next meeting of council as to what and why the Village made a payment of \$427,000 to the developer of 798 Hot Springs Road.

**MOTION FAILED  
LACK OF SECONDER**

**3. APPROVAL OF AGENDA**

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

THAT the agenda dated April 17, 2023 be approved as amended.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-04-21*

**4. ADOPTION OF COUNCIL MINUTES**

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

THAT the Regular Council Meeting minutes of April 03, 2023 be adopted.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-04-22*

**5. BUSINESS ARISING FROM THE MINUTES**

None

**6. CONSENT AGENDA**

None

**7. DELEGATIONS/PETITIONS**

None

**8. CORRESPONDENCE**

- (a) Email dated April 3, 2023 from Northwest Hydraulic Consultants  
Re: Lower Fraser River Floodplain Mapping
- (b) Letter dated April 7, 2023 from Judith Barron  
Re: Concerns about Council Meetings, Mayor and Council

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- (c) Letter dated April 11, 2023 from John Allen  
Re: Hidden Beach Hazards
- (d) Letter dated April 6, 2023 from Teresa Omelus  
Re: The Harrison Challenge Lets'emot Fundraiser

**Moved by Councillor Jackson**  
**Seconded by Councillor Buckley**

THAT the email dated April 3, 2023 from Northwest Hydraulic Consultants, the letter dated April 7, 2023 from Judith Barron, the letter dated April 11, 2023 from John Allen, and the letter dated April 6, 2023 from Teresa Omelus be received.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-04-23*

**9. BUSINESS ARISING FROM CORRESPONDENCE**

None

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

**Councillor Buckley**

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

**Councillor Jackson**

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison
  - Attended a July 1st Committee Meeting

**Councillor Vidal**

- Community Futures North Fraser Board of Directors – No Report
- Corrections Canada Citizen's Advisory Committee
  - Attended a meeting on April 5, 2023
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended a LMLGA executive board meeting on April 15, 2023

**Councillor Facio**

- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director)
  - Attended the Regional Corporate Services meeting on April 13, 2023
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended a July 1<sup>st</sup> Committee Meeting with Tourism Harrison

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**11. MAYOR'S REPORT**

- Councillors attended a workshop on April 17, 2023 with the third-party facilitator.
- Reported on Bill 43 – Housing Supply Act and how it will affect the Village.
- Reported that the Village is still in negotiations with the CUPE Union.
- Reported that Staff and Managers have done an outstanding job through the last 5 months.
- Reported on a RCMP pay raise.

**12. REPORTS FROM STAFF**

- (a) Report of Interim CAO/Acting CO – April 17, 2023  
Re: Release of Closed Meeting Resolutions

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

THAT the following closed meeting resolutions be received for information at the April 17, 2023 Regular Council Meeting.

*“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.”*

*RIC-2023-03-32*

Mayor Wood declared item 12(a) and 12(b) out of order.

- (c) Report of Bylaw Officer – April 17, 2023  
Re: Park Regulation Bylaw No. 1150, Regulation 4

**Moved by Councillor Jackson**  
**Seconded by Councillor Buckley**

THAT Park Regulation Bylaw No.1150 be amended to allow for canopy tents no larger than 12 feet X 12 feet and that they be anchored down to the ground throughout the beach front.

**CARRIED**  
**OPPOSED BY COUNCILLORS FACIO AND VIDAL**  
*RC-2023-04-24*

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

THAT the 2022 Bylaw Enforcement Services Annual Report be received for information.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2023-04-25*

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- (d) Report of Interim CAO/Acting CO – April 17, 2023  
Re: Approval of Council Policy 1.16 Council Remuneration and Expense Allowance

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

THAT the following changes be made to Council Policy 1.16 Remuneration and Expense Allowance.

Section 3 - Remuneration – subsection a. Mayor’s remuneration of \$30,000 per year is amended to \$41,691 (2023) and subsection b. Councillors remuneration of \$15,000 is amended to \$20,846 (2023).

Section 7 Meals is amended by changing Breakfast allowance from \$20.00 to \$30.00, Lunch allowance from \$30.00 to \$40.00 and Dinner allowance from \$40.00 to \$50.00/

Under Section 9 subsection a. is amended by adding the following to the end of the sentence “or the Federation of Canadian Municipalities Conference.”

Under Section 9 subsection e. the following wording be added to the end of the sentence “and not to exceed the annual budgeted allocation.”

Adding the following two new sections and renumbering the subsequent section accordingly.

**11. CELL PHONE**

- a. Council will be given a monthly allowance for cell phone usage in the amount of \$50.00.

**12. ANNUAL ELECTRONIC ALLOWANCE**

- a. The Village will provide a laptop computer or an annual allowance of up to \$1000 for an eligible electronic device. Councillors will receive reimbursement upon submission of a sales receipt for the following eligible devices:

- Laptop Computer
- Tablet
- Personal Computer
- Monitor
- Printer
- Smartphone

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**Moved by Mayor Wood**  
**Seconded by Councillor Jackson**

THAT the above motion be amended by adding to Council Policy 1:16 reference to Mayor and Councillors receiving dental and medical benefits, budget allocation for expense amounts, and wording that states Council members may receive compensation for serving on outside agencies/governments board or committee meetings.

**CARRIED  
UNANIMOUSLY**

*RC-2023-04-26*

- (e) Report of Interim CAO/Acting CO – April 17, 2023  
Re: Draft Urban Forest Management Plan

**Moved by Councillor Vidal**  
**Seconded by Councillor Faico**

THAT Council receive for information the April 14, 2023 Draft Urban Forest Management Plan prepared by B.A. Blackwell & Associates Ltd.; and

THAT staff invite the Mr. Bruce Blackwell to a future Committee of the Whole meeting to present his report and answer questions from Council.

**CARRIED  
UNANIMOUSLY**

*RC-2023-04-27*

- (f) Report of Interim CAO/Acting CO – April 17, 2023  
Re: Proposed Amendment to the Highway and Traffic Bylaw No. 974, 2011

**Moved by Councillor Buckley**  
**Seconded by Councillor Jackson**

THAT Council approve Option 3 for parking rates in which Zone 2 has the same parking rates per hour as Zone 1 and the Highway and Traffic Bylaw No. 974, 2011 would be amended to change the hourly parking fee from \$5.00 per hour in Zone 2 to Hour 1 - \$2.00, Hour 2 - \$3.00, Hour 3 - \$4.00 and Hour 4 - \$5.00 with the daily rate remaining the same.

**CARRIED  
OPPOSED BY COUNCILLORS FAICO AND VIDAL**

*RC-2023-04-28*

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**13. BYLAWS**

- (a) Report of Finance Manager – April 17, 2023  
Re: Tax Rate Bylaw No. 1188, 2023

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

THAT the Tax Rate Bylaw No. 1188, 2023 be given first, second and third readings.

**CARRIED  
UNANIMOUSLY**  
RC-2023-04-29

- (b) Report from Interim CAO/Acting CO – April 17, 2023  
Re: Council Indemnification Bylaw No.1190

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

THAT Section 2 Interpretation sub-section c. Council Indemnification Bylaw No. 1190, 2023 Section c. "Municipal Official" be amended by adding the following wording: "a person who is or was a person referred to in section 287 (1) of the *Local Government Act*, only in relation to the exercise of powers or performance of duties or functions for or on behalf of the Village; but does not include an independent service provider, professional advisor or contractor engaged by the Village from time to time on a fee for service basis."

**CARRIED  
UNANIMOUSLY**  
RC-2023-04-30

**14. NEW BUSINESS**

None

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

Questions from the public were entertained.

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16. **ADJOURNMENT**

**Moved by Councillor Facio**

**Seconded by Councillor Jackson**

THAT the meeting be adjourned at 8:43 p.m.

**CARRIED  
UNANIMOUSLY**  
*RC-2023-04-31*

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

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

DRAFT



I am here tonight to bring attention to a subject of importance:

There are some residents that come to the meetings that have certain disabilities, one being hearing impaired. I would like to draw attention to the council meetings as there seems to be quite a lack of allowances made for the hearing impaired. When I go home I have a special black box that I can attach to my t.v. and hear the parts of the meeting that I missed on you tube. Unfortunately some residents do not have the opportunity to address our questions or concerns that were in the previous meeting due to a by-law that states only questions can be asked that pertain to the current week's agenda. This line needs to be changed to allow all residents to have their say.

I understand all municipalities have this in their by-laws , but by-laws can be changed and should be changed so as not to discriminate against human rights. Zoom is no answer as it is not reliable and many do not have access to it, nor is it an intuitive tool. A very good friend of mine mentioned to me that remote electronic viewing is not a substitute for being there in person. My concern is this is against our human rights and discrimination against our disability. Some cities and municipalities are already making adjustments and here is hoping the village does the same.

My next concern is the ongoing discussion regarding returning the council meetings to the village office. Residents have written letters and made our voices heard that we want to continue the meetings at the memorial hall. We the taxpayers paid to have the hall built therefore the residents should have top priority to use it. Money should and could be better spent on equipping the hall with an upgraded system so the hearing impaired at least have a chance to hear content of said meetings. The village office is not an appropriate place as it is cramped, does not accommodate more than 20 people thus taking away the rest of the residents rights to be at the meeting. Concerns were mentioned such as safety and health issues. The hall gives people with varying disabilities the opportunity to access the front entrance, as there are ample parking spots readily available for all residents. There is no parking available for residents at the village office that have wheelchairs or mobility issues. which makes this an access and safety issue.

The other concern is our health, also made very clear by residents' letters and comments. Covid is not gone as over 20 or more people are dying every day from the virus. Seniors seem to be the hardest hit and they make up the majority in the village. Some residents have weakened immune systems due to their health issues and being cramped into a small space at the village opens them up to the possibility of catching the virus or any other virus in the air. The hall is a large space where we can practise social distancing, the village does not give us this option. Everyone has the right to be at the meetings but there needs to be reasonable compromise for our safety and health. There are serious issues that need to be considered, addressed and discussed with residents' participation. No one person likes to be left out or discriminated against for issues that are beyond their control, but if we have learned anything there are always solutions to any problem as long as we work together to solve them.

Regards

Gabriele Thornton.



**Admin**

---

**From:** "denise archibald"  
**To:** "dkey" <[dkey@harrisonhotsprings.ca](mailto:dkey@harrisonhotsprings.ca)>  
**Cc:**  
**Sent:** Wednesday, April 12, 2023 9:16:45 AM  
**Subject:** Boat Launch Daily Parking rate 2023

Good morning Debra,

My name is Denise Archibald and I am a cabin owner in Cascade Bay which is accessed by boat only. We recently learned that day parking in the boat launch as increased from \$12 - \$20 which is a 60% increase from last year. We totally get that the day trippers and/or commercial boats that use the launch should receive the increase but as cabin owners we already pay taxes to the District of Kent which Harrison Hot Springs should see a portion of. We would appreciate that we receive a reduced daily parking rate or a parking permit such as the City White Rock currently. We purchase a seasons pass in the amount of \$135.00 and are requesting that our parking day rate be returned to the \$12.00/day.

Please let us know your thoughts. There are a number of cabin owners who also are affected and will also be reaching out.

Sincerely,

Denise and Curtis Archibald



**News release**

For immediate release

**New investments from the Government of Canada support 45 local infrastructure projects across British Columbia**

**Colwood, British Columbia, April 17, 2023** — Today, Terry Beech, Parliamentary Secretary to the Deputy Prime Minister and Minister of Finance and Member of Parliament for Burnaby North—Seymour, the Honourable Anne Kang, B.C. Minister of Municipal Affairs, and Councillor Jen Ford, President of the Union of BC Municipalities (UBCM), announced a federal investment of more than \$103.5 million to support 45 community infrastructure projects.

In Colwood, funding will go towards building a multi-use waterfront pathway along the Esquimalt Lagoon. Work will include natural infrastructure to safeguard the peninsula from sea-level rise and the restoration of riparian vegetation in the salt marsh. This will improve local habitats, support biodiversity, stabilize soils, and filter pollutants. The work will guide visitors thoughtfully through sensitive areas while protecting and enhancing important natural resources. In addition to encouraging a healthy and active lifestyle for residents of all ages and abilities, this project will also support climate action and clean initiatives that strengthen the local economy and build a resilient community.

Investments in Fraser Lake will help build new water lines along Carrier Crescent and Tunasa Drive. A new water line will provide a dedicated supply from the reservoir to improve safety of the community's drinking water. As well, a new storm sewer will be installed to collect water from household sump pumps, and a new sidewalk will be constructed along Tunasa Drive. Once complete, the project will provide safe, clean water to the community for a healthier and better quality of life.

Other projects to receive funding include new fire halls, water and wastewater treatment plant upgrades, airport expansions, and bridge and road upgrades.

Empowering communities to determine how best to direct funds enables them to plan strategically for their present and future needs and will help ensure British Columbia remains among the best places in the world to live, work, and raise a family.

By investing in infrastructure, the Government of Canada is growing our country's economy, building resilient communities, and improving the lives of Canadians.

**Quotes**

"Investing in the Strategic Priorities Fund of the Canada Community-Building Fund represents our government's commitment to bettering communities across Canada. We are helping British Columbians fund infrastructure projects that promote productivity, economic growth, a clean environment, and, ultimately, create stronger cities. We will continue to deliver funding through CCBF to build a more prosperous future together."



*Terry Beech, Parliamentary Secretary to the Deputy Prime Minister and Minister of Finance and Member of Parliament for Burnaby North—Seymour, on behalf of the Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities*

“As British Columbia continues to grow and welcome newcomers, communities face increasing demands for services and infrastructure. This is why our government is supporting projects like road development and wastewater management. We’re ensuring that British Columbians have access to these essential services and amenities that they can rely on within their communities.”

*The Honourable Anne Kang, Minister of Municipal Affairs*

“B.C. communities are expanding services to meet the needs of a growing population. The federal government is to be commended for the continuing renewal of local infrastructure through the Canada Community-Building Fund. This program has delivered over \$4.6 billion to thousands of projects across B.C. like Colwood’s multi-use pathway.”

*Councillor Jen Ford, President of the Union of BC Municipalities*

“This accessible multi-use pathway will allow visitors to enjoy the spectacular waterfront in Colwood, while protecting sensitive ecological and archaeological shoreline areas. The pathway will inspire people to get outdoors and active as they walk or cycle from Colwood’s town centre to the waterfront and beyond to the vibrant seaside village envisioned at Royal Beach.”

*His Worship Doug Kobayashi, Mayor of the City of Colwood*

### **Quick facts**

- The Government of Canada is investing \$103,565,997 in 45 projects across British Columbia.
- The Government of Canada’s funding comes from the third application-based intake of the Strategic Priorities Fund stream of the Canada Community-Building Fund, formerly known as the federal Gas Tax Fund.
- The Canada Community-Building Fund is a permanent source of funding provided twice-a-year to provinces and territories, who in turn deliver this funding to local governments for local infrastructure priorities.
- In B.C., the Canada Community-Building Fund is administered by UBCM.
- The Canada Community-Building Fund delivers more than \$2 billion every year to 3,600 communities across the country. In recent years the funding has supported approximately 4,000 projects each year.
- The Canada Community-Building Fund has 19 project eligibility categories, including capacity building, sport infrastructure, and broadband connectivity.
- Infrastructure Canada, which distributes this funding, helps address complex challenges that Canadians face every day—ranging from the rapid growth of our cities, to climate change, and environmental threats to our water and land.

### **Related Products**



**Backgrounder:** New investments from the Government of Canada support 45 local infrastructure projects across British Columbia

### **Associated Links**

Canada Community-Building Fund

<https://www.infrastructure.gc.ca/plan/gtf-fte-eng.html>

Infrastructure Canada - Canada Community-Building Fund Allocation Table

<https://www.infrastructure.gc.ca/prog/gtf-fte-tab-eng.html>

Investing in Canada: Canada's Long-Term Infrastructure Plan

<https://www.infrastructure.gc.ca/plan/icp-publication-pic-eng.html>

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### **Contacts**

For more information (media only), please contact:

#### **Jean-Sébastien Comeau**

Press Secretary and Senior Communications Advisor

Office of the Honourable Dominic LeBlanc

Minister of Intergovernmental Affairs, Infrastructure and Communities

343-574-8116

[Jean-Sebastien.Comeau@iga-aig.gc.ca](mailto:Jean-Sebastien.Comeau@iga-aig.gc.ca)

#### **Ministry of Municipal Affairs**

Province of British Columbia

236-478-3459

#### **Paul Taylor**

Director of Communications

UBCM

[ptaylor@ubcm.ca](mailto:ptaylor@ubcm.ca)

250-356-2938

#### **Colwood Media Contact**

Sandra Russell, Manager of Communications

[srussell@colwood.ca](mailto:srussell@colwood.ca)

778-677-5345

[www.colwood.ca](http://www.colwood.ca)

Social Media: @CityofColwood on twitter, facebook and instagram



## Backgrounder

### New investments from the Government of Canada support 45 local infrastructure projects across British Columbia

The Government of Canada is investing more than \$103.5 million to support 45 community infrastructure projects in British Columbia. Projects are recipients of the Union of BC Municipalities (UBCM) third application-based intake for the Strategic Priorities Fund, one of three Canada Community-Building Fund streams in British Columbia.

#### *Project information:*

Recipients	Project Title	Federal Funding
Capital Regional District	Regional Water Supply Main No. 4 Mt. Newton to Highway 17 Section Replacement	\$6,000,000
City of Castlegar	West Kootenay Regional Airport Air Terminal Building Expansion & Groundside Entrance Improvements	\$6,000,000
City of Colwood	Colwood Waterfront Multi-use Pathway	\$6,000,000
City of Cranbrook	City of Cranbrook Wastewater Treatment Upgrades	\$2,920,000
City of Greenwood	Official Community Plan Update	\$147,008
City of Kamloops	Facilities Strategic Plan	\$750,000
City of Nelson	City of Nelson Liquid Waste Management Plan	\$395,000
City of Quesnel	Johnston Bridge Comprehensive Repairs	\$6,000,000
City of Rossland	Utility Master Plan	\$284,445
City of West Kelowna	Short-Term Asset Management Roadmap Implementation	\$155,000
Cowichan Valley Regional District	Modernization of Bings Creek Waste Management Centre (WMC)	\$ 6,000,000
District of Chetwynd	Chetwynd Sewer Lift Station Upgrades	\$1,762,500
District of Clearwater	Integrated Stormwater Management Plan	\$111,340
District of Coldstream	Integrated Asset Management and Climate Change Planning for Sustainable Service Delivery	\$250,000
District of Elkford	Elkford Official Community Plan and Integrated Community Sustainability Plan	\$150,000
District of Houston	Infrastructure Master Plan	\$100,000
District of Invermere	Infrastructure Priority Development Plan	\$120,000
District of North Cowichan	Natural Asset Management (NAM) Program	\$200,000
District of Peachland	Wastewater Master Plan for the District of Peachland	\$200,000
District of Port Edward	Port Edward Asset Management - Final Phase	\$75,000
District of Saanich	Natural Assets Inventory	\$50,000
District of Sparwood	District of Sparwood Wastewater Treatment Plant Upgrades - Phase 2	\$5,856,300





District of Squamish	Sustainable Stormwater Service Delivery Plan	\$400,000
District of Taylor	Infrastructure Assessment and 10 Year Investment Plan – Phase III and Maintenance Management Plan Development	\$261,000
Peace River Regional District	Regional Growth Strategy	\$100,000
qathet Regional District	Risk Management Framework	\$50,000
Sunshine Coast Regional District	Final Phase - Regional Water System Meter Installation Project	\$6,000,000
Town of Gibsons	Lower Watershed Climate Adaptation through Natural Assets Project	\$5,963,000
Town of Golden	Sanitary Sewer Master Plan	\$85,000
Town of Sidney	Beacon Avenue West Roundabout	\$5,000,000
Town of Smithers	Smithers Regional Airport - Water System Infrastructure Upgrades	\$2,457,460
Township of Spallumcheen	Township Water Systems Asset Management Plan	\$231,478
Village of Burns Lake	New Fire Hall	\$3,149,334
Village of Cache Creek	Waste Water Treatment Plant Improvements	\$2,282,800
Village of Chase	Wastewater Treatment Plant Improvements - Phase 2	\$5,899,000
Village of Cumberland	Cumberland High Performance Wastewater Lagoon Upgrade, Phase 2	\$2,500,000
Village of Fraser Lake	Water Quality, Drainage and Connectivity Improvements	\$6,000,000
Village of Gold River	Asset Management Planning	\$190,000
Village of Harrison Hot Springs	Village of Harrison Hot Springs Waterfront Infrastructure Upgrades	\$5,999,350
Village of Lytton	Drinking Water Distribution System Infrastructure Rehabilitation to Improve Drinking Water Capacity and Accessibility	\$5,000,000
Village of Lytton	Increase Local Government Capacity to Undertake Long Term Infrastructure Initiatives	\$135,000
Village of McBride	Drinking Water Filtration System	\$2,608,125
Village of Nakusp	Nakusp Raw Water Irrigation Project	\$527,000
Village of Tahsis	Tahsis Fire Hall Relocation	\$1,892,675
Village of Valemount	Dogwood Lift Station Project	\$3,308,182



**Admin**

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**From:** Leanne Bird**Sent:** April 18, 2023 12:43 PM**To:** Reception <[info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca)>**Subject:** Question about Harrison Hot Springs

Hello,

I live in Harrison Hot Springs. I went to register my son for swimming lessons at the Agassiz pool last week and found out that only residents of the district of Kent got to register on the opening date, others have to wait a week later. Swimming lessons are very competitive and most fill up right away. When I talked to a man who is connected with the pool he said he hoped that Harrison would join the district of Kent and then we would have equal access to the pool and classes. I was just wondering if there is a plan in place for Harrison Hot Springs to join the district of Kent? If not, how could this be considered? As Harrison Hot Springs has no services of it's own for children, this seems important we have equal access to these services especially with the new pool coming.

Thank you,

Leanne Bird





Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

**8(d)**

April 18, 2023

Mr. Scott Schultz  
Finance Manager  
Village of Harrison Hot Springs  
495 Hot Springs Road  
Harrison Hot Springs, British Columbia V0M 1K0

Dear Mr. Schultz:

We are pleased to notify you that your annual financial report for the fiscal year ended December 31, 2021, qualifies for a Canadian Award for Financial Reporting (CAnFR). The CAnFR recognizes excellence in governmental accounting and financial reporting and represents a significant accomplishment by a local government and its management. Congratulations on having met the high standards of the CAnFR Program. We hope that your example will encourage others in their efforts to achieve and maintain excellence in financial reporting.

Your award package contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Canadian Award for Financial Reporting Program policy requires that written responses to these comments and suggestions for improvement be included with your next report. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with Jim Phillips.
- **Canadian Award for Financial Reporting.** A Canadian Award for Financial Reporting is valid for a period of one year. A current holder of a Canadian Award may reproduce the Award in its immediately subsequent CAnFR. Please refer to the instructions for reproducing your Award in your next report.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

Scott Schultz

Page 2

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Award ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion).

To continue your participation in the program, it will be necessary for you to submit your next annual financial report to GFOA within six months of the end of your entity's fiscal year. A Canadian Award for Financial Reporting Award Program Application and other information about the CANFR Program can be found [here](#).

Over the course of the year, we are anticipating some changes to our application process. We will still be asking governments for the same documents we asked for in the past, but we are encouraging electronic submissions to [canfr@gfoa.org](mailto:canfr@gfoa.org) and expect to be making other changes going forward. We will keep members informed of any changes via email, and application instructions will be updated on our website.

To help reduce the spread of COVID-19, GFOA staff have transitioned to a remote working environment, which requires temporary adjustments to our process. This means that for the foreseeable future, we will not be able to accept hard copy, CD or flash drive submissions for our award programs; only electronic submissions will be accepted. Once public health officials deem it safe to do so, we will resume our normal operations, but we will always encourage PDF submissions.

Your interest in and support of the Canadian Award for Financial Reporting Program is most appreciated. If we may be of any further assistance, please do not hesitate to contact the CANFR Program staff in the Technical Services Center at (312) 977-9700.

Sincerely,



Michele Mark Levine  
Director, Technical Services Center

Enclosures

## **FOR IMMEDIATE RELEASE**

April 18, 2023

**For more information, contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**E-mail: [Mlevine@gfoa.org](mailto:Mlevine@gfoa.org)**

(Chicago) - The Canadian Award for Financial Reporting has been awarded to Village of Harrison Hot Springs, British Columbia by Government Finance Officers Association of the United States and Canada (GFOA) for its annual financial report. The Canadian Award for Financial Reporting Program was established to encourage municipal governments throughout Canada to publish high-quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports. Its attainment represents a significant accomplishment by a government and its management.

The annual financial report has been judged by impartial Canadian Review Committee members to meet the high standards of the program, including demonstrating a constructive “spirit of full disclosure” designed to clearly communicate the municipality’s financial story and to motivate potential users and user groups to read the report.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*



Government Finance Officers Association

**Canadian Award  
for  
Financial Reporting**

Presented to

**Village of Harrison Hot Springs  
British Columbia**

For its Annual  
Financial Report  
for the Year Ended

**December 31, 2021**

*Christopher P. Morill*

Executive Director/CEO



April 21, 2023

Mayor & Council, Village of Harrison Hot Springs  
Attention: Ed Wood, Mayor

**Complaint re 'no parking' signs on McCombs Dr.**

Recently 'no parking' signs were installed on McCombs Dr. in the area of Schooner Pl and Emerson Cove.

This is causing a problem as visitors for Schooner Pl residents have nowhere to park. If they find a place to park on Schooner Pl, they are causing difficulty for residents backing out of their driveways, especially for larger vehicles. This could result in backing into a vehicle on opposite side of the road as the road is very narrow.

If the planners had used commonsense, they would have made Schooner PL much wider to allow for visitor parking. As the planners didn't anticipate this, it presents a parking fiasco for local residents (tax payers). It also makes it difficult for snow removal in the snow season.

**Suggested solution:**

- Remove 'no parking' signs from McCombs Dr. by the dog walk 'freeway' and replace with signs to identify that the parking is for local residents only.
- Cars could park beside the dog walk with no problem as the dog walk is wide enough to allow for parking plus the dog walk. This could be further enhanced by widening the road like it is further down McCombs Dr.

A further note regarding the 'no parking sign that was put on the lawn by 652 Schooner Pl, the 'no parking' sign is ready to fall over and the dirt is still sitting on the lawn. (There are also 2 dead dogwood trees on municipal property in this area that died a couple years ago and should be replaced.)

Thanks for your attention to this matter. We would appreciate a response as quickly as possible.

Bill & Marilyn Boonstra  
Harrison Hot Springs, B.C. V0M 1K0



**Admin**

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**From:** Mariah Mund <[mariah.mund@EmPlanS.ca](mailto:mariah.mund@EmPlanS.ca)>

**Sent:** April 24, 2023 4:09 PM

**To:** Tyler Simmonds <[TSimmonds@harrisonhotsprings.ca](mailto:TSimmonds@harrisonhotsprings.ca)>; Operations <[operations@harrisonhotsprings.ca](mailto:operations@harrisonhotsprings.ca)>; Reception <[info@harrisonhotsprings.ca](mailto:info@harrisonhotsprings.ca)>; Kelly Ridley <[kridley@harrisonhotsprings.ca](mailto:kridley@harrisonhotsprings.ca)>; Leo Facio <[LFacio@harrisonhotsprings.ca](mailto:LFacio@harrisonhotsprings.ca)>; Michie Vidal <[MVidal@harrisonhotsprings.ca](mailto:MVidal@harrisonhotsprings.ca)>; Ray Hooper <[RHooper@harrisonhotsprings.ca](mailto:RHooper@harrisonhotsprings.ca)>; Ed Wood <[ewood@harrisonhotsprings.ca](mailto:ewood@harrisonhotsprings.ca)>; John Buckley <[jbuckley@harrisonhotsprings.ca](mailto:jbuckley@harrisonhotsprings.ca)>; Allan Jackson <[ajackson@harrisonhotsprings.ca](mailto:ajackson@harrisonhotsprings.ca)>

**Subject:** Lower Fraser Floodplains Forum: Save the Date & Register

Dear Mayor, Council, and Staff from the Village of Harrison Hot Springs,

I am inviting you today to the Lower Fraser Floodplains Forum. This forum is the second-annual regional forum that the Lower Fraser Floodplains Coalition (formerly Build Back Better Together Collaborative) is hosting. Last year, Councillor Facio (as Mayor), Councillor Vidal, former Councillor Piper, and Mr. Tyson Koch attended to be a part of the dialogue towards building floodplains resilience in the Lower Fraser Region. I wanted to extend an invitation to our second annual forum this year. We believe it is vital that local governments are a part of a regional approach to floodplains planning, so we hope representatives from Harrison Hot Springs can attend again this year, ideally with 1-2 staff support.

Attached, you will find the pertinent details for this event including date, location, time, purpose, and registration link. I have also included a high-level draft agenda with additional details.

We hope to see you on June 9, 2023.

Sincerely,  
Mariah Mund

Mariah Mund  
Resilience Coordinator  
Emergency Planning Secretariat  
Housed at the Lower Fraser Fisheries Alliance (<https://www.lffa.ca/>)

Email: [mariah.mund@emplans.ca](mailto:mariah.mund@emplans.ca)  
Mobile: 778-995-8324  
Address: 3092 Sumas Mtn. Rd. Abbotsford B.C. V3G 2J2  
Website: <https://www.emergencyplanningsecretariat.com/>

Save the Date - June 9th 2023, 8:30 AM - 4 PM

📍 S.A.Y. Health & Community Centre

🕒 JUNE 9 2023

# Lower Fraser Floodplains Forum



Towards a Collaborative and Principled  
Approach to Flood Resilience



Join us on June 9th, 2023 for the second annual Lower Fraser Floodplains Forum to build on the ideas and next steps identified at [last year's forum](#) (July 2022 in Abbotsford). This year we will build on the five principles for working together in the Lower Fraser and:

- Start to design a roadmap for a region-wide approach to flood resilience
- Identify what's working well, and how new provincial initiatives can be tailored to support relationship building and good work specific to our region
- Continue to build respectful, place-based relationships in the Lower Fraser region

[Please RSVP here](#)

**When:** June 9th, 2023 from 8:30 AM - 4:00 PM

**Where:** The'í:tselíya - S.A.Y. Health & Community Centre; 7256 Chilliwack River Rd, Chilliwack, BC V2R 4L9

**Who:** Leaders from Mainland Coast Salish First Nation and local governments, federal and provincial ministries and agricultural associations. Staff support is welcome. Attendance from NGOs and subject matter experts by invite only.

**Background:** In July 2022, representatives from 16 First Nations, 14 local governments, and senior staff from federal and provincial agencies set out to find common ground to inform a strategic approach to flood recovery and long-term resilience in the Lower Fraser. Together we identified 3 areas for action:

1. Proactive planning and risk reduction –Merely responding to emergencies is not sufficient. “We need timelines and milestones, without this there is no progress – we need a roadmap of where we are going.”
2. Collaboration and regional-scale approaches – Local leaders are prepared to collaborate with their neighbours and across the region because “Water doesn’t respect municipal boundaries.”
3. Modernized funding mechanisms and programs to support resilience and reconciliation on the ground – Including First Nations in decision making from the earliest stages, supporting multi-benefit and nature based solutions, and improved funding that addresses legacy problems.

**Who are the organizers:** The Lower Fraser Floodplains Coalition (formerly Build Back Better Together Collaborative) is a group of BC-based organizations and experts with the shared goal of helping BC’s flood recovery and management efforts achieve the best possible outcomes. We offer interdisciplinary support from a diverse range of interests, experience and networks, including Indigenous groups, conservationists, farmers, environmental legal specialists, researchers and natural resource professionals.

This gathering is funded by Emergency Management & Climate Readiness (formerly EMBC) and Indigenous Services Canada. Minister Ma of EMCR has confirmed her attendance to listen and learn, engage, and create lasting partnerships with forum participants.

For more information please contact:

Resilience Coordinator, Mariah Mund – E: [mariah.mund@emplans.ca](mailto:mariah.mund@emplans.ca) | C: 778-995-8324  
 Capacity Coordinator, Dianne Garner – E: [dianne.garner@emplans.ca](mailto:dianne.garner@emplans.ca) | C: 604-798-4519



# Build Back Better, Together Regional Forum #2

V.2 updated Apr 20, 2023

**Date:** June 9, 2023, 8:30 - 4:00  
**Location:** S.A.Y Health & Community Centre  
**Format:** In person, with online option available

## Objectives:

- Discuss and work towards agreement on focus and priorities for a region-wide approach to implementing the BBT principles
- Continue to build awareness, capacity and place-based relationships to implement the BBT principles in the lower Fraser region

## Draft Agenda (high-level)

<b>Morning (8:30 - 12:15)</b>
<ul style="list-style-type: none"><li>• <b>Welcome</b><ul style="list-style-type: none"><li>○ Host Nation</li><li>○ Regional Forum Co-Chairs</li></ul></li><li>• <b>Context setting</b><ul style="list-style-type: none"><li>○ Place names and history of the region</li><li>○ Updates since the first regional forum (provincial and regional)</li></ul></li><li>• <b>A Region-Wide Roadmap</b><ul style="list-style-type: none"><li>○ Presentations: examples of region-wide approach, and context for applying the BBT principles at a regional scale</li><li>○ Small group discussions: discuss scope/purpose and priorities for region-wide approach</li></ul></li><li>• <b>Ministers' Reflections</b></li></ul>
<b>Lunch (12:15 – 1:00)</b>
<b>Afternoon (1:00 - 4:00)</b>
<ul style="list-style-type: none"><li>• <b>Applying a 5 Principle Lens to key questions &amp; topics</b><ul style="list-style-type: none"><li>○ Presentations: examples of 5 principle lens in practice (policy, funding criteria, projects)</li></ul></li></ul>

- Small group discussions: clarify and deepen understanding of key issues
- **Moving Towards Agreement**
  - Review proposals and work towards agreement on regional scope and near-term priorities
- **Closing**
  - Regional Forum Co-Chairs
  - Host Nation





April 26, 2023

Mayor Ed Wood and Councillors  
495 Hot Springs Road  
P.O. Box 160  
Harrison Hot Springs, BC V0M 1K0

Subject: **March 24 Harrison Lake Hotel underground vehicle parkade break-ins**

I am writing to you and fellow councillors requesting that your Official Community Plan update include an additional OCP Vision statement identifying **Safety and Security** as a future priority for the village.

As part of implementing a safety and security action plan for the village, I recommend that Council discuss the need for a business improvement bylaw with tourist and associated commercial businesses primarily along the beach area in your village. Council should also consider whether any action under the BC Security Services Act may be appropriate in this area as well.

The reason I have written this letter is due to windows in 6 vehicles being broken including my own and the theft of possessions in the Harrison Lake Hotel underground parkade on the night of March 24.

The hotel's security cameras were not working that night which may have helped to identify the thieves.

I have attached my April 18 letter to the editor of the Agassiz Harrison Observer outlining the details of what happened on March 24 and my attempts to follow up with the RCMP, Tourism Harrison and the local Chamber of Commerce. Repeated calls and emails to the General Manager of the Harrison Lake Hotel has not been responded to since I left my phone number with the hotel staff on the morning of March 25. As of April 26 I have had no response to any of these organizations other than an initial call with the RCMP after I reported the matter to them on March 25.

While criminal activity seems to be everywhere in today's society, I believe that Mayor and Council, Tourism Harrison and Chamber Commerce together with local businesses need to effectively respond to criminal activity by ensuring the safety and security of village residents and tourists in your area.

Finally I have included my email inquiry to the Business Improvement Area BC and their response with links to other communities who have undertaken safety and security initiatives.

Yours sincerely,

Ed Chanter  
Prince George, BC V2K 4C5

To the Editor Agassiz Harrison Observer April 18, 2023

Multiple Vehicle break-ins at Harrison Lake Hotel March 24, 2023

My wife and I stayed at the Harrison Lake Hotel on the night of March 24, 2023 for one night on our way to Vancouver Island. We parked our car in their underground parkade by entering through the security gate with access using our room card. At 9 am on March 25 we checked out of the hotel and carried our bags via the elevator to the underground parkade. I discovered our car's driver window smashed but not caved in. This fortunately prevented the thieves getting into our car and stealing our possessions. At the same time other guests were in the parkade as well with their windows likewise broken and even worse had their vehicles emptied of all contents. We understand a total of six vehicles were vandalized that night when talking to other guests.

We immediately reported this crime to the hotel staff and RCMP. I asked to speak to the hotel's Mr. Mokhdomi, General Manager, who was not there. I left my name and phone number with the staff for him to contact me. He subsequently arrived at approximately 10:30 am. All guests who were vandalized in the parkade were left to clean up the broken glass inside and outside their vehicles with little or no assistance from the hotel staff with the exception of a loan of a single vacuum cleaner. After my repeated requests for a broom, additional vacuum cleaner and dustpan, one hotel staff person finally helped us for which we were very appreciative.

When the General Manager finally arrived in the parkade he indicated that this had not happened before. He did not ask for our contact information and offered no assistance or compensation. He simply gave me his business card.

Adding insult to injury I learned from the hotel staff that the security cameras were not working in the parkade that night. Other guests staying at the hotel indicated that they had heard vehicle alarms during the night with no apparent response by the hotel staff.

While our driver's window was being replaced in Langley we rented a vehicle and continued our trip to the Island. Upon our return to Prince George on April 5, I phoned the General Manager twice. In addition, I sent him an email requesting an update on the March 24 incident, whether the security cameras were fixed and if the hotel was intending to provide any compensation to the guests involved this break-in.

Mr. Mokhdomi has not responded to my calls and email as I write this letter even though he was in his office during my first call according to his staff. In addition my calls last week to Tourism Harrison, Chamber of Commerce and the Agassiz RCMP have not been returned. I talked to the Village of Harrison Hot Springs interim CAO and emailed their planning consultant, Ken Cossey, who is undertaking their Official Community Plan review. I recommend that the Village add "Safety and Security" to their Village Goals in their new plan and consider adopting a business improvement bylaw for businesses in the community to pay for heightened security along the beach strip and immediate area. I had hoped to discuss the idea of a business improvement bylaw with the RCMP, Tourism Harrison and the Chamber of Commerce but to no avail.

I trust the Mayor and Council will discuss my recommendation on such a bylaw with these groups and commercial businesses in the village.

I doubt we will spend any time in Harrison Hot Springs in future due to our experience last month and the appalling lack of response from the Harrison Lake Hotel and the other groups as noted above.

Ed Chanter Prince George

## Admin

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From: <[info@bia.bc.ca](mailto:info@bia.bc.ca)>  
Date: Wed, Apr 19, 2023 at 10:16 AM  
Subject: RE: safety and security in bia bylaws  
To: ed chanter <[echanter207@gmail.com](mailto:echanter207@gmail.com)>

Hi Ed. BIAs all over the province have security services in various ways. Downtown Vancouver probably was the first and it has been in place for over two decades. Here are a few links.

<https://www.dtvancouver.ca/community-safety/>

<https://www.downtownkamloops.com/about/customer-care-and-patrol-team/>

<https://downtownkelowna.com/about-us/strategic-plan/>

I am not familiar with the BC Security Act so cannot comment on that point in particular.

Lori

**From:** ed chanter <[echanter207@gmail.com](mailto:echanter207@gmail.com)>  
**Sent:** April 18, 2023 4:22 PM  
**To:** [info@bia.bc.ca](mailto:info@bia.bc.ca)  
**Subject:** safety and security in bia bylaws

Can a bia bylaw provide for hiring security staff for the bia area as part of business promotion scheme/marketing or does such officers need to be licenced separately under the BC Security Act?

Thanks Ed Chanter phone 250-962-7682



## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2023  
**FROM:** Tyson Koch **FILE:** 3010-01  
 Operations Manager/Acting DCAO  
**SUBJECT:** Servicing Agreement Deposit Refunds to Developer

---

**ISSUE:** Servicing Agreement Deposit Refunds to Developer

#### **BACKGROUND:**

At the April 17, 2023 Regular Council meeting, a comment regarding a payment made to a developer in the order of \$427,000.00 by the Village was made.

#### **DISCUSSION:**

The funds referred to at the previous meeting are the partial return of a developer deposit, not a payment, and are a normal course of business.

Here is some additional context that may be helpful is below:

When a developer proposes to complete civil works such as roads, sewer main, water mains, etc., they are required to establish a Works and Services Agreement (servicing agreement) with the Village.

In accordance with our *Subdivision and Development Servicing Bylaw No. 1179, 2022*:

*All Works and Services Constructed at the expense of the Owner of the land being subdivided or developed must be Constructed in accordance with the provisions of this Bylaw before the Approving Officer approves the subdivision. The Works and Services Security must be in the amount of 125% of the cost as estimated in writing by the Owner's Engineer and verified by the Village for the works and services. The Village may release or draw upon the Security, in whole or in part, on or at any time prior to completion of the Works and Services, for works described in the Works and Services Agreement.*

The purpose of retaining the value of construction is to protect the Village and/or future owners of the infrastructure. As the civil works are completed, the developer can request a release of the funds they have on deposit with the Village. So, the funds referred to, was actually a return of a deposit, not a payment.

**RECOMMENDATION:**

THAT the Mayor and Council received the Servicing Agreement Deposit Refunds to Developer report.

Respectfully submitted;

*Tyson Koch*

Tyson Koch  
Operations Manager/Acting DCAO

**REVIEWED BY:**

*Kelly Ridley*

Kelly Ridley  
Interim CAO/Acting CC

**REVIEWED BY:**

*Scott Schultz*

Scott Schultz  
Finance Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: May 1, 2023
FROM: Tyson Koch FILE: 6130-20-03
Operations Manager/Acting Deputy CAO
SUBJECT: Proposed Woods Park Playground

ISSUE:

To identify a location and costs for a proposed new playground in Woods Park.

DISCUSSION:

At the April 3, 2023 Regular Council Meeting, Mayor and Council received a letter from a resident asking Council to consider having a small play park for children installed in Woods Park at 516 Driftwood Avenue.

At the aforementioned meeting, Council passed the following motions:

THAT staff come back to Council with costs to construct a small play area in Woods Park with equipment and ground cover, to be brought back for council's consideration on the May 1, 2023 Regular Council Meeting. and;

THAT no trees be cut down for the construction of a play area and;

THAT staff seek input/public engagement from residents on Driftwood Avenue and Cottonwood Avenue for putting in a small play area in Woods Park.

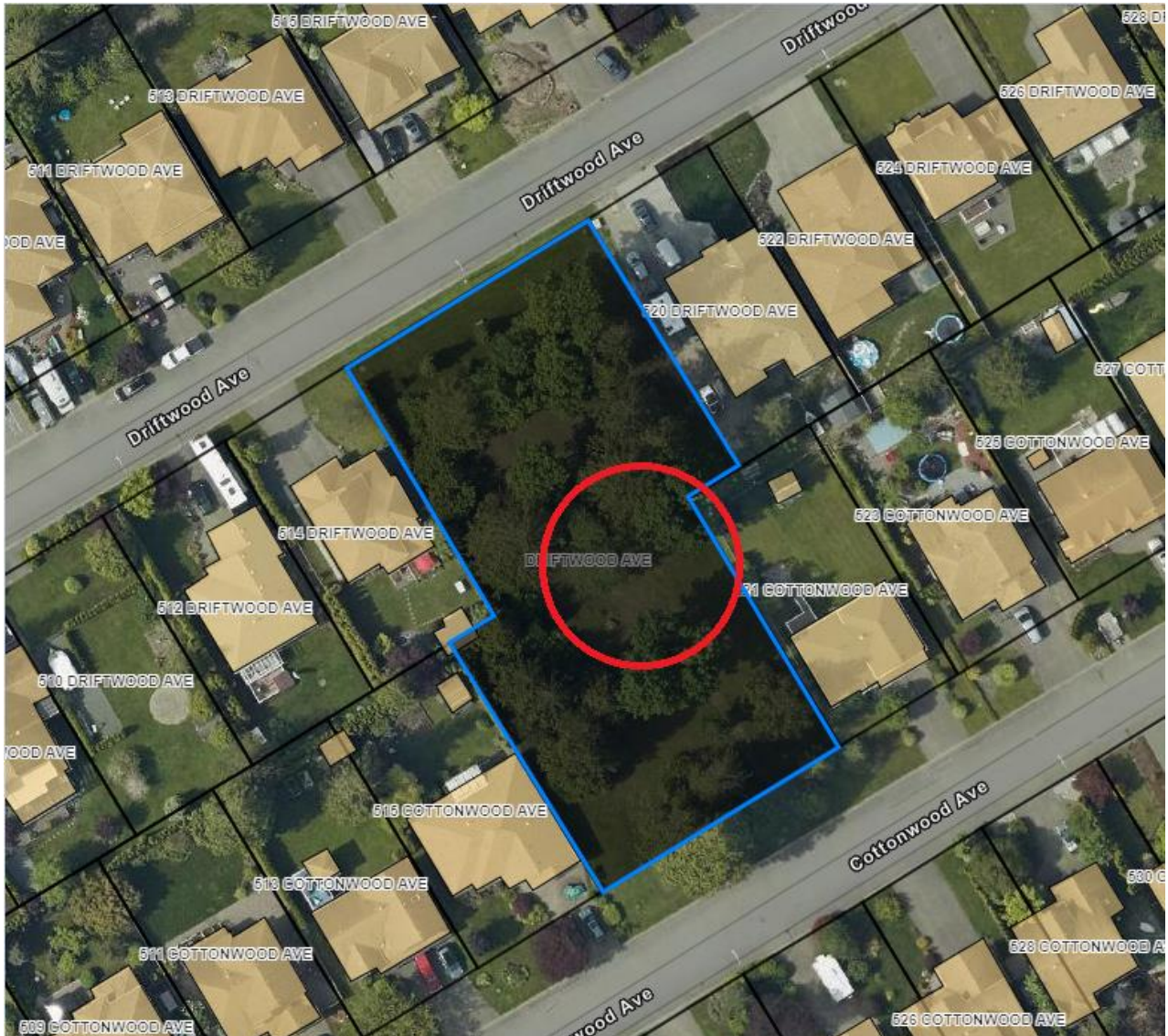
Village staff compiled cost estimates for a complete installation (including ground cover and no tree removal) for a new playground with a few options for Council's consideration.

There are currently no funds allocated in the 2023 budget for this project.

A Public Notice requesting resident feedback was sent to all properties with a Cottonwood Avenue and Driftwood Avenue address. To meet the deadline for the May 1, 2023 regular council meeting, responses were accepted until 4:30pm April 24, 2023.

**Playground Location:**

To proceed with the playground under the conditions of no tree removal, a grassy area approximately 12mx18m along the east border near the center of the park was identified as the most suitable location as shown below:

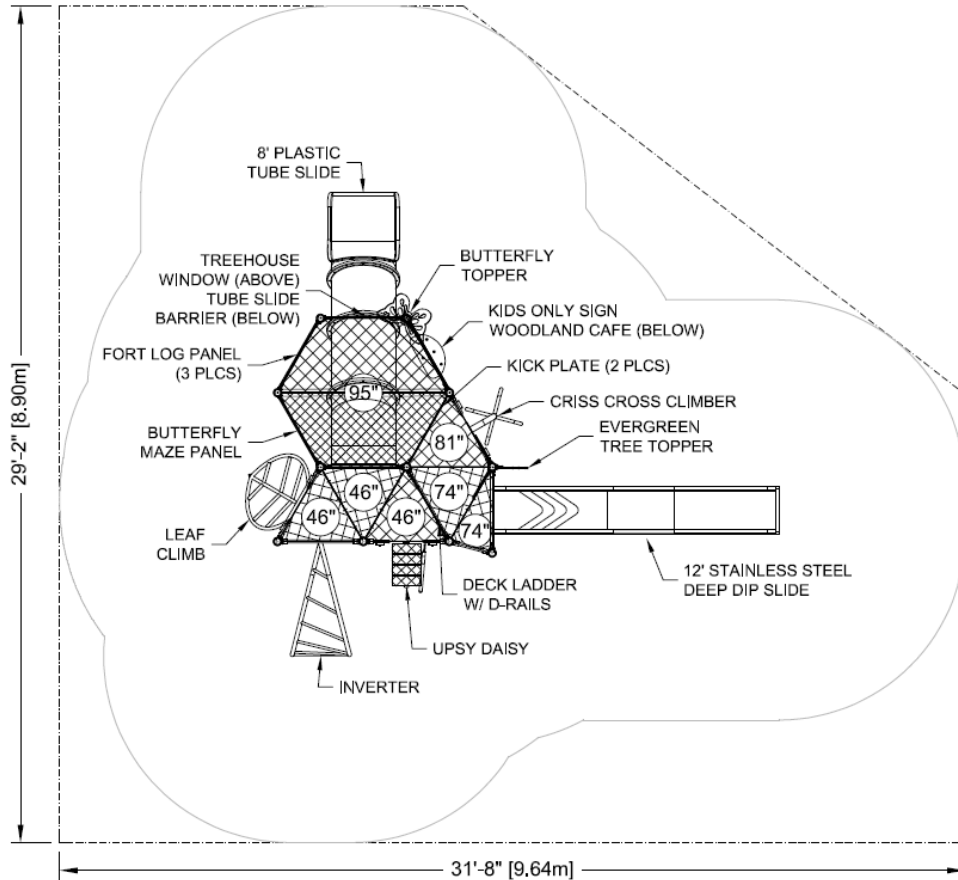




**Playground Options and Installation Costs**

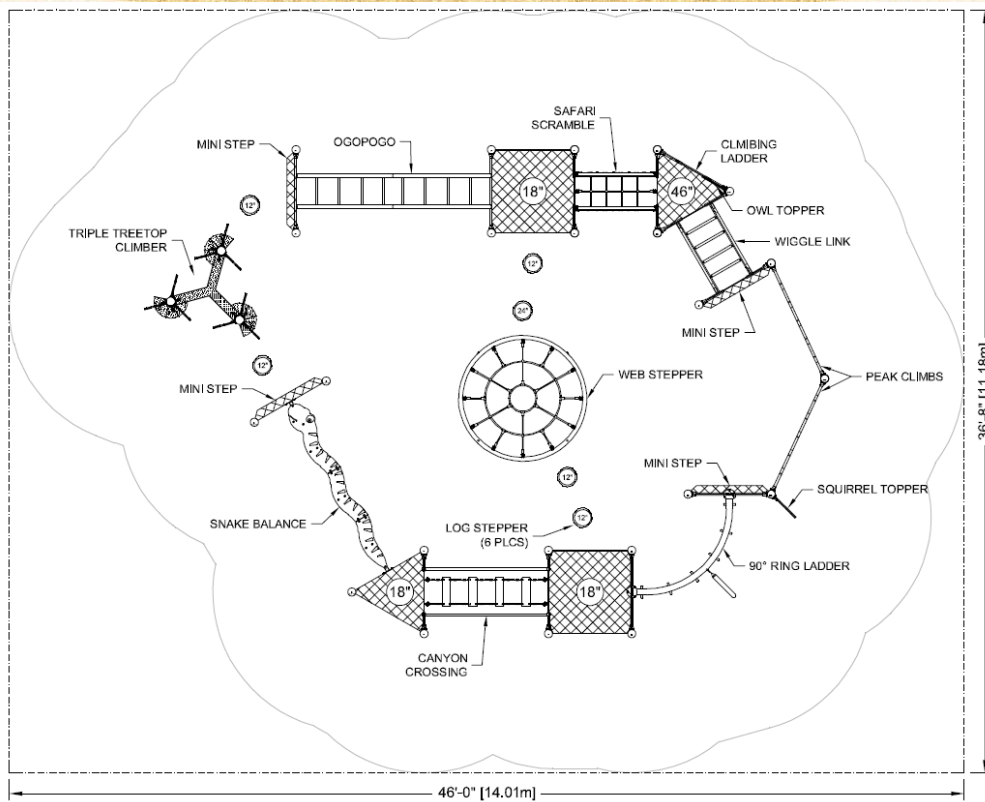
Village staff received the following options with associated installations costs from a qualified installer:

**Option 1:**



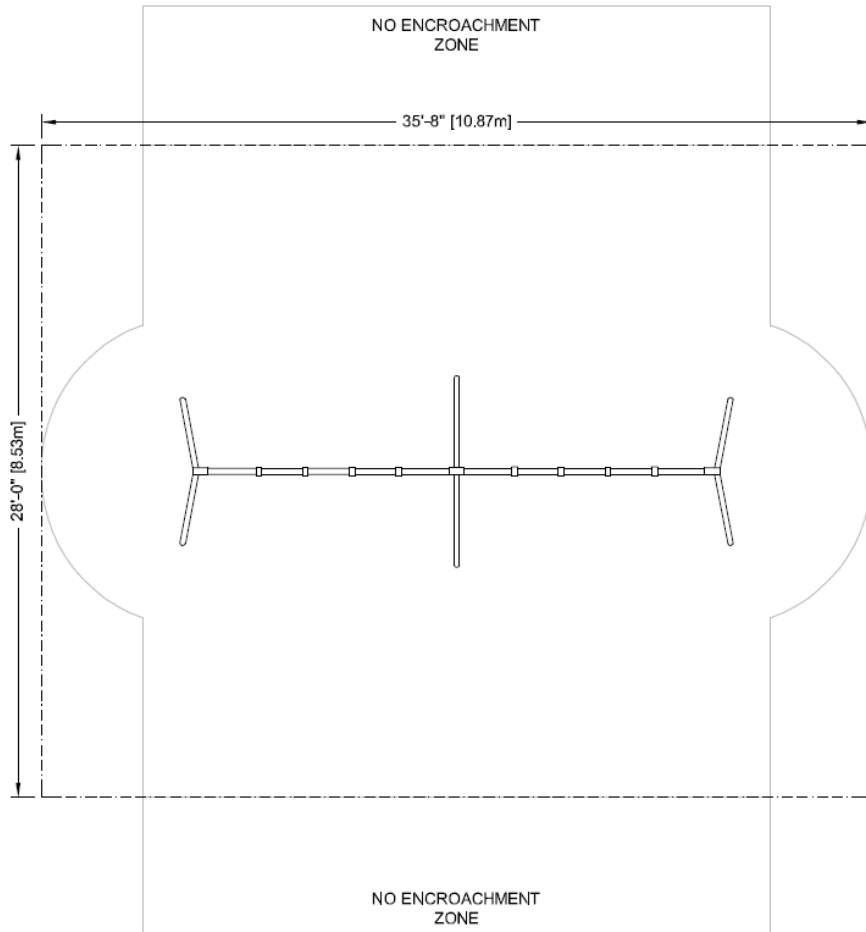
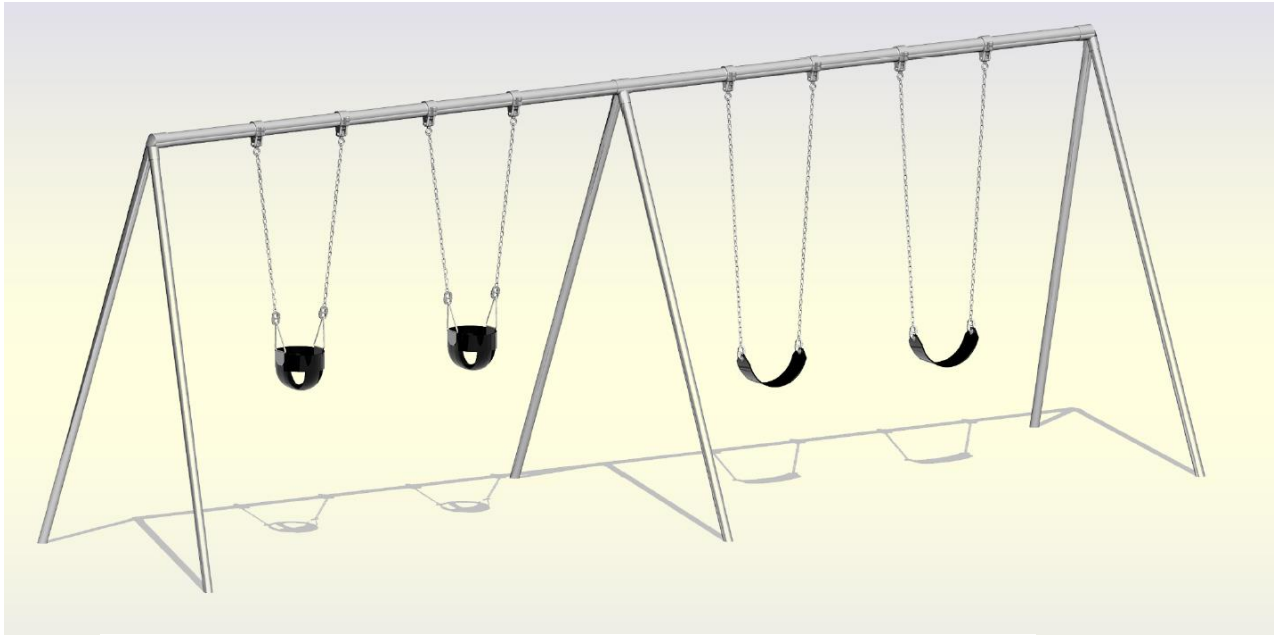
**Cost: \$64,650.00**

**Option 2:**



**Cost: \$75,750.00**

**Option 3:**



**Cost: \$19,300.00**

**Public Feedback:**

The following questions were in the public notice:

- Would you like a playground at this park?
- What kind of equipment would you like?
- Please present **YOUR** ideas!

Staff received the following responses:

*'We support the idea of adding playground equipment'*  
505 Cottonwood Avenue

*'We would love to see a playground in Woods Park'*  
Cottonwood Place

*'We definitely would be in favour of adding playground at Woods Park'*  
Cottonwood Place

*We have enjoyed the woods in the Woods Park and would not like a playground there'*  
Cottonwood Avenue

*'My family and I heard about the request to install a playground in Woods Park, and personally I would not like one there.'*  
Cottonwood Avenue

*'Our family of five would like to see a "sport court" in Woods Park'*  
Driftwood Avenue

*'My husband and I have no objection for a small playground to be built in the park providing that it blends in with the natural look of the park, no trees would have to come down and it would be not intrusive.'*  
Cottonwood Avenue

*'Support the idea but hope it is not too large, hopefully small and appropriately sized for space.'*  
Cottonwood Avenue

*'Poor idea, keep activity at the beach, not enough police to worry about this and attracts odd people after hours.'*  
Cottonwood Place

*'We do not support a playground in Woods Park at this time.'*  
Unknown

*'I believe that the park is almost perfect the way it is.'*  
Driftwood Avenue

**RECOMMENDATIONS:**

**THAT** the Proposed Woods Park Playground Report be received for information.

Respectfully submitted:

*Tyson Koch*

Tyson Koch  
Operations Manager/ADCAO

REVIEWED BY:

*Scott Schultz*

Scott Schultz  
Financial Officer

REVIEWED BY:

*Kelly Ridley*

Kelly Ridley  
Interim CAO/ACO





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: May 1, 2023
FROM: Scott Schultz, Chief Financial Officer FILE: 1680-20
SUBJECT: 2022 Audited Financial Statements

ISSUE: Approval of the Annual Audited Financial Statements

BACKGROUND: Section 167 of the Community Charter requires that municipalities submit audited financial statements to the Inspector of Municipalities by May 15th of each year

RECOMMENDATION:

THAT the Independent Auditor's Report be received; and

THAT the 2022 Financial Statements of the Village of Harrison Hot Springs be approved; and

FURTHER THAT the Independent Auditor's Report be attached to the approved Financial Statements of the Village of Harrison Hot Springs.

Respectfully submitted:

REVIEWED BY:

Scott Schultz
Scott Schultz
Chief Financial Officer

Kelly Ridley
Kelly Ridley
Interim CAO / Acting Corporate Officer

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## Independent Auditor's Report

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To the Mayor and Council of the Village of Harrison Hot Springs

### Opinion

We have audited the financial statements of Village of Harrison Hot Springs (the "Village"), which comprise the Statement of Financial Position as at December 31, 2022, and the Statements of Operations, Changes in Net Financial Assets, and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Unaudited Information

We have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of the schedule or exhibits on page 25 of the Village's financial statements.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.



## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Vancouver, British Columbia  
TBD



# Village of Harrison Hot Springs

Audit findings report to the Mayor and Council for the year ended December 31, 2022



START



# To the Mayor and Council of Village of Harrison Hot Springs

We are pleased to provide you with the results of our audit of Village of Harrison Hot Springs (the “Village”) financial statements for the year ended December 31, 2022.

The enclosed report includes our approach to your audit, including: significant risks identified and the nature, extent, and results of our audit work. We also report significant internal control deficiencies, if any, identified during our audit and reconfirm our independence.

During the course of our audit, management made certain representations to us—in discussions and in writing. We documented these representations in the audit working papers.

We look forward to discussing our audit conclusions with you. In the meantime, please feel free to contact us if you have any questions or concerns.

Yours truly,

BDO Canada LLP  
May 1, 2023



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For the year ended December 31, 2022



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# Audit at a glance

Preliminary overall materiality was \$739,000; specific materiality was \$142,000. Final materiality remained unchanged from our preliminary assessment.

We are not aware of any fraud affecting the Village. If you have become aware of changes to processes or are aware of any instances of actual, suspected, or alleged fraud since our discussions held at planning, please let us know.

We have complied with relevant ethical requirements and are not aware of any relationships between Village of Harrison Hot Springs and our Firm that may reasonably be thought to bear on our independence.



Brian Szabo

Email: [bszabo@bdo.ca](mailto:bszabo@bdo.ca)

Direct: 604-646-3389



November 2022



April 2023



## Status of the audit

We have substantially completed our audit of financial statements of the Village for the year ended December 31, 2022. We are prepared to issue our independent auditor's report pending completion of the following:

- Approval of the financial statements by Mayor and Council;
- Receipt of signed management representation letter;
- Updates to our subsequent events procedures to the date of our auditor's report

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement. See [Appendix A](#) for our final independent auditor's report.

The scope of the work performed was substantially the same as that described in our Planning Report to the Mayor and Council dated February 15, 2023.



# Audit findings

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the Organization's accounting practices, including accounting policies, accounting estimates and financial statements disclosures. We look forward to exploring these topics in depth and answering your questions. A summary of the key discussion points are below:

Financial statement areas	Risks noted	Audit findings
Management override of controls (Mandatory audit consideration)	Management is generally in a unique position to perpetrate fraud because of the ability to directly or indirectly manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.  Note that this risk is not unique to the Village.	We reviewed transactions recorded in the various ledgers for unusual or non-recurring adjustments not addressed by other audit procedures.  We reviewed of controls over journal entries and specific subject to risk.  All audit testing in this area was executed as planned with no issues to be reported.
Revenue Recognition (Mandatory key audit area)	Auditing standards require that we consider the risk of fraudulent/inappropriate revenue recognition. Although we have rebutted the presumption of fraudulent revenue recognition, the complex nature of accounting standards relating to this topic results in a risk that revenue may be incorrectly deferred into future periods or recorded in advance of it being earned.	We reviewed user fee and taxation revenues in accordance with the latest revenue recognition standards.  We reviewed agreements for grant funding received and ensured the revenue was recorded accurately in accordance with the settlement of any stipulations.  All audit testing in this area was executed as planned with no issues to be reported.



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# Audit findings (cont'd)

Financial statement areas	Risks noted	Audit findings
Employee Future Benefits	This is a complex accounting area that requires much estimation and reliance on actuarial experts.	<p>We reviewed the actuarial report and audit the significant assumptions.</p> <p>We directly communicated with the external actuary.</p> <p>All audit testing in this area was executed as planned with no issues to be reported.</p>
Staff Salaries	A significant single type of expenditure that covers many employees and departments. As a public sector entity, this figure is often of particular interest to financial statement users.	<p>We analyzed payroll transactions and costs in the year to identify unusual payroll relationships for testing.</p> <p>We performed tests of controls and analytical procedures relating to staff salary and levels.</p> <p>All audit testing in this area was executed as planned with no issues to be reported.</p>





## Internal control matters

- ▶ During the audit, we performed the following procedures regarding the Organization's internal control environment:
- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.
- ▶ We considered the results of these procedures in determining the extent and nature of audit testing required.



We are required to report to you in writing about any significant deficiencies in internal control that we have identified during the audit.

A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that merits the attention of those charged with governance.

The audit expresses an opinion on the Organization's financial statements. As a result, it does not cover every aspect of internal controls—only those relevant to preparing the financial statements and designing appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss.



# Unadjusted differences

## Summary of unadjusted differences

The following is a summary of unadjusted differences noted during the course of our audit engagement:

	Debit (Credit)			
	Assets	Liabilities	Equity	Net income
	\$	\$	\$	\$
Timing difference related to the Flood Mitigation Grant				
DR. Accounts Receivable CR. Government Transfer	29,891			(29,891)
<b>Total</b>	\$29,891			(\$29,891)
<b>Tax effect</b>				
<b>Effect of prior year's reversing errors</b>				
<b>Total unadjusted differences</b>	<b>\$29,891</b>	<b>\$</b>	<b>\$</b>	<b>(\$29,891)</b>



# Adjusted differences

## Summary of adjusted differences

There were no differences that were corrected by management during the course of our audit engagement.



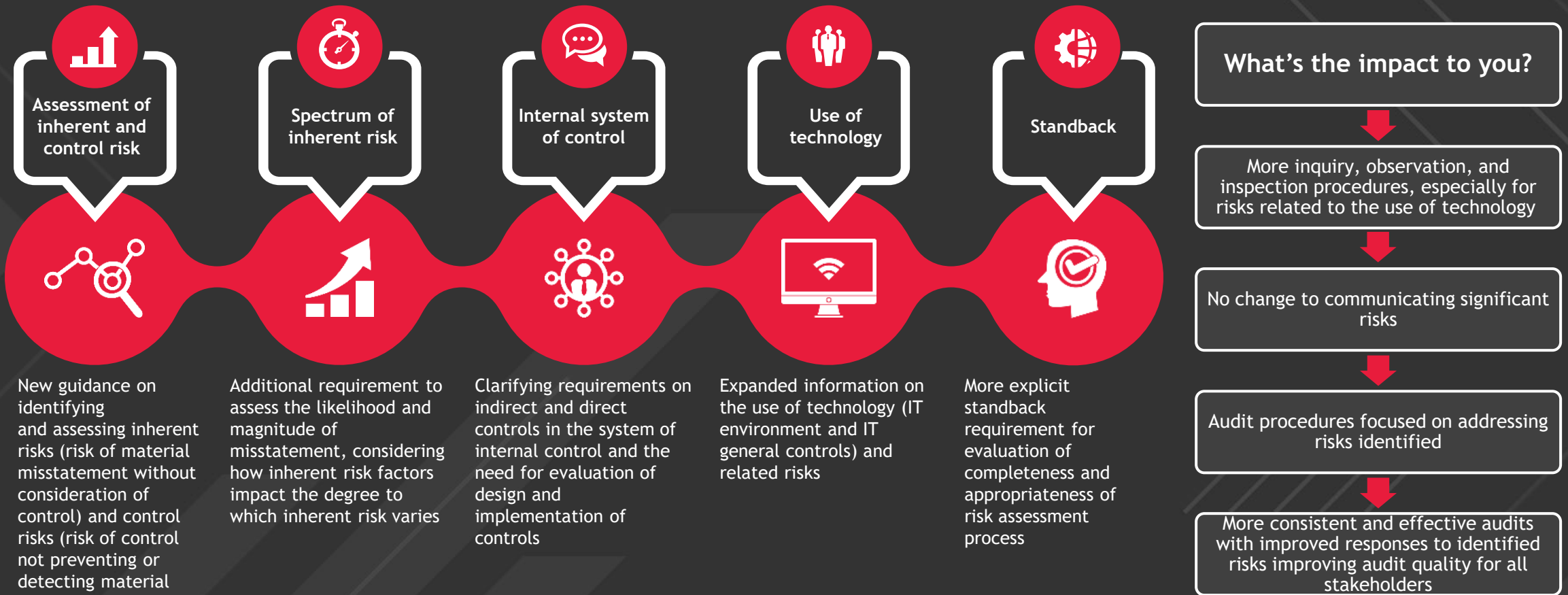
## Other required communications

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

Issue	BDO response
Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.	None noted.
Material uncertainties related to events and conditions that may cast significant doubt on the Foundations' ability to continue as a going concern.	None noted.
Disagreements with management about matters that, individually or in the aggregate, could be significant to the Foundations' financial statements or our audit report.	None noted.
Matters involving non-compliance with laws and regulations.	None noted.
Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.	None noted.
Management consultation with other accountants about significant auditing and accounting matters.	None noted.
Other Matters	None noted.

# How we audit financial statements: Our audit process For the year ended December 31, 2022

▶ Canadian Auditing Standard 315, *Identifying and Assessing the Risks of Material Misstatement*, was significantly revised with a greater focus on more robust risk identification, assessment and response procedures. The standard is effective for periods beginning on or after December 15, 2021. Key enhancements include:





# Our audit approach: Responsiveness in action

Our firm is deliberately structured to allow one partner to every six staff members. This means easy access to senior staff and the lead partner throughout your audit. It also helps our team gain a better understanding of your organization. Our audit process differs from the typical audit in our use of in-field reviews, subject to COVID-19 safety protocols. The benefit of these in-field reviews is that final decision-makers are on site ensuring issues are resolved and files closed quickly. We offer clients the full-service expertise of a national firm. Yet we maintain a local community focus. The comprehensive range of services we deliver is complemented by a deep industry knowledge gained from over 100 years of working within local communities.



Discover how we're accelerating audit quality



## Audit Quality Report

We collected our core beliefs around audit quality, the very practical steps we take to sustain it, and the progress we have made to accelerate its quest.

[Follow our progress](#)

# BDO's digital audit suite

For the year ended  
December 31, 2022

Our digital audit suite of technologies enables our engagement teams to conduct consistent risk-based audits, both domestically and internationally, with maximum efficiency and minimal disruption to our clients' operations and people.



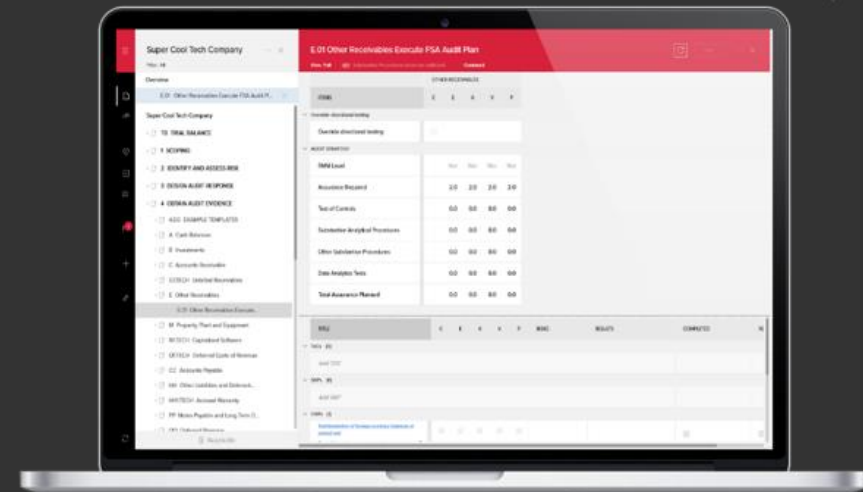
## APT Next Gen

Our audit software and documentation tool, APT, is an integral part of our audit methodology. Our professionals engage APT to devise and perform appropriate, risk-based audit procedures and testing based on applicable Canadian Auditing Standards (CASs), as well as to factor in engagement and industry-specific objectives and circumstances.

APT enables us to deliver an audit that fits your organization—whether large or small; complex or basic.

This sophisticated tool also amplifies two key attributes of our audits: consistency and quality. The quality framework that we developed measures our audit performance with hard quality indicators and reflects our indispensable culture for quality. To see our audit quality and consistency in action, look no further than how our teams share best audit practices for continuous improvement.

Through a strategic alliance with Microsoft and the introduction of new technology, this global, cloud-based application can now streamline and focus the audit process in even more ways for BDO professionals and their clients.





## BDO Portal

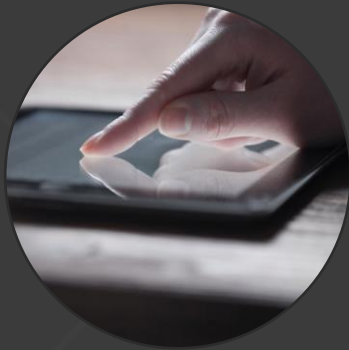
BDO Portal transforms and enhances your digital experience with your BDO advisors. Available at any time, Portal enables you to access all services, tools, apps, and information and to collaborate with your advisors in a seamless way through a flexible, appealing, and secure environment.





# Recommended resources

## Key changes to financial reporting



When the rules of reporting change, you may need to fine-tune how to present financial statements and govern the organization.

[ACCESS OUR KNOWLEDGE CENTRE](#)

## 2022 Federal Budget



Understand the key elements of the 2022 Federal Budget and how it will impact you and your business

[STAY ON TOP OF TAXES](#)

## 7 powerful steps to financial audit readiness



Getting and staying prepared for an audit simplifies the process, cuts turnaround time, and improves your chances of overall success. Learn how you can be audit ready.

[7 STEPS](#)

## Asset Retirement Obligations (ARO): A Practical Approach to Section PS 3280



This publication will walk through a practical approach to applying Section PS 3280 including: identification, recognition and measurement of an obligation, and the different options available to entities on transition.

[READ ARTICLE](#)

# Spotlight on sustainability

Fast-moving world events are pushing sustainability up the agenda of Canadian organizations. Now organizational leaders, investors, and customers are responding on three fronts: environmental, social, and governance (ESG).

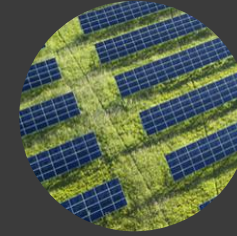
Regulators and issuers of standards are doing their part by supporting sustainability in the reporting ecosystem. Increasingly, organizations will need to go beyond the financials—and demonstrate sustainability with non-financial metrics.

### 5 reasons why businesses should care about ESG



[SEE 5 REASONS](#)

### How climate change became a business issue worth reporting



[READ ARTICLE](#)

### 10 Questions about sustainability reporting



[EXPLORE QUESTIONS](#)

### Accounting for going green



[LEARN MORE](#)

### Why CFOs should make sustainability a part of their financial reporting today



[BUILD BACK SUSTAINABLY](#)

### Rethinking sustainability: the ESG roadmap



[SEE ROADMAP](#)



# Appendices

- ▶ Appendix A: Representation letter
- ▶ Appendix B: Independence letter



# Appendix A: Representation letter

Village of Harrison Hot Springs  
PO Box 160  
495 Hot Springs Road,  
Harrison Hot Springs, BC  
V0M 1K0

May 1, 2023

BDO Canada LLP  
Chartered Professional Accountants  
1100-1055 West Georgia Street  
Vancouver, BC  
V6E 3P3

This representation letter is provided in connection with your audit of the financial statements of Village of Harrison Hot Springs for the year ended December 31, 2022, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian Public Sector Accounting Standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

### **Financial Statements**

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated October 25, 2021, for the preparation of the financial statements in accordance with Canadian Public Sector Accounting Standards; in particular, the financial statements are fairly presented in accordance therewith.

- The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement and/or disclosure that are reasonable in accordance with Canadian Public Sector Accounting Standards.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian Public Sector Accounting Standards.
- All events subsequent to the date of the financial statements and for which Canadian Public Sector Accounting Standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.

### **Information Provided**

- We have provided you with:
  - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
  - additional information that you have requested from us for the purpose of the audit; and
  - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

## **Fraud and Error**

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
  - management;
  - employees who have significant roles in internal control; or
  - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

## **General Representations**

- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- The entity has complied with all provisions in its agreements related to debt and there were no defaults in principal or interest, or in the covenants and conditions contained in such agreements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

## **Other Representations Where the Situation Exists**

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. When applicable, these litigation and claims have been accounted for and disclosed in the financial statements.

Yours truly,

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Signature

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Position

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Signature

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Position



# Appendix B: Independence letter





Tel: (604) 688-5421  
Fax: (604) 688-5132

BDO Canada LLP  
1100-1055 West Georgia Street,  
Vancouver, BC  
V6E 3P3

Direct Line: 604 646-3389  
E-mail: bszabo@bdo.ca

May 1, 2023

To the Mayor and Council  
Village of Harrison Hot Springs  
PO Box 160  
495 Hot Springs Road,  
Harrison Hot Springs, BC V0M 1K0

We have been engaged to audit the financial statements of Village of Harrison Hot Springs (the "Village") for the year ended December 31, 2022.

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the Village and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, the standards require us to consider independence rules and interpretations of the CPA profession and relevant legislation.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since February 15, 2023, the date of our last letter.

We are not aware of any relationships between the Village and our Firm that, in our professional judgment may reasonably be thought to bear on independence that have occurred from February 15, 2023, to the date of this letter.

We hereby confirm that we are independent with respect to the Village within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of British Columbia as of the date of this letter.

This letter is intended solely for the use of the Mayor and Council, management and those charged with governance of the Village and should not be used for any other purpose.

Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants



# **HARRISON HOT SPRINGS**

*Naturally Refreshed*

## **Village of Harrison Hot Springs**

**Financial Statements**

December 31, 2022

# Village of Harrison Hot Springs

December 31, 2022

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## **Management’s Responsibility for Financial Reporting**

The financial statements of the Village of Harrison Hot Springs (the Village) are the responsibility of management and have been prepared in accordance with Canadian public sector accounting standards, consistently applied and appropriate in the circumstances. The preparation of the financial statements requires the use of estimates which have been made using careful judgement. In management’s opinion, the financial statements have been properly prepared within the framework of the accounting policies summarized in the financial statements and incorporate within reasonable limits of materiality, all information available as of the audit date. The financial statements have also been reviewed and approved by the Mayor and Council of the Village.

Management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorised and recorded in compliance with legislative and regulatory requirements and that reliable financial information is available on a timely basis. These systems are monitored and evaluated by management. Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The financial statements have been examined by the Village’s independent external auditor, BDO Canada LLP in accordance with Canadian generally accepted auditing standards. The external auditor’s responsibility is to express their opinion on whether the financial statements, in all material respects, fairly present the Village’s financial position, results of operations, changes in net financial assets and cash flows in accordance with Canadian public sector accounting standards. Their Independent Auditor’s Report outlines the scope of their examination and their opinion.

The external auditor has full and open access to all records of the Village and has direct access to management and Council when required.

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Kelly Ridley  
Interim Chief Administrative Officer  
May 1, 2023

---

Scott Schultz  
Chief Financial Officer  
May 1, 2023

Placeholder for Auditor report

Placeholder for Auditor report

# Village of Harrison Hot Springs

## Statement of Financial Position

As at December 31, 2022

	2022	2021
<b>Financial assets</b>		
Cash (Note 2)	\$ 20,957,382	\$ 18,844,359
Accounts Receivable (Note 3)	1,042,032	494,898
MFA Deposits (Note 4)	7,111	6,956
	<b>22,006,525</b>	19,346,213
<b>Liabilities</b>		
Accounts Payable and Accrued Liabilities (Note 5)	682,807	419,815
Employee Future Benefits (Note 6)	116,328	131,798
Developer's Deposits and Other Trust Liabilities (Note 7)	3,042,180	1,417,722
Deferred Revenue (Note 8)	1,160,771	2,105,198
Development Cost Charges (Note 9)	5,227,879	4,768,748
Liabilities under Agreement (Note 10)	2,362	23,305
Long-term debt (Note 11)	358,100	396,323
	<b>10,590,427</b>	9,262,909
Net financial assets	<b>11,416,098</b>	10,083,304
<b>Non-financial assets</b>		
Tangible Capital Assets (Note 12, Schedule 1)	38,192,895	36,990,555
Prepaid expenses	56,374	356,060
	<b>38,249,269</b>	37,346,615
<b>Accumulated surplus</b>	<b>49,665,367</b>	47,429,919

Kelly Ridley  
Interim Chief Administrative Officer

Ed Wood  
Mayor

# Village of Harrison Hot Springs

## Statement of Operations

for the year ended December 31, 2022

	Budget (Note 19)	2022	2021
<b>Revenue</b>			
Property Taxes (Note 15)	\$ 2,564,679	\$ 2,551,795	\$ 2,470,865
Sale of Services (Note 16)	1,596,433	1,688,486	1,632,567
Utility Service Fees (Note 17)	491,000	491,453	487,887
Government Transfers (Note 18)	5,080,801	2,122,812	978,633
Investment Income	55,900	350,537	92,497
Penalties and interest	-	64,321	70,930
Development Cost Charges (Note 9)	1,563,400	71,952	15,550
Other revenue	31,250	92,391	63,483
	<b>11,383,463</b>	<b>7,433,747</b>	<b>5,812,412</b>
<b>Expenses (Note 20)</b>			
Legislative Services	131,900	115,957	100,213
General Government	1,351,015	1,228,264	1,079,004
Protective Services	312,263	274,928	311,507
Public Works	416,047	396,952	333,706
Transportation Services	544,190	471,903	444,450
Public Health	6,260	7,535	7,740
Planning and Development	482,335	278,299	154,088
Tourism, Community and Economic Development	296,015	277,440	227,063
Solid Waste Management and Recycling	277,437	259,859	198,713
Beaches, Parks, Recreation and Culture	627,815	512,320	605,167
Water Services	545,123	498,974	467,286
Sewer Services	937,500	875,868	824,880
	<b>5,927,900</b>	<b>5,198,299</b>	<b>4,753,817</b>
<b>Annual surplus</b>	<b>5,455,563</b>	<b>2,235,448</b>	<b>1,058,595</b>
Accumulated surplus, beginning of year (Note 14 )	47,429,919	47,429,919	46,371,324
	<b>\$ 52,885,482</b>	<b>\$ 49,665,367</b>	<b>\$ 47,429,919</b>



# Village of Harrison Hot Springs

## Statement of Change in Net Financial Assets

For the Year Ended December 31, 2022

	Budget (Note 19)	2022	2021
Annual Surplus	5,455,563	2,235,448	1,058,595
Acquisition of tangible capital assets	(8,182,701)	(2,340,530)	(477,797)
Amortization of tangible capital assets Note1., Schedule 1	1,125,000	1,130,016	1,091,996
Loss on disposal of tangible capital assets	-	8,174	-
	(1,602,138)	1,033,108	1,672,794
Acquisition of prepaid expenses	-	(56,374)	(356,060)
Use of prepaid expenses	-	356,060	72,155
	-	299,686	(283,905)
<b>Increase in net financial assets</b>	<b>(1,602,138)</b>	<b>1,332,794</b>	<b>1,388,889</b>
Net financial assets, beginning of year	10,083,304	10,083,304	8,694,415
<b>Net financial assets, end of year</b>	<b>8,481,166</b>	<b>11,416,098</b>	<b>10,083,304</b>

# Village of Harrison Hot Springs

## Statement of Cash Flows

For the Year Ended December 31, 2022

	2022	2021
<b>Cash provided by (used in):</b>		
<b>Operating Transactions</b>		
Annual surplus	2,235,448	1,058,595
<b>Items not involving cash:</b>		
Amortization	1,130,016	1,091,996
Loss on disposal of tangible capital assets	8,174	-
<b>Changes in working capital:</b>		
Accounts receivable	(547,135)	62,684
MFA deposits	(155)	(116)
Accounts payable and accrued liabilities	262,993	223,810
Developer's deposits and other trust liabilities	1,624,457	(111,643)
Prepaid expenses	299,687	(283,905)
Employee future benefits	(15,471)	2,396
Deferred revenue	(944,426)	1,285,973
Development cost charges	459,130	21,595
<b>Net change in cash from operating transactions</b>	<b>4,512,718</b>	<b>3,351,385</b>
<b>Capital Transactions:</b>		
Acquisition of tangible capital assets	(2,340,530)	(477,797)
<b>Net change in cash from capital transactions</b>	<b>(2,340,530)</b>	<b>(477,797)</b>
<b>Financing Transactions</b>		
Repayments of debt and liabilities under agreement	(59,165)	(59,677)
<b>Net change in cash from financing transactions</b>	<b>(59,165)</b>	<b>(59,677)</b>
<b>Net change in cash</b>	<b>2,113,023</b>	<b>2,813,911</b>
Cash , beginning of year	18,844,359	16,030,448
<b>Cash , end of year</b>	<b>20,957,382</b>	<b>18,844,359</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 1. Significant Accounting Policies

The Financial Statements combine the activities of the various funds of the reporting entity - Village of Harrison Hot Springs (the "Village") which are the representation of management are prepared in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board (PSAB). Interfund transactions and fund balances have been eliminated for reporting purposes. There are no other organizations under the control of the Village Council that meet the criteria for inclusion and consolidation in these statements. Significant accounting policies adopted by the Village are as follows:

#### a. Basis of reporting

The Financial Statements reflect the combined results and activities of the reporting entity which is comprised of the Operating, Capital and Reserve funds. Inter-fund transactions have been eliminated .

- i. Operating Funds: These funds include the General, Water and Sewer operations of the Village. They are used to record the operating costs of the services provided by the Village.
- ii. Capital funds: These funds include the General, Water and Sewer capital funds. They are used to record the acquisition and disposal of tangible capital assets and their financing.
- iii. Reserve funds: Under the *Community Charter*, Village Council may, by bylaw establish reserve funds for specified purposes. Money in a Statutory Reserve Fund, and interest earned thereon, must be expended by bylaw only for the purpose for which the fund was established. If the amount in a reserve fund is greater than required, Village Council may, by bylaw, transfer all or part of the balance to another reserve fund. Non-statutory Reserves require being included in an approved council budget or a resolution before these funds can be expended.

#### b. Revenue Recognition

Sources of revenue are recorded on an accrual basis and recognized in the period in which they are earned. Unearned revenue in the current period is reported on the statement of Financial Position as deferred revenue.

The Village recognizes the transfer of government funding as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Taxation revenues are recognized at the time of issuing the property tax notices for the fiscal year. Through the British Columbia Assessments' appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded. Sale of services and fees are recognized when the service or product is provided by the Village. All other revenue is recognized as it is earned and is measurable. Revenue unearned in the current period is recorded as deferred revenue and is recognized as revenue in the fiscal year the services are performed.

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into separate deferred revenue liability accounts for specific future capital expenses. In accordance with Canadian public sector accounting standards, the Village records these funds as restricted revenue which is then recognized when the related costs are met.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 1. Significant Accounting Policies (continued)

#### c. Expense Recognition

Operating expenses are recognized on an accrual basis in the period they are incurred.

#### d. Financial Instruments

The Village's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, long-term debt and interim financing debt. It is management's opinion that the Village is not exposed to significant interest, currency or credit risk arising from these financial instruments.

#### e. Non-financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They may have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

##### i. Tangible Capital Assets

Tangible capital assets, comprised of capital assets and assets under construction, are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes the capital expenditure, excluding interest, directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated useful life of the asset commencing when the asset is put into service.

<b>Asset</b>	<b>Useful Life - Years</b>
Land improvements	10-25
Parks infrastructure	10-50
Buildings	40-60
Machinery, furniture and equipment	5-10
IT infrastructure	4-10
Vehicles	5-20
Roads infrastructure	15-75
Water infrastructure	10-100
Sewer infrastructure	10-100
Drainage infrastructure	10-100

##### ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the time of receipt.

##### iii. Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 1. Significant Accounting Policies (continued)

#### e. Non-financial Assets (continued)

##### iv. Leased tangible capital assets

Leases that transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets.

#### f. Use of estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Areas requiring the greatest degree of estimation include employee future benefits and useful lives of tangible capital assets.

#### g. Liability for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of contaminated sites is recognized when a site is not in productive use and all the following criteria are met:

- (i) an environmental standard exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the Village is directly responsible or accepts responsibility;
- (iv) it is expected that future economic benefits will be given up; and
- (v) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

The Village has determined that as of December 31, 2022, no contamination in excess of an environmental standard exists to land not in productive use for which the Village is responsible.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 2. Cash

	2022	2021
Restricted cash		
Statutory Reserves	\$ 1,361,661	\$ 1,591,163
Non-Statutory Reserves	4,428,345	3,748,823
Development Cost Charges and Other Deposits	9,430,830	8,291,668
	<b>15,220,836</b>	13,631,654
Unrestricted cash	5,736,546	5,212,705
Total cash	<b>\$ 20,957,382</b>	\$ 18,844,359

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### 3. Account Receivable

	2022	2021
Accounts Receivable - Property Taxes	\$ 169,192	\$ 227,622
Accounts Receivable - Other Governments	653,965	65,635
Accounts Receivable - Trade and Other	218,875	201,641
	<b>\$ 1,042,032</b>	\$ 494,898

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### 4. Municipal Finance Authority Deposits

The Municipal Finance Authority of British Columbia (the MFA) provides capital funding for regional districts and their member municipalities. The MFA is required to establish a Debt Reserve Fund. The MFA must then use this fund if at any time there are insufficient funds to meet payments on its obligations. If this occurs the regional districts may be called upon to restore the fund.

Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the financing agreements. The interest earned on the Debt Reserve fund, less administrative expenses, becomes an obligation of the MFA to the regional districts.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 5. Accounts Payable and Accrued Liabilities

	2022	2021
Trade and Other	\$ 349,214	\$ 164,401
Holdbacks payable	116,362	48,174
Other government	150,065	139,908
Accrued Employee benefits	67,166	67,332
	\$ 682,807	\$ 419,815

### 6. Employee Future Benefits

#### Sick Pay

The Village provides paid sick leave to qualifying employees, this benefit accrues at two days of sick leave per month. At the end of each calendar year 2/3 of the unused portion of sick leave is vested up to a maximum of 360 days. The amount recorded for this benefit is based on a valuation prepared by an independent firm of actuaries. The date of the last full actuarial evaluation was as of December 31, 2021, with updates in 2022 and 2023.

#### Retirement Allowance

A regular employee who retires under the provisions of the Municipal Pension Plan is entitled to a retirement benefit as outlined in the Collective Agreement and Management Policy. In all instances, the rate of pay used in the calculation of the retirement benefit shall be the rate of pay applicable on the last day worked. The amount recorded for this benefit in 2022 is based on a valuation prepared by an independent firm of actuaries. The date of the last full actuarial evaluation was as of December 31, 2021, with updates scheduled in 2022 and 2023.

As of December 31, 2022, \$116,328 (2021 - \$131,798) of the accrued benefit liability has been charged to operations. The significant actuarial assumptions adopted in measuring the Village's accrued benefit liability are as follows:

	2022	2021
Discount rates	4.4	2.4
Expected future inflation	2.5	2.5

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 6. Employee Future Benefits (continued)

Accrued Benefit Obligation as at December 31, 2022

	2022	2021
Beginning benefit obligation	\$ 131,798	\$ 129,402
Current service cost	19,123	16,372
Interest on accrued benefit obligation	3,346	2,087
Benefits payments	(22,989)	(16,063)
Accrued Benefit Liability, end of year	131,278	131,798
Less Unamortized net actuarial (loss)	(14,950)	-
Accrued Benefit Obligations, end of year	\$ 116,328	\$ 131,798

### 7. Developers Deposits and Other Liabilities

	2022	2021
Property and event damage deposits	\$ 1,129,138	\$ 127,364
Developers Deposit	1,911,786	1,289,102
Funds held on behalf of community groups	1,256	1,256
	\$ 3,042,180	\$ 1,417,722

### 8. Deferred Revenue

	Opening Balance	Externally Restricted Inflows	Revenue Earned	December 31, 2022
Prepaid taxes	\$ 179,424	\$ 335,206	\$ (340,250)	\$ 174,380
Resort Municipality Initiative	964,954	71,977	(126,748)	910,183
Deferred Revenue	960,795	53,559	(938,571)	75,783
Facility rentals and other	25	400	-	425
	\$ 2,105,198	\$ 461,142	\$ (1,405,569)	\$ 1,160,771



# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 9. Development Cost Charges

	Opening Balance	Receipts	Interest	Transfers Out	Closing Balance
Sewer DCC	\$ 1,742,253	\$ 139,720	\$ 43,188	\$ 47,274	\$ 1,877,887
Water DCC	1,513,483	112,504	37,645	-	1,663,632
Drainage DCC	965,003	96,180	24,040	15,077	1,070,146
Parks DCC	548,009	64,120	13,685	9,600	616,214
	\$ 4,768,748	\$ 412,524	\$ 118,558	\$ 71,951	\$ 5,227,879

### 10. Liabilities under Agreement

In 2017, the Village entered into a five year agreement with the Municipal Finance Authority to borrow funds in the amount of \$110,000 to purchase capital equipment. This agreement ends in 2023.

Changes in liabilities under agreement are as follows:

	2022	2021
Balance, January 1,	\$ 23,305	\$ 46,051
Less: Principal repayments	(20,943)	(22,746)
Balance, December 31	\$ 2,362	\$ 23,305

The minimum payments over the next five years of the liabilities under agreement are as follows:

2023	\$ 2,354
Less: Amount representing interest	8
	\$ 2,362

Total interest expense during the year was \$211. Total interest over the term of the agreements is \$5,854.

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 11. Long-Term Debt

In 2015 the Village borrowed funds under loan authorisation bylaw 1052. MFA Issue 131 has an amortization period of 15 years at 2.2% interest for the first 10 years of the term. Interest is \$13,200 per year with \$198,000 estimated to be paid over the life of the debt. Early repayment options exist at the rate reset date of 10 years.

	Balance, beginning of Year	Additions	Principal Repayments	Actuarial * Adjustment	Balance, end of year
General Fund					
MFA Issue 131	\$ 396,323	\$ -	\$ 31,095	\$ 7,128	\$ 358,100

The following principal amounts are payable over the next five years:

	General	Water	Sewer
2023	\$ 31,095	\$ -	\$ -
2024	\$ 31,095	\$ -	\$ -
2025	\$ 31,095	\$ -	\$ -
2026	\$ 31,095	\$ -	\$ -
2027	\$ 31,095	\$ -	\$ -
Thereafter	\$ 202,625	\$ -	\$ -
Total	\$ 358,100	\$ -	\$ -

\* Actuarial Adjustments represent interest earned on sinking funds held by the Municipal Finance Authority. Such interest is used to reduce the principal amount of outstanding debt.

### 12. Tangible Capital Assets

	2022	2021
Land and improvements	\$ 10,680,913	\$ 10,680,913
Buildings	2,770,166	2,903,940
Machinery, equipment, furniture, IT and vehicles	1,386,005	804,577
Engineering Structures:		
Engineering structures - water	7,520,054	7,675,144
Engineering structures - sewer and drainage	7,898,676	8,056,020
Engineering structures - roads	4,248,980	4,541,856
Engineering structures - parks and other	1,399,110	1,528,619
Other tangible capital assets	686,955	361,649
Work in Progress	1,602,036	437,837
Total	\$ 38,192,895	\$ 36,990,555

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 12. Tangible Capital Assets (continued)

For additional information, see Schedule of Tangible Capital Assets. (Schedule 1)

There were no contributed assets recognized in 2022.

### 13. Equity in Tangible Capital Assets

Equity in tangible capital assets (TCA) represents the net book value (NBV) of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2022	2021
Equity in TCA, beginning of year	\$ 36,570,929	\$ 37,125,450
Add:		
Capital Expenditures	2,340,530	477,797
Debt Repayments	52,037	53,842
Actuarial adjustment	7,128	5,836
Less:		
Net Book Value of dispositions	(8,174)	-
Amortization	(1,130,016)	(1,091,996)
Equity in TCA, end of year	\$ 37,832,434	\$ 36,570,929

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 14. Accumulated Surplus

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2022	2021
Surplus:		
	\$ 37,832,434	\$ 36,570,929
Operating Fund	6,042,927	5,519,004
Total surplus	43,875,361	42,089,933
Reserves set aside by Council:		
<b>Appropriated Surplus:</b>		
COVID 19 Restart Grant (Schedule 3)	-	198,935
Fire Department	28,582	27,896
Assessment appeal	141,749	138,349
Beach	4,385	4,280
Building	67,537	65,917
Contingencies	12,350	12,053
Dock replacement	75,634	64,021
Boat Launch	76,575	69,839
Flood box / drainage	16,756	16,354
General	1,311,523	912,606
Insurance	10,731	10,473
Parking / traffic management	63,235	61,718
Office Equipment	25,557	45,522
Property	51,136	49,909
Road/Sidewalk	14,529	14,181
Sick leave/Retirement	54,926	53,608
Community Works Fund	550,434	507,635
Sewer	981,695	765,795
Water	941,011	729,732
Total Appropriated Surplus	4,428,345	3,748,823
Statutory Fund Reserves:		
Community amenities	166,267	162,278
Fire department capital	5,487	266,173
Land unexpended funds	52,871	51,603
Parkland acquisition and improvements	386,701	389,191
Public works capital	91,629	52,686
Sewage treatment replacement	563,036	575,857
Sewer unexpended funds	90,006	87,847
Port Divestiture income	5,664	5,528
Total Statutory Fund Reserves	1,361,661	1,591,163
	\$ 49,665,367	\$ 47,429,919

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 15. Property Taxes

The Village is reliant upon one taxpayer for approximately 14% of municipal property tax revenue. Taxation revenue, reported on the statement of operations, is made up of the following:

	Budget	2022	2021
<b>Taxes collected</b>			
Municipal property taxes	\$ 2,519,662	\$ 2,506,424	\$ 2,425,128
1 % Utility taxes	38,617	38,617	39,330
Payments in lieu of taxes	6,400	6,754	6,407
School taxes	1,600,385	1,603,551	1,545,714
Regional District	174,929	175,283	170,099
Regional hospital district	103,776	103,986	105,824
Police tax	177,457	177,815	167,971
Other agencies	40,504	40,598	37,138
	<b>4,661,730</b>	<b>4,653,028</b>	<b>4,497,611</b>
<b>Less transfers to other governments</b>			
School taxes paid	1,600,385	1,603,551	1,545,714
Regional district taxes paid	174,929	175,283	170,099
Regional hospital district taxes paid	103,776	103,986	105,824
Police taxes paid	177,457	177,815	167,971
Other agencies taxes paid	40,504	40,598	37,138
	<b>2,097,051</b>	<b>2,101,233</b>	<b>2,026,746</b>
	<b>\$ 2,564,679</b>	<b>\$ 2,551,795</b>	<b>\$ 2,470,865</b>

### 16. Sale of Services

	Budget	2022	2021
Sewer user fees	\$ 701,000	\$ 701,443	\$ 664,567
Water user fees	362,270	372,071	362,509
Curbside collection fees	133,929	137,924	125,191
Pay Parking Revenue	310,000	355,813	361,503
Licenses and permits	40,884	60,753	59,121
Facility rentals	40,000	45,825	46,791
Fines	4,250	10,773	8,970
Other	4,100	3,884	3,915
	<b>\$ 1,596,433</b>	<b>\$ 1,688,486</b>	<b>\$ 1,632,567</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 17. Utility Service Fees

	Budget	2022	2021
Sewer service utility fee - residential	\$ 212,000	\$ 213,092	\$ 211,758
Sewer service utility fee - business	20,000	19,763	19,719
Water service utility fee - residential	238,000	237,384	235,782
Water service utility fee - business	21,000	21,214	20,628
<b>Total</b>	<b>\$ 491,000</b>	<b>\$ 491,453</b>	<b>\$ 487,887</b>

### 18. Government Transfers

Government transfers reported on the Statement of Operations are:

	Budget	2022	2021
Provincial:			
Conditional			
Infrastructure	\$ 2,509,301	\$ 1,459,022	\$ 288,299
Resort Municipality Initiative	719,000	126,748	119,785
Other	-	552	3,114
Unconditional	330,000	414,000	328,000
Federal			
Conditional			
Infrastructure	1,400,000	-	-
Gas tax	122,500	122,490	239,435
	<b>\$ 5,080,801</b>	<b>\$ 2,122,812</b>	<b>\$ 978,633</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

### 19. Budget Data

The data presented in these financial statements is based upon the 2022 operating and capital budgets adopted by Council on March 7, 2022. The table below reconciles the approved balanced budget to the budget figures reported in these financial statements.

2022 Adopted Operating and Capital Budget	Budget Amount
Revenues:	
Operating budget	\$ 5,927,900
Capital budget	8,182,701
<b>Total revenue</b>	<b>14,110,601</b>
Expenses:	
Operating budget	5,927,900
Capital Budget	8,182,701
<b>Total expenses</b>	<b>14,110,601</b>
Budgeted surplus (deficit)	\$ -
Add:	
Capital expenses	\$ 8,182,701
Transfers to reserves	1,137,997
Principal repayments	53,100
Less:	
Transfers from reserves	(2,238,000)
Appropriation from Surplus	(555,235)
Amortization	(1,125,000)
<b>Annual budgeted surplus (see statement of operations)</b>	<b>\$ 5,455,563</b>

### 20. Classification of Expenses by Object

The Schedule of Operating Fund Activities represents the expenditures by function; the following table classifies those same expenditures by object:

	Budget	2022	2021
Salaries, wages and employee benefits	\$ 1,945,586	\$ 1,834,566	\$ 1,768,182
Operating Materials and supplies	867,885	739,269	656,756
Contracted services	1,016,044	688,224	557,691
Administrative services and supplies	679,842	526,390	407,833
Utilities	224,158	216,570	207,921
Rentals and contractual obligations	53,685	49,852	49,906
Debt financing	15,700	13,412	13,532
Amortization	1,125,000	1,130,016	1,091,996
<b>Total expenditures by object</b>	<b>\$ 5,927,900</b>	<b>\$ 5,198,299</b>	<b>\$ 4,753,817</b>

# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 21. Commitments and Contingencies

- a. The municipality and its employees contribute to the Public Service Pension Plan (a jointly trustee pension plan). The Public Service Pension Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at March 31, 2021, the plan has about 68,000 active members and approximately 52,000 retired members. Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability. The Village of Harrison Hot Springs paid \$93,193 (2021 \$102,696) for employer contributions to the Plan in fiscal 2022. Employee contributions in fiscal 2022 were \$86,185.35 (2021 \$91,336). The latest actuarial valuation for the Public Sector Pension Plan as at March 31, 2020, indicated a \$2,667 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at March 31, 2023. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.
- b. Debts of the Fraser Valley Regional District are, under provisions of the Local Government Act, a direct, joint and several liability of the District and each member municipality within the District, including the Village of Harrison Hot Springs.
- c. The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any subscriber. Under the Reciprocal Insurance Exchange Agreement, the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange are in every case several, not joint and several. The Village irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other subscribers against liability losses and costs which the other subscriber may suffer.
- d. The Village has entered into various agreements and contracts for the provision of services and the construction of assets that extend beyond the current year. Substantive obligations include contracts for engineering and planning, garbage and recycling collection, IT services, pay parking, tourist information centre services and auditing services. These contractual obligations will become liabilities in the future when the terms of the contracts are met. The following amounts relate to the unperformed portion of the contracts: 2023 - \$1,284,000, 2024 - \$193,000, 2025 - \$39,500
- e. In 2014, the Ministry of Environment directed the Village to assess any potential effects the closure of the landfill in 1983 has on well water. Water samples were taken and the results prompted the Ministry to direct the Village to drill test wells and monitor the water which began in 2015. The Village was to continue this process for the years of 2017-2021 at which time the results would determine if any further action was required. This process is now complete and the results are with the Ministry; the Village is awaiting further instruction from the Ministry at this time.



# Village of Harrison Hot Springs

## Notes to the Financial Statements

December 31, 2022

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### 22. Segmented Disclosures

The Table of Segmented Information - Schedule 2 has been prepared in accordance with PS2700 Segmented Disclosures. Segmented information has been identified based upon functional activities provided by the Village. For each reported segment, revenue and expenses represent amounts directly attributable to the functional activity and amounts allocated on a reasonable basis. The functional areas that have been separately disclosed in the segmented information, along with services they provide are as follows:

#### **Legislative Services**

Legislative services includes Council and legislative services

#### **General Government**

General government includes taxation, sale of services, government transfers, investment income and administrative services for the general fund

#### **Protective Services**

Protective Services includes the volunteer fire department, emergency measures and bylaw enforcement

#### **Development and Planning**

Development and Planning includes economic development, planning, land development, community development and tourism

#### **Engineering, Transportation and Storm Water**

Engineering, transportation and storm water services include engineering, fleet, public health, roads, sidewalk, storm sewers and transit

#### **Solid Waste**

Solid waste includes sustainability, curbside collection, recycling and organic waste

#### **Parks, Recreation and Cultural Services**

Parks, recreation and cultural services includes the maintenance of the beachfront, parks and cultural facilities within the Village

#### **Wastewater Utility**

Wastewater includes the wastewater collection system, lift stations and wastewater treatment plant

#### **Water Utility**

Water includes the water collection, treatment and distribution of potable water

# Village of Harrison Hot Springs

## Schedule 1 - Statement of Tangible Capital Assets

For the Year Ended December 31, 2022

	Engineered Structures								Other Tangible Capital Assets	2022	2021
	Land	Building	Equipment Furniture Vehicles	Water	Sewer Drainage	Roads	Other	Work In Progress			
<b>COST</b>											
Opening balance	\$ 10,680,913	\$ 4,662,081	\$ 2,358,369	\$ 9,775,939	\$ 11,177,304	\$ 10,259,211	\$ 2,790,211	\$ 437,837	\$ 592,199	\$ 52,734,064	\$ 52,388,957
Add: Additions	-	-	725,282	19,053	72,822	-	12,018	1,164,199	347,156	2,340,530	522,981
Less: Disposals	-	-	(45,175)	-	-	-	-	-	-	(45,175)	(177,874)
<b>Closing Balance</b>	10,680,913	4,662,081	3,038,476	9,794,992	11,250,126	10,259,211	2,802,229	1,602,036	939,355	55,029,419	52,734,064
<b>ACCUMULATED AMORTIZATION</b>											
Opening Balance	-	1,758,141	1,553,792	2,100,795	3,121,285	5,717,355	1,261,592	-	230,550	15,743,509	14,784,203
Add: Amortization	-	133,774	135,680	174,143	230,166	292,876	141,527	-	21,850	1,130,016	1,091,996
Less: Acc. Amortization on Disposals	-	-	(37,001)	-	-	-	-	-	-	(37,001)	(132,690)
<b>Closing Balance</b>	-	1,891,915	1,652,471	2,274,938	3,351,451	6,010,231	1,403,119	-	252,400	16,836,524	15,743,509
	\$ 10,680,913	\$ 2,770,166	\$ 1,386,005	\$ 7,520,054	\$ 7,898,676	\$ 4,248,980	\$ 1,399,110	\$ 1,602,036	\$ 686,955	\$ 38,192,895	\$ 36,990,555

# Village of Harrison Hot Springs

## Schedule 2 - Table of Segmented Information

For the Year Ended December 31, 2022

	Legislative	General Government	Protective Services	Development Planning	Engineering, Transportation & Storm Water	Solid Waste	Parks, Recreation & Cultural Services	Wastewater Utility	Water Utility	Budget	2022	2021
<b>Revenue:</b>												
Property Taxes	\$ -	\$ 2,551,795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,564,679	\$ 2,551,795	\$ 2,470,865
Sale of Services	-	431,223	-	-	-	137,924	45,825	701,443	372,071	1,596,433	1,688,486	1,632,567
Utility Service Fees	-	-	-	-	-	-	-	232,856	258,597	491,000	491,453	487,887
Government Transfers	-	1,996,064	-	126,748	-	-	-	-	-	5,080,801	2,122,812	978,633
Investment Income	-	296,032	-	-	-	-	-	35,806	18,699	55,900	350,537	92,497
Penalties and interest	-	45,912	-	-	-	1,779	-	8,949	7,681	-	64,321	70,930
Development Cost Charges	-	9,600	-	-	15,077	-	-	47,275	-	1,563,400	71,952	15,550
Other revenue	-	54,591	-	1,358	-	4,817	-	14,925	16,700	31,250	92,391	63,483
	-	<b>5,385,217</b>	-	<b>128,106</b>	<b>15,077</b>	<b>144,520</b>	<b>45,825</b>	<b>1,041,254</b>	<b>673,748</b>	<b>11,383,463</b>	<b>7,433,747</b>	<b>5,812,412</b>
<b>Expenses:</b>												
Salaries, wages and employee benefits	99,201	620,023	8,260	133,556	269,847	48,733	204,336	273,877	176,735	1,945,586	1,834,568	1,768,182
Operating Materials and supplies	-	13,232	146,382	1,144	115,140	51,620	83,941	227,753	100,057	867,885	739,269	656,756
Contracted services	-	32,963	75,450	275,189	82,268	159,505	3,250	59,599	-	1,016,044	688,224	557,691
Administrative services and supplies	15,728	282,936	19,882	124,850	16,069	-	13,559	40,282	13,084	679,842	526,390	407,833
Utilities	1,027	18,583	6,599	-	46,024	-	40,478	68,903	34,956	224,158	216,570	207,921
Rentals and contractual obligations	-	13,382	3,720	21,000	8,369	-	3,381	-	-	53,685	49,852	49,906
Debt financing	-	13,412	-	-	-	-	-	-	-	15,700	13,412	13,532
Amortization	-	233,732	14,636	-	338,672	-	163,375	205,456	174,143	1,125,000	1,130,014	1,091,996
	<b>115,957</b>	<b>1,228,264</b>	<b>274,928</b>	<b>555,739</b>	<b>876,390</b>	<b>259,859</b>	<b>512,320</b>	<b>875,868</b>	<b>498,974</b>	<b>5,927,900</b>	<b>5,198,299</b>	<b>4,753,817</b>
<b>Annual Surplus (Deficit)</b>	<b>\$ (115,956)</b>	<b>\$ 4,156,954</b>	<b>\$ (274,929)</b>	<b>\$ (427,633)</b>	<b>\$ (861,312)</b>	<b>\$ (115,338)</b>	<b>\$ (466,495)</b>	<b>\$ 165,384</b>	<b>\$ 174,773</b>	<b>\$ 5,455,563</b>	<b>\$ 2,235,448</b>	<b>\$ 1,058,595</b>

# Village of Harrison Hot Springs

## Schedule 3 - COVID-19 Safe Restart Grant (Unaudited)

For the Year Ended December 31, 2022

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In November 2020 the BC provincial government provided a direct grant to assist local governments as they deal with the increased operating costs and lower revenue due to the COVID-19 pandemic. The Village of Harrison Hot Springs received \$675,000 in grant funding under the COVID 19 Safe Restart Grant. This grant is available to offset costs in 2020, 2021 and 2022. In 2022 \$ 198,935 of funding was used as follows:

	<b>2022</b>	<b>2021</b>
<b>Opening Balance</b>	<b>\$ 198,935</b>	<b>\$ 509,260</b>
Bylaw enforcement/emergency planning	(35,000)	(59,320)
Communication/Audio Visual	(13,500)	(53,695)
Occupational health and safety measures	(20,000)	(59,295)
Program revenue lost	(19,800)	(50,845)
Additional operating expenditures - Public Facilities	(110,635)	(87,170)
<b>Closing Balance</b>	<b>\$ -</b>	<b>\$ 198,935</b>

VILLAGE OF HARRISON HOT SPRINGS



REPORT TO COUNCIL

TO: Mayor and Council

DATE: May 1, 2023

FROM: Ken Cossey, MCIP, RPP  
Planning Consultant

FILE: 3900-001

SUBJECT: Official Community Plan Bylaw No. 1184, 2022

ISSUE:

With the rescinding of 2<sup>nd</sup> and 3<sup>rd</sup> readings of the Official Community Plan Bylaw (OCP) 1184, 2022, the Village needs to give the Bylaw 2<sup>nd</sup> 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:

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

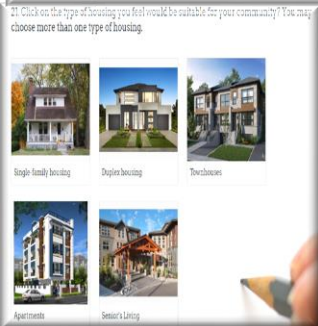
OVERALL ENGAGEMENT APPROACH RECAP



**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)



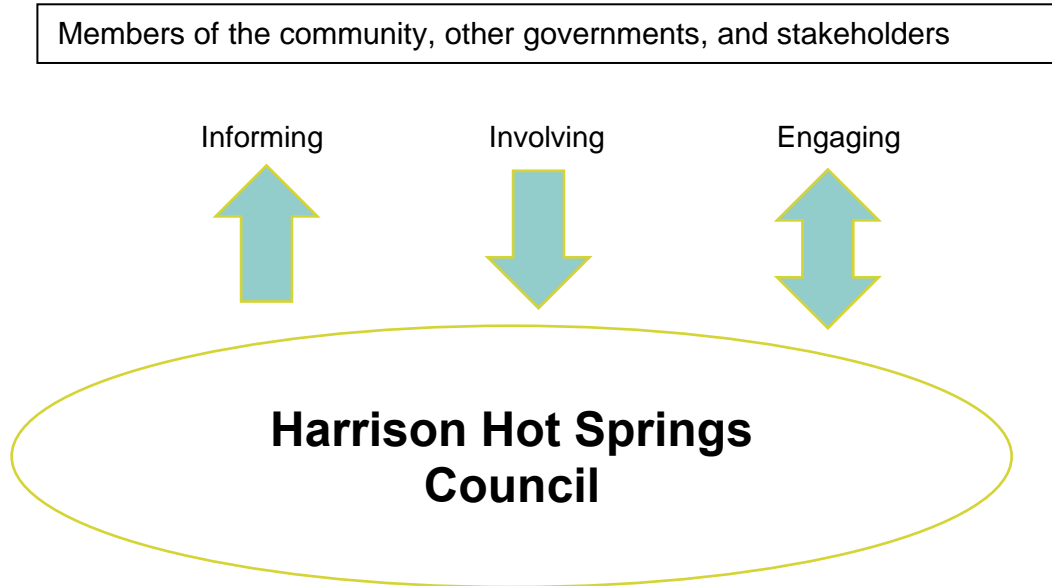
**World Café** – This in-person event was held on May 25 and May 26, 2022.

The setting up of the required public hearing on September 23, 2022.

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

## 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.



## OVERALL COMMENTS ON THE COMMUNITY INPUT RECEIVED TODATE

Looking at the comments recently received from the public suggests that there is still considerable support for the current vision and the goals of the current OCP. There is 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.

### **SEEKING PUBLIC INPUT AND SETTING UP A PROCESS**

There is no right or wrong approach to seeking community input, as each community has its unique character. Community character can be defined by any of or all of the following elements; the overall needs, the composition, the history, or interests of the community.

As the current updated OCP has been in the public realm for a number of months, the crucial issues that keeps coming up, suggests that clarity on what an OCP does, suggests that seeking additional public input is required. Clarity is needed around what does a land use designation do when compared to a zoning regulation.

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 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, duplexes, 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 duplexes, a residential suite or a coach house is the area Zoned Residential 2 (R-2), as outlined on the maps in Zoning Bylaw 1115, 2017.

As a public hearing is set up to receive comments only staff wish to set up a system whereby there can be dialogue between the public and the Planning Department. This could help clear up the confusion over a land use designation versus a land use zoning regulation.

Prior to suggesting a process or tool, we need to answer three key questions on what we are trying to achieve when setting up a community input session. The three questions are;

1. Who is the target audience?
2. Who do you want to engage?
3. What are the limitations?

The target audience is all members of the community, but specifically someone who needs clarification on any issue. The use of an open house or an information meeting is the suggested approach. This suggestion is based upon achieving the following; it allows the community to learn more about the project, and it is far easier to answer any follow up questions when face-to-face, and community input is encouraged and can be provided throughout this process. Frequently asked questions with answers can form part of consultation process.

## **SUGGESTED OPEN HOUSE APPROACH SET UP**

### Guiding Philosophy

The Open House will maximize opportunities for the Village's residents to review information and provide ideas and input. In addition, an Open House will provide flexibility for the community to drop in, as their schedule allows them to review the information provided, and to discuss the project with a planner.

### Suggested Open House Schedule

The following dates and times are suggested. Please note that there is no day of the week or time period that is better than the other. The intent is to create a system that provides as much flexibility as possible, so that the residents can attend at their own pace and schedule.

Monday, May 29 – 9 am to noon

Tuesday, May 30 – 1 pm to 5 pm

Wednesday, May 31 – 5 pm to 9 pm

## Staffing Levels

We need to ensure that the event is well staffed, generally the biggest complaint about Open Houses is there are not enough staff to answer any questions. There will be three planners in attendance to answer any questions on any OCP issue that any resident has concerns about.

## Collection of information

There will be a combination of flip charts, comment sheets and post-it notes scattered throughout the displays to encourage the residents to provide their comments and ideas.

### How will the Public be made aware of the Open House Sessions

1. We will advertise in the local newspaper three times; May 12, 19 and 26. The ads will contain, the date, time and location of the open houses.
2. A notice will be put up on the Village's website and the electronic message board.

## AFTER THE OPEN HOUSE

A report will be prepared for Council to review and determine next steps.

## RECOMMENDATIONS:

1. **THAT** staff be authorized to set up an open house.

Respectfully Submitted:

REVIEWED BY and Concurrence with the  
RECOMMENDATIONS

*Ken Cossey*

*Kelly Ridley*

Ken Cossey, MCIP, RPP,  
Planning Consultant

Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer

Attachments (2)      Draft OCP Land Use Designations Map  
                                 Zoning Bylaw, 1115, 2017 Zoning Map



## VILLAGE OF HARRISON HOT SPRINGS

**REPORT TO COUNCIL**

**TO:** Mayor and Council **DATE:** May 1, 2023  
**FROM:** Ken Cossey, MCIP, RPP **FILE:**  
 Planning Consultant

**SUBJECT: Review of the Housing Supply Act**

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**ISSUE:** a summary review of the Housing Supply Act and the identification of some potential issues at the municipal level.

**BACKGROUND**

On November 24, 2022, Bill 43-2022 the Housing Supply Act, received Royal Assent and is expected to be brought in by regulation in mid-2023.

The new Housing Supply Act consists of 6 Parts, as outlined below:

- Part 1 – Definitions
- Part 2 – Housing Targets
- Part 3 – Housing Target Progress Reports
- Part 4 – Compliance
- Part 5 – Order in Council
- Part 6 – Information Requirements
- Part 7 – Publication and Annual Report
- Part 8 – General

The main issue is that the Province has signaled to all municipalities in British Columbia that it intends to keep a close eye on both housing development and the approval of housing at the local level.

The main outcome of this legislation is that it would enable the Province to set housing development targets for specific municipalities. Earlier media reports have indicated that the Province already has a potential list of 8 to 10 high need, unnamed municipalities in mind. While the legislation offers consultation and persuasion as the focus during the initial stages, if this does not work out, then the Province may utilize compulsion. When two different views on what the public interest is, either the local municipalities or the Province's, this new Bill will ensure that the Province's viewpoint will prevail.

In addition to the setting of a local housing development target, the Province may also take certain actions if this target is not met. These actions can include directives to require a municipality to enact or amend bylaws, issue, or reject permits. If the

directives are not followed the Act allows for the Province to directly enact or amend the bylaws or to issue or reject permits in the name of the municipality, despite any objections from the municipality. The Province's ability to amend local bylaws is not a new piece of legislation, as under the *Local Government Act* (s. 584), the Province is currently able to alter municipal bylaws. New under this Act, is the authority that allows for the Province to enact new bylaws or issue or refuse permits. The permits category may enable the Province to issue Building Permits, Development Permits, or Development Variance Permits for the purpose of meeting a housing target.

### **Step One of the Legislation**

The first step under the proposed legislation, as outlined in s 2 of the Housing Supply Act, is that the minister responsible needs to issue a housing target order. This order outlines the following; the specified municipal housing target, a series of performance indicators, and a deadline by which a municipality's progress towards the target will be assessed. In making the target for the municipality, the minister must consider a number of factors, as outlined in s 3 of the Housing Supply Act, and this includes consulting with the municipality and providing the municipality the opportunity to provide comments to the minister, before the order is issued.

After a municipality has received a housing target order, the municipality must submit a progress report to the minister, outlining what actions have been taken, what progress has been made, and it must outline any future activities that the municipality will be utilizing to meet the housing target order, within a two-year time period following the report being submitted to the minister.

If the minister deems that "insufficient progress" has been made towards the housing target, the minister is able to appoint an advisor or issue directives. The minister must consult with the municipality first and provide the municipality with the opportunity to provide comments to the minister. The requirements to appoint an advisor and the tasks of the advisor are outlined in s 8 of the Act. The advisor has access to various municipal records and files, with the only restriction being the advisor cannot review any content related to a closed meeting.

### **Development Approvals Process Review (DAPR)**

Running parallel to the creation of the Housing Supply Act, the province started the Development Approvals Process Review in early 2018. It started with the release of the Homes for BC: Government's 30-Point Plan for Housing Affordability in British Columbia, in February 2018. In 2019 the final report on the province wide DAPR consultation was released, and since then the province has been working on setting up a new approval processes for local governments. While the overall focus of the DAPR review has not been resolved yet, the current review seems to be about aligning the current local municipal Housing Needs Reports, in with the Regional Growth Strategy and if applicable, the OCP, Zoning Bylaws and other land related bylaws, and any land related housing policies at the municipal level.

The *Local Government Act* provides local governments with a range of planning documents. This includes Regional Growth Strategies, Official Community Plans, and Zoning Bylaws. Under the current legislation local governments also have a host of specific land use planning tools at their disposal, such as Development Cost Charges, Development Permits, Temporary Use Permits and Development Variance Permits. There is no indication yet if there will be any changes to either the planning documents or the various tools, however, there has been some suggestions on setting up an amenity DCC concept which may replace the use of the Community Amenity Contribution tool.

### **Concerns with the Housing Supply Act**

The biggest concern is that the Housing Supply Act grants the Province the ability to change the course of land use planning within municipalities. The Province will be empowered to issue permits and create and pass zoning bylaws, without addressing any municipal concerns.

The way the Housing Supply Act is worded a Housing Target order may only be overturned where it can be proved it is arbitrary, issued for an improper purpose, based upon irrelevant factors, or it failed to follow the statutory requirements of the Act.

At this point, the overall implications of the Housing Supply Act remain unclear as details of the new regime remain unknown at this time. Examples of this include how will the Province be addressing any impacts of a change on the local infrastructure, are there any exemptions to pre-zoned areas, the cutting of trees, potential traffic flow volumes, impacts upon local facilities and buildings such as schools or the provision of emergency services.

### **RECOMMENDATIONS:**

1. THAT the Review of the Housing Supply Act report dated May 1, 2023 be received for information.

Respectfully Submitted:

REVIEWED BY and Concurrence with the  
RECOMMENDATIONS

*Ken Cossey*

---

Ken Cossey, MCIP, RPP,  
Planning Consultant

*Kelly Ridley*

---

Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2023

**FROM:** Tyson Koch **FILE:** 5340-01  
Operations Manager/Acting DCAO

**SUBJECT:** Emergency Sewer Repair – McCombs Bridge South

**ISSUE:** Emergency Sewer Repair – McCombs Bridge South

#### **BACKGROUND:**

The Good Friday sewer incident triggered an inspection of the utilities (sanitary sewer force main) under the McCombs Drive South Bridge. Upon inspection, staff discovered a small leak in a steel sewer line (encased in the concrete bridge abutment) in a location that is impossible to repair without a major disruption to the bridge. A local contractor (Timbro Contracting) was engaged to provide an estimate for the emergency repairs. An option that will see the existing sanitary force main re-routed and mounted to the outside of the bridge was selected. Utilities staff notified the appropriate authorities to determine next steps and was advised by a federal environmental enforcement officer to contain the leak immediately. The leak could not be contained under the bridge so Village staff contacted the operator of Harrison Holiday Park requesting they temporarily shut down their lift station. A pumper truck was engaged to regularly empty the onsite wet well (at the Village's cost) until the repairs are complete.

#### **DISCUSSION:**

##### **Sewer Force Main Ownership Details:**

A search of the Harrison Holiday RV Park property file produced a copy of an agreement (1977) transferring ownership of the sanitary sewer system to the Village therefore maintenance and repairs are confirmed to be the responsibility of the Village. The Harrison Holiday RV Park sanitary sewer lift station remained off until the repairs were completed. A sanitary sewer pumper truck was deployed (at the Village's cost) and will empty the onsite sewer system daily until the sewer system can be recommissioned.

##### **Emergency Sewer Repair Details:**

Timbro Contracting provided an estimate for the emergency sewer works (which will be a permanent repair) at a value of \$88,000.00 plus applicable taxes. If Timbro received authorization April 21, 2023 (by email) so they could order the necessary materials and plan for a start date of Tuesday April 25th, 2023 and an end date of April 28, 2023. Additional finishing works will be required this week.

After a discussion with the Interim CAO, staff moved forward with authorizing Timbro Contracting to complete the emergency sewer repair at a value not to exceed \$100,000.00 with an anticipated commencement date of Tuesday April 25, 2023.

**RECOMMENDATION:**

THAT the Mayor and Council authorize the use of up to \$100,000.00 of the Growing Communities Fund received in March 2023 to fund emergency sanitary sewer repairs at the McCombs Bridge South.

Respectfully submitted;

Tyson Koch

Tyson Koch  
Operations Manager/Acting DCAO

**REVIEWED BY:**

Kelly Ridley

Kelly Ridley  
Interim CAO/Acting CC

**REVIEWED BY:**

Scott Schultz

Scott Schultz  
Finance Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: May 1, 2023
FROM: Kelly Ridley Interim CAO/Acting CO FILE: 3900-02
SUBJECT: Final Approval for Council Remuneration and Expense Allowance Policy 1.16

ISSUE:

At the April 17, 2023 Regular Council meeting, Mayor Wood requested amendments to the draft Council Remuneration and Expense Allowance Policy 1:16 prior to it receiving final approval.

BACKGROUND:

Attached to this memo is the amended Council Remuneration and Expense Allowance Policy 1.16.

The additional amendments included adding to Council Policy 1.16 reference to Mayor and Councillors receiving dental and medical benefits, budget allocation for expense amounts, and wording that states Council members may receive compensation for attending meetings held by outside agencies/governments/board or committees.

The policy has been amended and the final version with the amendments is attached for Councils approval.

RECOMMENDATION:

THAT Council for the Village of Harrison Hot Springs give final approval to the Council Remuneration and Expense Allowance Policy 1.16.

Respectfully Submitted:

Kelly Ridley

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer



**VILLAGE OF  
HARRISON HOT SPRINGS  
POLICY**

COUNCIL	POLICY NO. 1.16
<b>COUNCIL REMUNERATION AND EXPENSE ALLOWANCE</b>	DATE ADOPTED: February 20, 2012 AMENDMENTS: November 5, 2012 March 4, 2013 February 18, 2020 October 5, 2020

**1. PURPOSE**

The purpose of this policy is to establish the terms and conditions for Council remuneration and travel expenses pursuant to the Community Charter.

Where feasible and practical all expenses incurred will represent the most economical cost to the Village.

**2. DEFINITIONS**

“Councillor” means Mayor and Council unless otherwise stated in this policy.

**3. REMUNERATION**

- a. The remuneration for the Mayor shall be \$41,691 (2023) per year; plus an annual cost of living adjustment be tied to the Annual BC Consumer Price Index. The cost of living adjustment shall be applied on January 1<sup>st</sup> on an annual basis commencing January 1, 2023.
- b. The remuneration for Councillors shall be \$20,846 (2023) per year; plus an annual Cost of Living Adjustment be tied to the Annual BC Consumer Price Index. The cost of living adjustment shall be applied on January 1<sup>st</sup> on an annual basis commencing January 1, 2023.

**4. EXPENSE ALLOWANCE**

- a. Councillors’ expenses shall not exceed the budget allocation contained in the annual budget without the approval of Council.
- b. Councillors are entitled to the reimbursement of expenses, as outlined in the policy, which are incurred while they are travelling on approved Village business or attending authorized events, conferences or seminars. Approved Village business and expenses shall be limited to events described under Section 9 of this policy as well as the attendance of meetings or events where they have been assigned or invited by the Mayor to represent the Village or authorized by resolution of Council.



**5. TRAVEL AND TRANSPORTATION**

- a. The use of personal vehicles will be reimbursed at the rate of set out by the Province of BC Ministry of Finance Travel Policy.
- b. Councillors will be reimbursed for automobile insurance costs for the difference between the cost of “pleasure use” and the cost of “business use” if the use of their personal automobile for municipal purposes is beyond “pleasure use.”
- c. air travel will be based on economy air fare (receipt required).
- d. public transportation will be reimbursed at actual cost (receipt required).
- e. car rental will be reimbursed at actual cost (receipt required). If the Councillor wishes to use a car rental in lieu of his/her personal vehicle, reimbursement will not exceed the amount as if the personal vehicle was used for the trip.
- f. Parking will be based on standard public parking rates (receipts are required). Fees for enhanced parking services such as valet parking will be the responsibility of the Councillor.

**6. ACCOMMODATIONS**

- a. Council members are entitled to the cost of overnight accommodation when travelling on approved Village business and when they are unable to return home on the same day.
- b. Where possible rooms will be booked in advance and will be based on a basic standard room available to the general travelling public, except, in the case where three or more Council members attend, one (1) suite will be booked to accommodate a meeting room for Council if required
- c. If a Councillor wishes to upgrade their accommodations they will be responsible for any costs incurred for the upgrade.
- d. If a Councillor books their own accommodation, a receipt will be required and the reimbursement will be based on the rate for a standard room.
- e. Where a Councillor provides his/her own accommodation by RV, friends or relatives they will be reimbursed at the rate of \$25.00 per night.

**7. MEALS**

Where Councillors are outside of the community during regular meal times on approved Village business, and meals are not otherwise provided, Councillors will be reimbursed for meals at the following rates:

Breakfast	<u>\$30.00</u>
Lunch	<u>\$40.00</u>
Dinner	<u>\$50.00</u>

**8. ENTERTAINMENT EXPENSES**

- a. Where the Mayor, or a Councillor authorized by Council, is required to entertain “official visitors” to the Village, the Mayor and/or Councillor will be entitled to reimbursement of actual costs.
- b. Where the mayor or a Councillor attends a function or event in an official capacity any expenses associated with their attendance will be paid by the Village.

**9. CONFERENCES AND PROFESSIONAL DEVELOPMENT**

- a. Councillors are authorized to attend the Lower Mainland Local Government Association events, including CivX, and the Union of British Columbia Municipalities Annual Convention or the Federation of Canadian Municipalities Conference.
- b. Councillors are authorized to attend professional development opportunities presented by the Local Government Leadership Academy.
- c. The Mayor or his designate is also authorized to attend the Federation of Canadian Municipalities Conference.
- d. Councillors may be eligible for reimbursement for other training or professional development opportunities which are related to their responsibilities as an elected representative of the Village, subject to the approval of Council.
- e. All expenses which are eligible for reimbursement under this policy shall be subject to the funds approved in the annual budget allocation and not to exceed the annual budgeted allocation of \$5,200 (2023).

**10. PER DIEM ALLOWANCE**

- a. The per diem allowance is recognized as a “nuisance cost” to the Councillor who is required to be away from their residence for a prolonged period of time.
- b. Per diem allowances are paid without deduction and subject to the following conditions:

a. for any event scheduled longer than 6 hours outside of the Village boundaries	\$50 per day
b. for any event scheduled outside the province	\$100 per day

- c. Travel time is included in the calculation for entitlement.

## **11. CELL PHONE**

- a. Council will be given a monthly allowance for cell phone usage in the amount of \$50.00.

## **12. ANNUAL ELECTRONIC ALLOWANCE**

- a. The Village will provide a laptop computer or an annual allowance of up to \$1000 for an eligible electronic device. Councillors will receive reimbursement upon submission of a sales receipt for the following eligible devices:

- Laptop Computer
- Tablet
- Personal Computer
- Monitor
- Printer
- Smartphone

## **13. GENERAL**

- a. Councillors will be required to submit expense claims with receipts as appropriate, and certify that their claim is submitted in accordance with this policy.
- b. Alcohol is not an eligible expense.
- c. The Village will reimburse such expenses as are described in this policy. Additional costs will be the responsibility of the Councillor.
- d. Council members are eligible to receive extended health and dental coverage through the municipalities group health plan, with the costs being borne by the municipality.
- e. Council members who sit on outside agencies/government boards/councils/committees as a representative of the Village of Harrison Hot Springs may receive a stipend/honorarium from that organization.





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: May 1, 2023
FROM: Kelly Ridley Interim CAO/Acting CO FILE: 0360-20-02
SUBJECT: Appointment to Kent Harrison Joint Emergency Program Committee

ISSUE:

To request approval from Mayor and Councillors to add Tourism Harrison River Valley to the Kent Harrison Joint Emergency Program Committee (KHJEPC) and approval for the Village to host the next (KHJEPC) meeting in August 2023.

BACKGROUND:

At the April 18, 2023 KHJEPC meeting a delegation from Tourism Harrison River Valley came to speak to the Committee and requested permission to join the Committee.

Specifically, the Visitor Services Manager, Bonnie Kent advised the Committee that Tourism Harrison River Valley is working on an Emergency Plan and the purpose of attending the meeting was to gain a more concise understanding on how their organization can integrate with the KHJEPC. Ms. Kent noted they have developed an extensive database of contacts for the hotels and campsites in the area that could be utilized in the event of an emergency.

The Committee discussed whether it would be advantageous to add Tourism Harrison River Valley to the KHJEP Committee and it was agreed they could be a good addition especially when sending out emergency communications from an Emergency Operations Centre to the hospitality organizations. Wallace Mah, Chief Administrative Officer for the District of Kent asked that this request be referred to the respective Mayor and Councillors for their approval to allow this organization to join the Committee.

Attached is a report from the District of Kent dated April 25, 2023 regarding the appointment to the Committee.

Traditionally, the location of the KHJEPC meetings are shared between the two municipalities (Kent and Harrison Hot Springs). The next meeting is tentatively scheduled to be held in the Village in August. Staff would like to advise the District of Kent that the Village would host the next meeting.

**RECOMMENDATION:**

THAT Mayor and Councillors for the Village of Harrison Hot Springs approve the appointment of Tourism Harrison River Valley to the KHJEP Committee; and

THAT Mayor and Councillors approve hosting the August 9, 2023 KHJEP Committee meeting.

Respectfully Submitted:

*Kelly Ridley*

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer



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## MEMORANDUM

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**DATE:** April 25, 2023

**TO:** Wallace Mah, Chief Administrative Officer  
Kelly Ridley, Interim Chief Administrative

**FROM:** Clair Lee, Director of Corporate Services

**SUBJECT:** Request from the Kent-Harrison Joint Emergency Program Committee

As a follow-up to the Kent-Harrison Joint Emergency Program Committee meeting held on April 19, 2023, a delegation was received from Ms. Bonnie Kent, Visitor Services Manager, Tourism Harrison River Valley.

**Summary of Presentation:**

Ms. Kent outlined that as a member of Destination BC, Tourism Harrison River Valley is required to develop an emergency plan for their organization. Their goal is to have all tourism operators working together within the same plan and procedures instead of individual businesses acting on their own during an emergency. From experience, with no plan in place, there was no properly communicated local government directive which resulted in mayhem.

For context, Ms. Kent pointed out that during the high tourist season, there may potentially be over 4,000 people (with day trippers and minors) visiting. This is concerning for Ms. Kent as she is a Harrison resident, and her family may be placed behind the tourists.

During an emergency, Tourism Harrison River Valley can use their working database of all tourism-involved businesses. With approval, they can send accurate and timely information to the right organizations. For clarification, Tourism Harrison River Valley is not looking to be part of the Emergency Operating Centre.

**Recommendation:**

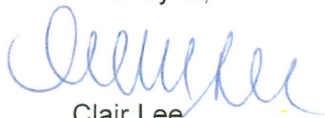
As a result of the delegation from Tourism Harrison River Valley, the Committee approved the following:

*THAT the Kent-Harrison Joint Emergency Program Committee (KHJEPC) recommends that each respective Council, District of Kent and Village of Harrison Hot Springs, considers approving the addition of Tourism Harrison River Valley to the KHJEPC for the purpose of assisting the local governments with communicating to the tourism operators and visitors.*

It would be appreciated if you could bring forward this resolution to your next respective Council meeting for discussion.

If you require any additional information please feel free to contact me.

Thank you,



Clair Lee  
Director of Corporate Services

c: Mayor S. Pranger (Kent)  
Councillor M. Vidal (Harrison)





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2023  
**FROM:** Kelly Ridley **FILE:** 0540-20-01  
Interim CAO/Acting CO  
**SUBJECT:** Committee of the Whole (COW) Meeting – June 12, 2023

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#### ISSUE:

To advise Council of a tentative date to hold a Special Committee of the Whole meeting on June 12, 2023 at 1:00 pm.

#### BACKGROUND:

At the April 3, 2023 Council meeting Council requested that the following items be added to a Special future Committee of the Whole meeting:

1. Synthetic Outdoor Rink Operation; and
2. Request for Ryan Chiarot, Emergency Preparedness Coordinator - Kent Harrison Joint Emergency Program to speak to Council on the status of the evacuation route.

At the April 17, 2023 Council meeting, Council approved a recommendation to have Mr. Bruce Blackwell come to a future COW meeting to speak to Council about the 2023 Draft Urban Forest Management Plan.

Staff have contacted both Mr. Blackwell and Mr. Chiarot and they have advised they are available to attend a COW meeting on June 12, 2023.

#### RECOMMENDATION:

THAT Council 'save the date' for a Special Committee of the Whole meeting on June 12, 2023 at 1:00 pm.

Respectfully Submitted:

*Kelly Ridley*

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer



## VILLAGE OF HARRISON HOT SPRINGS



## REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2023

**FROM:** Ken Cossey, MCIP, RPP **FILE:** 4320-50  
Planning Consultant

**SUBJECT:** **Approval for a permanent outdoor patio expansion application  
LTK Investments Ltd - dba Old Settler Pub (222 Cedar Ave)**

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**ISSUE:**

Request for local government approval for permanent status to a Temporary Expansion Service Area Licence Application under the *Liquor and Cannabis Licensing Act Regulations*.

**BACKGROUND:**

In May of 2020 the owners of the pub requested local government approval for a COVID temporary extension for their liquor primary establishment. This opportunity was made available by the Liquor and Cannabis Regulation Branch (LCRB), as a province wide initiative to support the province's hospitality sector economic recovery through the COVID-19 pandemic.

On June 1, 2020, Council approved and supported the application from the owners of the pub for a temporary extension. This extension expired on March 31, 2023, however, the LCRB has invited all Licencess who wish to obtain permanent status for their outdoor patio to apply for a permanent licence. During a Council meeting held on May 16, 2022, Council denied their permanent status request.

As a part of the application process, the LCRB requires local governments to review the application and gather public input from the community within the immediate vicinity of the pub. With the earlier application the Village set up a public input process that ran from April 13, 2022, to May 2, 2022. This process included the use of the Village's website and the public notice board, and posting it at the pub. One response was received, indicating that they had a concern with a noisy cooler fan.

Since that time, May 2022, the owners of the pub have taken measures to mitigate this fan noise, by installing an insulated cover over the fan, in August 2022. As of this date, no complaints have been received at the office.

The pub owners are looking to turn their lower outdoor patio area that has an occupant load of 100 people, into permanent status. The patio area is entirely enclosed and must comply with all provincial requirements. Their hours of business will not change and will remain operating from 10:00 am to 12:00 am Monday to Sunday.

The pub owners would like to reapply for permanent status. As a part of their application process, they also submitted letters of support from approximately 100 residents, with letters of support from Tourism Harrison, the Harrison Agassiz Chamber of Commerce, the Harrison Festival Society, and Muddy Waters Café.

As the Village did not set up and collect the current public input received, we could default to the numerous letters of support or Council could direct staff to set up a new public input collection process. The focus of the regulation is the local government must receive any public comments and consider any impacts that the noise may have on the nearby residents and on the community, as per s 71(9)(b)(i) of the regulations. In addition to this the following must be included in the response back to the Branch.

- “(c) if the local government or first nation has gathered the views of residents under section 38 (3) (c) of the Act, the comments must include
  - (i)the views of the residents, and
  - (ii)a description of the method used to gather those views;”Source: Section 71(9)(c) of the *Liquor Control and Licensing Regulation, BC Reg 241/2016.*

**RECOMMENDATIONS:**

1. **THAT** LTK Investments Limited’s (dba Old Settler Pub) application to the Liquor and Cannabis Regulation Branch for permanent status of their outdoor patio expansion service area be approved.

**Respectfully submitted:**

**REVIEWED BY and Concurrence  
with the RECOMMENDATIONS**

---

Ken Cossey, MCIP, RPP,  
Planning Consultant

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Kelly Ridley  
Interim Chief Administrative Officer



222 Cedar Ave. - P.O. Box 239  
Harrison Hot Springs - British Columbia, Canada V0M 1K0  
Email: [oldsettler@uniserve.com](mailto:oldsettler@uniserve.com) Tel: (604) 796-9722 Website: [oldsettler.com](http://oldsettler.com)

DATE: April 26, 2023  
TO: Mayor and Council  
SUBJECT: Request to re-submit application to permanently license TESA patio

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The Old Settler Pub would like to re-submit their application dated May 2, 2022, for local government support to make the temporary expansion service area permanent.

On May 16, 2022, council defeated the application because of one resident's complaint of a noisy cooler fan. The Old Settler Pub has since taken measures to mitigate the fan noise.

In August 2022 an insulated shroud was constructed and installed over the fan to limit noise. We have since allowed eight months to pass to ensure that these measures for noise reduction were effective, with no calls or written complaints to the Village of Harrison Hot Springs.

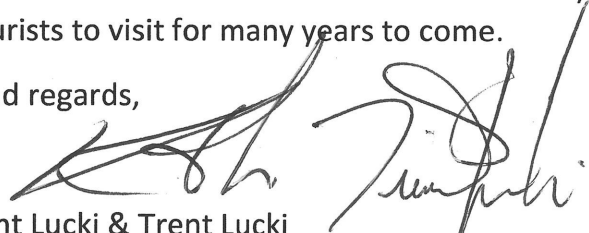
The Old Settler Pub would now like to re-submit their application for council approval to permanently license the temporary expansion service area.

On February 23, 2023, the Old Settler Pub asked a few residents if they would support our application to permanently license our lower patio; the response was overwhelming. Approximately 100 residents in roughly two short weeks came forward and signed a letter supporting our application to mayor and council. We have also received support letters from Tourism Harrison, Harrison Agassiz Chamber of Commerce, Harrison Festival Society and Muddy Waters Café; these letters all accompany our re-submission for mayor and council to review.

The pub was constructed 45 years ago and has operated as a pub for 31 years now. Kent & Trent Lucki have owned the Old Settler Pub for 27 of these years. We have always been considerate neighbours to the new residents that have moved into the area and have chosen to live next to us.

We will continue to work with the community to provide a clean enjoyable place for residents and tourists to visit for many years to come.

Kind regards,

  
Kent Lucki & Trent Lucki  
Old Settler Pub

**APPROVED**  
APR. 25, 23

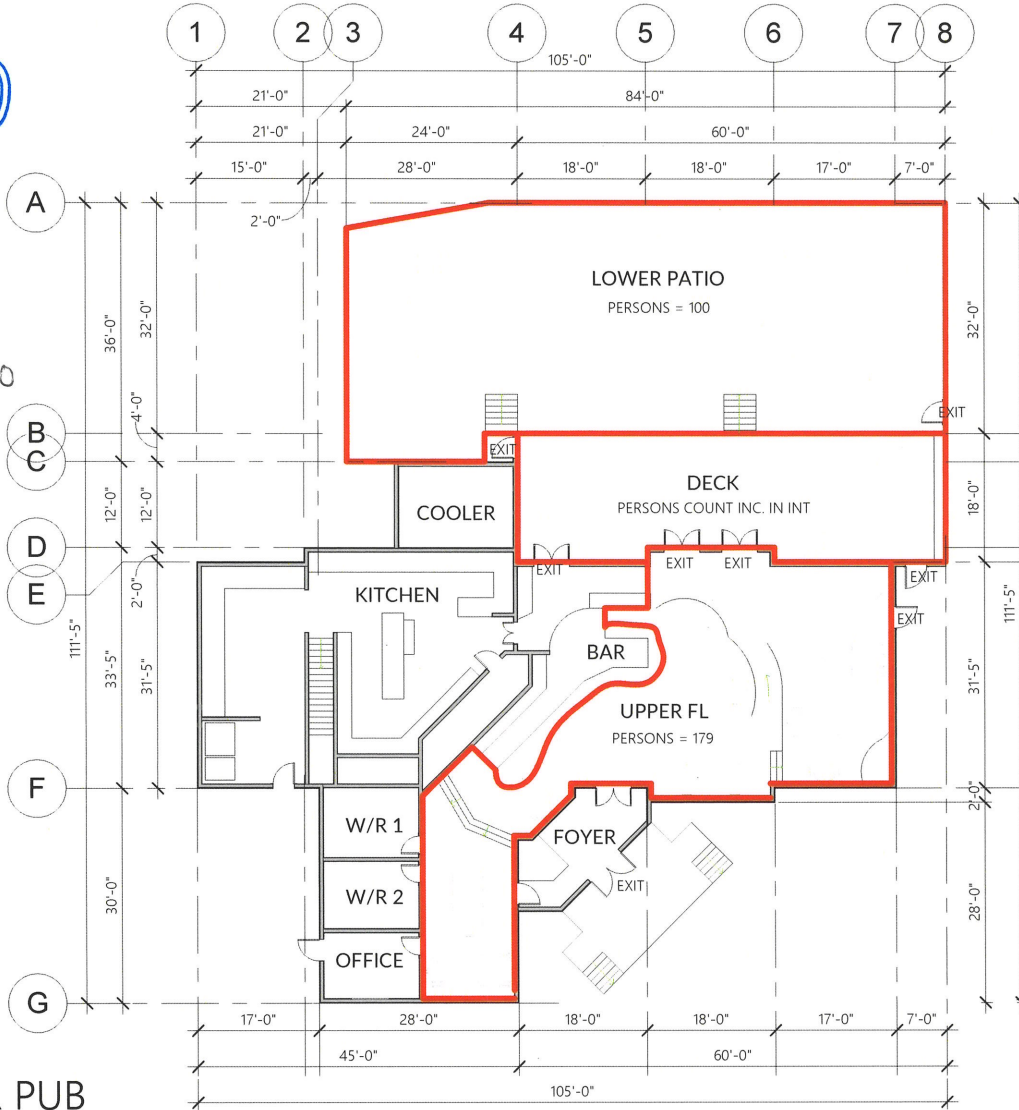
*W. Dyer*

WAYNE A. DYER  
LAFE 2067

OCCUPANCY LOAD 100

MAIN FLOOR: 4028 SF  
ENCLOSED DECK: 1089 SF  
BASEMENT: 821 SF  
TOTAL SF: 5938 SF  
ADDITIONAL AREA:  
LOWER PATIO: 2711 SF

1  
A1.0 1/16" = 1'-0"



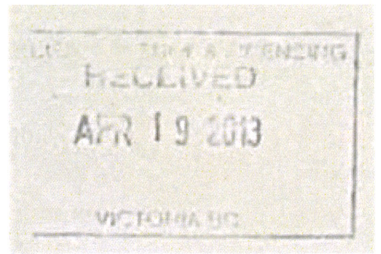
APPROVED IN PRINCIPLE  
Subject to the terms and conditions specified in the Approval  
in principle report dated *Aug 9, 2013*  
Authority *[Signature]*  
Within Person Capacity *[Signature]*

LCLB OFFICIAL PLAN  
MUST BE KEPT WITH LIQUOR LICENCE  
AND AVAILABLE FOR INSPECTION AT ALL TIMES  
Date Issued: November 4, 2013  
LP Licence #152684 General Manager

Harrison Hot Springs Fire Department

179  
Occupancy Load  
Includes patio & staff in overall formula

*Neil D. MacLean*  
Neil D. MacLean  
I.A.F.C. 1758  
2023-04-25



222 CEDAR AVE. HARRISON  
HOT SPRINGS, BC CANADA

## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 2, 2022  
**FROM:** Debra Key **FILE:** 4320-50  
Deputy Chief Administrative Officer/CO  
**SUBJECT:** Approval for Permanent Outdoor Patio Expansion Application  
LTK Investments Ltd. – dba Old Settler Pub, 220 Cedar Avenue,  
Harrison Hot Springs

---

**ISSUE:** Request for local government approval for permanent status to a Temporary Expansion Service Area (TESA) Licence Application under Liquor and Cannabis Licencing Act Regulation

#### **BACKGROUND:**

In May of 2020, LTK Investments Ltd. dba Old Settler Pub, requested local government approval for a COVID temporary extension for their liquor primary establishment. That opportunity had been made available by the Liquor and Cannabis Regulation Branch (LCRB) to support the hospitality industry's economic recovery through the COVID-19 pandemic. On June 1, 2020, Council approved and supported the application of the Old Settler Pub for a temporary extension. The temporary authorization is set to expire on March 31, 2023, however, the LCRB has invited Licencees who wish to obtain permanent status of an outdoor patio area to apply for permanent licencing.

As part of the application process, the LCRB requires Local Governments to review the application and gather public input from the community within the immediate vicinity of the establishment. Public notice was posted on April 13, 2022 on the public notice bulletin boards, Village website and posted on the affected establishment. The deadline for responses was May 2, 2022.

Council must receive any public comments and consider whether there is any impact of noise to nearby residents and on the community if the application is approved. The Village received one (1) comment.

The Old Settler Pub is proposing a structural change to the existing temporary outdoor patio licence which is currently 2688 sq. ft and has an occupant load of 100 persons. The patio area is entirely enclosed and must comply with the regulations under the Liquor and Cannabis Licencing Act. Their hours of business for the licence area will remain the same as the current licence from 10:00 a.m. to 12:00 a.m. Monday to Sunday.

**RECOMMENDATION:**

THAT the views and comments of the public were gathered and one (1) response was received;  
and

THAT LTK Investments Ltd.'s (dba Old Settler Pub) application to the Liquor and Cannabis  
Regulation Branch for permanent status of their outdoor patio expansion service area be  
approved.

Respectfully submitted:

REVIEWED BY:

Debra Key  
Debra Key  
Deputy Chief Administrative Officer/CO

Madeline McDonald  
Madeline McDonald  
Chief Administrative Officer





To Whom it May Concern,

We would like to offer this letter in support of the Old Settler Pub's application for the extension of their patio license. We believe that providing dining services through the newly extended patio will continue to be a valuable addition to local tourism economy and provide residents and visitors with the option of a fresh air dining experience.

As the Harrison Tourism Society, we strive to provide sustainable marketing to the Harrison River Valley -Agassiz, Harrison Hot Springs, and Harrison Mills. As Tourism Harrison River Valley, we have been working with the Old Settler Pub and Liquor since our inception. Throughout the years they have consistently provided both residents and tourists a comfortable, casual dining experience.

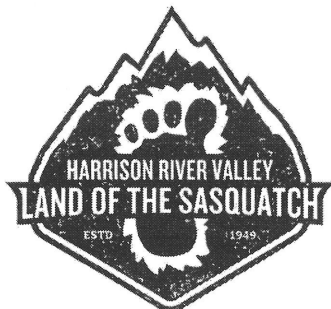
During the pandemic many restaurants closed down or had to pivot and provide take out or provide an outdoor location for diners. In this time, the Old Settler Pub took initiative and applied for government funding to extend their patio to provide a safe dining experience for the community. The Old Settler Pub went beyond the funding to provide a beautifully landscaped, accessible, outdoor dining experience. As we are beginning to shift out of the pandemic, we still continue to see a shift in consumer mindset, with consumers preferring open air experiences. The newly extended patio at the Old Settler Pub provides residents and tourists a safe, open air, dining option, that has proved to be a resilient economic driver for our community.

As the Harrison River Valley, we believe that we are at our strongest when we are working together and hope that Mayor and Council please consider the option to allow for the continuation of the license on the patio for the Old Settler Pub.

Sincerely,

A handwritten signature in black ink that reads "Robert Reyerse".

Robert Reyerse  
Executive Director  
Tourism Harrison River Valley  
604.796.5581 | [robert@tourismharrison.com](mailto:robert@tourismharrison.com)



**Tourism Harrison River Valley**  
[tourismharrison.com](http://tourismharrison.com)  
499 Hot Springs Road | 604.796.5581  
[info@tourismharrison.com](mailto:info@tourismharrison.com)

**JUST UP THE ROAD**

March 17th, 2023

Mayor and Council  
Village of Harrison Hot Springs  
495 Hot Springs Road, P.O. Box 160  
Harrison Hot Springs, BC V0M 1K0

**RE: Outdoor Patios & Patio Expansions**

Dear Mayor & Council,

On behalf of the Harrison Agassiz Chamber of Commerce, we would like to express our strong support for outdoor patios for all businesses in the Village of Harrison Hot Springs.

As you are aware, outdoor patios have become increasingly popular in recent years, providing a safe and enjoyable space for patrons to dine, socialize, and relax. In addition to providing an enhanced experience for customers, outdoor patios have significant economic benefits for our community. By increasing the number of seats available, businesses can generate more revenue, which in turn contributes to the economic wellness of the town. This, in turn, creates more jobs and adds to the economic stability and wellbeing of our small community.

As a Chamber of Commerce, we are committed to promoting the growth and success of our local businesses. We believe that outdoor patios are a crucial element in achieving this goal, especially given the strong tourism industry in our region. By providing a welcoming and inviting environment for visitors, we can enhance the profile of our community and attract even more visitors in the future.

We encourage you to consider the economic benefits of outdoor patios and to support all businesses in our region in their efforts to add these features to their establishments. We are grateful for your ongoing efforts to support our local business community and we look forward to continuing to work together towards our shared goals.

Regards,



Rob Hole  
President  
Harrison Agassiz Chamber of Commerce  
P: 780-826-0083 / E: rob@octopuscreative.ca

HARRISON  
FESTIVAL  
SOCIETY

WORLD MUSIC & ART  
SMALL TOWN ROOTS



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

March 1, 2023

Dear Mayor Wood and Council,

I am writing in support of the Old Settler Pub's application to make their lower patio permanent.

As a non-profit organization with a mandate for community development through the arts, the Harrison Festival Society has partnered with the Old Settler in presenting live music at the pub, most recently through our Tunes About Town series of shows that puts local musicians into local venues. For us, the patio presents an opportunity to continue community arts offerings and other events into the warmer weather. We welcome any opportunity to work with local businesses like the Settler to make Harrison a place that offers not only the physical beauty of our surroundings but also the cultural and entertainment components that keep people socially active and make Harrison an attractive place to live and to visit.

In our dealings with the Old Settler we have found them to be great community partners, with a strong sense of professionalism and a notable history as successful and responsible business owners in the community. We endorse this application and wish them success.

Warm Regards,

Andy Hillhouse  
Executive Director



To the Mayor and members of Council.

Kent and Trent Lucki have asked the public for their help in obtaining a license for their extended patio. We at Muddy waters know how difficult it has been these last couple years with covid, floods, rising gas, food, taxes and insurance costs.

The Government also knows how difficult it has been and has given grants to help gain new business in areas of need. The Settler went way beyond this grant and spent a considerable amount of its own money on this piece of property.

The Settler Pub is an iconic part of Harrison, for years it has given back to this community and I hope we can help them during this time. From Jobs for our residents (Second largest Employer in the Village) as well as being a very large tax contributor. They also support the local Artists by allow them to play their music and show their craft.

We at Muddy waters support the idea of allowing them to have a lower patio to entertain larger groups of people that will no doubt support other businesses in our village during their stay.

Thank You

Richard Fife

Jenny Peters

Muddy Waters Café

A handwritten signature in black ink, appearing to be 'Richard Fife', written over the printed name.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: May 1, 2023
FROM: Kelly Ridley Interim CAO/Acting CO FILE: 3900-02
SUBJECT: Final Reading of Village of Harrison Hot Springs Indemnification Bylaw No. 1190, 2023

ISSUE:

At the April 17, 2023 Regular Council meeting, Mayor Wood requested an amendment to the draft Council Indemnity Bylaw No. 1190, 2023 prior to it receiving first three readings.

BACKGROUND:

Attached to this memo is the amended Village of Harrison Hot Springs Indemnification Bylaw No. 1190, 2023 which received first three readings at the April 17, 2023 meeting.

Mayor Wood requested that the Bylaw be amended by replacing wording in section c under "Municipal Official" to - c. "a person who is or was a person referred to in section 287 (1) of the Local Government Act, only in relation to the exercise of powers or performance of duties or functions for or on behalf of the Village; but does not include an independent service provider, professional advisor or contractor engaged by the Village from time to time on a fee for service basis."

The Village's bylaw was based on the City of Abbotsford's Indemnification Bylaw, 2011 which does note section 287 (1) of the Local Government Act in this part of their bylaw however, when staff was putting together the Village's Indemnification bylaw it was determined that Section 287 now refers to the "Use of Money from sale of land or improvements" and Section 740 (1) - Indemnification against proceedings for local government officials is now part of the Indemnification section of the Local Government Act. Staff has removed the reference to Section 287 and added the requested wording.

The reference to Section 738 (1) (Immunity for individual municipal local public officers) under section c in the bylaw comes directly from the wording in the Local Government Act.

RECOMMENDATION:

THAT Council for the Village of Harrison Hot Springs give final reading to the Harrison Hot Springs Indemnification Bylaw No. 1190, 2023.

Respectfully Submitted:

*Kelly Ridley*

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 1190, 2023

### A bylaw to provide for the indemnification of Council Members, Officers or Employees

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**WHEREAS** the Council of the Village of Harrison Hot Springs has deemed it advisable to establish an Indemnification bylaw for a current or former council members, current or former municipal officers or employees.

**AND WHEREAS** under Section 720 (Indemnification against proceedings for Local Government Officials) of the *Local Government Act*, Council may provide for the indemnification of municipal officials.

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

**1. CITATION**

This Bylaw may be cited for all purposes as the “Village of Harrison Hot Springs, Indemnification Bylaw. No 1190, 2023”.

**2. INTERPRETATION**

In this Bylaw:

“**Council**” means the Council of the Village of Harrison Hot Springs.

“**Indemnity**” means to pay the amounts required or incurred

- (a) to defend an action or prosecution brought against a person in connection with the exercise or intended exercise of the person's powers or the performance or intended performance of the person's duties or functions,
- (b) to satisfy a judgment, award or penalty imposed in an action or prosecution referred to in paragraph (a), or
- (c) in relation to an inquiry under the *Public Inquiry Act*, or to another proceeding, that involves the administration of the municipality or the conduct of municipal business;

As a limit on indemnification, a council must not pay a fine that is imposed as a result of a municipal official, being convicted of an offence that is not a strict or absolute liability.

**Municipal official**" means

- (a) a current or former member of Council,
- (b) a current or former employee or officer of the Village; or

(d) a person who is or was a person referred to in Section 738 (1) of the *Local Government Act* (immunity for individual municipal local public officers), but only in relation to the exercise of powers in the performance of duties or functions for or on behalf of the village;

but does not include an independent service provider, professional advisor or contractor engaged by the Village from time to time on a fee for service basis.

“**Village**” means the Village of Harrison Hot Springs.

“**Willful misconduct**” in relation to a municipal official, includes, without limitation, willfully acting contrary to the terms of his or her employment or to a lawful direction or order of a supervisor.

**3. INDEMNITY**

The Village will indemnify its municipal officials against a prosecution or an action brought against a municipal official, including, for certainty, reasonable legal costs incurred in relation to the proceeding, provided that the person to be indemnified:

- (i) promptly, after being served with a document initiating an action or prosecution, delivers a copy of the same to the Village’s Corporate Officer;
- (ii) does not admit or assume liability, enter into a settlement, or enter a guilty plea except with the approval of Council;
- (iii) consents in writing to the Village having sole discretion to appoint and instruct legal counsel, conduct all necessary investigations, to negotiate and settle the action of prosecution; and
- (iv) assists in providing and securing information, evidence, and witnesses, and cooperates with the Village and appointed legal counsel in defence of the action or prosecution.

**4. SEVERABILITY**

If any provision of this Bylaw is held to be invalid, the invalid portion shall be severed from the bylaw and that invalidity shall not affect the remainder of the bylaw.

**READINGS AND ADOPTION**

READ A FIRST TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

READ A SECOND TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

READ A THIRD TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

ADOPTED THIS                      DAY OF

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

\_\_\_\_\_  
Acting Corporate Officer  
Kelly Ridley





VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1191, 2023

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

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**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to amend Highway and Traffic Bylaw No. 974, 2011 to reflect an adjustment 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. 1191, 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 X DAY OF XXXX, 202X

READ A SECOND THIS X DAY OF XXXX, 202X

READ A THIRD TIME THIS X DAY OF XXXX, 202X

ADOPTED THIS X DAY OF XXXX, 202X

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Ed Wood  
Mayor

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Kelly Ridley  
Acting Corporate Officer

## Highway and Traffic Amendment Bylaw No. XXXX, 2023

### 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 between Esplanade and Lillooet Avenue
- 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 between Esplanade and Lillooet Avenue  
 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:**

Hour 1 – \$2.00  
 Hour 2 – \$3.00  
 Hour 3 – \$4.00  
 Hour 4 – \$5.00  
 \$20.00 per day

##### **Locations:**

Esplanade Avenue east of Hot Springs Road

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



## VILLAGE OF HARRISON HOT SPRINGS BYLAW NO. 1188

### **A Bylaw to establish tax rates for 2023**

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

1. The following rates are hereby imposed and levied for the year 2023:
  - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Schedule I attached hereto and forming a part of this bylaw.
  - (b) For Regional Hospital District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "A" of Schedule II attached hereto and forming a part of this bylaw.
  - (c) For Regional District purposes on the full assessed value of all land and assessed value of all improvements taxable for Regional Hospital District purposes, rates appearing in Column "B" of Schedule II attached hereto and forming a part of this bylaw.
2. The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).
3. This bylaw may be cited as "Tax Rate Bylaw No. 1188, 2023."

#### **REPEAL**

4. Bylaw No. 1175, 2022 Tax Rate Bylaw is hereby repealed.

#### **READINGS AND ADOPTION**

READ A FIRST TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

READ A SECOND TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

READ A THIRD TIME THIS 17<sup>th</sup> DAY OF APRIL, 2023

ADOPTED THIS    DAY OF    , 2023

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Mayor  
Ed Wood

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Acting Corporate Officer  
Kelly Ridley

## BYLAW NO. 1188, 2023

## SCHEDULE I

## GENERAL MUNICIPAL PURPOSES

<b>General Municipal Tax Rates (Dollars of Tax per \$1,000 Taxable Value)</b>	
<b>Property Class</b>	<b>Tax Rate</b>
1. Residential	1.86740
2. Utilities	6.53590
3. Supportive Housing	1.86740
4. Major Industry	6.34916
5. Light Industry	6.34916
6. Business / Other	6.75999
7. Managed Forest Land	5.60220
8. Recreation / Non-Profit	8.94484
9: Farm	1.86740

## BYLAW NO. 1188, 2023

## SCHEDULE II

<b>Regional &amp; Hospital Tax Rates (Dollars of Tax per \$1,000 Taxable Value)</b>			
<b>Property Class</b>	<b>A Regional Hospital</b>	<b>B Regional District</b>	<b>Total</b>
1. Residential	0.08713	0.14430	0.23143
2. Utilities	0.30498	0.50510	0.81008
3. Supportive Housing	0.08713	0.14430	0.23143
4. Major Industry	0.29623	0.49062	0.78685
5. Light Industry	0.29623	0.49062	0.78685
6. Business / Other	0.21347	0.35354	0.56701
7. Managed Forest Land	0.26138	0.43290	0.69428
8. Recreation / Non-Profit	0.08713	0.14430	0.23143
9: Farm	0.08713	0.14430	0.23143





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** May 1, 2023  
**FROM:** Kelly Ridley **FILE:** 3900-01  
Interim CAO/Acting CO  
**SUBJECT:** Parks Regulation Amendment Bylaw No. 1192, 2023

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#### ISSUE:

To amend the Park Regulation Bylaw No. 1150, 2020 to allow for a larger sized sunshade or canopy tent on the beach.

#### BACKGROUND:

At the April 17, 2023 Council meeting, the Village's Bylaw Enforcement Officer submitted a report requesting that Council amend the Park Regulation Bylaw No. 1150, 2020 to allow for a slightly larger sunshade or canopy tent on the beach as enforcement of the existing regulations had been a challenge to enforce.

The existing Park Regulation Bylaw No. 1150 Regulation 4 states:

*"No person shall set up or occupy any camper, trailer, recreational vehicle or other form of camping equipment, fixture, furniture, tent, shelter or apparatus erected for permanent or temporary uses for display, eating, seating, camping, sleeping, staying, storing or residing in on any public space or park; except where;*

- a. a sunshade or sun canopy with a maximum area of 2m<sup>2</sup> and maximum height 1.5m is used for the purpose of blocking sunlight;"

Staff are recommending amending the bylaw to read the following:

#### RECOMMENDATION:

THAT Park Regulation Bylaw No. 1150, 2020" is hereby amended by deleting under the Regulation section 4. a. in its entirety and substituting the following:

- a. a sunshade or sun canopy tent with a maximum dimension of 3.65m<sup>2</sup> X 3.65m<sup>2</sup> (12 feet X 12 feet) and a maximum height of 2.0 m that can be secured to the ground and is used for the purpose of blocking sunlight; and

THAT Park Regulation Amendment Bylaw No. 1192, 2023 be given first three readings.

Respectfully Submitted:

*Kelly Ridley*

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Kelly Ridley  
Interim Chief Administrative Officer/  
Acting Corporate Officer





VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1192, 2023

**A bylaw to amend “Park Regulation Bylaw No. 1150, 2020”**

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The Council, of the Village of Harrison Hot Springs in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the Village of Harrison Hot Springs “Park Regulation Bylaw Amendment Bylaw No. 1192, 2023”.
2. “Park Regulation Bylaw No. 1150, 2020” is hereby amended by deleting under the “Regulation” section 4. a. in its entirety and substituting the following:
  - a. a sunshade or sun canopy tent with a maximum dimension of 3.65m<sup>2</sup> X 3.65m<sup>2</sup> (12 feet X 12 feet) and a maximum height of 2.0 m that can be secured to the ground and is used for the purpose of blocking sunlight.

READ A FIRST TIME THIS XX DAY OF XXXXX, 202X

READ A SECOND TIME THIS XX DAY OF XXXXX, 202X

READ A THIRD TIME THIS XX DAY OF XXXXX, 202X

ADOPTED THIS XX DAY OF XXXXX, 202X

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Ed Wood  
Mayor

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Kelly Ridley  
Acting Corporate Officer