



VILLAGE OF HARRISON HOT SPRINGS NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, July 10, 2023
Time: 7:00 p.m.
Location: Council Chambers,
Village Office, 495 Hot Springs Road,
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 Committee of the Whole Meeting minutes of June 12, 2023 be adopted.	Page 1
(b) THAT the Regular Council Meeting minutes of June 19, 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	
8. CORRESPONDENCE	
(a) Letter to the Minister of Public Safety and Solicitor General from Mayor Paul Horn, City of Mission dated June 16, 2023 Re: Recent Decision to Reduce the Role of Highway Patrol in Responding to Traffic Collisions on Numbered Provincial Highways	Page 15
(b) Letter to the Minister of Housing from Mayor Peter Jones, District of North Saanich dated June 21, 2023 Re: Province of British Columbia's Home for People Action Plan	Page 19

(c) Resolution from the City of Prince George Re: Resolution Submitted to the 2023 UBCM Convention – Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Service	Page 21
(d) Letter to Fraser Valley Regional District Chair Jason Lum from the Minister of Public Safety and Solicitor General dated June 30, 2023 Re: Response Regarding Changes to the BC Highway Patrol Service Delivery Model	Page 23
(e) Email from Ross Buchanan dated July 4, 2023 Re: Interface Fires See also FOI letter of response to Mr. Buchanan dated October 13, 2022	Page 27 Page 29
(f) Letter from Mayor Brenda Locke, City of Surrey dated July 5, 2023 Re: Surrey Police Transition	Page 33
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 Corporate Officer dated July 10, 2023 Re: 2023 By-Election Appointments Recommendation: THAT pursuant to Section 58(1) of the <i>Local Government Act</i> , Kelly Ridley be appointed Chief Election Officer for the 2023 by-election to be held in September 2023; and THAT Amanda Graham be appointed Deputy Chief Election Officer for the 2023 by-election; and THAT Tyson Koch be appointed Deputy Chief Election Officer for the 2023 by-election.	Page 37
(b) Report of Corporate Officer dated July 10, 2023 Re: 2023 Terry Fox Run Permit Recommendation: THAT Council for the Village of Harrison Hot Springs approve waiving the Event Application Fee and Damage Deposit for the 2023 Terry Fox Run/Walk.	Page 39

- (c) Report of Community Services Coordinator dated July 10, 2023
Re: 2023 Grants to Groups

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Recommendation:

THAT the following community groups be provided with funding under the Grants to Groups program:

Agassiz-Harrison Community Services	\$3,000.00
Agassiz-Harrison Aquanauts Swim Club	\$1,500.00
Kent Harrison Arts Council	\$2,000.00
Miami River Streamkeepers Society	\$1,000.00

- (d) Report of Community Services Coordinator dated July 10, 2023
Re: Harrison Community Gardens Request for Funding
See also memo dated June 27, 2023 from Paulene Bechtel

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Page 53

Recommendation:

THAT the Harrison Community Gardens Request for Funding Report be received for information.

- (e) Report of Planning Consultant dated July 10, 2023
Re: Official Community Plan Bylaw No. 1184, 2022 – Public Hearing Date

Page 55

Recommendation:

THAT the Official Community Plan Bylaw No. 1184, 2022 – Public Hearing Date report dated July 10, 2023 be received.

13. BYLAWS

14. NEW BUSINESS

- (a) New Business from Councillor Facio
Re: Health and Wellness Fair Next Spring

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

16. ADJOURNMENT



Amanda Graham
Corporate Officer

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

DATE: Monday, June 12, 2023 at 1:00 p.m.

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

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

Chief Administrative Officer, Tyson Koch
Interim Chief Administrative Officer/Acting CO, Kelly Ridley
Corporate Officer, Amanda Graham
Ryan Chiarot, Emergency Planning Coordinator

ABSENT: None

1. CALL TO ORDER

Mayor Wood called the meeting to order at 1:00 p.m.
Mayor Wood acknowledged the traditional territory of Sts'ailes.

2. INTRODUCTION OF LATE ITEMS

Mayor Wood announced that Council has appointed Tyson Koch as Chief Administrative Officer.

Mayor Wood introduced the new Corporate Officer Amanda Graham.

3. APPROVAL OF AGENDA

Moved by Councillor Facio

THAT the Committee of the Whole agenda dated June 12, 2023 be approved.

**CARRIED
UNANIMOUSLY**
COW-2023-06-01

4. ITEMS FOR DISCUSSION

- (a) Superintendent Davy Lee, Upper Fraser Valley Regional District
Re: Upper Fraser Valley Regional District Strategic Plan 2022 – 2025

Superintendent Davy Lee introduced himself to Council and explained the process of gathering information from local municipalities for the Upper Fraser Valley Regional District Strategic Plan 2023-2026.

Superintendent Lee provided the following questions to Council for their feedback on RCMP operations:

- *Question 1: From a safety perspective, what is the number one issue that your local RCMP needs to address?*

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Council reported concerns surrounding speeding of both passenger vehicles and larger commercial vehicles such as logging and gravel trucks, specifically on Hot Springs Road and Rockwell Drive onto Lillooet Avenue. Council also expressed concerns regarding the burden created by repeat offenders being arrested and released. Updated equipment and training were also highlighted.

- *Question 2: What does your local RCMP do well?*

Council advised that seasonal patrols and presence on the beach has been helpful, specifically on Canada Day. Council complimented the RCMP on their cooperation with the Bylaw Officer and their regular communication with Council regarding updates and statistics. Council expressed appreciation for the RCMP's proactive communication surrounding the recent drug decriminalization changes.

- *Question 3: What could your Local RCMP do better?*

There was discussion surrounding the reinstatement of the seasonal policing program on the beach, lake patrols on the boat and the continued use of the temporary office at the boat launch.

Superintendent Lee was asked what the Village could do to help with RCMP operations. Superintendent Lee advised that the Village does not have a specific municipal contract with the RCMP and that policing in the Village comes from the provincial allocation. If the Village were to enter into a contract with the RCMP, there would be members specifically dedicated to the Village's needs.

- *Question 4: What are one or two concrete actions your local RCMP could undertake in the next year that would make a positive difference in the community?*

Council reported that it may be beneficial to meet with the business community to assist them in making their businesses more secure.

- *Question 5: What's the one thing that your local RCMP and your organization could work on together?*

Council responded that lobbying for funding and more members could be a joint project and encouraged the RCMP to provide them with any information that might assist.

- *Question 6: Do you have any advice for us on how to better communicate with people in your community – both to get our messages out, but also to listen to your concerns?*

It was noted that many of the residents use Facebook and other social media for information. The RCMP could consider using these avenues to get information out when needed. The importance of reaching people who are not on social media was also highlighted.

- *Question 7: Is there anything else you'd like us to consider?*

Council discussed Surrey's transition to a municipal police force, a reasonable growth strategy to 2050, RCMP 150th Anniversary events and the RCMP Musical Ride.

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- (b) Bruce Blackwell, BA Blackwell & Associates
Re: Urban Forest Master Plan – May 23, 2023

Mr. Blackwell provided a PowerPoint presentation on the Urban Forest Master Plan and raised several concerns:

- There is no routine hazard tree assessment by a qualified tree risk assessor in priority areas. Adequate records are not kept. Trees along popular trails and those stressed by previous droughts and ice storms will need to be regularly assessed and monitored.
- Tree preservation and protection, especially during construction. Enforcement of bylaws surrounding tree protection is needed. The existing bylaws are not strong enough to ensure adequate tree protection.
- Caring for the current and future urban forest. The tree population is aging, and new trees will need to be planted. New landscaping is inspected for quality by the developer's Qualified Environmental professional and may not meet Village standards. The right trees should be planted in the right places.
- The effects of climate change on the urban forest. Climate change is predicted to cause an increase in risk of fire, pests, disease, droughts, and flooding. The urban forest can counteract climate change by reducing emissions, sequestering carbon, and mitigating heat. Unmanaged resource land increases the risks from hazard trees and wildfire.

Mr. Blackwell made the following recommendations:

- Building Internal Capacity – Amend the vision statement to support the protection, establishment, and enhancement of the Village's urban forests. Pool resources with other FVRD communities to retain a Qualified Professional and coordinate FireSmart assessments, fuel treatments and tree risk assessments.
- Tree Management and Preservation Bylaw No. 1015 – Require homeowners to replace trees that have been removed as a condition of the tree management permit. Include tree protection guidelines and specifications and implement penalties for excessive pruning or damage to trees on private property.
- Subdivision Development Servicing Bylaw No. 578 – Require replacement trees as a condition of tree cutting. Implement maintenance securities for tree replacements to aid in successful establishment. Provide incentives to land developers for retaining mature trees by reducing permit fees or tree replacement requirements.
- Hazard tree management for public safety – Identify priority areas for tree risk assessments. Schedule routine tree risk assessments for priority areas to be conducted by a qualified tree risk assessor. Create assessment and management guidelines for high-value, distinct trees as they age.
- Climate change and building urban forest resilience – Identify residential areas in the wildland urban interface at risk of wildfire and adopt a preferred tree species list to promote genus and species diversity.

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(c) Synthetic Ice Rink

Re: See also Staff Report dated April 3, 2023 regarding 2022 – 2023 Synthetic Outdoor Rink Operation and Toxicity Document from Xtraice

Moved by Mayor Wood

THAT the synthetic rink operation and future projects associated to it be discontinued; and

THAT the matter be referred back to staff to investigate whether the synthetic rink can be sold due to it having been purchased with RMI funds.

**CARRIED
OPPOSED BY COUNCILLOR FACIO**
COW-2023-06-02

Recess at 2:40pm

The meeting reconvened at 2:47pm

Moved by Mayor Wood

THAT the June 12, 2023 Committee of the Whole meeting reconvene.

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

(d) Ryan Chiarot, Emergency Planning Coordinator

Re: Emergency Evacuation Route

See also Staff Report dated June 30, 2020 regarding Evacuation Route Recommendation

Discussions took place on the chosen route through Sasquatch Park, and the other routes that were ruled out.

The Emergency Planning Coordinator was asked about the current status of the project. He stated that although the project is with the province for review, they are waiting for approval from one neighbouring First Nation's bands.

Mayor Wood asked the Emergency Planning Coordinator to explain the current Community Wildfire Protection Plan from 2018 and how the coordination between emergency services works during an emergency.

The Emergency Planning Coordinator was asked what the Village could do to help. He responded with advocating for the approval of the proposed route.

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Moved by Councillor Jackson

THAT Council investigate sending a delegation to the appropriate Minister and present a specific plan for the proposed evacuation route to them.

**CARRIED
UNANIMOUSLY**
COW-2023-06-04

There was discussion surrounding the timeline of preparing and presenting a delegation before Parliament breaks for the summer. It was determined that the UBCM Convention in September 2023 presents a good opportunity to try and speak to the appropriate Minister.

5. ADJOURNMENT

Moved by Councillor Facio

THAT the meeting be adjourned at 3:29 p.m.

CARRIED UNANIMOUSLY
COW-2023-06-05

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer

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

DATE: Monday, June 19, 2023
TIME: 7:00 p.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, Harrison Hot Springs, BC

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

Chief Administrative Officer, Tyson Koch
Interim Chief Administrative Officer/ Acting CO, Kelly Ridley
Chief Financial Officer, Scott Schultz
Corporate Officer, Amanda Graham
Community Services Coordinator, Christy Ovens
Planning Consultant, Ken Cossey

ABSENT:

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

Mayor Wood announced staff changes at the Village Office:

- Announced that Tyson Koch has been appointed as Chief Administrative Officer
- Re-introduced Chief Financial Officer Scott Schultz who is rejoining the Village
- Introduced the new Corporate Officer Amanda Graham
- Introduced the new Community Services Coordinator Christy Ovens

3. APPROVAL OF AGENDA

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the agenda dated June 19, 2023 be approved.

**CARRIED
UNANIMOUSLY**
RC-2023-06-13

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Special Pre-Closed Council Meeting Minutes of April 27, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-06-14

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Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Special Pre-Closed Council Meeting Minutes of May 31, 2023 be adopted as amended by marking Councillor Facio as absent.

**CARRIED
UNANIMOUSLY**
RC-2023-06-15

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Regular Council Meeting Minutes of June 5, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-06-16

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Special Pre-Closed Council Meeting Minutes of June 6, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-06-17

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Special Pre-Closed Council Meeting Minutes of June 12, 2023 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2023-06-18

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

None

7. DELEGATIONS/PETITIONS

None

8. CORRESPONDENCE

- (a) Letter from Minister Harry Bains, Minister of Labour dated June 14, 2023
Re: Fraser Valley Transit Collective Bargaining Dispute

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the letter from Minister Harry Bains, Minister of Labour dated June 14, 2023 be received.

**CARRIED
UNANIMOUSLY**
RC-2023-06-19

9. BUSINESS ARISING FROM CORRESPONDENCE

None

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

Councillor Facio

- Fraser Health – No Report
- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on June 8, 2023.
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Thanked the Interim CAO/Acting CO Kelly Ridley for all the work she has done for Council and the Village.

Councillor Vidal

- Community Futures North Fraser Board of Directors – No Report
- Corrections Canada Citizen's Advisory Committee – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Committee of the Whole Meeting on June 12, 2023.
- Attended the Lets'emot C2C meeting on June 14, 2023.
- Attended a Lower Mainland Local Government Association meeting on June 15, 2023.
- Attended the Opening Ceremony for Sasquatch Days on June 17, 2023.

Councillor Jackson

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison
 - Attended a Canada Day planning meeting.
- Attended the Opening Ceremony for Sasquatch Days on June 17, 2023.

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11. MAYOR'S REPORT

- Reported that the Canada Day Fireworks have been cancelled.
- Reported on the by-election that will be coming later this year and explained the process.
- Reported on the Lets'emot C2C meeting on June 14, 2023.
- Reported on the Committee of the Whole Meeting on June 12, 2023.

12. REPORTS FROM STAFF

- (a) Report of Chief Financial Officer dated June 19, 2023
Re: 2022 Statement of Financial Information

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the 2022 Statement of Financial Information for the Village of Harrison Hot Springs be approved.

**CARRIED
UNANIMOUSLY**
RC-2023-06-20

- (b) Report of Chief Financial Officer dated June 19, 2023
Re: 2022 Annual Report

Mayor Wood asked the public if there were any questions regarding the 2022 Annual Report only.

Questions were received from the public.

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the 2022 Village of Harrison Hot Springs Annual Report be approved.

**CARRIED
UNANIMOUSLY**
RC-2023-06-21

- (c) Report of Interim CAO/Acting CO dated June 19, 2023
Re: Committee Liaison Appointments

Moved by Mayor Wood
Seconded by Councillor Vidal

THAT Councillor Facio be appointed as Council liaison to Agassiz-Harrison Healthy Communities on a temporary basis until a new Councillor is elected.

**CARRIED
UNANIMOUSLY**
RC-2023-06-22

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Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Councillor Jackson be appointed as Council liaison to Harrison-Agassiz Chamber of Commerce on a temporary basis until a new Councillor is elected.

**CARRIED
UNANIMOUSLY**
RC-2023-06-23

Moved by Mayor Wood

THAT Mayor Wood be appointed as municipal director to the Fraser Valley Regional District and Fraser Valley Regional District Hospital Boards.

**MOTION FAILED
LACK OF SECONDER**

Moved by Mayor Wood

THAT Mayor Wood be appointed as alternate municipal director to the Fraser Valley Regional District and Fraser Valley Regional District Hospital Boards until 2025, and municipal director starting October 2025.

**MOTION FAILED
LACK OF SECONDER**

Moved by Councillor Vidal
Seconded by Mayor Wood

THAT Council liaison appointments to the Fraser Valley Regional District and Fraser Valley Regional District Hospital Boards be postponed until after the by-election is held and a new Councillor is elected.

**CARRIED
UNANIMOUSLY**
RC-2023-06-24

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- (d) Report of Interim CAO/Acting CO dated June 19, 2023
Re: Appointments with Provincial UBCM Ministry Appointments

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT Council for the Village of Harrison Hot Springs endorse staff organizing meetings with the Ministers of the following Ministries:

Ministry of Tourism, Arts, Culture and Sport; Ministry of Environment and Climate Change Strategy; Ministry of Housing; Ministry of Transportation and Infrastructure; Inspector of Municipalities; Ministry of Emergency Management and Climate Readiness; and Ministry of Public Safety and Solicitor General – RCMP; and

THAT staff be authorized to set up meetings with Ministry staff if appointments with the Ministers are not available.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2023-06-25

- (e) Report of Planning Consultant dated June 19, 2023
Re: The Official Community Plan (OCP) Review Process

Mayor Wood requested that the resolution in the in the report be separated.

Moved by Mayor Wood

THAT Official Community Plan Bylaw No. 1184, 2022 be defeated.

MOTION FAILED
LACK OF SECONDER

Moved by Mayor Wood

THAT Official Community Plan Bylaw No. 1184, 2022 be referred to a Committee of the Whole for further discussion.

MOTION FAILED
LACK OF SECONDER

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Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Council reread the Official Community Plan Bylaw No. 1184, 2022 a second time as amended.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2023-06-26

Moved by Councillor Vidal
Seconded by Councillor Facio

THAT staff be authorized to set up a public hearing for the draft Official Community Plan Bylaw No. 1184, 2022.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2023-06-27

- (f) Report of Planning Consultant dated June 19, 2023
Re: Board of Variance (BoV) versus an Advisory Planning Commission (APC)

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Board of Variance (BoV) versus an Advisory Planning Commission (APC) report dated June 19, 2023 be received for information.

CARRIED
UNANIMOUSLY
RC-2023-06-28

13. BYLAWS

- (a) Code of Conduct Bylaw 1189, 2023

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT Code of Conduct Bylaw No. 1189, 2023 be referred back to staff to enhance its clarity and readability.

MOTION FAILED
OPPOSED BY COUNCILLORS FACIO AND VIDAL

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Code of Conduct Bylaw No. 1189, 2023 be given final reading and adoption.

MOTION FAILED
OPPOSED BY MAYOR WOOD AND COUNCILLOR JACKSON

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14. NEW BUSINESS

None

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

Questions from the public were entertained.

16. ADJOURNMENT

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the meeting be adjourned at 9:14 p.m.

**CARRIED
UNANIMOUSLY**
RC-2023-06-29

Ed Wood
Mayor

Kelly Ridley
Interim Chief Administrative Officer/
Acting Corporate Officer



OFFICE OF THE MAYOR

FILE: 01-0410-05

June 16, 2023

The Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
Via Email: PSSG.Minister@gov.bc.ca

Dear Minister Farnworth:

Re: Recent Decision to Reduce the Role of Highway Patrol In Responding to Traffic Collisions on Numbered Provincial Highways

I write today to express concerns on behalf of the City of Mission about the recent decision to reduce the role of Highway Patrol in responding to traffic collisions on numbered provincial highways.

We have three concerns. First, we believe the RCMP has made this decision without adequately consulting Fraser Valley and Metro Vancouver municipalities. Second, we believe that this decision will have a negative impact on our community policing capacity, reducing safety, and increasing detachment workloads which are already stressed. Finally, we are concerned that this decision will negatively impact our ability to budget for our policing services.

The decision-making process on this matter did not achieve the standard we expect from the RCMP. Municipalities first heard about this decision via an RCMP-CAO Zoom call in March 2023, with no official recognition in writing until May 16 of this year. According to Chief Superintendent Turton, the decision received support from the Ministry of Public Safety and Solicitor General in February of this year, even though nobody at the municipal level had any opportunity to give input. As you have heard from Mission, we believe there should be more collaboration in strategic and capital policing decisions. This decision offered no collaboration whatsoever, despite the fact it will impact our budget and community safety.

In her remarks at the Mayors' Forum on May 23, C/Supt. Turton advised that the RCMP felt it was complying with its responsibility for consultation by giving six months' notice. Her remarks were met with considerable alarm from the Mayors in attendance. Without more time or an opportunity to plan together, local governments are left guessing about the impact on our municipal resources and the best way to adjust to these changes. Many expressed the very real

concern that an incident on a local highway could draw away the members of a detachment for 12 or more hours, leaving no one to respond to public safety matters in their communities.

Mayors and CAOs are still awaiting a fulsome description of how local detachments and BCHP will partner with us. To-date, we have only been assured that BCHP will assist “when we can.”

Further, C/Supt. Turton’s May 16th letter and May 23rd comments alluded to the recruitment benefits of this policy “re-alignment.” She stated that BCHP candidates want to work on proactive traffic enforcement matters, and that collision response is a deterrent to recruitment. Mission believes strongly that this policy change will have the effect of transferring the burden to our local members, worsening detachment morale and making it harder to retain officers. They too need an opportunity to work proactively. They too have concerns about workload.

C/Supt. Turton also indicated that the province’s recent decision to add \$230 million for the recruitment of provincial officers would help to offset this realignment. As you know, Mission has been advocating for additional provincial officers since 2008. While we appreciate these dollars for the recruitment of new provincial officers, it is not accurate to describe them as a remedy to any reduced capacity of BCHP.

In the last few years, local governments have struggled to keep their policing budgets at a sustainable level. As we grow, we aim to maintain a ratio of 1 member per 750 citizens, but that has become increasingly difficult given the budgetary pressures caused by the first RCMP collective agreement, body-worn cameras, body armour and costs associated with 9-1-1. Mission has seen RCMP members asked to broaden their scope of work in areas such as Situation Tables, homelessness outreach, and secondment to areas threatened by wildfire. We have been advised to expect a significant increase in the next IHIT budget and to prepare for the next round of collective bargaining. While all these items create budgetary pressures, they can at least be described as “value additions.” The realignment of BCHP services stands alone because it will likely cost cities more while reducing levels of service.

According to C/Supt. Turton, the current service delivery model has existed for at least twelve years. Here in Mission, we believe that changing a relationship of that duration deserves careful consideration by all stakeholders. For these reasons, we call upon PSSG to ensure the following:

1. That the effective date of September 1, 2023, be delayed so that local municipalities, local police services, and the RCMP Lower Mainland District can adequately plan for a safe transition.
2. That BCHP and local detachments work together to achieve a clear and mutual understanding of their roles, the conditions for shared work, and a phased schedule for these changes to occur.
3. That a clear method and timeline for assessing the new model is included in our collective planning, with resources for adjusting to any challenges along the way.

Mission has been served well by the RCMP and we remain dedicated to working with them to provide quality policing in our community. To do so, we must ensure that local voices are heard in decisions about policing policy and funding. I fear that this recent decision will have a deleterious effect on our relationship with the RCMP unless you intervene to ensure that there is an equitable and collaborative dialogue involving all parties.

Sincerely,



PAUL HORN
MAYOR

Cc. Doug Scott, Deputy Solicitor General pssg.correspondence@gov.bc.ca
Chief Superintendent Holly Turton, OIC BC Highway Patrol E_BCHP_OICOffice@rcmp-grc.gc.ca
Inspector Ted Lewko, Officer in Charge, Mission RCMP Detachment
Pam Alexis, MLA, Abbotsford-Mission, Minister of Agriculture and Food Pam.Alexis.MLA@leg.bc.ca
Bob D'Eith, MLA, Maple Ridge-Mission D'Eith.MLA, Bob Bob.Deith.MLA@leg.bc.ca
Brad Vis, MP, Mission-Matsqui-Fraser Canyon Brad.Vis@parl.gc.ca
Metro Vancouver and FVRD Mayors
Metro Vancouver and FVRD Board Chairs
Jennifer Kinneman, Chief Administrative Officer, FVRD
Jerry Dobrovolny, Commissioner / Chief Administrative Officer, Metro Vancouver
c/o Maureen.trainor@metrovancover.org
City of Mission Council



Via email: HOUS.minister@gov.bc.ca

June 21, 2023

The Honourable Ravi Kahlon
Ministry of Housing
PO Box 9844 Stn Prov Govt
Victoria, BC V8W 9T2

Dear Honourable Kahlon:

Re: Province of British Columbia's Home for People Action Plan

At its Regular Council meeting held June 19, 2023, the District of North Saanich Council approved the following resolution:

"That the Mayor be authorized to send a letter to the Minister of Housing, with copies to the MLA for Saanich North and the Islands and all members of the Union of British Columbia Municipalities, regarding the recently announced action plan "Homes for People" and request that the Minister take into consideration the following:

- 1. The diversity and size of communities throughout the province and their unique housing needs;*
- 2. The differences between rural and urban communities and their availability of infrastructure; and,*
- 3. The significant impact on existing local infrastructure capacity to service increased development and density.*

And that the Minister be further advised that the District of North Saanich is concerned that broad legislative changes may curtail the local planning authority vested in local governments and expressed in their Official Community Plans and Zoning bylaws, for which significant public input has been received and accounted for in these important planning policy instruments."

A good portion of North Saanich is in the Agricultural Land Reserve (ALR); as such, we have concerns regarding the potential conflict between residential and agricultural land use. We have struggled with this very issue in recent years as have other communities surrounded with rural areas and have experienced development pressure.

Respectfully, we request you consider that there are other communities, just as unique as ours, for which a province-wide, "one-size-fits-all", approach to increasing housing supply may not be in their best interest and may result in communities that no longer resemble the ones that people chose to live in. If the Province targeted support to communities either better suited or desirous of increased density, British Columbians would have the ability to choose the housing type and the community that is the best fit for them.

We thank you for your thoughtful consideration of our concerns on this very important initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter Jones". The signature is fluid and cursive, with the first name "Peter" and last name "Jones" clearly distinguishable.

Peter Jones
Mayor

cc: Adam Olsen, MLA for Saanich North and the Islands
Members of the Union of BC Municipalities

Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Service

WHEREAS communities across British Columbia are facing a significant increase in calls to respond to emergency medical incidents;

AND WHEREAS local governments provide for their fire departments to support prehospital patient care in their community by providing emergency medical services that assist the Provincial Government's BC Ambulance Service;

AND WHEREAS the costs associated with supporting prehospital care by local government fire departments has increased significantly in relation to response hours and increased use of first aid and other medical supplies and that such costs are funded solely through local government property taxation;

THEREFORE BE IT RESOLVED that the Provincial Government develop a funding model to compensate local governments who provide emergency medical services through their fire and rescue services fulfilling the responsibility of the provincial government with consideration given to community population and the fire department's authorized level of emergency medical response.

VIA EMAIL

Ref. 654357

June 30, 2023

Jason Lum
Chairman
Fraser Valley Regional District
45950 Cheam Avenue
Chilliwack BC V2P 1N6
Email: jlum@fvrd.ca

Dear Jason Lum:

Thank you for your letter dated May 23, 2023, highlighting concerns regarding the realignment of the South Coast Highway Patrol (SCHP) service delivery model.

As you may be aware, under the *Police Act* (BC), municipalities above 5,000 population are responsible for providing policing services within their municipal boundaries, including responses to traffic-related calls-for-service (TCFS) on Provincial highway sections within their municipal boundaries. TCFS include traffic-related complaints received from the public, such as collisions or erratic driving complaints, that may result in a police officer being dispatched.

The BC Highway Patrol (BCHP), of which SCHP is a district-based team, is funded by the Province. The BCHP service delivery model includes proactive traffic enforcement on Provincial numbered highways, including sections within municipal boundaries, at no cost to the municipalities. Proactive traffic enforcement occurs during patrols on provincial highways and includes self-generated work conducted by police officers that results in officers issuing violation tickets and/or conducting impaired driving investigations.

In April 2022, RCMP's BC Highway Patrol (BCHP) unit submitted a proposal to the Province to correct the SCHP misalignment by no longer including responses to TCFS in the SCHP service delivery model, making it consistent with the *Police Act* and the broader BCHP model.

.../2

In February 2023, the Province formally supported the correction of the SCHP service delivery model, contingent on the development and implementation of a comprehensive communications and engagement strategy with stakeholders, as well as on formal reporting requirements 12 months and 24 months post-implementation that monitored outcomes.

While the Province received the proposal in April 2022, it is my understanding that for the past two years, SCHP has been in communication with Police of Jurisdiction (POJ) in each of the affected municipalities prior to seeking approval from the Province for the realignment.

Following Provincial support, BCHP has engaged with the affected municipalities and POJs to provide further information regarding the SCHP service delivery realignment.

In March and May 2023, BCHP presented to municipal representatives, and in May 2023, BCHP sent information packages to all affected municipalities and POJs.

I am aware that BCHP has extended an invitation to Mayors of affected municipalities to attend a dedicated meeting about the SCHP realignment, its impacts, and benefits, on July 5, 2023, at Langley Fire Hall #6, 21170 50 Avenue, Langley. The meeting will be from 10:00 am to noon and will provide the opportunity for further discussion. The invitations were distributed June 19, 2023, by email, to Mayors, with a recommendation that a representative from their POJ also attend.

Representatives from the Ministry of Public Safety and Solicitor General will be in attendance at the July 5, 2023, meeting and look forward to hearing the discussions.

As part of the Provincial Government's Safer Communities Action Plan announced on November 20, 2022, the Province approved an unprecedented, multi-year investment of approximately \$230 million to the base funding for the RCMP, as the Provincial Police Service, to address existing gaps in staffing and allow the Provincial Police Service to reach its full authorized strength of 2,602 members. Staffing vacancies in BCHP have been identified as a key priority under the Provincial Investment.

BCHP has identified that the service model misalignment is a key factor in both retaining and recruiting members for the SCHP. As a result of staffing and vacancy issues, service levels provided by the SCHP have been adversely impacted, which included reductions in hours of operation. This realignment is intended to facilitate an increase in both personnel and services.

The Province will continue to monitor the outcomes of the realignment through ongoing communications with the municipalities, the POJs, and the RCMP; and through the formal reporting requirements of the approval.

.../3

Thank you once again for your letter and bringing forward your concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Farnworth".

Mike Farnworth
Minister of Public Safety and Solicitor General
and Deputy Premier

pc. The Honourable Anne Kang, Minister of Municipal Affairs
Mayor Ross Siemens, City of Abbotsford
Mayor Ken Popove, City of Chilliwack
Mayor Ed Wood, Village of Harrison Hot Springs
Mayor Victor Smith, District of Hope
Mayor Sylvia Pranger, District of Kent
Mayor Paul Horn, City of Mission
Assistant Commissioner Maureen Levy, Lower Mainland District Commander
Chief Superintendent John Brewer, Acting Criminal Operations Officer – CORE Policing
Chief Superintendent Holly Turton, Officer in Charge, BC Highway Patrol
Inspector Brian Donaldson, OIC South Coast Highway Patrol
Superintendent Davy Lee, Officer in Charge, Upper Fraser Valley Regional RCMP
Detachment
Jamie Lipp, A/ Deputy Director of Police Services and Executive Director, Indigenous,
Core Policing and Contract Management Division, Policing and Security Branch
Katherine St. Denis, Director, BC RCMP Service Delivery, Policing and Security Branch

Amanda Graham

From: Tyson Koch
Sent: July 4, 2023 11:14 AM
To: Amanda Graham
Cc: Kelly Ridley
Subject: FW: Interface Fires....
Attachments: 2022.10.13 FOI.Buchanan.pdf

Please add this to the agenda for Monday, thanks.

From: Ed Wood <ewood@harrisonhotsprings.ca>
Sent: Tuesday, July 4, 2023 11:11 AM
To: Kelly Ridley <kridley@harrisonhotsprings.ca>
Cc: Tyson Koch <tkoch@harrisonhotsprings.ca>
Subject: Fwd: Interface Fires....

Please add this to the agenda under correspondence

Ed Wood, Mayor

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

Ph: 604-845-0753
Village Office: 604-796-2171
Website: www.Harrisonhotsprings.ca

From: [REDACTED]
Sent: Tuesday, July 4, 2023 10:23:04 AM
To: Ed Wood <ewood@harrisonhotsprings.ca>; Allan Jackson <ajackson@harrisonhotsprings.ca>; Michie Vidal <MVidal@harrisonhotsprings.ca>; Leo Facio <LFacio@harrisonhotsprings.ca>
Cc: Tyson Koch <tkoch@harrisonhotsprings.ca>; Reception <info@harrisonhotsprings.ca>
Subject: Interface Fires....

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

On Sept. 19, 2022, in a letter to the Village of Harrison Hot Springs (attached), in response to the Mayor and Councils "request for comments and suggestions" regarding the proposed draft OCP, Fire Chief Trevor Todd expressed his concerns regarding the inadequacies of the VHHS Fire Department to effectively defend the village against an Interface Fire. Specifically his concerns are that water supplies for an Interface Fire "...could be compromised and left insufficient or unattainable."

In the 9 months since the Fire Chief advised the Village of Harrison Hot Springs of this deficiency what corrective actions have been taken?

Please advise.

Could you please confirm receipt of this letter and ensure that this letter is included in the Correspondence for the July 10th Council Meeting.

Ross Buchanan
Harrison Hot Springs, BC



File: 0580-20

October 13, 2022

Mr. Ross Buchanan

Harrison Hot Springs, BC V0M 1K0

Dear Mr. Buchanan:

Subject: **Request for Access to Records under the
Freedom of Information and Protection of Privacy Act**

The Village of Harrison Hot Springs received your request for access to records under the *Freedom of Information and Protection of Privacy Act* (the Act) on September 26, 2022

You requested "records of the summary of the comments from the Harrison Hot Springs Fire Department that forms part of the Village Planner's recommendation to Council".

I wish to advise that the requested records are available for access and are enclosed.

Yours truly,

Debra Key, FOIP Coordinator
Deputy Chief Administrative Officer/CO

/dk
enclosure



Harrison *Hot Springs* Fire Department

P.O. Box 160,555 Hot Springs Road

Harrison Hot Springs, BC, Canada, V0M1K0

Phone: (604) 796-9966 - Email: InfoHHSFD@HarrisonHotSprings.ca

Sept 19th, 2022

Debra Key

Deputy Chief Administrative Officer/Corporate Officer

Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC

V0M1K0

Attention: Debra Key

Dear Debra,

I am writing to respond to Mayor and Council's request for comments and suggestions on Section 4.5 of the Draft Official Community Plan (OCP) Bylaw No 1184, 2022.

As you are aware, the OCP recognizes designating a "Wildfire Development Permit" area and outlines several guidelines to direct development in the area with the intention of preventing, reducing or mitigating wild fire risk. It is positive to see that there are guidelines being established to protect this area from fire risk. Implementation of the ten guidelines, identified in 4.5.4, could certainly influence development and aid in reducing and preventing wildfire risk. These guidelines need to be combined with significant efforts in education, permitting and bylaw enforcement.

It is important to note that the Harrison Fire Department has paid on- call fire fighters trained and equipped in Structural Fire-Fighting. Interface Wildfire Protection is different and requires specific equipment and training. The water supply for suppression of a wildfire is different than those for structural fire- fighting. Suppression efforts for an Interface Wild Fire relies on a consistent water source. Reliance on hydrants for water supply, as with structural fire- fighting, could be compromised and left insufficient or unattainable. Ensuing a full understanding of the differing needs and resources is essential in establishing guidelines for pre-attack planning and prevention of wild fires.

Section 4.54 establishes a beginning foundation for the prevention and mitigation of wildfire risk in this area. My recommendation is that further assessment is done. A fire prevention plan should be developed. Third- party assessment can be done within the context of the OCP to examine the current and future needs, the guidelines and the adequacy of the current fire-fighting resources. This will serve to ensure that the guidelines are sufficient in meeting the objective of protection from hazardous conditions.



Harrison *Hot Springs* Fire Department

P.O. Box 160,555 Hot Springs Road

Harrison Hot Springs, BC, Canada, V0M1K0

Phone: (604) 796-9966 - Email: InfoHHSFD@HarrisonHotSprings.ca

Thank you for allowing me this opportunity to provide input. Please do not hesitate to let me know if you have any questions or concerns.

Regards,

Trevor Todd
Fire Chief
Harrison Hot Springs Fire Department

Debra Key

Subject:

FW: Fire Dept Feedback for OCP



Debra Key, Deputy Chief Administrative Officer / Corporate Officer
Deputy Chief Elections Officer

E: dkey@harrisonhotsprings.ca

Village of Harrison Hot Springs

Resort Municipality

PO Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC V0M 1K0

P: 604-796-2171

F: 604-796-2192

W: harrisonhotsprings.ca

The information transmitted herein is confidential and may be privileged. It is intended solely for the person to whom it is addressed. Any review, retransmission, dissemination, taking of any action in reliance upon, or other use of this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please notify the sender and delete or destroy all copies. Thank you.

From: Madeline McDonald

Sent: September 20, 2022 11:31 AM

To: Planning <Planning@harrisonhotsprings.ca>

Cc: Chief Todd [REDACTED]

Subject: Fire Dept Feedback for OCP

Hi Ken,

I spoke with Chief Todd about the intent of his Sept 19, 2022 letter regarding the draft OCP Bylaw No 1184, 2022 and can confirm the following:

The Village of Harrison Hot Springs Fire Department has reviewed the draft OCP (Bylaw No. 1184, 2022) and supports the inclusion of Development Permit Area for Wildfire Protection. The Department encourages the Village to treat the Community Wildfire Protection Plan (2017) as a living document which should be updated on a regular basis. The Department notes that effective Interface Wildfire Protection will require additional training and resources for the Fire Department, along with significant efforts in education, permitting and bylaw enforcement. The Fire Chief recommends further assessments be undertaken as development moves forward in the Village.

Kind regards,



Madeline McDonald, Chief Administrative Officer

Village of Harrison Hot Springs

Resort Municipality

P.O. Box 160, 495 Hot Springs Road

Harrison Hot Springs, BC V0M 1K0

P: 604-796-2171

W: harrisonhotsprings.ca

CITY OF SURREY

OFFICE OF THE MAYOR

July 5, 2023

Mayor and Council
Harrison Hot Springs (Village)
495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

By email: info@harrisonhotsprings.ca

Dear Mayor and Council,

It is important for local governments to know the impact of the Surrey Police Transition on your city, town or regional district, should it go ahead.



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126

As you may know, Surrey Council voted to keep the RCMP as the police of jurisdiction (POJ). We communicated our decision to the Solicitor General (SG) who, continued to “recommend” that the city stay with the transition to the Surrey Police Service (SPS), but asked that the City choose between two options,

- 1) To continue the transition to the SPS with no evaluation of the SPS model.
- 2) To stay with the RCMP as the POJ with conditions.

The Premier, the SG and the Ministry’s report recognize that it is the role of municipalities to choose their policing model. The SGs’ authority under the Act is a safety net if the “adequate and effective” policing standard is not met. It does not grant the SG the authority to impose hundreds of millions of dollars’ worth of costs into the municipal budget on a political whim.

I am writing to you today for two reasons.

Firstly, is to express my deep concern for the statements made by the provincial government and the Solicitor General suggesting that should Surrey remain with the RCMP would create a public safety crisis; this is not truthful.

In fact, the ministry’s own report states *“It is not based on a failure by police to deliver adequate and effective policing nor a failure in public safety. Quite the opposite is true, front-line officers in the SPS and the RCMP are working hard to serve those who reside in and visit Surrey”*. It went on to say *“This Director’s Report is not a comparative assessment of the two police models. It is also not intended to provide a comprehensive assessment of the impacts of continuing with the current police transition to the SPS.”*

This interference should have significant concern to local government if the SG establishes a precedent of indiscriminately imposing massive costs onto municipal government with no rationale other than vaguely referencing public safety concerns.

Adequate and effective policing is in place in our city and our province, and for the Premier and the Solicitor General to infer there is a public safety crisis is not supported by data.

The central fear articulated by the premier and SG is the sudden dissolution of the SPS may lead to a walk out. The SPS Board has provided assurances that the SPS officers will remain on duty. Because the SPS Board reports to the province (not the city), they will take its instructions from the Ministry of the Solicitor General and Public Safety. One simple mandate letter from the province would remove the only concern for this public safety threat.

On the other hand, approving the SPS would create massive pressure on policing in the province, which would not exist if we remained with the RCMP. The only police training facility in the province, the JIBC, was past its capacity to meet the needs of municipal policing in BC even before the SPS was established. It is also important to recognize that police officer training at the JIBC has been under scrutiny. In order to properly address the police training needs in British Columbia would require expanding the JIBC. To date, the provincial budget has not addressed this expensive and time-consuming need. Waiting years for the JIBC training to fill the SPS cadet requirement will not only cost Surrey millions in time delays, but it will also impact other municipal police forces who cannot get seats at the JIBC.

Therefore, the only other route to full capacity for the SPS is hiring experienced police officers from your communities as they have done to date.

If the SG were to impose the SPS on Surrey, I would strongly recommend you communicate directly to the SG that you expect him to impose the same "public safety" restrictions on the SPS hiring from LMD communities as he has placed on the RCMP.

Secondly, and perhaps more important to local governments, is the financial and human resource impact that continuing with the Surrey Police Transition will have on every city, town, transit police and regional district in the province.

The SG's plan to move forward with the SPS will cost you financially if you are currently an RCMP jurisdiction. As RCMP divisional administrative costs are shared costs among all RCMP jurisdictions, so far it is estimated that because of the size of the Surrey detachment, your policing costs will increase by up to 7%.

If you are served by a municipal police force, it is important to know that the provincially appointed Surrey Police Board signed the richest collective agreement in Canada. This agreement will likely impact all future municipal police board negotiations.

The Surrey RCMP requires approx. 170 officers to return to full complement. Over 80 SPS officers have expressed interest in making this move according to the Officer in Charge. Further, the RCMP has stated that they can and will accommodate the human resource needs, not only to Surrey, but throughout the region, with the new recruiting and experienced officer programs.

In contrast, the Surrey Police Service (SPS) requires over 400 additional officers beyond those hired to date, to get to full strength. Although the province recognized the scope of the Surrey police transition from the beginning, they did not increase the funding to the Justice Institute of British Columbia (JIBC) in order to accommodate the officer training needed. The reality is that, just as the SPS has done to date, the vast majority of the SPS hires will come by recruiting from the RCMP, TransLink and other municipal forces throughout the province.

In closing,

My concern is the duplicity of the provincial government on this matter. The Ministry report and SG explicitly stated that we had two choices - to remain with the RCMP or the SPS - and conditions to meet with either option.

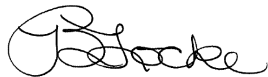
Based on the facts we examined, we chose the RCMP - with a more significant majority of council than we had originally - and we have committed to meeting the binding conditions.

The SGs' response is to move the goalposts and claim the need to review the plan and potentially overturn the council decision. I have offered to work with the province to ensure the requirements are met, and the province refuses to acknowledge the offer.

As local government leaders, we need to stand up for our authority under the Police Act. Like with your municipality, Surrey Council knows our community best. We cannot allow a "manufactured crisis" to drive a significant and costly public safety decision that will impact generations to come.

Please do not hesitate to contact me if you have any questions, I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Locke". The signature is fluid and cursive, with a large initial "B" and a stylized "Locke".

Brenda Locke
Mayor



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 10, 2023

FROM: Amanda Graham
Corporate Officer

FILE: 4200-01

SUBJECT: 2023 By-Election Appointments

ISSUE:

Due to a vacancy on Council, Council needs to appoint a Chief Election Officer and Deputy Chief Election Officers.

BACKGROUND:

Pursuant to Section 58(1) of the *Local Government Act*, the local government must appoint a Chief Election Officer and a Deputy Chief Election Officer for the conduct and administration of the municipal election.

Staff is recommending that Kelly Ridley be appointed as Chief Election Officer and that Amanda Graham and Tyson Koch be appointed as Deputy Chief Election Officers for the 2023 by-election.

RECOMMENDATION:

THAT pursuant to Section 58(1) of the *Local Government Act*, Kelly Ridley be appointed Chief Election Officer for the 2023 by-election to be held in September 2023; and

THAT Amanda Graham be appointed Deputy Chief Election Officer for the 2023 by-election; and

THAT Tyson Koch be appointed Deputy Chief Election Officer for the 2023 by-election.

Respectfully submitted:

Amanda Graham
Corporate Officer

REVIEWED BY:

Tyson Koch
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 10, 2023

FROM: Amanda Graham
Corporate Officer

FILE: 8100-20

SUBJECT: 2023 Terry Fox Run Permit

ISSUE:

The Terry Fox Foundation has submitted a Use of Public and Municipal Property Permit Application for the Terry Fox Run/Walk scheduled to take place on September 17, 2023 and has requested that the Village waive the Event Application Fee.

BACKGROUND:

Schedule "D" of the Miscellaneous Fee Bylaw No. 1049, 2014 outlines the fees associated to events held on public property. The Event Application Fee is \$100 for events with up to 100 people and \$500 for events with more than 100 people. The Damage Deposit range is between \$500 and \$2,500 depending on the number of people.

Pursuant to Section 5.i. of the Village's Use of Public and Municipal Property Policy No. 1.17, the Village may, on a case by case basis, exclude events from some or all of the normal requirements based on the following criteria:

- a. During the event, the use of the land(s) is compatible with its normal activities, and will not be rendered unavailable for use by the general public;
- b. No fees are being charged for entry or participation in the event;
- c. No food/goods are being sold or advertised for sale by cash or donation;

- d. The event is organized solely for the purpose of raising funds for a bonafide charity (a financial statement may be required upon completion of the event); and
- e. No services are required to be provided by the Village.
- f. Fees and security deposits will not be assessed if costs are not incurred by the Village.

The organizer has requested that the Village waive the Event Application Fee as this event is being hosted by a non-profit organization. In accordance with the policy, the Terry Fox Foundation will provide liability insurance naming the Village as an additional insured party. This event does not require participation from staff or Mayor and Council.

RECOMMENDATION:


THAT Council for the Village of Harrison Hot Springs approve waiving the Event Application Fee and Damage Deposit for the 2023 Terry Fox Run/Walk.

Respectfully submitted:



Amanda Graham
Corporate Officer

REVIEWED BY:



Kelly Ridley
Interim Chief Administrative Officer
Acting Corporate Officer

Attachment: Use of Public and Municipal Property Permit Application – Terry Fox Run 2023

HARRISON HOT SPRINGS

Naturally Refreshed

Use of Public & Municipal Property Permit Application

APPLICANT:

☐

MEMORIAL HALL

☒

SPECIAL EVENT/BEACH USE

NAME: <u>Gail Guimont</u>	
NAME OF EVENT: <u>Terry Fox Run/WALK (Harrison/Agassiz)</u>	
MAILING ADDRESS: <u>[REDACTED]</u>	<u>Harrison Hot Springs, BC V0M 1K0</u>
PHONE: <u>[REDACTED]</u>	EMAIL: <u>[REDACTED]</u>

The information you provide on this form will assist in determining the approvals or special event requirements that will be necessary for your event.

Pursuant to Policy 1.17 - Use of Public and Municipal Property, you must provide the following:

Memorial Hall and Event applications:

- ☒ Complete application submitted at least 6 weeks prior to your event;
- ☐ Non-refundable permit event application fee; **Request Waiving of application fee due to non-profit event*
- ☐ Refundable damage deposit;

Event application additional requirements:

- ☒ Proof of \$2,000,000 (minimum) liability insurance naming the Village of Harrison Hot Springs as an additional insured party;
- ☐ Copies of other permits or licenses you receive from outside agencies;
- ☒ A map of your event layout which includes all anticipated activities and vendor layouts;
- ☒ A full description of your event including attendance, catering/food provided, and traffic management requirements.

Please print information clearly and attach additional sheets as necessary.

EVENT DESCRIPTION:

Describe the event you are planning, including the purpose of the event and what activities are planned?

- Proof of Insurance will be sent to the Village by Terry Fox Foundation
- Terry Fox Foundation Fundraiser for Cancer - 5km Run & 1K Walk
- Registration Table under 20x20 ft Tent - provided by Harrison Tourism
- Water and snack bars being provided
- No Traffic management required
- See attached Terry Fox Foundation Policies

EVENT INFORMATION:

Category:

Please check all that apply.

Event Type

- ☐ Artistic/Theatrical
- ☐ Boat Race
- ☐ Concert
- ☐ Festival
- ☒ Walk/Run
- ☐ Wedding
- ☐ Conference
- ☐ Other: _____

Organization Type

- ☒ Non-profit
- ☐ Commercial
- ☐ Business
- ☐ Private Event

Resident

- ☒ I am a Harrison Hot Springs Resident
- ☐ I am **not** a Harrison Hot Springs Resident

Date(s) of Event: Sunday September 17, 2023

Event Time(s): 9 am to 2 pm

Date(s) of Set-up: September 17, 2023

Set-up Time(s): 8:30 am

Date(s) of Take-down: Sept 17, 2023

Take-down Time(s): 2:30 pm

Event Crowd Size Estimated:

Number of
Participants:

Approx 100

Number of
Spectators:

Approx 50

Number of
Volunteers/Personnel:

Approx 25

Will the event be free to the public?

- ☒ Yes
- ☐ No

Will clean-up occur immediately following the event?

- ☒ Yes
- ☐ No – If no, when? _____

Has this event occurred before/previously in the Village of Harrison Hot Springs?

- ☒ Yes: What were the dates? Sept 16, 2012
- ☐ No

If you answered yes, are there any changes in format/activities from the previous event?

Possible Route change
No previous records from 2012

ACTIVITY INFORMATION

Proposed Activity	Yes	No	Additional Information
Is alcohol being served?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A Liquor Licence will be required in accordance with BC's liquor laws and regulations. https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/liquor-licence-permits/apply-for-liquor-licence-permit/special-event-permit
Bingo, Raffle or Ticket Draws	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, attach BC Gaming License
Vendors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vendor list should be sent to the Village Office for pre-approval. If approved, vendors must provide business licence & insurance.
Electricity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please indicate where you will require electricity on your site map.
Portable Toilets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Depending on the size of your event you may be required to supply portable toilets for your event. Please see the attached information on requirements from the BC Guidelines for Major Planned Events Page
Emergency Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If yes, which organization is providing first aid service for the event? <u>Agassiz & Harrison Fire Dept</u>
Emergency Services - Boat Races Only	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Notify Kent Harrison Search and Rescue, info@khsar.com , of the event.
Street Closure or Traffic Interruption-Highways	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If you plan to host an event on a BC Highway (Hot Springs Road & Lillooet Avenue) you will be required to obtain approval from the Ministry of Transportation and Infrastructure (MOTI): https://www2.gov.bc.ca/gov/content/transportation/funding-engagement-permits/permits/events/special-events
Street Closure or Traffic Interruption-Village Streets	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Event organizers will be required to hire a Traffic Control Company to manage traffic flow and appropriate signage during any special event which impacts regular traffic flow. A detailed Traffic Management Plan should be provided to the Village and must be prepared by a certified traffic control person or company. These plans must adhere to MOTI standards. https://www2.gov.bc.ca/gov/content/transportation/transportation-infrastructure/engineering-standards-guidelines/traffic-engineering-safety/trafficmanagementmanual
Temporary Structures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary structures may be approved on a case-by-case basis. Indicate locations on site map. <u>20x20 ft Tent</u>
Parking Stall(s) Required	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If you require the use of parking stalls during your event please provide the following: <input type="checkbox"/> The number of stalls required <input type="checkbox"/> A map of the stalls you would like to use <input type="checkbox"/> Number of delineators required for closure *Pay parking rates apply from May 15 – September 15
Garbage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please indicate how many extra Garbage/Recycling receptacles would be required.

Use of Public & Municipal Property Permit Application

		<input checked="" type="checkbox"/> Garbage: <u>1</u> (Max 4) <input checked="" type="checkbox"/> Recycling: <u>1</u> (Max 4) It is the responsibility of the event organizer to dispose of excess waste.
Other	<input type="checkbox"/>	<input type="checkbox"/>

COVID-19 SAFETY REQUIREMENTS:

	INITIALS
I have read and understand the COVID-19 Addendum to Public or Municipal Property Permit Application.	<i>bb</i>
I understand that my rental may be cancelled and my deposit will not be refunded if I fail to provide the Village with a COVID-19 Safety Plan prior to my event.	<i>bb</i>
I understand that public health requirements frequently change and my rental may be cancelled by the Village due to the COVID-19 pandemic (deposits will be refunded in this case).	<i>bb</i>

SIGNATURES:

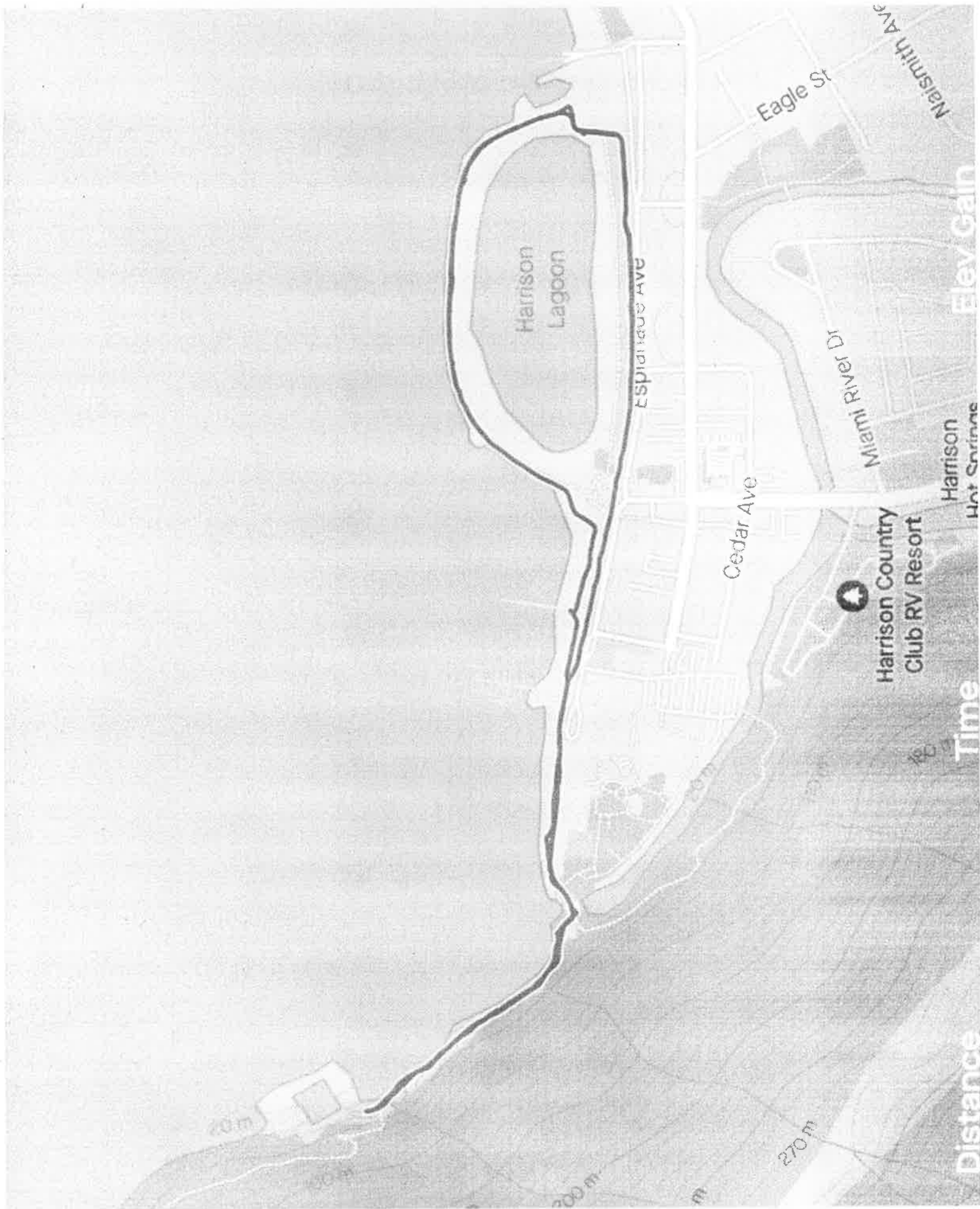
APPLICANT SIGNATURE:	DATE
<i>Paul Desmont</i>	<i>June 23, 2023</i>
<i>In consideration of the issuance of this Permit, the Applicant agrees to the terms and conditions set out in the attached policies and addendum.</i>	

OFFICE USE ONLY:

		AMOUNT	DATE RC'D	RECEIPT NUMBER
<input type="checkbox"/>	Application Received			
<input type="checkbox"/>	Damage Deposit Received			
<input type="checkbox"/>	Rental Fee Received			
<input type="checkbox"/>	Approved by:		Date:	

NOTE: Applicable fees are subject to change without notice.

TERMS AND CONDITIONS:



THE TERRY FOX FOUNDATION POLICIES AND GUIDELINES



Despite Terry's relative youth when he ran the Marathon of Hope in 1980, he showed remarkable vision in establishing many of the policies The Terry Fox Foundation (or "The Foundation") abides by today.

The principles that Terry valued so highly – integrity, honesty, concern for others, benevolence - form the very essence of The Terry Fox Foundation and the events that bear his name. His vision of non-commercial, all-inclusive events sets The Foundation apart in a highly competitive environment. Supporters donate to the cause in the true spirit of Terry Fox – selflessly, generously, and with great compassion for others.

In a world where it is widely believed that sponsorship, fundraising minimums and incentives are necessary elements for success, The Foundation stands alone. We truly appreciate the efforts made by our Organizers and volunteers to respect these guidelines in the organization of their events. Please consult your Provincial Office should you require further clarification.

TERRY FOX RUN DATE

Policy: The Terry Fox Run is usually, but not always, held on the second Sunday after Labour Day each year.

Guidelines: Every effort should be made to host your Run on the National Date, keeping in mind that all promotional materials and media releases reflect that date. Please confirm the annual date with your Provincial Office before booking your site for the next year.

NON-COMMERCIALIZATION

Policy: In accordance with Terry's wishes, no individual, group, or company can earn any direct financial profit from their association with any event that bears Terry's name.

Guidelines: Offers to sell products at any event with partial return of profits or to provide "% off" coupons are not permissible.

NON-COMPETITION, ENTRY FEES & USE OF PRIZES

Policy: The Terry Fox Run is a non-competitive, all-inclusive, family-oriented event.

Guidelines: Timing, charging of entry fees or setting of minimum pledges are not in keeping with Terry's vision of a Terry Fox Run. Awarding of prizes/incentives based on performance or pledge totals is not permissible. Draw prizes are permitted provided opportunity to win is based on chance (i.e. one chance per participant, NOT one chance for every \$50 raised).

EXPENSES

Policy: Funds raised through the Terry Fox Run must be directed in full to the Foundation. No pledges or donations from Run participants may be used to cover costs associated with organizing the Run.

Guidelines: Any goods or services required to hold a Terry Fox Run must be donated or be covered by specific donations from third parties (e.g. food, service, or security requirements).

CORPORATE SUPPORT

Policy: Companies or organizations that wish to support the Terry Fox Run must do so with no expectation of profile or sponsorship status.

Guideline: Corporate supporters may be acknowledged through a thank you board at the Run site, media coverage of a company's participation or via Terry Fox Foundation produced hard-copy and electronic newsletters. Such acknowledgement cannot include corporate logos.

MERCHANDISE AND PROMOTIONAL MATERIALS

Policy: All materials are designed and produced by The Terry Fox Foundation. The printing of corporate names are NOT permitted on any Terry Fox materials or merchandise with the exception of team T-shirts.

Guidelines: Registered corporate teams and groups may purchase Terry Fox T-shirts and have their team name printed on the back or sleeve of the shirt. No logos are permitted.

ANNUAL DESIGN & LOGO USE

Policy: Run Organizers may use the annual design to further promote the Run, but not the Foundation's logo.

Guideline: The Provincial Office will forward a copy of the design upon request - please do not alter it. The annual design cannot appear on any printed or electronic communication that bears the logo of any other group or entity.

CONJOINING WITH ANOTHER CAUSE

Policy: Fundraising events that bear Terry's name cannot be conjoined with any other cause, no matter how worthy.

USE OF TERRY FOX'S NAME AND LIKENESS

Policy: The Fox family has sole jurisdiction over the use of Terry's name and likeness.

Guidelines: Any requests for use of Terry's name or image must be made in writing and conveyed via the National Office (fred@terryfox.org) to obtain approval by the Fox family.

HONOURS FOR TERRY

Policy: Terry Fox Foundation employees and Terry Fox volunteer representatives are prohibited from pursuing naming and award opportunities in Terry's name.

**FOR FURTHER CLARIFICATION OR QUESTIONS ON THE
ABOVE GUIDELINES, PLEASE CALL 1 888 836-9786.**



THE TERRY FOX
FOUNDATION



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: July 10, 2023

FROM: Christy Ovens
Community Services Coordinator

FILE: 1850-20

SUBJECT: 2023 Grants to Groups

ISSUE:

Each year, the Village allocates funding to community groups as part of the Grants to Groups program, outlined in the Village's Grants Policy, 1.02.

BACKGROUND:

The budgeted amount for this fund is \$7,500 annually. The Village received four (4) applications for the 2023 funding totaling \$7,700. Included in this report you will find a table highlighting past funding contributions along with this year's requests. The table below shows a brief synopsis of the proposed use of funding and funding allocation recommendations.

Community Group	2022 Paid	2023 Request	2023 Recommended	Use
Agassiz-Harrison Community Services	\$2,000.00	\$3,000.00	\$3,000.00	Drive4U Program and AHCSS Seniors' Resource Services
Agassiz Harrison Aquanauts Swim Club	\$1,350.00	\$1,700.00	\$1,500.00	Fins/flippers for swim program training, large white board for workout information to be accessible
Kent Harrison Arts Council	\$2,000.00	\$2,000.00	\$2,000.00	Educational programming and workshops, operational expenses for the Ranger Station Art Gallery, Artists in Residence
Miami River Streamkeepers Society	\$1,000.00	\$1,000.00	\$1,000.00	Operational expenses including Pacific Streamkeepers Federation membership, website, brochures and tools

RECOMMENDATION:

THAT the following community groups be provided with funding under the Grants to Groups program:

Agassiz-Harrison Community Services	\$3,000.00
Agassiz Harrison Aquanauts Swim Club	\$1,500.00
Kent Harrison Arts Council	\$2,000.00
Miami River Streamkeepers Society	\$1,000.00

Respectfully submitted:

REVIEWED BY:



Christy Owens
Community Services Coordinator



Tyson Koch
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** July 10, 2023
FROM: Christy Ovens
Community Services Coordinator **FILE:** 5830-20
SUBJECT: Harrison Community Gardens Request for Funding

ISSUE:

To report on the Harrison Community Gardens request for additional funding.

BACKGROUND:

At the Regular Council Meeting of June 5, 2023, Council passed the following resolution:

THAT staff contact Audrey Johnstone regarding her request for repairs on the community garden, and that a report be brought back to Council with proposed repairs including cost.

Audrey Johnstone submitted a formal cost estimate and request for funding to staff for the replacement of the garden beds at Harrison Community Gardens over a three-year period. The request is attached to this Report. The cost estimate for wooden ties, nails, and rebar is \$6,793, tax not included. The Village's current annual budget for supplies for the Harrison Community Gardens is \$500. Harrison Community Gardens is encouraged to submit an application for funding through the Village's Grants to Groups Program during the next application period in March of 2024.

RECOMMENDATION:

THAT the Harrison Community Gardens Request for Funding Report be received for information.

Respectfully submitted:



Christy Owens
Community Services Coordinator

REVIEWED BY:



Tyson Koch
Chief Administrative Officer

Attachment: Harrison Community Gardens request for funding dated June 27, 2023

To: Mayor and Council and Staff,
From: **Harrison Community Gardens**

27 JUNE 2023

As requested, we have included below a more detailed report pertaining to our original, recent request for additional funding to repair the garden beds at Harrison Community Gardens.

Who: Garden volunteers will replace beds over the next three years

What: 12 double garden plots, 4 ½ feet by 15 feet

Plus 2 garden plots that are higher and have boards, not ties, therefore need more materials to replace them with treated ties

When: 2023/24, 2024/25, 2025/26 as needed

Where: Harrison Community Gardens at McCombs and Chestnut Avenue

Why: The wood around the garden beds is rotting and collapsing after some 12 years of use and needs to be replaced

Replacing 4 and repairing others this year has depleted the community garden reserve funds and the \$400 a year annual budget we have from the village.

How: Purchase of Materials:

Special funding request over three years:

Wooden ties: \$6,200 (620 ties@ \$10 each) plus tax

6" – 7" Nails: \$240 (\$4.49 lb) plus tax

Rebar: \$533 (2 ft at \$1.95 plus tax)

Total Request: \$6,793 (tax not included)

Respectfully submitted by Community Garden Facilitators

-Audrey Johnstone [REDACTED] [REDACTED]

-Jean Hicks [REDACTED]

Pauline Bechtel

Assistant writer for funding request- community garden Harrison



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** July 10, 2023

FROM: Ken Cossey, MCIP, RPP **FILE:** 3900-001
Planning Consultant

SUBJECT: Official Community Plan Bylaw No. 1184, 2022 – Public Hearing Date

ISSUE:

An update for Council on the date, time, and location of the public hearing for the Official Community Plan Bylaw No. 1184, 2022.

The public hearing will be held on Wednesday, August 9, 2023 at the Memorial Hall, starting at 7:00 pm.

RECOMMENDATION:

THAT the Official Community Plan Bylaw No. 1184, 2022 – Public Hearing Date report dated July 10, 2023 be received.

Respectfully submitted:

Ken Cossey

Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY and Concurrence with the RECOMMENDATIONS:

Tyson Koch
Chief Administrative Officer

Attachments (none)