



NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, April 15, 2024, 7:00 PM
Memorial Hall, 290 Esplanade Avenue,
Harrison Hot Springs, BC V0M 1K0

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

1. CALL TO ORDER	
Meeting called to order by Mayor Wood Acknowledgement of Sts'ailes traditional territory.	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF COUNCIL MINUTES	
(a) THAT the Regular Council Meeting Minutes of April 3, 2024 be adopted. Page 1	
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	(a) Environmental Advisory Committee Meeting Minutes of March 21, 2024 Page 15
iv. Correspondence	(a) Letter dated March 18, 2024 from Fisheries and Oceans Canada Re: Request for Comments – Brassy Minnow Pacific Population at Risk Page 19
	(b) Letter dated March 27, 2024 from Port Alberni Re: Notice of Resolution – Rural Seniors in BC Page 25
	(c) Email dated March 26, 2024 from Barbara Dramer Re: Interface Fire Prevention Program Page 29
	(d) Letter dated April 8, 2024 from the Minister of Housing Re: Bill 16 Page 31
	(e) Email dated April 9, 2024 from Councillor Bill Lawrence, City of White Rock Re: Reinstatement of SFU Football Program: Call for Support Page 35
	(f) Letter dated April 10, 2024 from the Minister of Housing Re: Small Scale Multi-Unit Housing Page 37
7. DELEGATIONS/PETITIONS	
8. CORRESPONDENCE	
9. BUSINESS ARISING FROM CORRESPONDENCE	

10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
11. REPORTS FROM MAYOR	
12. REPORTS FROM STAFF	
	Page 39
(a) Report of Chief Administrative Officer dated April 15, 2024 Re: Council – CAO Covenant Recommendation: THAT Council adopt the Council – CAO Covenant.	
(b) Report of Chief Administrative Officer dated April 15, 2024 Re: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024 Recommendations: THAT the Village of Harrison Hot Springs Council give its consent, by way of formal resolution, to Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024. THAT Village Council direct staff to send a letter to the FVRD confirming the same.	Page 45
(c) Report of Community Services Manager dated April 15, 2024 Re: Asset Management Planning Program Grant Recommendation: THAT staff be authorized to apply for the UBCM Asset Management Planning Program Grant for up to \$25,000 to cover up to 50% of total project costs.	Page 51
(d) Report of Director of Operations dated April 15, 2024 Re: Boat Launch Building Addition – Contract Award Recommendation: THAT the Director of Operations' report dated April 15, 2024 regarding the Boat Launch Building Addition contract award be received for information.	Page 53
(e) Report of Planning Consultant dated April 15, 2024 Re: Rezoning Application – 435 Pine Avenue Recommendation: THAT Council request the applicant for the rezoning of 435 Pine Avenue to set up a Public Notification meeting, as per section 11.0 of the Village's Development Procedures Bylaw No. 1090, 2016.	Page 55

(f) Report of Planning Consultant dated April 15, 2024
Re: Rezoning Application – 442 and 464 Pine Avenue

Page 61

Recommendation:

THAT Council request the applicant to set up a Public Notification meeting for the rezoning of 442 and 464 Pine Avenue, as per section 11.0 of the Village’s Development Procedures Bylaw No. 1090.

(g) Report of Chief Administrative Officer dated April 15, 2024
Re: Release of Closed Meeting Resolutions

Page 69

Recommendation:

THAT the following closed meeting resolutions be received for information at the April 15, 2024 Regular Council Meeting:

From the March 8, 2024 Special Closed Council Meeting:

Moved by Mayor Wood
Seconded by Councillor Facio

THAT staff be directed to put out a request for proposals for an independent contractor to assist the Village in improving it’s Occupational Health and Safety Program and in resolving any outstanding complaints of harassment, bullying, and breaches of the Village’s Code of Conduct policy.

CARRIED
OPPOSED BY COUNCILLORS ALLEN AND VIDAL
SCC-2024-03-06

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT staff be directed to put out a request for proposals for an independent contractor to guide discussions between _____ and _____ with the goal of creating an improved working relationship.

Redacted pursuant to s. 22(2)(h) of the Freedom of Information and Protection of Privacy Act.

CARRIED
OPPOSED BY COUNCILLORS FACIO AND VIDAL
SCC-2024-03-06

13. BYLAWS	
<p>(a) Report of Corporate Officer dated April 15, 2024 Re: Discharge of Firearms Bylaw No. 1207, 2024</p> <p>Recommendation:</p> <p>THAT Discharge of Firearms Bylaw No. 1207, 2024 be introduced and given first reading; and</p> <p>THAT Discharge of Firearms Bylaw No. 1207, 2024 be given second and third readings.</p>	Page 71
<p>(b) Report of Chief Administrative Officer dated April 15, 2024 Re: Code of Conduct Bylaw No. 1205, 2024</p> <p>Recommendations:</p> <p>THAT Code of Conduct Bylaw No. 1205, 2024 be introduced and given first reading; and</p> <p>THAT Code of Conduct Bylaw No. 1205, 2024 be given second and third reading.</p>	Page 79
<p>(c) Report of Planning Consultant dated April 15, 2024 Re: Rezoning Application – 421 Emerald Avenue</p> <p>Recommendation:</p> <p>THAT Zoning Amendment Bylaw No. 1204, 2024 be introduced and given first reading; and</p> <p>THAT Zoning Amendment Bylaw No. 1204, 2024 be given second reading; and</p> <p>THAT staff be authorized to set up a Public Hearing for Zoning Amendment Bylaw No. 1204, 2024.</p>	Page 99
<p>(d) 2024-2028 Financial Plan Bylaw No. 1202, 2024</p> <p>Recommendation:</p> <p>THAT the 2024-2028 Financial Plan Bylaw No. 1202, 2024 be adopted.</p>	Page 105

The following item is contingent upon the adoption of item 13(b) – 2024-2028 Financial Plan Bylaw No. 1202, 2024. If that bylaw is not adopted, this item will need to be removed from the agenda by two-thirds vote.

- (e) Report of Chief Financial Officer dated April 15, 2024
Re: 2024 Tax Rate Bylaw No. 1203, 2024

Recommendation:

THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given first reading; and

THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given second and third readings.

14. NEW BUSINESS

- (a) New Business from Councillor Facio
Re: Fire Mitigation

Recommendations:

THAT staff be directed to take the following action:

- Add additional no-parking signage along McCombs Drive;
- Contact the owners of the private acreage south of Cottonwood Avenue regarding the creation of a buffer zone in that area; and
- Research an action plan for sensors or alternative measures and costs associated outlining whether this would create an increase in taxes, be paid out of reserves or require an alternative approval process.

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

16. ADJOURNMENT



Amanda Graham
Corporate Officer

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

DATE: Wednesday, April 3, 2024
TIME: 10:00 a.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, Harrison Hot Springs, BC

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

Chief Administrative Officer, Tyson Koch
Chief Financial Officer, Scott Schultz
Corporate Officer, Amanda Graham
Community Services Manager, Christy Ovens (via Zoom)
Operations Manager, Jace Hodgson (via Zoom)
Planning Consultant, Ken Cossey (via Zoom)

ABSENT:

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

Moved by Mayor Wood
Seconded by Councillor Allen

THAT the following late items from Mayor Wood be added to the agenda:

- Email from Gary Webster regarding Sensenet sensors as Correspondence item 8(n)
- Sensenet sensor quote as Consent Correspondence item 6(iv)(d)
- Release of resolutions from the March 8, 2024 Special Closed Council Meeting as New Business item 14(d)
- Local Government Climate Action Program survey correspondence as Reports from Staff items 12(a)
- Evacuation route update as New Business item 14(e)
- Motion from Mayor Wood regarding March 4, 2024 traumatic event as New Business item 14(f)

**MOTION FAILED
OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL**

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3. **APPROVAL OF AGENDA**

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the agenda be approved.

CARRIED
OPPOSED BY MAYOR WOOD
RC-2024-04-01

4. **ADOPTION OF COUNCIL MINUTES**

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT the Special Pre-Closed Council Meeting Minutes of February 16, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-04-02

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Special Council Meeting Minutes of February 20, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-04-03

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Regular Council Meeting Minutes of February 20, 2024 be adopted as amended by changing the header on page 7 of the agenda to read "*Tuesday, February 20, 2024*".

CARRIED
UNANIMOUSLY
RC-2024-04-04

Moved by Councillor Allen
Seconded by Councillor Jackson

THAT the Regular Council Meeting Minutes of March 6, 2024 be adopted.

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Amendment moved by Councillor Vidal
Amendment seconded by Councillor Facio

THAT the minutes be amended by changing the last sentence, located on page 20 of the agenda, from “*The meeting was adjourned due to loss of quorum at 7:33 pm*” to “*The meeting was adjourned due to a collapse of the meeting.*”

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN
RC-2024-04-05

Council voted on the original motion as amended.

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN
RC-2024-04-06

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Special Pre-Closed Council Meeting Minutes of March 8, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-04-07

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Special Council Meeting Minutes of March 11, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-04-08

5. BUSINESS ARISING FROM THE MINUTES

Mayor Wood provided a verbal report regarding the following resolutions from the March 8, 2024 Special Closed Meeting:

THAT staff be directed to put out a request for proposals for an independent contractor to assist the Village in improving its Occupational Health and Safety Program and in resolving any outstanding complaints of harassment, bullying, and breaches of the Village’s Code of Conduct policy.

THAT staff be directed to put out a request for proposals for an independent contractor to guide discussions between the Mayor and [REDACTED] with the goal of creating an improved working relationship.

Redacted pursuant to section 22(2)(h) of the Freedom of Information and Protection of Privacy Act.

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Moved by Mayor Wood
Seconded by Councillor Allen

WHEREAS there was a "traumatic " event, the words of our Chief Administrative Officer, on Monday, March 4, 2024, at the Village Office that resulted in two RCMP vehicles with lights and sirens, and a lockdown of the Village Office with the Mayor present; and

WHEREAS the Village Office was fully staffed; and

WHEREAS the non-resident is known to the Village; and

WHEREAS the office staff were present, and the Chief Financial Officer and Corporate Officer were directly exposed to this traumatic event; and

WHEREAS Council is directly responsible for the Village's Bullying and Harassment Program; and

WHEREAS the Mayor cancelled the last Regular Council Meeting and postponed this meeting only to provide a healthy work environment; and

WHEREAS Council must lead by example that this behaviour will not be tolerated and that by not supporting this motion Council would effectively be saying to staff this traumatic behaviour is acceptable in the workplace, therefore be it resolved

THAT Council ban the known non-resident of the Village from attending the main Village Office for a period of 90 days, effective immediately.

MOTION FAILED
OPPOSED BY COUNCILLORS FACIO, JACKSON AND VIDAL

6. CONSENT AGENDA

- iv. (a) Letter dated February 26, 2024 from UBCM
Re: Flood Protection Working Committee Resolution 2023-RR32
- (b) Letter dated March 7, 2024 from District of Hudson's Hope
Re: Support for Bill 34
- (c) Letter dated March 7, 2024 from GFOA
Re: 2022 Annual Report - Canadian Award for Financial Reporting

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the consent agenda be approved.

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Amendment moved by Councillor Facio
Amendment seconded by Councillor Vidal

THAT item 6(iv)(c) Letter dated March 7, 2024 from GFOA re: 2022 Annual Report - Canadian Award for Financial Reporting be moved to Correspondence as item 8(n).

CARRIED
UNANIMOUSLY
RC-2024-04-09

Council voted on the original motion as amended.

CARRIED
UNANIMOUSLY
RC-2024-04-10

7. DELEGATIONS/PETITIONS

None.

8. CORRESPONDENCE

- (a) Letter dated December 10, 2023 from Ken Gisborne
Re: Resignation from Advisory Planning Commission
- (b) Letter dated February 29, 2024 from Osoyoos
Re: Support for Resolution
- (c) Letter dated March 19, 2024 from Ross Buchanan
Re: Interface Fire Prevention and Mitigation for 2024 Fire Season
- (d) Email dated March 20, 2024 from Kim Gervais
Re: Wildfire Danger to Harrison Hot Springs
- (e) Email dated March 21, 2024 from Cathy Christiansen
Re: Budget for 2024
- (f) Email dated March 21, 2024 from Denise Neil
Re: Harrison Hot Springs Interface Fire Protection
- (g) Email dated March 21, 2024 from Nadine Denis
Re: Budget and Fire Prevention
- (h) Email dated March 22, 2024 from Cheri Norris
Re: 2024 Budget
- (i) Email dated March 22, 2024 from Lynn Martin
Re: Interface Fire Detection System
- (j) Email dated March 22, 2024 from Greg Martin

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Re: Interface Fire Detection System

- (k) Email dated March 26, 2024 from Rob & Cheryl Mayne
Re: Early Interface Fire Detection System Letter of Support
- (l) Email dated March 27, 2024 from Councillor Allen
Re: Sensenet Proposal
- (m) Email dated March 27, 2024 from Lynn Elliott
Re: Early Detection Fire System Vote
- (n) Letter dated March 7, 2024 from GFOA
Re: 2022 Annual Report - Canadian Award for Financial Reporting

Moved by Mayor Wood
Seconded by Councillor Facio

THAT the correspondence be received.

CARRIED
UNANIMOUSLY
RC-2024-04-11

9. BUSINESS ARISING FROM CORRESPONDENCE

Councillor Facio commended the Chief Financial Officer Scott Schultz and staff for receiving the Canadian Award for Financial Reporting for the 2022 Annual Report.

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT the FireSmart plan be referred to staff to come back to a special meeting with projected costs and a plan for implementation.

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN
RC-2024-04-12

Moved by Mayor Wood
Seconded by Councillor Allen

THAT Council sole-source to approve the acquisition of Sensenet interface fire detection system, which is generally described as 65 sensors, 4 gateways and 3 zoom cameras to be deployed in the East Sector forest with time being of the essence.

MOTION FAILED
OPPOSED BY COUNCILLORS FACIO, JACKSON, VIDAL

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

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT Council approve all recommendations brought forward by the Age-Friendly and Environmental Advisory Committees.

**CARRIED
UNANIMOUSLY**
RC-2024-04-13

Councillor Jackson

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison
 - Attended a meeting on March 30, 2024

Councillor Allen

- Harrison Agassiz Chamber of Commerce – No Report
- Agassiz-Harrison Healthy Communities – No Report

Councillor Vidal

- Community Futures North Fraser Board of Directors
 - Attended a meeting on March 26, 2024
- Corrections Canada Citizen's Advisory Committee
 - Attended the Changing of the Seasons ceremony on March 20, 2024
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Lets'emot C2C meeting on March 13, 2024
- Attended a Lower Mainland Local Government Association executive meeting on March 21, 2024

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on March 14, 2024
 - Attended a meeting on March 21, 2024
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended a Canada Day Planning meeting on March 21, 2024

11. MAYOR'S REPORT

- Attended RCMP Appreciation Awards ceremony held at Chilliwack Arts and Culture Centre
- Reported that all water pumps are up and running from the previous State of Local Emergency
- Attended the Lets'emot C2C meeting on March 13, 2024
- Reported that the Health and Wellness Fair will be coming up Saturday, April 13, 2024 from 10:00am – 2:00pm

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- Reported on the Age-Friendly and Environmental Advisory Committee meetings held on March 20 and 21, 2024, respectively
- Thanked Councillor Allen for being the Deputy Mayor during the Mayor's vacation
- Grants to groups applications are now closed, the next steps is the applications will be brought forward after approval of the budget

Moved by Mayor Wood
Seconded by Councillor Allen

That the meeting be recessed at 12:03 pm and be reconvened at 1:03 pm.

**CARRIED
UNANIMOUSLY**
RC-2024-04-14

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT the meeting be reconvened at 1:03 pm

**CARRIED
UNANIMOUSLY**
RC-2024-04-15

- Reported on a letter from the Minister of Municipal Affairs advising that the Village has received a grant for creation of a Water Master Plan

12. REPORTS FROM STAFF

- (a) Report of Planning Consultant dated March 4, 2024
Re: The Official Community Plan Bylaw No 1184, 2022

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Official Community Plan Bylaw No. 1184, 2022 be reconsidered amended and read a third time; and

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

**CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN**
RC-2024-04-16

- (b) Report of Planning Consultant dated March 4, 2024
Re: Zoning Bylaw Amendment No. 1193, 2023

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Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Zoning Amendment Bylaw 1193, 2023 be given third reading and adoption, subject to the following:

1. A covenant being entered into to address the view corridor requirements, the voluntary offer for the building offsetting suggested setbacks, the proposed updated washroom building at Rendall Park and associated landscaping plans and maintenance requirements;
2. A report outlining how this development will reduce its overall carbon imprint;
3. The acceptance by Council of the Village's Fire Department review of the proposed planned interior structure concept to identify any potential fire safety risks associated with this proposed building;
4. The payment of a \$30,000.00 Community Amenity Contribution;
5. Entering into a works and services agreement with the inclusion of the additions recommended in CTS's Traffic and Parking Study, including the zebra crosswalk to be installed across Lillooet Avenue, and the installation of both a shelter and bench at the new bus stop location. This agreement must also address the placement of sidewalks along both Spruce Street and Lillooet Avenue, that the development abuts against.
6. The developer entering into an agreement with the Village on the volume and location of new public street trees;
7. The developer entering into a Tree Retention Agreement;
8. A report prepared by a competent professional with at least 10 years of professional experience, and accepted by the Village, that addresses:
 - i. The estimation on the demand to be generated by the proposed development for water, and sewer services and in the case of any phased development, by each phase of the development;
 - ii. An analysis of the existing community water system and the existing community sewer system and outlining the options available for the supply and delivery of water and the provision of sewer services to the proposed development;
 - iii. The estimation of the amount of additional surface drainage that could be generated by the proposed development and the options available for on-site retention/absorption, collection, storage, and dispersal of such drainage;

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- iv. Identify, if applicable, the new capital works required for the proposed development for water, sewer, and the drainage systems and their cost and the potential funding sources for these expenditures.

CARRIED
OPPOSED BY MAYOR WOOD AND COUNCILLOR ALLEN
RC-2024-04-17

- (c) Report of Operations Manager dated March 4, 2024
Re: Beach Intake and Water Treatment Plant Generators – Contract Award

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Operations Manager's report dated March 4, 2024 regarding the Beach Intake and Water Treatment Plant Generators contract award be received for information.

CARRIED
UNANIMOUSLY
RC-2024-04-18

- (d) Report of Chief Administrative Officer dated March 4, 2024
Re: Appointment to Kent Harrison Joint Emergency Program Committee

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Mayor and Council for the Village of Harrison Hot Springs approve the appointment of Ministry of Transportation and Infrastructure (MOTI) to the Kent Harrison Joint Emergency Program Committee (KHJEPC).

CARRIED
UNANIMOUSLY
RC-2024-04-19

- (e) Report of Chief Administrative Officer dated March 4, 2024
Re: Regularly Scheduled Closed Meetings

Mayor Wood ruled item 12(e) out of order, indicating that it does not comply with sections 92(a),(b), 126(1), 125(4), 124(3) of the *Community Charter* and contravenes section 9(b) of Council Procedure Bylaw No. 1164, 2021.

- (f) Report of Community Services Manager dated March 4, 2024
Re: Wind Data Update

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Community Services Manager's report dated March 4, 2024 regarding wind data update be received for information.

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CARRIED
OPPOSED BY COUNCILLOR ALLEN
RC-2024-04-20

13. BYLAWS

- (a) Sign Amendment Bylaw No. 1199, 2024

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Sign Amendment Bylaw No. 1199, 2024 be adopted.

CARRIED
OPPOSED BY COUNCILLOR ALLEN
RC-2024-04-21

- (b) Public Notice Bylaw No. 1200, 2024

Moved by Councillor Allen
Seconded by Councillor Jackson

THAT Public Notice Bylaw No. 1200, 2024 be adopted.

CARRIED
UNANIMOUSLY
RC-2024-04-22

- (c) Report of Chief Financial Officer dated March 4, 2024
Re: 2024-2028 Financial Plan Bylaw No. 1202, 2024

Mayor Wood invited the public to provide comments on the draft 2024-2028 Financial Plan Bylaw No. 1202, 2024.

Comments from the public were received.

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the 2024-2028 Financial Plan Bylaw No. 1202, 2024 be given second and third reading.

Amendment moved by Councillor Facio
Amendment seconded by Councillor Vidal

THAT 2024-2028 Financial Plan Bylaw No. 1202, 2024 be amended by allocating \$70,000 from reserves for remedial cleanup on McCombs Drive for a larger buffer zone, in the Spirit Trail and Firehall Park.

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**CARRIED
UNANIMOUSLY**
RC-2024-04-23

Council voted on the original motion as amended.

**CARRIED
UNANIMOUSLY**
RC-2024-04-24

Moved by Mayor Wood
Seconded by Councillor Allen

THAT Council release all legal invoices from November 1, 2022 to April 3, 2024, identifying only the subject matter and dollar amount.

**CARRIED
UNANIMOUSLY**
RC-2024-04-25

14. NEW BUSINESS

- (a) New Business from Councillor Allen
Re: Advisory Planning Commission

Moved by Councillor Allen
Seconded by Councillor Vidal

WHEREAS the Chair of the Advisory Planning Commission, Ken Gisborne, tendered his resignation in December 2023; and

WHEREAS, as per the Advisory Planning Commission Bylaw No. 1006, Council may appoint up to six (6) members and the Chair to the Advisory Planning Commission and four (4) members are required to achieve quorum; and

WHEREAS Chair Gisborne's resignation has reduced the total number of commission members to four (4), therefore be it resolved

THAT Council accept Chair Gisborne's resignation with regret and thank him for his years of service on the Advisory Planning Commission; and

THAT staff be authorized to put out a call for volunteers to fill the three (3) vacant positions on the Advisory Planning Commission.

**CARRIED
UNANIMOUSLY**
RC-2024-04-26

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- (b) New Business from Councillor Facio
Re: Accessible Free Parking Spaces

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the matter of accessible free parking stalls be referred to the Accessibility Committee.

CARRIED
UNANIMOUSLY
RC-2024-04-27

- (c) New Business from Councillor Allen
Re: Road Safety

Moved by Councillor Allen
Seconded by Councillor Vidal

WHEREAS There has been yet another accident at the most dangerous bend on Rockwell Drive (Hwy #9); and

WHEREAS this accident has tragically claimed a young life; and

WHEREAS the volume of recreational, residential and heavy industrial traffic on Hwy #9 has increased dramatically and continues to do so, and the blind corner around the rock bluff located in the NE corner of the Village is a well-known choke point with insufficient sight lines or space for all the road users; and

WHEREAS the sign indicating "Entering Harrison Village" has been erected well South of the actual Village boundary; and

WHEREAS Hwy #9 needs to be secured as the Northern emergency evacuation route for the community, therefore be it resolved

THAT the boundary sign be placed in its correct position and Council ask the Minister of Transportation and Infrastructure to:

1. Immediately post warning signs and additional speed limit signs on the Southern approach to the corner at the bluffs and,
2. Remove the southern part of the rock bluff and straighten the road, and,
3. Repair the lakeside erosion which threatens to collapse the road and, in doing so, create a decent lakeside shoulder of at least three metres in that vicinity.

CARRIED
UNANIMOUSLY
RC-2024-04-28

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

Questions from the public were entertained.

Moved by Councillor Facio
Seconded by Councillor Allen

THAT the meeting be adjourned at 3:02 p.m.

CARRIED
UNANIMOUSLY
RC-2024-04-29

Ed Wood
Mayor

Amanda Graham
Corporate Officer

DRAFT

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE ENVIRONMENTAL ADVISORY COMMITTEE**

DATE: Thursday, March 21, 2024

TIME: 9:00 a.m.

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

IN ATTENDANCE: Mayor Ed Wood
Susan Galvao
Cheri Norris
Mark Schweinbenz
Gary Webster

Amanda Graham, Corporate Officer
Christy Ovens, Community Services Manager

ABSENT:

1. CALL TO ORDER

Mayor Wood called the meeting to order at 9:05 am.
Mayor Wood acknowledged the traditional territory of Sts'ailes.

The Committee members introduced themselves.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved by Mark Schweinbenz
Seconded Cheri Norris

THAT the agenda be approved as amended as follows:

- by removing Items for Discussion (a) and (b), Introductions and Designation of the Chair;
- by adding "Mayor's Comments" as an Item for Discussion

**CARRIED
UNANIMOUSLY**
EAC-2024-03-01

4. ITEMS FOR DISCUSSION

(a) Review of Council Procedure Bylaw No. 1164, 2021

The Committee discussed the bylaw and how it pertains specifically to the Committee.

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Minutes of the Environmental Advisory Committee
March 21, 2024

Moved by Gary Webster
Seconded by Susan Galvao

THAT Council direct staff to develop a policy regarding a reporting structure between staff, Committees, Commissions and Council.

CARRIED
UNANIMOUSLY
EAC-2024-03-02

Moved by Cheri Norris
Seconded by Susan Galvao

THAT Council consider allocating a budget of \$5,000 to the Environmental Committee in the 2024-2028 Financial Plan.

CARRIED
UNANIMOUSLY
EAC-2024-03-03

(b) Terms of Reference

Moved by Mark Schweinbenz
Seconded by Gary Webster

THAT Council direct staff to put out an expression of interest for additional members for the Environmental Advisory Committee.

CARRIED
UNANIMOUSLY
EAC-2024-03-04

Moved by Mark Schweinbenz
Seconded by Cheri Norris

THAT the Terms of Reference be amended by adding a section 3 d) "Environmental Impact" referring to, but not limited to, land, water and air, and that meetings can be called at any time by the Chair.

CARRIED
UNANIMOUSLY
EAC-2024-03-05

(c) Mayor's Comments

Discussed during an earlier item.

5. ADJOURNMENT

Moved by Mark Schweinbenz
Seconded by Susan Galvao

THAT the meeting be adjourned at 10:54 a.m.

CARRIED
UNANIMOUSLY
EAC-2024-03-06



Ed Wood, Chair
Environmental Advisory Committee



Amanda Graham
Corporate Officer



Pacific Region
Species at Risk Program
Suite 200 - 401 Burrard Street
Vancouver, British Columbia
V6C 3S4

Région du Pacifique
Programme sur les espèces en péril
Pièce 200 - 401 rue Burrard
Vancouver (C.B.)
V6C 3S4

March 18, 2024

To Whom it May Concern,

[Re: Engagement regarding the potential listing of Brassy Minnow \(Pacific population\) under the *Species at Risk Act*](#)

Fisheries and Oceans Canada (DFO) is conducting engagement on the potential listing of Brassy Minnow (Pacific population) as special concern under the *Species at Risk Act* (SARA). This population was assessed as special concern by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC). Additional information on the Brassy Minnow (Pacific population) COSEWIC status report and SARA listing process steps are included in Annex 1.

Actions for species listed as special concern are less extensive than for species listed as threatened or endangered. SARA prohibitions do not apply to species listed as special concern (for example, prohibitions against killing, harming, and capturing) and there are no requirements to identify and protect critical habitat. However, if listed, DFO must develop a management plan for the population and its habitat that includes appropriate conservation measures. Regardless of the SARA listing decision, Brassy Minnow (Pacific population) will continue to receive protection under the *Fisheries Act*.

DFO is conducting engagement and consultation with First Nations, Indigenous organizations, Wildlife Management Boards, and stakeholders who may be implicated should Brassy Minnow (Pacific population) be listed. We invite you to provide your listing position for this species: list as assessed, decline for listing, or refer back to COSEWIC if there is new information to consider. We are also interested in hearing your perspectives on measures needed to support conservation and protection of the species under SARA if listed, or the *Fisheries Act* if not.

Engagement period

The 60-day Online Engagement Period is now open from March 15, 2024 to May 14, 2024. We welcome your input using the following link:

<https://questionnaire.simplesurvey.com/f/s.aspx?s=76f8f8ab-fb42-4f4b-a69d-c1290618b057>

Outcomes from engagement, along with the COSEWIC Status Report and Indigenous Knowledge and Cultural Significance (when shared) will inform the Governor in Council's listing decision (Annex 1).



If you have any questions or would like to discuss the potential listing of this species, please contact the Pacific Region Species at Risk Program at DFO.PACSAR-LEPPAC.MPO@dfo-mpo.gc.ca.

Thank you for your interest and input on this process. We look forward to hearing from you.

Yours sincerely,

Oliver Barker
Acting Regional Manager, Pacific Region Species at Risk Program
Fisheries and Oceans Canada
200-401 Burrard Street
Vancouver, British Columbia, V6C 3S4

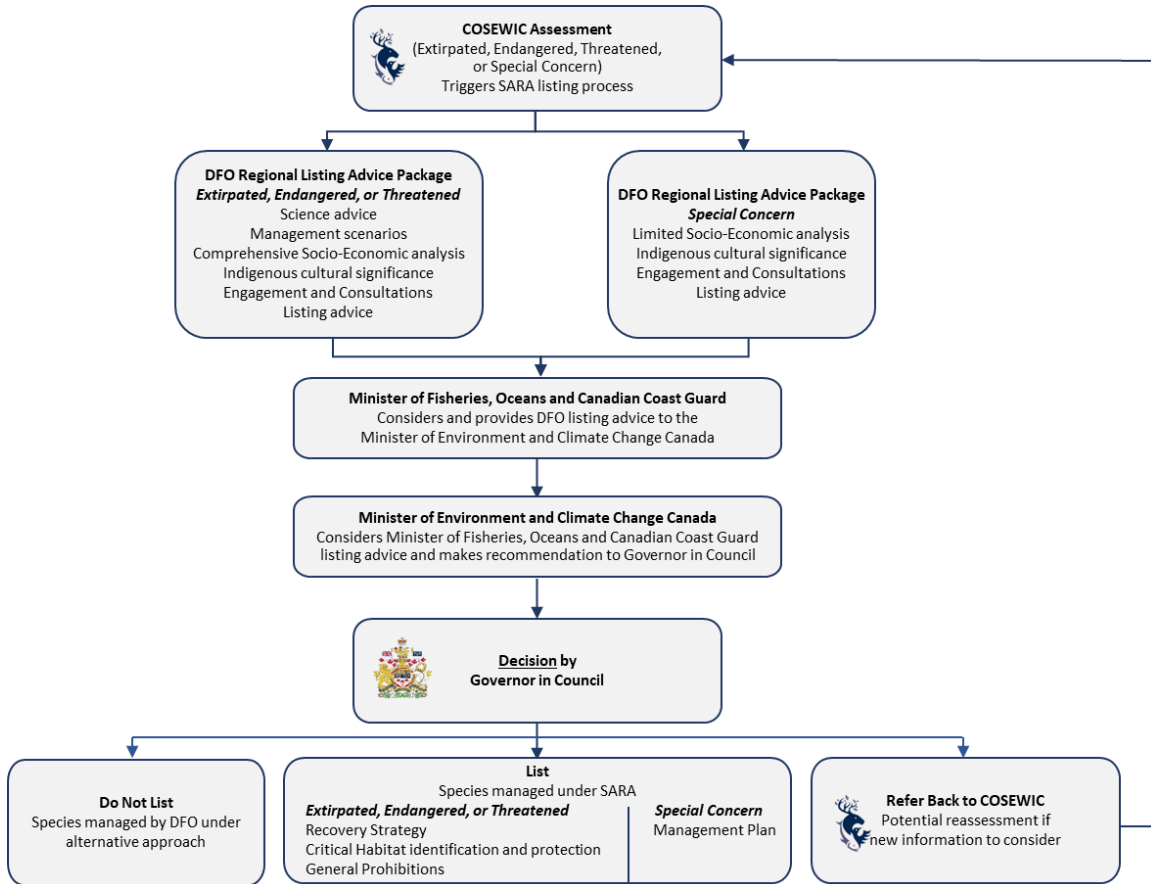
cc.

Ahdia Hassan, Acting Freshwater Team Lead, Pacific Region Species at Risk Program
Carrie Kwok, Acting Recovery Planner, Pacific Region Species at Risk Program



Annex 1: supporting material

SARA listing decision process steps for aquatic species



For more information on the listing process, please see the “Fisheries and Oceans Canada Species at Risk Act Listing Policy and Directive for “Do Not List” Advice,” available online at <https://species-registry.canada.ca/index-en.html#/documents/1712>.

For further information on SARA and Brassy Minnow (Pacific population), please see the species at risk public registry: <https://www.canada.ca/en/environment-climate-change/services/species-risk-public-registry.html>.

Supporting material for Brassy Minnow (Pacific population)

Information on distribution, abundance, biology, threats and status of Brassy Minnow (Pacific population) is available in the following materials:

- DFO Species Page: <https://species-registry.canada.ca/index-en.html#/species/1531-1101>
- COSEWIC Assessment and Status Report: https://wildlife-species.canada.ca/species-risk-registry/virtual_sara/files/cosewic/sr%20Brassy%20Minnow%202022_e.pdf



Brassy Minnow (Pacific population)

[Submit Your Comments Here](#)

Information summary and [survey](#) for the consultations on adding Brassy Minnow (Pacific population) to the List of Wildlife Species at Risk as special concern – **Please provide your input by May 14, 2024.**

Consultations

Let your opinion be heard

Canada's *Species at Risk Act* (SARA) provides legal protection for wildlife species at risk to conserve biological diversity. It also acknowledges that all Canadians have a role to play in the conservation of wildlife species.

Before deciding whether the Pacific population of Brassy Minnow (*Hybognathus hankinsoni*) should be added to the List of Wildlife Species at Risk as special concern, the Government of Canada would like to hear your opinion, comments, and suggestions regarding the possible ecological, cultural, and economic impacts of listing or not listing this species under SARA.

Adding a species to the List of Wildlife Species at Risk

The process of listing a species under SARA consists of several steps: it begins with a status assessment by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) and ends with a Government of Canada decision on whether or not to add a species to the List of Wildlife Species at Risk (Schedule 1). Public consultations are conducted to gather the opinions of Canadians and are an important step in this process.



Figure 1: Brassy Minnow. Photo: D. Watkinson

Facts about Brassy Minnow

Brassy Minnow is a small minnow with an olive-green back and brassy-yellow to dull silver sides. It lives in small headwater lakes, quiet pools, slow-moving streams, beaver ponds, and ditches with aquatic vegetation. Brassy Minnow feeds mainly on plants and typically occurs in waterbodies with few other fish species, making it an ecologically-significant fish in these systems.

The species' global range extends across several drainage basins in North America. The Pacific population is found in three separate regions of the Fraser River watershed in British Columbia: the upper Fraser River drainage basin near Prince George and Vanderhoof, the Horsefly drainage basin near Williams Lake, and the Lower Fraser Valley downstream of Chilliwack (Figure 2).

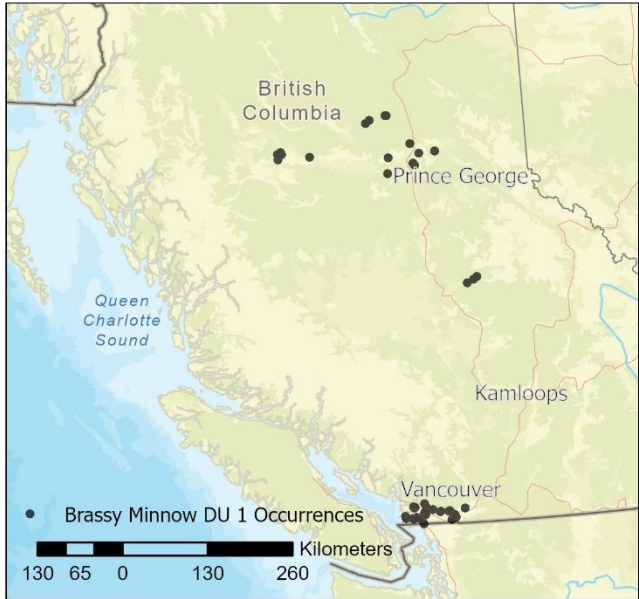


Figure 2: The distribution of Brassy Minnow (Pacific population). Source: Brassy Minnow COSEWIC Status Report and Assessment, 2022





Brassy Minnow is often locally abundant where it occurs, although the presence of predatory fishes can limit its abundance. This species has been studied infrequently, and population size and trend information in Canada is limited. It is possible that the species has a larger range in British Columbia than current data show.

Brassy Minnow has a short lifespan of less than 4 years; the average age of breeding adults is 2 years. The species grows quickly in its first year, and both sexes reach sexual maturity at age 1. Spawning occurs in late spring or early summer.

Who assigned the special concern status to Brassy Minnow (Pacific population)?

COSEWIC is an independent committee of experts that assesses which wildlife species are in danger of disappearing from Canada and assigns a risk status to these species. It conducts its assessments based on the best available information including scientific data, local ecological knowledge, and Indigenous traditional knowledge. COSEWIC assessed Brassy Minnow (Pacific population) as special concern in May 2022. Under SARA, a species of special concern is defined as one that may become a threatened or endangered because of a combination of biological factors and identified threats.

Why is Brassy Minnow (Pacific population) at risk?

COSEWIC assessed Brassy Minnow (Pacific population) as special concern mainly because of its vulnerability to predation by non-native fishes. Other threats to the population include habitat modification (for example, due to agriculture, urbanization, roads, logging, fire and fire suppression), pollution, and climate change; these threats may act individually or together. Given the species' short lifespan, events that impact a single year class (such as high mortality or recruitment failure) can significantly decrease overall abundance. The scattered distribution of Brassy Minnow in headwater systems limits its ability to move downstream to other tributaries, increasing the risk of local extirpations. If threats are not managed effectively, the species may become further at risk.

If a species is listed under SARA

If Brassy Minnow (Pacific population) is listed as special concern, SARA prohibitions against activities such as killing, harming, and capturing Brassy Minnow would not apply. However, listing would result in the development of a SARA management plan that would include conservation measures for this species in Canadian waters.

We would like to receive your comments on the potential impacts of adding or not adding Brassy Minnow (Pacific population) as a special concern species to the List of Wildlife Species at Risk under SARA.

Your comments are important.

Please fill out the [survey](#): we want to hear from you.

Before completing this survey, you may wish to review the following background information found at the link below:

- [2022 COSEWIC Assessment and Status Report on Brassy Minnow \(*Hybognathus hankinsoni*\) in Canada](#)

Other information can be found on the Species at Risk Public Registry at www.sararegistry.gc.ca.

Thank you for completing this [survey](#).

**Species at Risk Program, Pacific Region
200-401 Burrard Street**

Vancouver, British Columbia, V6C 3S4

DFO.PACSAR-LEPPAC.MPO@dfo-mpo.gc.ca



Date: March 27, 2024
File No: 0390-20-AVICC

RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention

Addressing the Needs of Rural Seniors in British Columbia

City of Port Alberni

WHEREAS rural B.C. has a proportionately larger and faster growing seniors' population than urban B.C., yet has less infrastructure and resources to support its aging population;

AND WHEREAS a greater and more focused provincial response to ongoing concerns about inequities in services and supports for seniors in rural B.C. is required to address the inadequacies of current approaches to such issues;

THEREFORE, BE IT RESOLVED that AVICC & UBCM endorse the recommendations of the Office of the Seniors Advocate's report titled "Challenges Facing B.C.'s Rural Seniors" and dated February 2024, and calls on the Provincial Government to implement said recommendations beginning with establishing a ministry or minister of state for rural B.C. in recognition of the geographic imbalance of regional representation in the Legislative Assembly;

AND FURTHER that the AVICC request the creation of a rural seniors caucus within the UBCM membership.

Date: March 27, 2024
File No: 0390-20-AVICC

**RESOLUTION for Consideration by Delegates at the AVICC 2024 AGM & Convention
Addressing the Needs of Rural Seniors in British Columbia**

In alignment with Council's *2023-2027 Corporate Strategic Plan* and the goals of "fostering a complete community that is safe, healthy and inclusive" and ensuring the "provision and maintenance of quality services" Council for the City of Port Alberni is submitting the attached resolution for consideration.

The aging population in rural British Columbia (B.C.) is growing at a faster rate than in urban areas, leading to challenges in providing adequate infrastructure and resources to support seniors in these regions. The disparities in services and support for rural seniors have raised concerns about the effectiveness of current approaches. To address these issues, a more targeted and comprehensive provincial response is essential to ensure the well-being of rural seniors in B.C.

Growing Senior Population: Rural B.C. is experiencing a significant increase in the proportion of seniors compared to urban areas. This demographic shift emphasizes the need for tailored services and support to meet the unique needs of rural seniors.

Infrastructure and Resource Challenges: Despite the growing senior population, rural B.C. faces limitations in infrastructure and resources to provide adequate care and services for aging residents. This disparity highlights the urgent need for intervention and support.

Challenges and Inequities:

Inequities in Services: Rural seniors in B.C. often face challenges accessing healthcare, social services, and other essential resources due to geographic isolation and limited infrastructure.

Inadequate Support: The current approaches to addressing the needs of rural seniors are deemed insufficient to address the complexities and nuances of the issues they face. There is a pressing need for a more focused and responsive strategy to ensure equitable access to services and support.

The Association of Vancouver Island and Coastal Communities (AVICC) and the Union of British Columbia Municipalities (UBCM) are called upon to endorse the recommendations outlined in the Office of the Seniors Advocate's report titled "Challenges Facing B.C.'s Rural Seniors" dated February 2024.

The resolution urges the Provincial Government to implement the report's recommendations, starting with the establishment of a ministry or minister of state for rural B.C. This initiative aims to address the geographic imbalance of regional representation in the Legislative Assembly and prioritize the needs of rural seniors.

AVICC is further requested to advocate for the creation of a rural seniors caucus within the UBCM membership. This caucus will serve as a platform for collaboration, advocacy, and policy development to address the specific challenges faced by rural seniors at the local government level.

The resolution acknowledges the growing concerns and challenges faced by rural seniors in British Columbia and proposes concrete steps to address these issues. By endorsing the recommendations of the Seniors Advocate's report and advocating for targeted provincial and local initiatives, AVICC and UBCM are demonstrating their commitment to improving the quality of life and support systems for rural seniors. This collaborative effort aims to create a more equitable and sustainable framework for addressing the needs of aging populations in rural communities across B.C.

Yours truly,
CITY OF PORT ALBERNI

A handwritten signature in blue ink, appearing to read 'Sharie Minions', with a long horizontal stroke extending to the right.

Sharie Minions
Mayor

c: City Council
M. Fox, CAO
D. Monteith, Director of Corporate Services
UBCM Member Municipalities

From: Barbara Dramer
Sent: Tuesday, March 26, 2024 7:06 PM
To: Info <info@harrisonhotsprings.ca>
Subject: Interface Fire Prevention Program

Mayor Wood & Council,
Please approve this program for our community.
A concerned resident,
Barbara Dramer
Sent from my iPhone

VIA EMAIL

Ref: 66489

April 8, 2024

Their Worship Ed Wood
Mayor of the Village of Harrison Hot Springs
Email: ewood@harrisonhotsprings.ca

Dear Mayor Ed Wood:

On April 5, 2024, I introduced new legislation, Bill 16, intended to support local governments in their efforts to build more affordable and liveable communities. The proposed legislation strengthens the shift towards pro-active zoning by providing local governments with new authorities to secure affordable housing units and site-level infrastructure in new developments and to enable municipalities to adopt bylaws to help tenants facing eviction from redevelopment.

These changes are part of the broader set of local government changes that started in fall 2023 with Bills 44, 46 and 47 to help get more housing built faster while enabling updated and new tools to effectively fund the costs of infrastructure and amenities to support increased housing supply and growth. Those changes will result in fewer site-by-site rezonings, which many local governments currently rely on to secure key outcomes such as affordable housing, tenant protections, and site-level infrastructure. If passed, Bill 16 will provide authorities to local governments to secure these outcomes within a pro-active zoning framework.

Bill 16 will establish a new **Inclusionary Zoning** tool that allows local governments to require affordable housing in new development without relying on the rezoning process and to accept cash-in-lieu of affordable housing or affordable units on a different site by agreement. Local governments will need to undertake a financial feasibility analysis and consultation when developing Inclusionary Zoning bylaws to ensure that enough density is provided to offset the costs of providing affordable housing. They will also need to report annually on the outcomes of Inclusionary Zoning bylaws for transparency and to support provincial monitoring of implementation.

.../2

The **Density Bonus** tool will be updated to clarify how it is used and to help ensure it works effectively with Inclusionary Zoning. Financial feasibility analysis and consultation will now be required to ensure that Density Bonus provisions are achievable and calibrated to local conditions. The proposed legislation clarifies that local governments can accept cash-in-lieu of affordable units and/or units on a different site. It also clarifies use of Density Bonus authorities in Transit-Oriented Areas (TOAs).

By mid-2025 (or a later date prescribed by regulation) local governments will be required to update all existing density bonus bylaws to comply with the new legislation, and density bonus authorities will only be able to be used above the minimum allowable densities in TOAs.

Bill 16 will also provide municipalities with the authority to develop **Tenant Protection Bylaws** that are implemented at the development permit stage. Municipalities will be able to withhold development permits until owners meet the conditions of the tenant protection bylaws. In addition, municipalities will be able to request information about the effect of proposed redevelopments on tenants, which will give municipalities more data to design tenant protection bylaws.

Lastly, Bill 16 proposes new authorities for local governments to secure site-level infrastructure to service new development without relying on the rezoning process. These changes will give local governments clearer authority to require **works and services** for infill developments (i.e. at the building permit stage). As well, the legislation provides local governments with an expanded list of works and services they can require, including, for example, benches, street lamps, parklets, and sustainable design features like rain gardens. Local governments will also be able to require developments provide land adjacent to developments for new or upgraded roads without subdivision to support alternative transportation, accessibility and safety (such as wider sidewalks, bike lanes, and street trees). The legislation also gives local governments a new authority to define and require **Transportation Demand Management** measures within new developments, which can include, for example, charging stations or secure bicycle parking facilities.

If Bill 16 is passed, local governments can use the capacity funding distributed in January to adopt these new tools.

The Province will continue to engage and collaborate with local governments to support implementation of the new legislative tools and requirements. Later this year, we will provide guidance for adoption of the new authorities: Inclusionary Zoning and Density Bonus, Works and Services and Transportation Demand Management, and Tenant Protection Bylaws. In the coming months, we will also be providing further guidance to support the implementation of the fall 2023 legislation, including guidance on the Interim Housing Needs Reports and comprehensive guidance on the development finance tools.

I appreciate all the work being undertaken to transition to a pro-active zoning planning framework and to help get more homes built for British Columbians.

Sincerely,



Ravi Kahlon
Minister of housing

pc: The Honourable Anne Kang, Minister of Municipal Affairs
Teri Collins, Deputy Minister, Ministry of Housing
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs
Tyson Koch, City Manager/CAO (tkoch@harrisonhotsprings.ca)

Links:

Local Government Housing Initiatives Webpage: [Local government housing initiatives - Province of British Columbia](#)

Bill 16 Announcement: <https://news.gov.bc.ca/releases/2024HOUS0049-000471>

From: Bill Lawrence
Sent: Tuesday, April 9, 2024 9:24 AM
To: Kalie Wiechmann <info@harrisonhotsprings.ca>
Subject: Reinstatement of SFU Football Program: A Call for Support

Dear Mayor Ed Wood and Councillors of Harrison Hot Springs,

I hope this email finds you well. My name is Bill Lawrence, and I'm a three-term Councillor for the City of White Rock, as well as an alumnus of Simon Fraser University's football program. I am reaching out to you today to seek your assistance in advocating for the reinstatement of a football program that has left an indelible mark on my life and the lives of countless others over the decades.

As a former student-athlete at SFU, I can attest to the transformative power of participating in collegiate sports. The values of teamwork, discipline, and perseverance instilled in me during my time on the football field have been instrumental in shaping not only my character but also my ability to serve our community effectively. However, I was disheartened to learn of the discontinuation of the SFU football program, a decision that deprives current and future students of invaluable opportunities for personal and athletic growth.

Please take a moment to read the attached letter and record a ten second message, and send it in this week. Perhaps you went to SFU or know someone who has? Your support in this endeavor would be greatly appreciated.

Warm regards,

Bill

--

Bill Lawrence

This e-mail message (including attachments, if any) is intended for the use of the individual or entity to which it is addressed and may contain information that is privileged, proprietary, sent without prejudice, confidential and exempt from disclosure. If you are not the intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender and erase this e-mail message immediately.

Let's Bring It Back! - Call for video submissions

Dear

SFU Football advocate,

I write this letter to you on behalf of the SFU Football Alumni Society (SFUFAS) and all those impacted by the termination of the Simon Fraser University football program on April 4th, 2023.

For 58 years, SFU football has served as a launching pad for young student athletes, staff, and community across the province and country!

We are asking for your help to "Bring it Back".

We are in the process of creating a video montage to build football community engagement across Canada as we continue to grow the movement calling for the reinstatement of SFU football to hold SFU administration accountable.

We respectfully ask that you consider submitting a 10 second clip of yourself sharing the following:

- Your name
- Community or occupational title
- A brief statement of support for SFU football
- End with the phrase 'let's bring it back'.

This video montage will be shared on all major social media platforms and sent to major media outlets for circulation of our messaging.

You can submit your message to Jared Harman with Search and Rescue Marketing Agency **by Monday, April 15th, 2024**, to jared@searchrescue.ca.

On behalf of the SFUFAS, we thank you for your support, and...

Let's Bring it Back!

In solidarity,



Mark Bailey
President

SFU Football Alumni Society



VIA EMAIL

Ref. 66386

April 10, 2024

His Worship Ed Wood
Mayor of the Village of Harrison Hot Springs
Email: ewood@harrisonhotsprings.ca

Dear Mayor Ed Wood:

British Columbia is facing an unprecedented housing shortage. We need every local government in the province to work with us to enable the development of more housing in every community. We need all types of housing; rental housing, family housing, housing that is appropriate and accessible for seniors and housing that presents real opportunities for ownership to first time buyers. That is why in the 2023 fall legislative session, we passed three legislative packages (Bills 44, 46 and 47) designed to shift land use planning away from site-by-site rezoning decisions that slow down the delivery of housing and amenities toward more 'up-front' planning and zoning practices.

Collectively, these legislative changes will help to address the housing crisis in BC by promoting greater diversification of the housing stock to address the unique needs for homes across a variety of demographics, tenures, household lifecycles, and income ranges. They will enable more efficient and predictable planning for housing need, reduce administrative and negotiation costs, help deliver more housing options for a range of incomes, and contribute to economic growth.

In our consultations on the Small-Scale Multi-Unit Housing legislation with planning staff and home builders, we heard clearly that this type of housing, four to six units on a single-family lot, can be challenging to realize within overly prescriptive site guidelines. Allowing for maximum flexibility on site will ensure we have the best chance of seeing "gentle" density realized in our communities. And because we know this type of development can be challenging and that streamlined development approvals process will help, Bill 44 also requires that you do not unreasonably restrict or prohibit the development of Small Scale Multi-Unit Housing.

.../2

We also expect many Small-Scale Multi-Unit Housing Developments will be strata titled and provide more accessible pathways to homeownership for people who would not be able to afford a single-family home in many communities. The Province recommends local governments allow stratification at every opportunity.

Alongside these bills, we also published the [Provincial Policy Manual and Site Standards](#) for Small Scale Multi-Unit Housing. This manual provides a framework that will create a healthy development environment to realize the diverse housing types needed to meet the unit level density required by Bill 44. I would like to remind you that Bill 44 requires that you consider this policy guidance when crafting your zoning bylaw amendments. We strongly encourage you to adopt the provincial site standards around lot coverage, building height and setbacks and to allow as many unit types as possible in as many residential zones as you can so we can build more homes for people.

I know your staff are already working hard to prepare your bylaw amendments to meet the compliance deadline of June 30, 2024, and I appreciate the work and thought that you are putting into this process.

Thank you for working with us to address restrictive zoning and make it easier for people to build small scale, multi-unit homes.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ravi Kahlon', written in a cursive style.

Ravi Kahlon
Minister of Housing

pc: Tyson Koch, Chief Administrative Officer (tkoch@harrisonhotsprings.ca)

File No: 0400-70
Date: April 15, 2024

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: Draft Council - CAO Covenant

RECOMMENDATION

THAT Council adopt the Council – CAO Covenant.

SUMMARY

To present a Council – CAO Covenant for Council's consideration as per the recommendations made by Municipal Advisor Ron Poole.

BACKGROUND

The Village of Harrison Hot Springs requested support from the Ministry of Municipal Affairs in a letter dated February 27, 2023. A contract was struck between Poole Consulting Ltd. and the Ministry which allowed work to commence on March 15, 2023. The contract was intended to conclude June 15, 2023. However, the parties agreed to two additional extensions, with the final extension concluding on October 31, 2023.

The final deliverable of the contract with the Ministry of Municipal Affairs was the preparation of a Report from Municipal Advisor Ron Poole which had seven (7) recommendations to Village of Harrison Hot Springs council. A Council – CAO Covenant is recommendation number six (6). Mr. Poole presented his final report to Council at the November 8, 2023 Regular Council Meeting.

DISCUSSION

The following was extracted from Mr. Poole's final report:

The Village of Harrison Hot Springs is fortunate to have such a high degree of professionalism from a relatively new staff. My time in Harrison Hot Springs working with Interim CAO, Kelly Ridley, current CAO, Tyson Koch and all senior staff, has been nothing less than extremely professional, respectful and thoroughly enjoyable.

I conducted staff orientation sessions as well as educated staff on how to tie council's strategic vision into the day-to-day operations. This is a committed team that strives to provide a high level of service to the community and the elected body.

The organization has gone through high staff turnover since the election, and attracting good talent is challenging at best. The market is saturated with job postings. Currently 620 local

government vacancies in BC are listed on Civic Info BC. In order to ensure that politics (governance) does not fuse with administration, it is important that Mayor and Council respect the one employee system. As discussed during the orientation session, the CAO position is established to oversee and manage all staff. It is this one position that reports to council. Council was elected to govern, not administer the municipality. Staff are the experts hired, not elected, to handle the operational side. In order to recognize the importance of this relationship, many municipalities and regional districts sign Council-CAO Covenants that acknowledge this significant relationship.

At the November 8, 2023 Regular Council meeting, Council passed the following resolution:

THAT Council receive the Municipal Advisor's Final report dated November 6, 2023, and;

THAT Council approve and adopt all of the recommendations contained in the report as follows:

1. *THAT Council establish a professional education budget to recognize on-going elected official training.*
2. *THAT Council revise the current Procedure Bylaw.*
3. *THAT Council finalize the adoption of the Official Community Plan.*
4. *THAT Mayor and Council review and understand the existing Social Media Communications Policy (1.32).*
5. *THAT the CAO and Mayor continue with the regularly scheduled council agenda briefing meetings.*
6. ***THAT Council establish a Council-CAO Covenant in order to ensure clarity of roles and to establish a respectful relationship.***
7. *THAT Council finalize and adopt a Code of Conduct.*

Staff conducted a review of other municipalities with public Council-CAO Covenants and have created a draft document which is attached to this report.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Organizational Development – To provide for the needs of a growing community.

Respectfully submitted by:



Tyson Koch
Chief Administrative Officer

Attachment: Draft Council – CAO Covenant



Council - CAO Covenant

This covenant allows each council member and the Chief Administrative Officer (CAO) to sign their names to a document that defines their roles and responsibilities.

WE, AS MEMBERS OF THE VILLAGE OF HARRISON HOT SPRINGS COUNCIL, WILL:

- carry out our responsibilities as set out in the applicable legislation to the best of our abilities;
- make decisions which we believe to be in the best interests of the majority of citizens within our jurisdiction;
- review all of the background information and advice made available to us by administration prior to rendering a decision;
- seek further input or clarification from our CAO when we are unsure of the issues or uncertain as to the preferred course of action;
- refer any complaints, either written or verbal, about the decisions of the Council or the actions of administration, to the CAO for review, comment and follow-up (as appropriate);
- refrain from making any commitments on behalf of the Council to individual citizens or groups other than to take the request up with Council or the CAO and to respond appropriately;
- seek to participate actively in the decision-making process as it occurs at the Council table and to make decisions at the table, not away from the table;
- refrain from any public or private criticism of our administration wherein individual employees or positions are identified;
- act as good stewards of the Village and as public servants of our citizens through ethical conduct;
- provide effective leadership by guiding the Village through strategic priorities, the budget approval process and by agreeing to reasonable policies which reflect, to the best of Council's knowledge, the best interests of a majority of our citizens;
- respect the one employee model by recognizing that the CAO is the only employee of Council;

- ensure that Council formally evaluates the performance of the CAO at least once annually and involve the CAO in this process so as to ensure a full understanding of the Council's candid assessment; and
- allow the CAO to carry out the legislative responsibilities associated to that role without interference.

Signatures:

_____	_____
Mayor Ed Wood	Date
_____	_____
Councillor John Allen	Date
_____	_____
Councillor Leo Facio	Date
_____	_____
Councillor Allan Jackson	Date
_____	_____
Councillor Michie Vidal	Date

I, THE CHIEF ADMINISTRATIVE OFFICER, WILL:

- conduct myself as your chief policy advisor in an honest and ethical manner;
- ensure that the Mayor and Councillors are accorded respect in all of my personal and public comments;
- to the best of my knowledge provide advice on all issues which is professionally sound, ethical, legal and in accordance with the policies and objectives of Council;
- guide the actions of the administration so that they are in accordance with the policies and objectives of Council;
- act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Council;
- forward any complaints or concerns of Council to the appropriate department and individual so that reasonable and prompt follow-up is assured;

- ensure that Council is made aware of the full picture with regard to each issue at least to the extent that the administration is aware of such information and ensure that Council has access to the reasonable decision options as well as my recommendation as your CAO;
- ensure that Council is aware of any key issues as they arise and thus avoid any problems associated with surprises;
- maintain a current understanding of the applicable legislation as well as relevant programs, policies and initiatives of other levels of government;
- admit to any mistakes of substance made by myself or my staff and take corrective action;
- listen carefully to the concerns of Council regarding my performance and seek to improve any deficiencies on an ongoing basis, and ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems or decision points; and
- refrain from any public criticism of Council wherein individual Councillors are identified.

Signature:

Tyson Koch, CAO

Date

File No: 0400-60-02

Date: April 15, 2024

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024

RECOMMENDATION

THAT the Village of Harrison Hot Springs Council give its consent, by way of formal resolution, to *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024*.

THAT Village Council direct staff to send a letter to the FVRD confirming the same.

SUMMARY

Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024 was given three readings by the Fraser Valley Regional District Board of Directors on March 21, 2024.

The FVRD is seeking the necessary statutory consents from the participants in accordance with S. 346 of the Local Government Act prior to requesting approval by the Inspector of Municipalities.

BACKGROUND

As part of the 2024 Financial Planning process, the FVRD sets annual tax requisition levels through the Financial Planning Bylaw. As required by the Local Government Act, the FVRD is also required to adopt Service Area Establishing Bylaws, setting the maximum allowable requisition for each Service Area, with some exceptions. As services and taxation evolve, Staff complete a review to ensure the Financial Plan does not exceed the maximum requisition stated in the Establishing bylaw.

The Sub-Regional Transit Service Area was established in 2012 to provide transit services in a portion of the FVRD. This Service Area is partially funded by the Village of Harrison, District of Kent, City of Chilliwack, and Electoral Area D. In 2017, the 2012 Establishing bylaw was amended to increase the maximum annual tax requisition to \$250,000.

DISCUSSION

As part of the 2024 Financial Planning process an administrative review was conducted to ensure the proposed budget is in compliance with the bylaw. An update to the maximum allowable requisition amount is needed.

Staff are proposing to increase the maximum requisition by an amount “less than or equal to 25% of the baseline value”. This language provides for the proposed taxation levels, allows for future growth, and exempts a Board adopted bylaw from Inspector approval as provided under BC Reg 113/2007.

An increase to the current maximum by 25%, would equal \$315,500. There has been no change to the allocations each Municipality or Electoral Area contribute to the maximum value.

The next step in this process is for this bylaw to receive municipal consent.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report. Taxation requisition amounts are set by the FVRD Board through adoption of the annual Financial Plan.

POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Organizational Development – To provide for the needs of a growing community.

Respectfully submitted by:



Tyson Koch
Chief Administrative Officer

Attachment: Letter from the FVRD dated March 22, 2024 and accompanying documents

March 22, 2024

Village of Harrison Hot Springs

495 Hot Springs Road

PO Box 160

Harrison Hot Springs, BC V0M 1K0

Re: Request for Statutory Municipal Consent for Proposed Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024.

Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024 was given three readings by the Fraser Valley Regional District Board of Directors on March 21, 2024, a certified copy of which is enclosed for your reference. Also enclosed is a background memorandum which will provide your council with further information. We are seeking the necessary statutory consents from the participants in accordance with S. 346 of the *Local Government Act* prior to requesting approval by the Inspector of Municipalities.

In view of the foregoing, we are requesting that your Council give its consent, by way of formal resolution, to *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024* at your earliest convenience.

Your prompt attention to this matter is greatly appreciated. If you have any questions or concerns regarding the bylaw, please do not hesitate to contact me at (604)-702-5019.

Regards,

Lauren Olynick,
Deputy Corporate Officer
Enc.

**FRASER VALLEY REGIONAL DISTRICT
BYLAW NO. 1729, 2024**

A Bylaw to increase the requisition limit for the Sub-Regional Transit Service Area

WHEREAS *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* was adopted by the Fraser Valley Regional District Board of Directors (“the Board”) on November 27, 2012;

AND WHEREAS the maximum annual requisition for the Sub-Regional Transit Service Area (“the Service Area”) is currently \$250,000;

AND WHEREAS the Board wishes to increase the maximum amount that may be requisitioned under Bylaw No. 1178, 2012 by an amount less than or equal to 25% of the baseline value;

AND WHEREAS BC Reg 113/2007 exempts amendments to an establishing bylaw from inspector approval where the increase in maximum requisition under the bylaw is less than or equal to 25% of the baseline value;

AND WHEREAS consent on behalf of electoral and municipal participating areas has been obtained;

THEREFORE the Board enacts as follows:

1) CITATION

This Bylaw may be cited as *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024*.

2) ENACTMENTS

That *Fraser Valley Regional District Sub-Regional Transit Service Area Establishment Bylaw No. 1178, 2012* is amended by:

a) deleting Section 2. e) in its entirety and substituting the following:

“e) The maximum amount that may be requisitioned annually for the Sub-Regional Transit Service Area shall be \$312,500.”

b) Deleting Section 2. f) in its entirety and substituting the following:

“f) The net share of the annual costs to be recovered for the Sub-Regional Transit Service shall be allocated to the municipal and electoral participating areas as follows:

Village of Harrison Hot Springs

32% of the total annual requisition

<u>District of Kent</u>	36% of the total annual requisition
<u>City of Chilliwack</u>	25% of the total annual requisition
<u>Electoral Area D</u>	7% of the total annual requisition

3) SEVERABILITY

If a portion of this bylaw is found invalid by a court, it will be severed and the remainder of the bylaw will remain in effect.

4) READINGS AND ADOPTION

READ A FIRST TIME THIS	29 th	day of February, 2024
READ A SECOND TIME THIS	29 th	day of February, 2024
READ A THIRD TIME THIS	29 th	day of February, 2024
FIRST READING RESCINDED THIS	21 st	day of March, 2024
SECOND READING RESCINDED THIS	21 st	day of March, 2024
THIRD READING RESCINDED THIS	21 st	day of March, 2024
RE-READ A FIRST TIME THIS	21 st	day of March, 2024
RE-READ A SECOND TIME THIS	21 st	day of March, 2024
RE-READ A THIRD TIME THIS	21 st	day of March, 2024
ADOPTED THIS		

Chair/Vice-Chair

Corporate Officer/Deputy

5) CERTIFICATION

I hereby certify the foregoing to be a true and correct copy of *Fraser Valley Regional District Sub-Regional Transit Service Area Amendment Bylaw No. 1729, 2024* as read a third time by the Board of Directors of the Fraser Valley Regional District on March 21, 2024

Dated at Chilliwack, BC on March 21, 2024.



Corporate Officer/Deputy

File No: 1855-01
Date: April 15, 2024

To: Mayor and Council
From: Christy Ovens, Community Services Manager
Subject: Asset Management Planning Program Grant

RECOMMENDATION

THAT staff be authorized to apply for the UBCM Asset Management Planning Program Grant for up to \$25,000 to cover up to 50% of total project costs.

SUMMARY

To provide information on a funding opportunity to enhance the Village's Asset Management processes.

BACKGROUND

The Village currently has a Council Policy, No.1.29 Asset Management Policy that was adopted in 2019 as well as a previously created Asset Management Plan, both of which need to be updated.

DISCUSSION

The Union of British Columbia Municipalities (UBCM) has been supporting the Asset Management Planning Program Grant since 2014. The intent of this program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organization.

The Village's Director of Operations, Jace Hodgson, is a member of the Community of Practice for Fraser Valley Asset Management, a collaborative group sponsored by Asset Management B.C. Asset Management activities fall broadly under the categories of Assess, Plan, and Implement. Success of this grant program will allow the Village to continue to improve upon, implement, and track asset management, as well as provide important training / education to staff.

FINANCIAL CONSIDERATIONS

UBCM's Asset Management Planning Program can provide up to 50% of total project costs to a maximum of \$25,000. The remainder 50% is required to be funded through community contributions which can include from the Community Works fund, in-kind contribution, or other grant funding.

The Village has previously budgeted funds for staff to participate in the Asset Management BC Training Conference and these funds would form a portion of the matching amount. Staff will also look to apply to the Federation of Canadian Municipalities' Municipal Asset Management Program to bridge the funding gap from any expenses above what would normally be anticipated in the fiscal budget.

POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Organizational Development – To provide for the needs of a growing community.

Respectfully submitted:



Christy Ovens
Community Services Manager

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

File No: 1220-20-50
Date: April 15, 2024

To: Mayor and Council
From: Jace Hodgson – Director of Operations
Subject: Boat Launch Building Addition – Contract Award

RECOMMENDATION

THAT the Director of Operations' report dated April 15, 2024 regarding the Boat Launch Building Addition contract award be received for information.

SUMMARY

To provide an update to Council regarding the construction of the Boat Launch Building Addition.

BACKGROUND

The Boat Launch Building Addition is a carryover project from the 2019-2021 Resort Municipality Initiative (RMI) program. Under the Village's Resort Development Strategy (RDS), the goal of this project is to diversify the seasonal nature of the tourism industry by developing shoulder season events/programming and invest in tourism assets that prolong the tourism season. Another goal of this project is to enhance visitor experience and satisfaction by improving the quality and quantity of tourism amenities and tourism related infrastructure. As per the RMI funding agreement and recent correspondence, this project must be complete by March 31st, 2025. The scope of the addition and renovation will include concession space, shelving and storage, and exterior façade upgrades. These upgrades aim to address functionality and create a visually appealing environment with modern materials and finishes that complement other Village facilities and incorporate architectural elements to create a more positive and memorable experience for visitors and residents.

DISCUSSION

The Village engaged in a competitive tender process and issued a Request for Proposals (RFP) on February 21st, 2024. The Village received six (6) proposals by the closing date of March 20th, 2024 and completed an evaluation based on financial, corporate and technical criteria. As outlined in the Village's Purchasing and Procurement Policy No. 1.08, given that this project was included in the Financial Plan, staff have awarded the contract to Kurts Construction, a local contracting company. Construction is set to commence at the beginning of May with project completion targeted for November 2024.

FINANCIAL CONSIDERATIONS

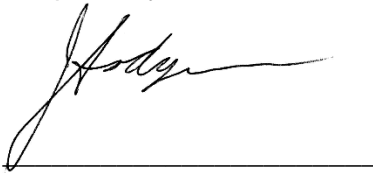
The RFP submitted by Kurts Construction quotes the project at a total cost of \$276,565. Funding for this project will come from the Resort Municipality Initiative.

POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Organizational Development – To provide for the needs of a growing community.

Respectfully submitted:



Jace Hodgson
Director of Operations

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

File No: 3360-20-Z05/22
Date: March 18, 2024

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: Rezoning Application – 435 Pine Avenue

RECOMMENDATION

THAT Council request the applicant for the rezoning of 435 Pine Avenue to set up a Public Notification meeting, as per section 11.0 of the Village’s Development Procedures Bylaw No. 1090, 2016.

SUMMARY

The consideration of a rezoning application from the current R-2 (Duplex) zone to a R-5 (Resort Residential Development) zone.

BACKGROUND

The development site consists of one property with the assigned civic address of 435 Pine. Currently located on the site is a single-family dwelling. The site is approximately 0.405 Ha (~4,050.00 M²) in size, is fully serviced, and is accessible from Pine Avenue.

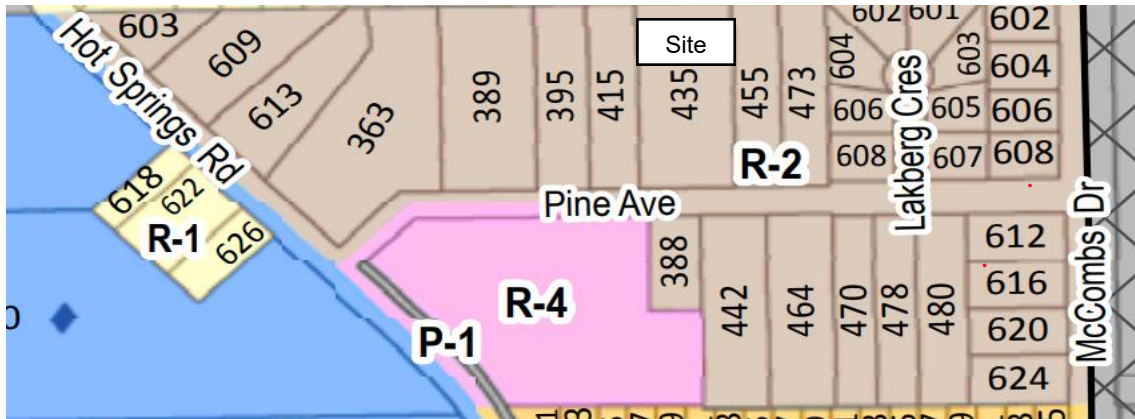


At the March 6, 2023 Regular Council Meeting, Council denied an OCP amendment application to change the designation of the site from Low Density Residential to medium Density Residential. Council believed that the 20 townhouse dwellings being proposed was not compatible with the surrounding land uses.

DISCUSSION

Zoning

The site is currently zoned Residential 2 (Duplex) and the minimum Lot Size for subdivision purposes ranges from 697 M² when connected both to the Village’s sewer and water system to 1125 M² when hooked up to sewer only. The current parcel size exceeds the minimum parcel size subdivision requirements. Without a rezoning application the applicant could build five duplexes, for a total of ten dwelling units on the site.



Official Community Plan

This site is located within the OCP under the Neighbourhood Plan – Pine Avenue section. Listed below are the summary points associated with this proposed development and the Neighbourhood Plan.

The Official Community Plan Bylaw No. 864, 2007 is the guiding bylaw in this case as it was in effect at the time the application was submitted.

Policy Framework

- **Building design and landscaping** - not applicable as this proposal is not multi-unit dwellings
- **Minimize the number of driveways onto Pine** – there is currently only one driveway and this proposal also only has one
- **No north south road connections** - none are being proposed
- **Focus on small lot single family development and low-density multi-family development along Hot Springs Road** - the new Provincial and Policy Manual and Site Standards requirements, or the Small-Scale, Multi-Unit Housing (SSMUH) have been created to address the minimum density for single family dwellings and duplexes, so this location policy will not truly be applicable after June 30, 2024.
- **Assembly of existing single family lots is the preferred approach, however, redevelopment options for individual lots shall be considered** – this is a one lot rezoning application
- **Rezoning applications shall only be considered for small lot resident subdivision or multi family development on sites greater than 0.4 ha (1 acre)** – the parcel size in this case is 0.405 ha in size.
- **A neighbourhood park at least 0.2 ha (0.5 acres) in size should be located in the central portion of the neighbourhood** – this will be addressed at the subdivision stage if Council approves the rezoning application.
- **The adequacy of the existing infrastructure to service any new developments shall be determined prior to rezoning the lands, including the preparation of a storm management plan** – Council may request this type of additional information from the applicant.
- **Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces** – the impermeable issue can be addressed through the preparation of the storm management plan.
- **All development shall conform to the applicable flood provision requirements** – the Flood Construction Level is 14.55 M, as per the Village’s Zoning Bylaw.

Comparison of the R-2 Zone to the R-5 Zone

Listed below is a comparison of the R2 zone regulations with the proposed R5 zone regulations.

Development Regulations	R-2 Zone	R-5 Zone
Detached Dwelling	Yes	Yes
Duplex Dwelling	Yes	No
Home Occupation	Yes	No
Accessory Residential Suite or a Coach House, but not both	Yes	No
Accessory Buildings/structures	Yes	No
Minimum lot Size	697 M ² to 1125 M ² (depends on if the parcel is hooked into a community water	130 M ² and must be hooked into a community sewer and water system

	system and a community sewer system)	
Minimum lot width	18 M (SFD) 24 M (Duplex)	9 M
Maximum density	NA	50 units per ha
Maximum lot coverage	40%	50%
Development Regulations	R-2 Zone	R-5 Zone
Minimum front setback	7.5 M	2 M with a deck 6 M
Minimum rear setback	7.5 M	3.5 M
Minimum interior side setback	1.5 M	1.2 M
Minimum exterior side setback	3.6 M	1.2 M
Maximum height	10.7 M	10.7 M

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

OCP Bylaw 864, 2007 – Neighbourhood Plan (Pine Avenue)

Zoning Bylaw No. 1115, 2017

Respectfully submitted:



Ken Cossey, MCIP, RPP
Planning Consultant

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachments (2): 1. Topographic and Tree Survey Plan, dated November 22, 2022
2. Proposed subdivision lay out plan, undated

Copyright reserved. This plan and design is, and at all times remains, the exclusive property of Geoff Lawlor Architecture Inc. and cannot be used without the architect's permission.

The General Contractor shall check and verify all dimensions and report errors and omissions to the architect. This drawing is not to be used for construction unless signed and sealed by the architect.

This design document is prepared solely for the use of the party with whom Geoff Lawlor Architecture Inc. has entered into a contract with. No representation of any kind is made to any other party.

**TOPOGRAPHIC AND TREE SURVEY PLAN OF
PARCEL 'A' (EXPLANATORY PLAN 33823) LOT C PLAN 10239
AND OF LOT D PLAN 10239; ALL OF
SECTION 12, TOWNSHIP 4, RANGE 29, W6M, N.W.D.**

SCALE 1:500
10 5 0 10 20 30
All Distances are in Metres.

CIVIC ADDRESS
325 & 435 PINE AVENUE
HARRISON HOT SPRINGS B.C.
P.L.D. 009-278-408
009-278-432

SURVEY LEGEND	
[Symbol]	CATCH BASIN - TOP ENTRY
[Symbol]	CATCH BASIN - SIDE ENTRY
[Symbol]	CATCH BASIN - ROUND
[Symbol]	UTILITY POLE
[Symbol]	POLE MOUNTED TRANSFORMER
[Symbol]	UTILITY POLE WITH LIGHT
[Symbol]	STREET LIGHT - DAWT
[Symbol]	STREET LIGHT - POST TOP
[Symbol]	GUY WIRE
[Symbol]	HYDRANT
[Symbol]	WATER VALVE
[Symbol]	WATER METER
[Symbol]	JUNCTION BOX
[Symbol]	HYDRO BOX - INGROUND
[Symbol]	UTILITY BOX - INGROUND
[Symbol]	DRIVEWAY LETDOWN
[Symbol]	STREET SIGN



Underwater Land Surveying
B.C. Land Surveyors
#104 - 5830 176 'A' Street
Cloverdale B.C.
WWW.UNDERWATER.CA
FILE: HH22-88_TP

- NOTES:**
- Elevations are in metres and are geodetic. (CVD28/11x2.0)
 - Elevations are derived from GNSS observations post-processed by NRCAN's PPP service. A benchmark may be obtained by contacting our office.
 - This Plan was prepared for architectural design and site servicing purposes, and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of the signatory.
 - Prior to any construction, underground services are to be confirmed by Municipal Engineering Dept.
 - If there is any conflict in information between the hard copy of this Plan and the digital data provided, the hard copy shall be taken to be correct. Any information taken from digital data shall be confirmed by information shown on the hard copy of this plan.
 - Tree diameters are taken at 1.4m above grade and are shown in cm. All trees 30cm and larger on project are shown. Tree canopy locations are approximate and root protection zones should be determined by a qualified arborist.
 - Lot dimensions are derived from field survey.

Certified correct, completed on the
8th day of November, 2022.
B.C.L.S.

DO NOT COPY WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE ARCHITECT
NOT TO BE USED FOR CONSTRUCTION UNLESS STAMPED 'ISSUED FOR CONSTRUCTION' AND COUNTERSIGNED BY THE ARCHITECT

architect
Architecture Inc.
Geoff Lawlor Architecture Inc.
441-236-3386
402-3511 Columbia Way
Richmond, B.C. email: geoff@lawlorarchitecture.com
V6X 3K5 web: www.geofflawlorarchitecture.com

project
PineSprings Limited Partnership
295 - 5655 Cambie St.
Vancouver, BC, V5Z 3A4
Townhouses
435 Pine Ave.
Harrison, BC
drawing title

survey

seal

project # 22-101 drawing #
scale as shown A1-3
drawn by GDL
checked by

OPTION G. R-3
7.0m SIDE ROAD, 10 LOTS

198
PLAN 66844

197
PLAN 66844

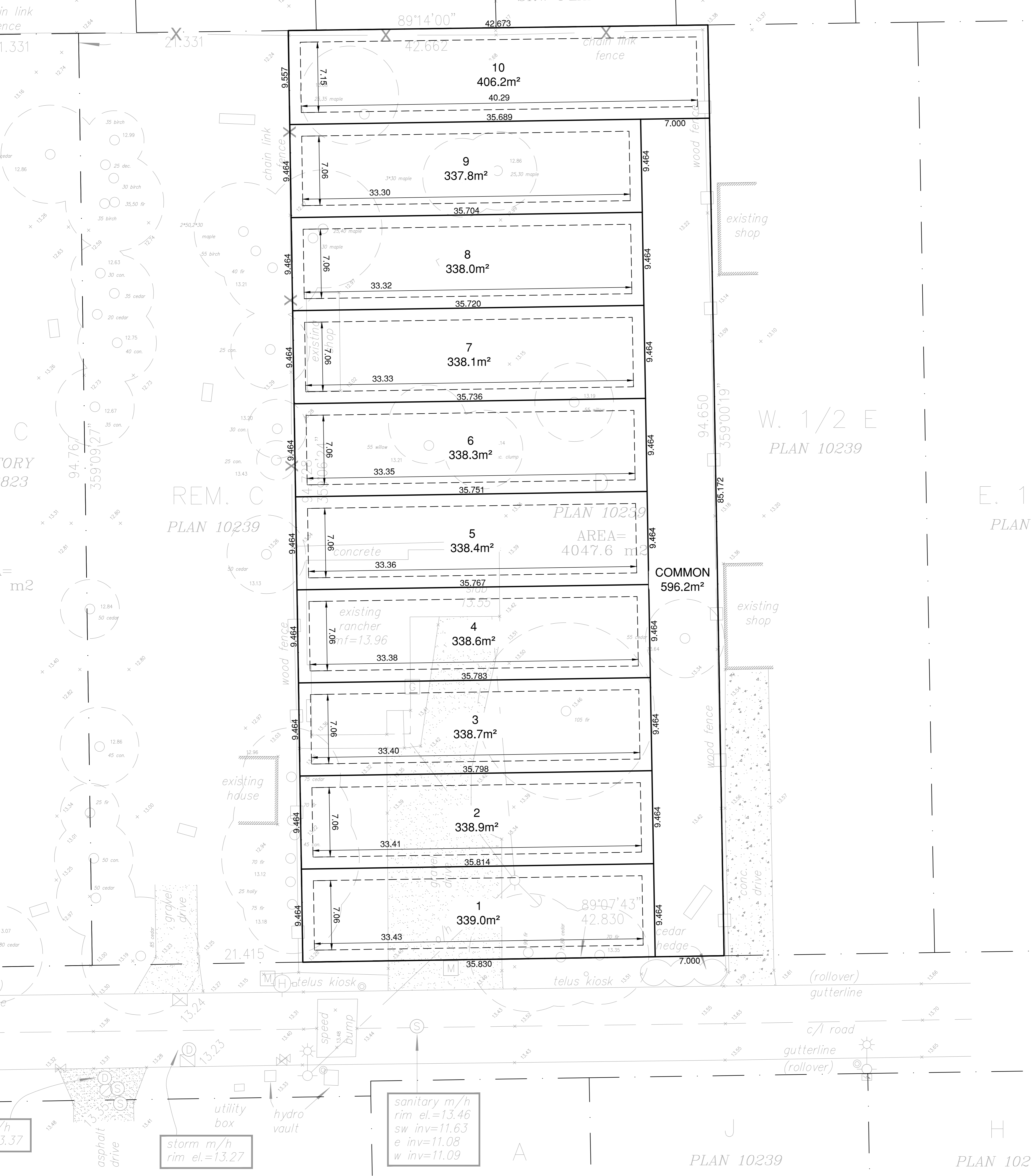
196
PLAN 66844

195
PLAN 66844

194
PLAN 66844

193
PLAN 66844

SRW PLAN 66851



REM. C
PLAN 10239

PLAN 10239
AREA = 4047.6 m²

W. 1/2 E
PLAN 10239

E. 1
PLAN

COMMON
596.2m²

sanitary m/h
rim el.=13.46
sw inv=11.63
e inv=11.08
w inv=11.09

storm m/h
rim el.=13.27

h
3.37

DIAN EDDERSON

PLAN 10239

PLAN 102

File No: 3360-20-Z01/24
Date: April 15, 2024

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: Rezoning Application – 442 and 464 Pine Avenue

RECOMMENDATION

THAT Council request the applicant to set up a Public Notification meeting for the rezoning of 442 and 464 Pine Avenue, as per section 11.0 of the Village's Development Procedures Bylaw No. 1090, 2016.

SUMMARY

The consideration of a rezoning application from the current R-2 zone to an R-4 zone, for the creation of 18 two storey residential dwellings.

BACKGROUND

The development site consists of two properties, with the assigned civic addresses of 442 and 464 Pine Avenue. Located on each site is a single-family dwelling and the combined site is approximately 0.542 Ha (~5,422.00 M², 1.34 Ac) in size, with both being fully serviced, accessible from Pine Avenue and relatively flat.



442 Pine Avenue



464 Pine Avenue



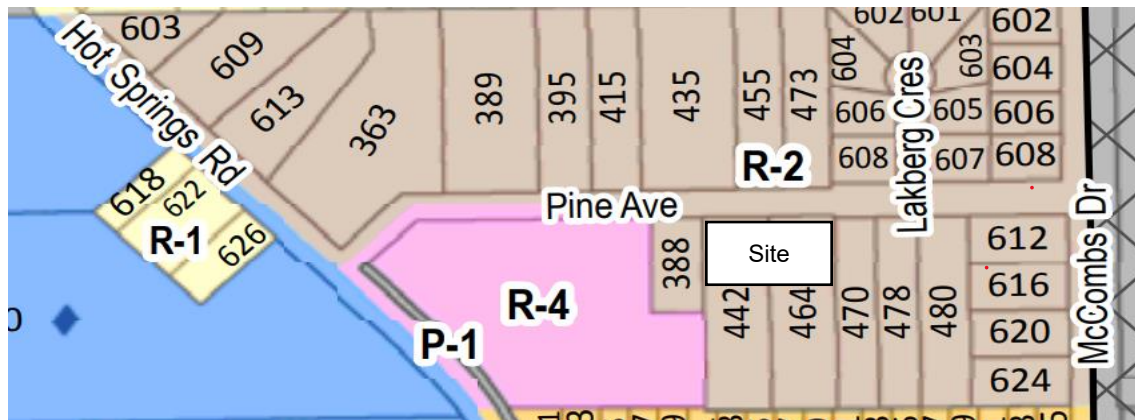
The two-parcel proposed development site

DISCUSSION

Zoning

The site is currently zoned Residential 2 (Duplex) and the minimum Lot size for subdivision purposes ranging from 697 M² when connected both to the Village’s sewer and water system to 1125 M² when hooked up to sewer only. The current individual parcel sizes exceed the minimum parcel size subdivision requirements for a duplex dwelling. Without a rezoning

application the applicant could build approximately 8 duplexes, for a total of 16 dwelling units over the two sites. The applicant is proposing 18 dwelling units over the two sites.



Official Community Plan

This site is located within the OCP under the Neighbourhood Plan – Pine Avenue section. Listed below are the summary points associated with this proposed development and the Neighbourhood Plan.

The Official Community Plan Bylaw No. 864, 2007 is the guiding bylaw in this case as it was in effect at the time the application was submitted.

Policy Framework

- **Building design and landscaping** – not applicable as this proposal is not multi-unit dwellings
- **Minimize the number of driveways onto Pine Avenue** – there are currently two driveways and the applicant is proposing only one
- **No north south road connections** – none are being proposed
- **Focus on small lot single family development and low-density multi-family development along Hot Springs** – the new Provincial and Policy Manual and Site Standards requirements, or the Small-Scale, Multi-Unit Housing (SSMUH) have been created to address the minimum density for single family dwellings and duplexes, so this location policy will not truly be applicable after June 30, 2024.
- **Assembly of existing single family lots is the preferred approach, however, redevelopment options for individual lots shall be considered** – this is a two-lot redevelopment application
- **Rezoning applications shall only be considered for small lot residential subdivision or multi family development on sites greater than 0.4 ha (1 acre)** - the combined size of both parcels is approximately 0.542 Ha in size
- **A neighbourhood park at least 0.2 ha (0.5 acres) in size should be located in the central portion of the neighbourhood** – as there is no subdivision plan associated with this application, the actual dedication of parkland is not possible. The Village can, however, ask the developer to make a financial contribution to the potential park for this area.
- **The adequacy of the existing infrastructure to service any new developments shall be determined prior to rezoning the lands, including the preparation of**

a storm management plan – Council may request this type of additional information from the applicant

- **Clustering of development and smaller building footprints are encouraged to minimize the creation of impermeable surfaces** – the impermeable issue can be addressed through the preparation of the storm management plan
- **All development shall conform to the applicable flood provision requirements** – the Flood Construction Level is 14.55 M, as per the Village's Zoning Bylaw.

Comparison of the R-2 Zone to the R-4 Zone

Listed below is a comparison of the R2 zone regulations with the proposed R4 zone regulations.

Development Regulations	R-2 Zone	R-4 Zone
Detached Dwelling	Yes	No
Duplex Dwelling	Yes	No
Townhouse dwelling	No	Yes
Home Occupation	Yes	Yes
Accessory Residential Suite or a Coach House, but not both	Yes	No
Accessory Buildings/structures	Yes	Yes
Minimum lot Size	697 M ² to 1125 M ² (depends on if the parcel is hooked into a community water system and a community sewer system)	1500 M ² and must be hooked into a community sewer and water system
Minimum lot width	18 M (SFD) 24 M (Duplex)	22.5 M
Maximum density	NA	35 units per ha
Maximum lot coverage	40%	55%
Minimum front setback	7.5 M	4.5 M
Minimum rear setback	7.5 M	7.5 M
Minimum interior side setback	1.5 M	3.6 M
Minimum exterior side setback	3.6 M	7.5 M
Maximum height	10.7 M	11 M
Minimum Amenity area (more than 11 units being proposed)	NA	10 M ² per unit

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

OCP bylaw 864, 2007 – Neighbourhood Plan (Pine Avenue)

Zoning Bylaw No. 1115, 2017

Respectfully submitted:



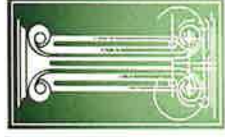
Ken Cossey, MCIP, RPP
Planning Consultant

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Site Plan dated January 9, 2024



PRECISION BUILDING DESIGN ASSOCIATES LTD.
3-10755 Highway 10, Unit 101, Richmond, B.C. V6V 2E9

Project: Open Door Construction
18 Unit Townhome Development

Address: 442 / 464 Pine Ave.
Harrison Hot Springs, B.C.



NO.	DESCRIPTION	DATE
1	PRELIMINARY	24.12.22
2	REVISED	24.12.22
3	REVISED	12.12.22
4	REVISED	10.12.22
5	REVISED	08.12.22
6	REVISED	06.12.22
7	REVISED	04.12.22
8	REVISED	02.12.22
9	REVISED	30.11.22
10	REVISED	28.11.22
11	REVISED	26.11.22
12	REVISED	24.11.22
13	REVISED	22.11.22
14	REVISED	20.11.22
15	REVISED	18.11.22
16	REVISED	16.11.22
17	REVISED	14.11.22
18	REVISED	12.11.22
19	REVISED	10.11.22
20	REVISED	08.11.22
21	REVISED	06.11.22
22	REVISED	04.11.22
23	REVISED	02.11.22
24	REVISED	31.10.22
25	REVISED	29.10.22
26	REVISED	27.10.22
27	REVISED	25.10.22
28	REVISED	23.10.22
29	REVISED	21.10.22
30	REVISED	19.10.22
31	REVISED	17.10.22
32	REVISED	15.10.22
33	REVISED	13.10.22
34	REVISED	11.10.22
35	REVISED	09.10.22
36	REVISED	07.10.22
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92	REVISED	17.06.22
93	REVISED	15.06.22
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95	REVISED	11.06.22
96	REVISED	09.06.22
97	REVISED	07.06.22
98	REVISED	05.06.22
99	REVISED	03.06.22
100	REVISED	01.06.22

Concept Layout

Site Plan/Zoning

Project No: PH0056
Designed by: K. WELSH / B. BURRITT
Scale: AS SHOWN
AS SHOWN
Date: Jan. 6, 2024
Checked by: B. BURRITT
K. WELSH
Sheet Number: 1.0

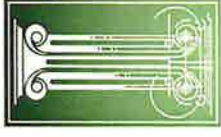
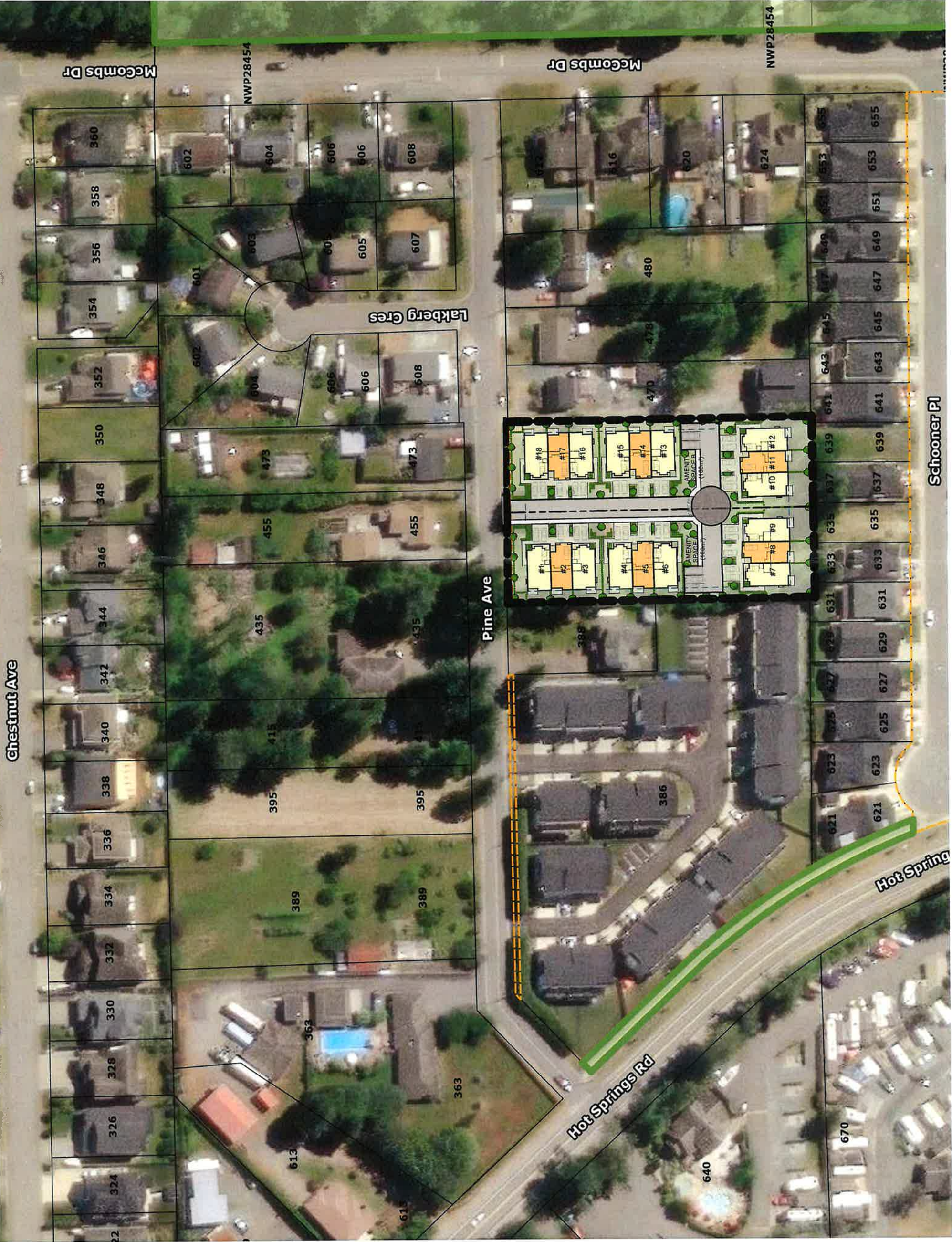


Pine Ave

- 1.5m ROAD DEDICATION
- 4.5m FRONT SETBACK
- RESIDENTIAL PARKING
EXTERIOR UNIT = 2 GARAGE/2 DRIVEWAY
INTERIOR UNIT = 1 GARAGE/1 DRIVEWAY
- 6m STRATA ROAD
- PROPERTY LINES
- MIN. 6m DRIVEWAY LENGTH
- COV. REAR PATIOS
- 1.5m SIDEWALK
- VISITOR PARKING
- FIRE/GARAGE
TURNAROUNDS @
ROUNDABOUTS
- 7.5m REAR SETBACK
- 3.6m INT. SIDE SETBACK

ZONING ANALYSIS (R4)
 PERMITTED USE - TOWNHOUSE DWELLING
 LOT SIZE - 1500m² MIN. (5415.8m² PROPOSED)
 LOT WIDTH - 22.5m MIN. (66.3m PROPOSED)
 LOT DEPTH - 15.0m MIN. (45.7m PROPOSED)
 LOT COVERAGE - 55% MAX. (34% PROPOSED)
 SETBACKS - FRONT - 4.5m
 REAR - 7.5m
 INTERIOR SIDE - 3.6m
 BUILDING HEIGHT - 11m MAX. (10m PROPOSED)
 AMENITY AREA - 190m² MIN. (200m² PROPOSED)
 VISITOR PARKING - 4.5 MIN. (6 PROPOSED)
 RESIDENT PARKING - 2 PER DU MIN. (2 OR 3 PER DU PROP.)

SITE PLAN
1:250



PRECISION BUILDING DESIGN ASSOCIATES LTD.
 548753 10th Street, B.C. 604-752-0222

project: Open Door Construction
 18 Unit Townhome
 Development

address: 442 / 464 Pine Street,
 Harrison Hot Springs, B.C.



NO.	DESCRIPTION	DATE
1	PRELIMINARY	2024.01.02
2	REVISED	2024.01.02
3	REVISED	2024.01.02
4	REVISED	2024.01.02
5	REVISED	2024.01.02
6	REVISED	2024.01.02
7	REVISED	2024.01.02
8	REVISED	2024.01.02
9	REVISED	2024.01.02
10	REVISED	2024.01.02

sheet name: Concept Layout

sheet name: Neighbourhood Plan

project no: PH4256
 designed: B BURRITT / K WELSH
 drafted: B BURRITT
 ac title: AS SHOWN
 date: JAN 2, 2024
 checked: K WELSH
 sheet number:

File No: 0560-01
Date: April 15, 2024

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: Release of Closed Meeting Resolutions

RECOMMENDATION

THAT the following closed meeting resolutions be received for information at the April 15, 2024 Regular Council Meeting:

From the March 8, 2024 Special Closed Council Meeting:

Moved by Mayor Wood
Seconded by Councillor Facio

THAT staff be directed to put out a request for proposals for an independent contractor to assist the Village in improving its Occupational Health and Safety Program and in resolving any outstanding complaints of harassment, bullying, and breaches of the Village’s Code of Conduct policy.

CARRIED
OPPOSED BY COUNCILLORS ALLEN AND VIDAL
SCC-2024-03-06

Moved by Mayor Wood
Seconded by Councillor Jackson

THAT staff be directed to put out a request for proposals for an independent contractor to guide discussions between _____ and _____ with the goal of creating an improved working relationship. *Redacted pursuant to s. 22(2)(h) of the Freedom of Information and Protection of Privacy Act.*

CARRIED
OPPOSED BY COUNCILLORS FACIO AND VIDAL
SCC-2024-03-07

BACKGROUND

Many subjects requiring the confidentiality of a closed meeting only require it for a limited period of time. It is important that local governments have a process in place to regularly review the information produced at closed meetings. Information that would no longer undermine the reason for discussing it in a closed meeting should be released as soon as practicable. The above resolutions have been released from the March 8, 2024 Special Closed Council Meeting.

Respectfully submitted by:

A handwritten signature in black ink, appearing to be 'TK' or similar initials, written in a cursive style.

Tyson Koch
Chief Administrative Officer

File No: 3900-02
Date: April 15, 2024

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Discharge of Firearms Bylaw No. 1207, 2024

RECOMMENDATIONS

THAT Discharge of Firearms Bylaw No. 1207, 2024 be introduced and given first reading; and
THAT Discharge of Firearms Bylaw No. 1207, 2024 be given second and third readings.

SUMMARY

To present an updated Discharge of Firearms Bylaw for Council's consideration.

BACKGROUND

Firearms Regulation Bylaw No. 120, 1958 is the bylaw currently in effect which regulates the discharge of firearms within the Village of Harrison Hot Springs. The bylaw is outdated and in need of replacement. The bylaw contains references to explosives which are now regulated by the federal *Explosives Act* (RSC 1985, c. E-17).

DISCUSSION

The Village has received reports in the past of air guns being discharged in the East Sector lands. The discharge of firearms, including spring and air guns, is prohibited by the *Forest Recreation Regulation* (BC Reg 16/2004). However, this only applies to the 92.619 hectare portion of the lands that are covered by the Recreation Site Order. In the remaining portions of the area, this is not an offence under the existing bylaw. The new bylaw more clearly specifies the definition of the term "firearm", which is expanded to include air and spring guns, and any device capable of propelling a projectile.

The discharge of firearms cannot be dealt with by bylaw notice pursuant to section 3(a) of the *Bylaw Notice Enforcement Regulation* (BC Reg 175/2004). Therefore, an offence under this bylaw would be dealt with in accordance with the *Offence Act* (RSBC 1996, Chapter 338).

Both the existing and new bylaw are attached to this report.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

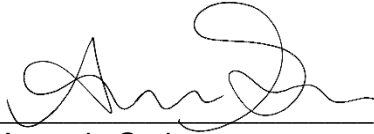
POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

Respectfully submitted:

Reviewed by:



Amanda Graham
Corporate Officer



Tyson Koch
Chief Administrative Officer

Attachments (2): 1. Draft Discharge of Firearms Bylaw No. 1207, 2024
2. Firearms Regulation Bylaw No. 120, 1958

A bylaw to provide for the control and management of the discharge of firearms

WHEREAS section 8(5) of the *Community Charter* authorizes local governments to, by bylaw, regulate and prohibit the discharge of firearms;

AND WHEREAS the Mayor and Council of the Village of Harrison Hot Springs has deemed it advisable to regulate the discharge of firearms,

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

1. CITATION

This bylaw may be cited as the Village of Harrison Hot Springs “Discharge of Firearms Bylaw No.1207, 2024”.

2. DEFINITIONS

For the purposes of this bylaw:

“Bylaw Enforcement Officer” means a person appointed from time to time by the Council of the Village for the purpose of enforcing and carrying out provisions of this Bylaw, and shall include any designate so appointed

“Conservation Officer” means an individual appointed under the *Environmental Act* (SBC 2003, Chapter 53) acting in the course of their duties

“Firearm” means a rifle, shotgun, handgun, air gun, spring gun or any device that propels a projectile by means of explosion, compressed gas/air or spring

“Peace Officer” means an officer appointed under the *Police Act* (RSBC 1996, Chapter 367) or the *Royal Canadian Mounted Police Act* (RSC, 1985, c. R-10) acting in the course of their duties

“Village” means the Village of Harrison Hot Springs

3. PROHIBITION

(a) No person shall discharge a Firearm in any area located within the boundaries of the Village of Harrison Hot Springs as outlined by the bold, black line on Schedule A of this Bylaw.

- (b) No person shall discharge a Firearm in such a way that the projectile goes into, over or through any area within the boundaries of the Village.

4. EXCEPTIONS

The provisions of this Bylaw do not apply to a Peace Officer or Conservation Officer who discharges a Firearm in the lawful performance of their duties.

5. ENFORCEMENT

- (a) This Bylaw may be enforced by a Bylaw Enforcement Officer or a Peace Officer.
- (b) No person shall interfere with, obstruct, or impede a Bylaw Enforcement Officer carrying out his or her duties in accordance with this Bylaw.

6. OFFENCE AND PENALTY

- (a) Every person who contravenes or violates any of the provisions of this Bylaw, who suffers or permits any act to be done in violation of this Bylaw, or who fails or neglects to do anything required to be done by any provision of this Bylaw, commits an offence against this Bylaw and is liable to the penalties hereby imposed.
- (b) Each day that the offence continues shall constitute a separate offence.
- (c) Every person who commits an offence against this Bylaw is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding the maximum set out in the *Offence Act* (RSBC 1996, Chapter 338) as amended from time to time.

7. SEVERABILITY

If any section, subsection, sentence, clause or phrase of this bylaw is, for any reason, held to be invalid by the decision of any Court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this bylaw.

8. REPEAL

The Village of Harrison Hot Springs Bylaw No. 120, 1958 is hereby repealed in its entirety.

READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF , 2024

READ A FIRST TIME THIS DAY OF , 2024

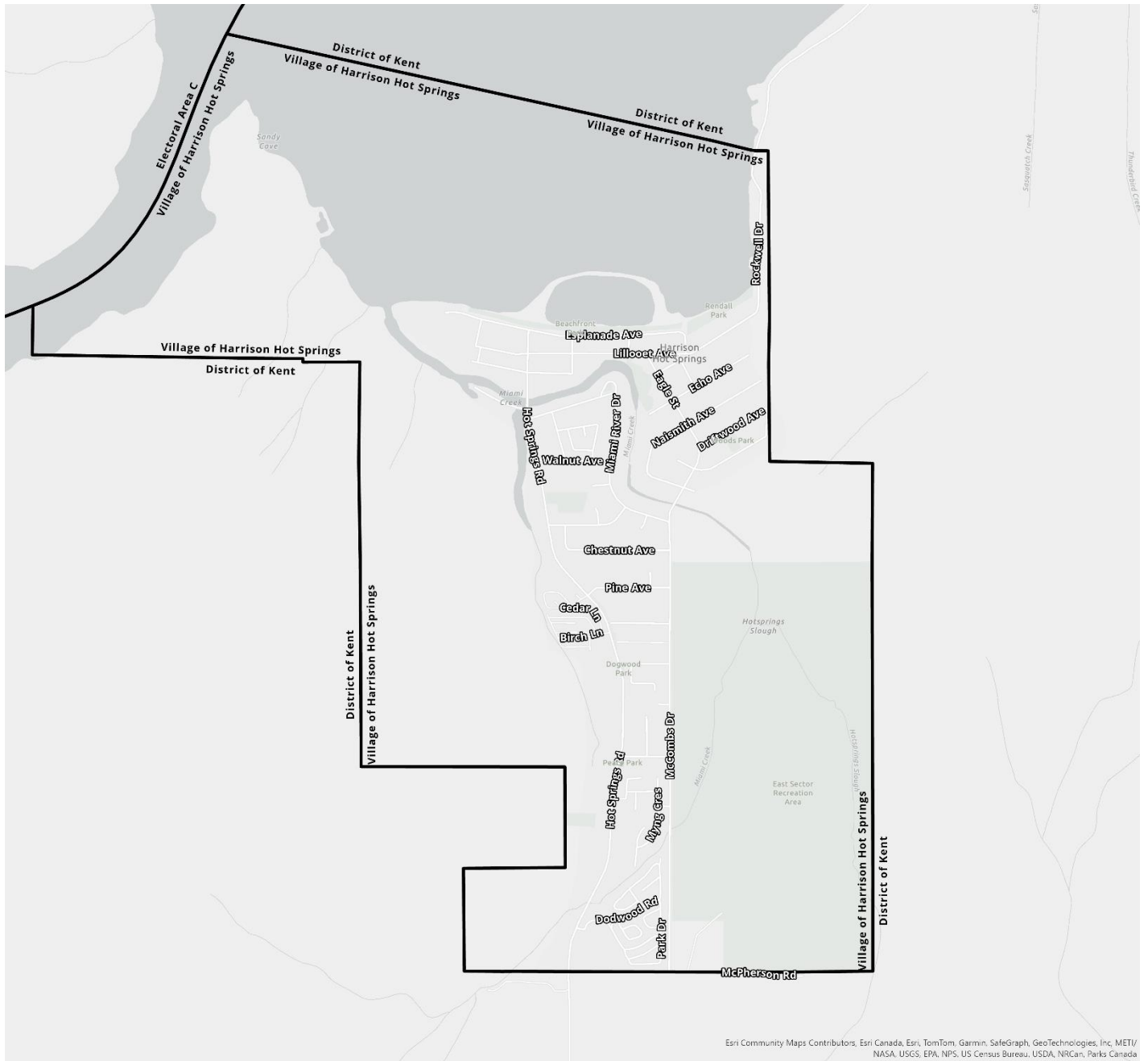
READ A FIRST TIME THIS DAY OF , 2024

ADOPTED THIS DAY OF , 2024

Mayor

Corporate Officer

SCHEDULE A



Esri Community Maps Contributors, Esri Canada, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METV, NASA, USGS, EPA, NPS, US Census Bureau, USDA, NRCan, Parks Canada

THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS

"1958 Harrison Hot Springs Village Firearms Regulation By-Law

CB No. 120"
the Council of PFT

A By-Law of The Corporation of the Village of Harrison Hot Springs enacted for the purpose of controlling and regulating the manufacture, possession and use of firearms, bombs and explosive substances in the Village.

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

1 Interpretation:

"EXPLOSIVE SUBSTANCE" includes:-

- (a) anything intended to be used to make an explosive substance,
- and
- (b) anything, or any part thereof, used or intended to be used, or adapted to cause, or to aid in causing an explosion in or with an explosive substance.

"FIREARM" shall include, in addition to the usual, customary meaning of the word, any home-made device or "bomb" which is intended to explode when activated or set off.

"PEACE OFFICER" includes:-

- (a) a mayor, warden, chairman of the Village Council, reeve, sheriff, deputy sheriff, sheriff's officer and justice of the peace,
- (b) a warden, deputy warden, instructor, keeper, gaoler, guard and any other officer or permanent employee of a prison,
- (c) a police officer, police constable, bailiff, constable, or other person employed for the preservation and maintenance of the public peace or for the service or execution of civil process, and
- (d) an officer or person having the powers of a customs or excise officer when performing any duty in the administration of the "Customs Act" or the "Excise Act".

2 It shall be an offence for any person, including the owner or possessor of a registered firearm and the holder of a valid game or hunter's license, who is not a "PEACE OFFICER" to discharge or explode any firearm or explosive substance anywhere within the limits of The Corporation of the Village of Harrison Hot Springs.

3 It shall be an offence for any person to have in possession,

3 It shall be an offence for any person to have in possession, or to make or to attempt to make any explosive substance within the limits of The Corporation of the Village of Harrison Hot Springs.

4 The Council of The Corporation of the Village of Harrison Hot Springs may, by resolution passed at any meeting, grant exemption to specified individuals or organizations, for definite specified periods of time, from any or all of the provisions of this By-Law, or appoint and authorize some person to grant such exemptions between meetings of the Council.

5 Any person found guilty of an infraction of this By-Law shall be guilty of an offence and, upon summary conviction, shall forfeit and pay a fine of not less than ten dollars or more than one hundred dollars and the costs of conviction. In default of payment of such fine and costs, the person so convicted shall be liable to imprisonment for a period not exceeding thirty days.

6 This By-Law may be cited for all purposes as "1958 Harrison Hot Springs Village Firearms Regulation By-Law No.120." DONE AND PASSED by the COUNCIL of THE CORPORATION OF THE VILLAGE OF HARRISON HOT SPRINGS as follows;- INTRODUCED AND PASSED on October sixteenth, 1958. RECONSIDERED AND ADOPTED on October twenty-third, 1958.

Certified to be a True Copy.

.....P.F.T. Trout.....Village Clerk

A true copy of By-law No. 120 registered in the office of the Inspector of Municipalities this 29th day of October, 1958.

Signed Under Seal

.....A. Burgin.....
Chairman


Inspector of Municipalities.

.....P.F.T. Trout.....
Village Clerk

File No: 4200-01
Date: April 15, 2024

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: Code of Conduct Bylaw No. 1205, 2024

RECOMMENDATION

THAT Code of Conduct Bylaw No. 1205, 2024 be introduced and given first reading; and
THAT Code of Conduct Bylaw No. 1205, 2024 be given second and third reading.

SUMMARY

To present a new Code of Conduct Bylaw for Council's consideration.

BACKGROUND

Section 113.1(1)(b) of the *Community Charter* requires that Council determine whether its existing code of conduct should be reviewed within the 6 (six) months following the first regular council meeting after a general local election. Currently, the Village has a Code of Conduct Policy No. 1.33 which was adopted on November 2, 2020.

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

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

COW-2023-01-02

At the April 3, 2023 Regular Council meeting staff presented a draft Code of Conduct Bylaw No. 1189, 2023 and Council passed the following resolution:

“THAT the draft Code of Conduct Bylaw No. 1189, 2023 be reviewed by legal counsel and provide any changes or amendments that may be necessary”

RC-2023-04-17

Lidstone and Company conducted a review of the draft and provided recommendations. The revised draft bylaw was provided to Council at the May 15, 2023 Regular Council meeting and Council passed the following resolution:

“THAT the Code of Conduct Bylaw No. 1189, 2023 be referred back to staff to bring the report back at the next Regular Council Meeting.”

RC-2023-05-33

Staff made further edits and presented another draft of the bylaw at the June 5, 2023 Regular Council meeting and Council made the following resolution:

“THAT the Council for the Village of Harrison Hot Springs give the Council Code of Conduct Bylaw, 1189, 2023 First Three Readings; and

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

RC-2023-06-09

At the June 19, 2023 Regular Council meeting staff, the bylaw was brought before Council for final adoption and the following resolutions were proposed:

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

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

Neither motion passed as both motions received 2 (two) votes in favour and 2 (two) votes in opposition. At the November 8, 2023 Regular Council meeting, Municipal Advisor Ron Poole submitted his final report. At that meeting, Council passed a resolution to approve and adopt all of the recommendations in the report, including that Council finalize and adopt a Code of Conduct.

DISCUSSION

Attached to this report is a slightly re-worked Code of Conduct Bylaw that is very similar to the one that was last presented to Council in June of 2023.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

There are no policy considerations associated with this report.

Respectfully submitted by:



Tyson Koch
Chief Administrative Officer

Attachment: Draft Code of Conduct Bylaw No. 1205, 2024

A bylaw to regulate the conduct for Council and Committee Members

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

AND WHEREAS Council and Committee Members are expected to:

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

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

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

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

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

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

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

PART I – GENERAL

1.1 Title

This Bylaw may be cited as “Village of Harrison Hot Springs Code of Conduct Bylaw No. 1205, 2024”.

1.2 Definitions

In this bylaw:

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

1.3 Purpose and Interpretation:

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

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

1.4 Application:

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

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

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

(d) This Bylaw does not apply to Staff.

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

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

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

1.5 Severability:

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

PART 2 – STANDARDS AND VALUES

2.1 Foundational Principles

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

- (a) Members shall serve and be seen to serve the best interests of all their constituents in a conscientious and diligent manner;
- (b) Members shall be committed to performing their duties and functions with integrity and avoiding improper use or influence of their office, and conflicts of interest;
- (c) Members are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- (d) Members shall seek to serve the public interest by upholding both the letter and spirit of the laws of the Federal Parliament and British Columbia Legislature, and the laws and policies adopted by the Village Council.

2.2 Interpretation

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

2.3 Roles and Responsibilities

- (a) Council is the governing body of the Village. It has the responsibility to govern the Village in accordance with Part 5 of the *Community Charter* and other applicable legislation.
- (b) Council Members have, among other things, a statutory responsibility to consider the well-being and interests of the municipality and its community, and to participate in meetings and carry out the duties assigned by Council and applicable legislation.
- (c) The Mayor has, among other things, a statutory responsibility to provide leadership to the Council and to provide general direction to Municipal Officers respecting Village policies, programs and other directions of the Council as set out in Part 5 of the *Community Charter*.
- (d) Staff provide professional advice to the Council and carry out decisions in an effective, efficient and non-partisan manner.

PART 3 – CONDUCT OF ELECTED OFFICIALS

3.1 General Conduct

3.1.1 A Member shall not:

- (a) contravene this Bylaw, as amended or replaced from time to time;
- (b) contravene any other Village bylaw or policy, as amended or replaced;
- (c) contravene a law of British Columbia or Canada, including but not limited to the British Columbia *Human Rights Code* or the *Freedom of Information and Protection of Privacy Act*; or
- (d) defame, either verbally or in writing, another Council Member, Staff, or a Volunteer.

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

3.1.2 A Council Member shall not:

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

3.2 Interactions with Staff, Volunteers and Committee Members

3.2.1 A Member must direct inquiries regarding administrative issues or questions to the CAO or Deputy CAO and refrain from contacting Staff directly unless the communication is minor and for the purpose of seeking administrative clarity.

3.2.2 A Member must not interfere with, hinder or obstruct Staff, Volunteers or other Committee Members in the exercise of performance of their roles, responsibilities, powers, duties or functions, nor shall they impair the ability of Municipal Officers and Staff to implement Council resolutions in accordance with Section 153 of the *Community Charter*.

3.2.3 A Member must not request or require Staff to undertake personal or private work on behalf of a Member.

3.2.4 A Member must not compel Staff to engage in partisan political activities or subject them to reprisal of any kind for refusing to engage in such activities.

3.2.5 A Member must not make any comments, in writing or verbally, in public, on social media or otherwise that a reasonable person would conclude are disparaging or defamatory in nature, factually incorrect or inaccurate about Members, Staff, or Volunteers.

3.2.6 A Member must not directly or indirectly request, induce, encourage, aid, or permit Staff to do something which, if done by the Member, would be a breach of this Code of Conduct.

3.3 Interactions with the Public and Media

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

3.4 Public Meetings

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

3.5 Collection and Handling of Information

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

3.6 Use of Social Media

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

3.7 Conflict of Interest

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

3.8 Use of Influence

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

3.9 Gifts and Personal Benefits

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

3.10 Campaign Activities

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

3.11 Business Relations

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

PART 4 – COMPLAINT AND RESOLUTION PROCEDURES

4.1 Complaint Resolution Procedures and Directives

4.1.1 Confidential Requests

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

4.1.2 How to Make a Complaint

- (a) A Member, Staff, or Volunteer may submit a Complaint to the CAO or, if the CAO is a party to the Complaint, then to the Deputy CAO.
- (b) A Complaint must be in writing and should, to the extent possible, describe with sufficient detail:
 - i. the name of the Complainant;
 - ii. the name of the Respondent;
 - iii. the conduct that the Complainant alleges to constitute a breach;
 - iv. the date of the alleged conduct;
 - v. the parts of this Bylaw that the Complainant alleges have been breached; and
 - vi. the basis for the Complainant's knowledge about the conduct.
- (c) A Complainant may specify in the Complaint whether they are willing to participate in an informal resolution of the Complaint.
- (d) Upon receipt of a Complaint, the CAO (or Deputy CAO, as the case may be) shall retain an Investigator.
- (e) In the event that the Investigator receives multiple Complaints concerning the same matter, the Investigator must proceed with the first Complaint accepted and may expand the Complaint and/or add Complainants for the purpose of conducting the investigation and preparing the investigation report.
- (f) All Complaints must be made within 90 days of the Complainant knowing, or reasonably ought to have known, of the alleged breach of this Bylaw, or within 90 days of the most recent incident of the alleged misconduct if it is a continuing contravention. The Investigator may extend this 90 day

deadline up to an additional 90 days if circumstances warrant an extension.

- (g) Complaints regarding a Council Member seeking re-election may be made but must not be investigated in the period from the first day of the nomination period to the general voting day. In the event that a Complaint is filed prior to the first day of the nomination period, but remains unresolved by the start of and through the campaign period, the investigation will be suspended and may be continued into the next term unless the Complainant(s) or Respondent(s) do not seek or fail to gain re-election.
- (h) In the 90 days prior to general voting day, the Investigator may suspend any investigation that is underway.

4.1.3 Preliminary Assessment

- (a) On receipt of a Complaint, the Investigator must conduct a preliminary assessment to determine whether to proceed with an investigation.
- (b) The Investigator will provide the Respondent a summary of the Complaint.
- (c) If, after a preliminary assessment, the Investigator is of the opinion that:
 - i. the Complaint is not with respect to a breach of this Bylaw;
 - ii. the Complaint is frivolous, vexatious, or not made in good faith;
 - iii. the investigation is or might be hampered, or the Council Member might be prejudiced, by the Complainant's failure to comply with Section 4.1.2(b), or otherwise cooperate with the investigation;
 - iv. the Complainant wishes to withdraw the Complaint and it would be appropriate in the circumstances to allow the withdrawal;
 - v. there are no grounds or insufficient grounds to conclude that a violation of this Bylaw has occurred; or
 - vi. the Complaint would be more appropriately addressed through another process or if the Complaint is already being addressed through another process, such as court proceeding or human rights complaint,

the Investigator may decide not to proceed with a Complaint and must notify the Complainant, Respondent, and CAO (or the Deputy CAO, as the case may be) in writing that of same, set out the reasons for this decision and close the Complaint.

- (d) Notwithstanding Section 4.1.3 (a) and (b), the Investigator may request further information from the Complainant before determining whether or not there are sufficient grounds that a breach of this Bylaw may have occurred.

4.1.4 Informal Resolution:

- (a) When the Investigator has decided to proceed with a Complaint, the Investigator must determine whether the Complaint requires a formal investigation or whether the Complaint may be resolved informally. In the latter case, the Investigator may either attempt to resolve the Complaint directly or refer the Complaint to the CAO (or Deputy CAO, as the case may be).
- (b) In making a determination under subsection 4.1.4(a), the Investigator shall give a strong preference to the informal resolution process wherever possible.
- (c) When determining whether the Complaint may be resolved informally, the Investigator may consider culturally appropriate, transformative or restorative justice approaches, and may engage a third party to assist the Investigator for this purpose.
- (d) Where the Investigator refers the Complaint in accordance with Section 4.1.4(a) the CAO or Deputy CAO, as the case may be, may agree to assist in resolving the Complaint directly, or may appoint at their discretion a third party to assist in resolving the Complaint.
- (e) The third party assisting in the informal resolution of a Complaint will assess the suitability of the Complaint for settlement or resolution on an on-going basis.
- (f) The Complainant, or the Respondent, can decline to participate in an informal resolution at any time.
- (g) If a Complaint is resolved informally, the third party assisting in resolving the Complaint must notify the Investigator in writing of the terms of the resolution, upon receipt of which, the Investigator must close the Complaint.
- (h) If the terms of resolution resulting from an informal process are not complied with, the Investigator may re-open the Complaint and proceed with the formal resolution process.
- (i) If a Complaint cannot be resolved informally, the third party assisting in resolving the Complaint must refer the Complaint back to the Investigator for a formal investigation.

4.1.5 Formal Resolution:

- (a) If a Complaint is not rejected, closed, or resolved informally, the Investigator must proceed with a formal investigation.
- (b) If the Investigator proceeds with a formal investigation, the Investigator will ensure that the investigation is conducted in a fair, timely, confidential manner and otherwise complies with the principles of due process, procedural fairness, and natural justice.
- (c) The Investigator will interview the Respondent, the Complainant, and any other individual who is relevant to the Complaint. The Respondent, Complainant, and other witnesses must agree to keep information discussed as part of the investigation confidential.
- (d) The Investigator may also request disclosure of records relevant to the Complaint, including records held by the Complainant, Respondent, third parties, or any record in the possession or control of the Village, except a record that is subject to solicitor-client privilege.
- (e) Notwithstanding subsection 4.1.6(a) below, nothing prohibits the Investigator from summarily dismissing a Complaint where it becomes apparent, after some investigation, that the Complaint has no chance of success.
- (f) If the Investigator summarily dismisses a Complaint in the Formal Resolution stage, the Investigator shall report to the Complainant and Respondent in the manner similar to that as set out in 4.1.4(a).

4.1.6 Dismissal or Suspension of Complaint

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

the Investigator may dismiss the Complaint, or part of the Complaint, and must notify the Complainant and CAO (or Deputy CAO, as the case may be) in writing that the Complaint is not within the jurisdiction of this Bylaw, or that the Complaint would be more appropriately addressed through another process, as the case may be, and set out any additional reasons and recommendations the Investigator thinks appropriate.

- (b) If the Investigator, at any stage in the Complaint procedure, determines that there are reasonable grounds to believe that there has been a contravention of the *Criminal Code* then the Investigator must immediately refer the matter to the appropriate authorities and suspend the investigation until any resulting police investigation and charge have been finally disposed of, and shall report the suspension of the investigation to the CAO (or Deputy CAO, as the case may be).
- (c) Where a Complaint is made against a Council Member who, during the course of the Complaint procedure, ceases to hold office, the Investigator may close the Complaint and notify the Complainant, Respondent and CAO (or Deputy CAO, as the case may be) of this decision.

4.1.7 Adjudication and Reporting:

- (a) The Investigator must render a decision within 90 days of making the determination to proceed with a formal investigation, unless the Investigator determines that doing so is not practicable, in which case the Investigator must notify the Complainant and Respondent of the delay and provide a revised decision date. The revised decision date may be extended by periods of up to 30 days on provision of written notice to the Complainant, the Respondent, and the CAO (or Deputy CAO, as the case may be).
- (b) The Investigator shall, upon conclusion of the investigation prepare a report setting out their findings as to whether the Respondent breached the Bylaw and provide reasons for their determination and provide it to the CAO, (or Deputy CAO, as the case may be), who will place the report on a closed meeting agenda for receipt by Council.
- (c) If the Investigator concludes the Respondent breached the Bylaw the Investigator must make recommendations as to potential sanction(s) for the breach as set out below.
- (d) If the Investigator determines the Respondent took all reasonable steps to prevent the breach, or that the breach was trivial or done inadvertently or because of an error in judgment made in good faith, the Investigator will so state in the investigation report and may recommend that no sanction be imposed.
- (e) A letter confirming the investigation is complete, a summary of the conclusions and what steps, if any, Council will take will also be provided to the Complainant and the Respondent in due course, subject to any redactions necessary to comply with the *Freedom of Information and Protection of Privacy Act*.

4.1.8 Final Determination by Council

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

4.1.9 Remedies

- (a) Sanctions that may be imposed for a violation of this Bylaw include the following:
 - i. a letter of reprimand from Council addressed to the Respondent;
 - ii. the publication of the letters contemplated in subsection (i), along with the Respondent's written response, if any;
 - iii. directions to the CAO regarding restricting how documents, including documents containing Confidential Information, are provided to the Respondent;
 - iv. disclosure to the public of the findings relating to the Respondent's breach of this Bylaw;
 - v. a requirement that the Council Member attend specific training or counselling;
 - vi. limitations on access to certain Village facilities;
 - vii. suspension or removal of the Respondent from some or all internal and external Council committees and bodies to which the Respondent was appointed at the pleasure of Council;
 - viii. restricting the Respondent from representing the Village at events and/or attending conferences and seminars;

- ix. suspension or removal of the appointment of the Respondent as the Deputy Mayor;
 - x. public censure of the Respondent;
 - xi. imposing further limits on council-related travel or expenses beyond those set out in corporate policies; or
 - xii. any other sanction recommended by the Investigator, so long as that sanction is within the authority of Council.
- (b) The Investigator may recommend that Council consider commencing an application for disqualification under section 111 of the *Community Charter* or for damages under section 117 of the *Community Charter*, as applicable.

4.1.10 Report to be Public

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

4.1.11 Remuneration

- a) Subject to Council's duty of procedural fairness towards the Respondent, where the Investigator finds that the Respondent:
- i. breached this Bylaw; or
 - ii. submitted a complaint that was frivolous, vexatious, or made in bad faith

the remuneration to which the Respondent would otherwise be entitled shall be reduced in accordance with the Council Remuneration and Expenses Policy No. 1.16, as amended or replaced from time to time.

- (b) Notwithstanding subsection 4.1.11(a)(i), the remuneration of the Respondent shall not be reduced if the Investigator makes a finding under section 4.1.7(d) that:
- i. the Council Member took all reasonable steps to prevent the breach;
 - ii. the breach was trivial or inadvertent; or

- iii. the breach was because of an error in judgment made in good faith.

4.1.12 Confidentiality of the Investigation

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

4.1.13 Interpretation

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

4.2 Committee Members

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

4.3 Reprisals and Obstruction

- 4.3.1 No Council Member, Committee Member, or Staff will threaten, interfere with, or otherwise obstruct the Investigator in relation to the Investigator carrying out the duties and responsibilities under this Bylaw.
- 4.3.2 No Council Member, Committee Member, or Staff will threaten or undertake any reprisal against a Complainant or against a person who provides information to the Investigator in the context of an investigation.

- 4.3.3 No Council Member, Committee Member, or Staff will tamper with or destroy documents or electronic records related to any matter under investigation under this Bylaw or refuse to respond to the Investigator when questioned regarding an investigation.
- 4.3.4 Any individual covered by this Bylaw who is found to have engaged in any reprisal or retaliation in violation of this Bylaw will be subject to appropriate disciplinary action, which action may include, and is not limited to, the sanctions and remedies described above or the termination of employment for just cause, as applicable.

4.4 Reimbursement of Costs

- 4.4.1 A Council Member may make a request to Council for reimbursement for the costs of legal advice and representation in responding to the formal complaint process outlined in this Bylaw. If appropriate after considering all circumstances, Council may resolve to reimburse legal fees reasonably incurred by a Council Member, provided that all of the following are met:
 - (a) it is the Council Member's first formal complaint process; and
 - (b) the amount does not exceed \$10,000.
- 4.4.2 For clarity, the provisions of the Village's Indemnification Bylaw No. 1190, 2023, as replaced or amended from time to time, do not apply to requests for reimbursement under this Bylaw.

4.5 Vexatious Allegations and Complaints

- 4.5.1 Any individual covered by this Bylaw who makes an allegation or Complaint under this Bylaw that is subsequently found to have been made in a deliberately vexatious or malicious manner, or otherwise to have been made in bad faith, will be subject to appropriate disciplinary action, which action may include, but is not limited to:
 - (a) in the case of Council Members, sanctions and remedies described in Section 4.1.9;
 - (b) in the case of Committee Members, termination of the Committee Member's appointment; or
 - (c) in the case of Staff, disciplinary action or the termination of employment for just cause, as applicable.

PART 5 – APPOINTMENT OF INVESTIGATOR

5.1 Appointment of Investigator

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

5.2 Duties and Responsibilities

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

- (a) to assist with informal resolution of a confidential request or Complaint;
- (b) to receive and assess a Complaint to determine if the Complaint must be rejected, dismissed, closed, resolved or investigated;
- (c) to investigate and conduct inquiries as to alleged violations of this Bylaw;
- (d) to report to Council as to whether a Member has breached this Bylaw;
and
- (e) to make recommendations on an appropriate remedy, if the Investigator determines that a Member has breached this Bylaw.

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

PART 6 – ENACTMENT

6.1 Effective Date

This bylaw comes into force and effect on adoption.

READ A FIRST TIME THIS DAY OF , 2024.

READ A SECOND TIME THIS DAY OF , 2024.

READ A THIRD TIME THIS DAY OF , 2024.

ADOPTED THIS DAY OF , 2024.

Ed Wood
Mayor

Amanda Graham
Corporate Officer

File No: 3360-20-Z04/23
Date: April 15, 2024

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: Rezoning Application – 421 Emerald Avenue

RECOMMENDATIONS

THAT Zoning Amendment Bylaw No. 1204, 2024 be introduced and given first reading; and

THAT Zoning Amendment Bylaw No. 1204, 2024 be given second reading; and

THAT staff be authorized to set up a Public Hearing for Zoning Amendment Bylaw No. 1204, 2024.

SUMMARY

The consideration of a rezoning application from the current R-1 zone (Conventional Lot) to a R-3 zone (Small Lot) so that the subdivision application can move forward.

BACKGROUND

The development site consists of one property with the assigned civic address of 421 Emerald Avenue. The site currently has one modular single-family dwelling on it and the site is approximately 0.0817 Ha (~817.547 M²) in size and is fully serviced. Access to the site even with the civic address of 421 Emerald is off Diamond Street, as that is where an access gate is located.



DISCUSSION

Zoning

The current zoning is R-1, and according to BC Assessment information a single storey, Single Family Dwelling was built on the lot. The date of the construction is unknown. Based upon the following photo taken from Google Earth and BC Assessment information, it looks like the current dwelling had some exterior upgrades in approximately 1971. As the new owners wish to create two lots on this parcel of land, a rezoning from R-1 to R-3 is required to meet the proposed subdivision requirements for the R-3 Zone.



Official Community Plan

The site is designated as Low-Density Residential (LDR) and the following policy as outlined in the current Official Community Plan, is noted below.

“Single family and two-family (duplex) residential development will be permitted in the Low-Density Residential Area as shown on Schedule 1-B. The Low-Density Residential designation provides for the continuation of existing multi-family residential and commercial uses existing at the date of adoption of this bylaw”.

Source: Page 38 of the OCP Bylaw, 864, 2007

The proposed use is for two single family dwellings on the proposed R-3 Lots, so no Official Community Plan amendment is required. Please note that the site is not located within any Development Permit area.

The Official Community Plan Bylaw No. 864, 2007 is the guiding bylaw in this case as it was in effect at the time the application was submitted.

Impacts

As the current use is already residential, the only impact that may happen is the addition of two new vehicles to an existing street network system. The new lot will also be required to hook into the Village’s community sewer and water system. The addition of one new lot will not negatively impact the current delivery system.

Comparison of the R-1 Zone to the R-3 Zone

Listed below is a comparison of the R-1 zone regulations with the proposed R-3 zone regulations.

Development Regulations	R-1 Zone	R-3 Zone
Detached Dwelling	Yes	Yes
Duplex Dwelling	No	No
Home Occupation	Yes	No
Accessory Residential Suite or a Coach House, but not both	No	No
Accessory Buildings/structures	Yes	Yes
Minimum lot Size	540 M ² to 925 M ² (dependent upon if the parcel is hooked into a community water system or just a community sewer system)	360 M ² and must be hooked into a community sewer and water system
Minimum lot width	18 M	12.5 M
Maximum density	NA	NA
Maximum lot coverage	40%	55%
Minimum front setback	7.5 M	4.5 M
Minimum rear setback	7.5 M	4.0 M
Minimum interior side setback	1.5 M	1.2 M
Minimum exterior side setback	3.6 M	3.6 M
Maximum height	10.7 M	10.7 M

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

Official Community Plan Bylaw No. 864, 2007

Zoning Bylaw No. 1115, 2017

Respectfully submitted:

Reviewed by:



Ken Cossey, MCIP, RPP
Planning Consultant



Tyson Koch
Chief Administrative Officer

- Attachments (2): 1. Draft Zoning Amendment Bylaw No. 1204, 2024
2. Proposed site plan, undated



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1204, 2024

A bylaw to amend Village of Harrison Hot Springs
Zoning Bylaw No. 1115, 2017

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2018;

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

CITATION

- 1. This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Zoning Amendment Bylaw No. 1204, 2024".

2. MAP AMENDMENT

That:

- (a) Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1115, 2017 be amended by rezoning the lands, legally described as Lot 34, Section 12 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 35160 (PID 007-173-318), outlined in red and cross-hatched on Schedule 1 of this Bylaw from Residential 1 (Conventional Lot) - R-1 zone to Residential 3 (Small Lot) R-3 zone; and,
(b) the map appended hereto designated as Schedule 1 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS DAY OF 2024

READ A SECOND TIME THIS DAY OF 2024

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2024

READ A THIRD TIME THIS DAY OF , 2024

ADOPTED THIS DAY OF , 2024

Mayor

Corporate Officer

Schedule 1

Bylaw No. 1204, 2024





CURRENT ZONING: R-1
 LOT AREA: 817.547 S.M.
 OCP: LDR (BYLAW 864)
 FLOODPLAIN: YES

PROPOSED ZONING: R-3
 PROPOSED LOT AREAS:
 LOT 1 - 438.034 S.M.
 LOT 2 - 379.513



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1202, 2024

A Bylaw of the Village of Harrison Hot Springs to establish the 2024 – 2028 Financial Plan

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

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

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

- 1. That Schedule "A" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan for the years 2024 - 2028.
2. That Schedule "B" attached hereto and made part of this bylaw is hereby adopted and is the Village of Harrison Hot Springs Financial Plan Objectives and Policies Statement for the year 2024 – 2028.
3. This bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Financial Plan Bylaw No. 1202, 2024"
4. Bylaw No. 1187, 2023, 2023 – 2027 Financial Plan and all amendments are hereby repealed.

READ A FIRST TIME THIS 11th DAY OF MARCH, 2024

READ A SECOND TIME THIS 3rd DAY OF APRIL, 2024

READ A THIRD TIME THIS 3rd DAY OF APRIL, 2024

RECONSIDERED AMENDED AND ADOPTED THIS DAY OF , 2024

Mayor

Corporate Officer

**BYLAW NO. 1202, 2024
SCHEDULE "A"
2024-2028 Financial Plan**

	2024	2025	2026	2027	2028
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES:					
PROPERTY TAXES - MUNICIPAL	2,857,115	2,822,076	2,890,464	2,960,550	3,029,508
COLLECTIONS OTHER GOVERNMENTS & AGENCIES	2,300,260	2,371,870	2,419,312	2,467,703	2,517,057
PENALTIES & INTEREST - TAXES	-	-	-	-	-
UTILITY CO. 1% REVENUE TAXES	44,733	45,628	46,540	47,471	48,420
PAYMENTS IN LIEU OF TAXES	6,400	6,400	6,528	6,659	6,792
TOTAL TAXES COLLECTED	5,208,508	5,245,974	5,362,844	5,482,383	5,601,777
REMITTANCES OTHER GOVERNMENTS & AGENCIES	(2,300,260)	(2,371,870)	(2,419,312)	(2,467,703)	(2,517,057)
NET TAXES FOR MUNICIPAL PURPOSES	2,908,248	2,874,104	2,943,532	3,014,680	3,084,720
REVENUE FROM OWN SOURCES	2,406,204	2,441,285	2,482,787	2,525,103	2,569,329
GRANTS AND DONATIONS	11,106,020	567,000	578,340	589,907	601,705
DCC	3,207,670	-	-	-	-
CONTRIBUTED ASSETS	-	-	-	-	-
TOTAL REVENUE	\$19,628,142	\$5,882,389	\$6,004,659	\$6,129,690	\$6,255,754
EXPENSES:					
LEGISLATIVE	215,924	218,307	226,091	234,252	238,334
GENERAL GOVERNMENT	1,585,141	1,374,086	1,398,266	1,423,025	1,449,822
PROTECTIVE SERVICES	348,409	333,016	339,301	345,714	352,300
DEVELOPMENT PLANNING	332,700	125,154	127,657	130,210	132,814
TOURISM AND COMMUNITY IMPROVEMENT	416,678	298,091	304,447	310,943	317,653
ENGINEERING, TRANSPORTATION, STORM WATER	930,668	922,575	935,088	947,831	960,557
SOLID WASTE	246,971	259,140	263,823	268,600	273,972
PARKS, RECREATION & CULTURAL SERVICES	645,959	650,246	659,777	669,516	679,266
WASTEWATER UTILITY	1,002,561	1,026,392	1,043,288	1,060,496	1,078,783
WATER UTILITY	593,266	601,799	610,522	619,432	628,846
DEBT- INTEREST	13,200	13,200	13,200	13,200	13,200
TOTAL EXPENDITURES	6,331,477	5,822,006	5,921,460	6,023,219	6,125,546
SURPLUS (DEFICIT)	\$13,296,665	\$60,383	\$83,199	\$106,471	\$130,208
CAPITAL, DEBT, RESERVES, TRANSFERS & BORROWING					
CAPITAL EXPENDITURES	(15,604,629)	(111,180)	(113,404)	(115,671)	(117,984)
REPAYMENT ON DEBT	(31,100)	(31,100)	(31,100)	(31,100)	(31,100)
PROCEEDS OF DEBT	-	-	-	-	-
CONTRIBUTIONS TO RESERVES	(1,268,470)	(1,215,283)	(1,238,099)	(1,261,372)	(1,285,109)
TRANSFERS FROM RESERVES	2,421,534	111,180	113,404	115,672	117,985
APPROPRIATION FROM SURPLUS	-	-	-	-	-
EQUITY IN TANGIBLE CAPITAL ASSETS	1,186,000	1,186,000	1,186,000	1,186,000	1,186,000
	\$(13,296,665)	\$(60,383)	\$(83,199)	\$(106,471)	\$(130,208)
SURPLUS (DEFICIT) PLUS CAPITAL, DEBT	0	0	0	0	0

BYLAW NO. 1202, 2024
SCHEDULE “B”
2024 FINANCIAL PLAN OBJECTIVES AND POLICIES

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

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

Funding Sources

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2024. Property taxes usually form the greatest proportion of revenue for operations. As a revenue source, property taxation offers a stable and reliable source of revenues for services such as:

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

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

Table 1: 2024 Funding Sources

Revenue Source	% of Total Revenue	Dollar Value
Property Taxes including Payments in Lieu	13.2%	\$2,908,248
Utility Service Fees	2.4%	\$521,860
User fees	6.1%	\$1,333,730
Reserves	10.7%	\$2,421,534
Surplus	0%	\$0
DCC Revenues	14.6%	\$3,207,670
Grants/Donations	50.6%	\$11,106,020
Other sources	2.5%	\$550,613

Objective and Policies

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

Distribution of Property Taxes

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

Table 2: 2024 Distribution of Property Tax Rates

Property Class	% of Total Property Taxation
Residential (1)	69%
Business (6)	26%
Recreation/Non-profit (8)	5%

Policies and Objectives

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

Permissive Tax Exemptions

Policies & Objectives

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

File No: 1820
Date: April 15, 2024

To: Mayor and Council
From: Scott Schultz, Chief Financial Officer
Subject: 2024 Tax Rate Bylaw No. 1203, 2024

RECOMMENDATIONS

THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given first reading; and

THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given second and third readings.

SUMMARY

To present a 2024 Tax Rate bylaw for Council's consideration as required by section 197 of the *Community Charter*.

BACKGROUND

The 2024 budget has determined that the amount required to be raised from property taxes for municipal purposes is \$2,857,115.

As per the Council motion at the February 20, 2024 Special Meeting of Council, the tax rate multiplier was to be adjusted to reflect a more balanced percentage increase for each class of property. That adjustment resulted in the ratios for class 6 (Business) moving from 3.62 to 3.04, and class 8 (Recreation/Non-profit) moving from 4.79 to 3.66.

DISCUSSION

On an annual basis, Council must establish tax rates to be applied to all properties in the Village of Harrison Hot Springs to levy funds for Municipal, Regional District and Regional Hospital District purposes.

For municipal purposes the Village has three rate classes of property with assessed value; the proposed allocation between these assessment classes for 2024 is as follows:

Tax Revenue Breakdown By Class (2024)		
Class	Tax Revenue	%
Residential (1)	\$ 1,970,884	69.0%
Business (6)	\$ 736,259	25.8%
Recreational/Non Profit (8)	\$ 149,972	5.2%
	\$ 2,857,115	100.0%

Schedule I attached outlines the tax rates for 2024 General Municipal Purposes.

Regional District and Hospital District rates are determined by the Fraser Valley Regional District and the taxes are collected by the municipality on their behalf.

Schedule II outlines the rates levied for Regional District and Regional Hospital District services per \$1,000 of assessed taxable property value.

FINANCIAL CONSIDERATIONS

There are no additional financial considerations to this report.

POLICY CONSIDERATIONS

There are no policy considerations related to this report.

Respectfully submitted:



Scott Schultz
Chief Financial Officer, Deputy CAO

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Draft Tax Rate Bylaw No.1203, 2024



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1203

A Bylaw to establish tax rates for 2024

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 2024
(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. 1203, 2024."

REPEAL

- 4. Bylaw No. 1188, 2023 Tax Rate Bylaw is hereby repealed.

READINGS AND ADOPTION

READ A FIRST TIME THIS DAY OF
READ A SECOND TIME THIS DAY OF
READ A THIRD TIME THIS DAY OF
ADOPTED THIS DAY OF

Mayor

Corporate Officer

BYLAW NO. 1203, 2024

SCHEDULE I

GENERAL MUNICIPAL PURPOSES

General Municipal Tax Rates (Dollars of Tax per \$1,000 Taxable Value)	
Property Class	Tax Rate
1. Residential	2.03405
2. Utilities	7.11919
3. Supportive Housing	2.03405
4. Major Industry	6.91579
5. Light Industry	6.91579
6. Business / Other	6.18353
7. Managed Forest Land	6.10216
8. Recreation / Non-Profit	7.44464
9: Farm	2.03405

BYLAW NO. 1203, 2024**SCHEDULE II**

Regional & Hospital Tax Rates (Dollars of Tax per \$1,000 Taxable Value)			
Property Class	A Regional Hospital	B Regional District	Total
1. Residential	0.08963	0.16838	0.25801
2. Utilities	0.31376	0.58937	0.90313
3. Supportive Housing	0.08963	0.16838	0.25801
4. Major Industry	0.30475	0.57248	0.87724
5. Light Industry	0.30475	0.57248	0.87724
6. Business / Other	0.21961	0.41254	0.63215
7. Managed Forest Land	0.26890	0.50513	0.77403
8. Recreation / Non-Profit	0.08963	0.16838	0.25801
9: Farm	0.08963	0.16838	0.25801