



NOTICE OF MEETING AND AGENDA SPECIAL COUNCIL MEETING

Thursday, April 25, 2024, 10:00 AM
Village Office, 495 Hot Springs Road,
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. REPORTS FROM STAFF

(a) Verbal Report of Community Services Manager
Re: 75th Anniversary Celebration

Recommendation:

THAT the Village's 75th Anniversary Celebration be moved to Friday, May 31st, 2024.

(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

Page 1

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; and

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

5. BYLAWS

(a) 2024-2028 Financial Plan Bylaw No. 1202, 2024

Page 7

Recommendation:

THAT the 2024-2028 Financial Plan Bylaw No. 1202, 2024 be adopted.

The following item is contingent upon the adoption of item 4(a) – 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.

(b) Report of Chief Financial Officer dated April 15, 2024
2024 Tax Rate Bylaw No. 1203, 2024

Recommendations:

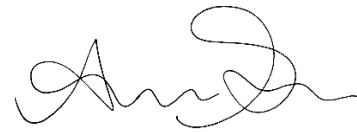
THAT Tax Rate Bylaw No. 1203, 2024 be introduced and given first reading; and

THAT Tax Rate Bylaw No. 11203, 2024 be introduced and given second and third readings.

6. NEW BUSINESS

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

8. ADJOURNMENT



Amanda Graham
Corporate Officer

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



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:

Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

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