

NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, June 16, 2025, 5:30 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 Talen.
2. LAND ACKNOWLEDGEMENT
Acknowledgement of Sts'ailes traditional territory.
3. PUBLIC HEARING (if required)
4. INTRODUCTION OF LATE ITEMS
5. APPROVAL OF AGENDA
6. DECLARATIONS OF CONFLICT OF INTEREST
7. ADOPTION OF COUNCIL MINUTES
(a) THAT the Regular Council Meeting Minutes of June 2, 2025 be adopted. Page 1
8. BUSINESS ARISING FROM THE MINUTES
9. DELEGATIONS AND PETITIONS
(a) Diane Janzen, Agassiz Harrison Community Services, Albert Huang, Terra Social Purpose Real Estate and Chelsea Mueller, The Nerdy Architect Re: Seniors Housing in the Village Page 9
10. CORRESPONDENCE
(a) Letter dated May 28, 2025 from the Fraser Valley Regional District Re: Request to Establish a Sub-Regional Service Area – Lets'emot Regional Recreation & Aquatic Centre Page 17
(b) Letter dated May 29, 2025 from the Minister of Housing and Municipal Affairs Re: Small-Scale Multi-Unit Housing (SSMUH) Alignment Page 19
(c) Letter dated June 5, 2025 from the City of Campbell River Re: Resource Communities Page 21
(d) Letter dated June 5, 2025 from the Village of Chase Re: Funding for Public Education Page 25

11. BUSINESS ARISING FROM CORRESPONDENCE	
12. REPORTS FROM COUNCILLORS	
13. REPORTS FROM MAYOR	
14. REPORTS AND MINUTES FROM COMMITTEES AND COMMISSIONS	
<p>THAT the following adopted minutes be received for information:</p> <p>(a) Environmental Advisory Committee Meeting Minutes of April 25, 2025 Page 27</p>	
<p>(b) Report of Corporate Officer dated June 16, 2025 Page 31 Re: Environmental Advisory Committee Report</p> <p>Recommendation:</p> <p>THAT Council approve the following recommendations from the Environmental Advisory Committee:</p> <p style="padding-left: 40px;">THAT staff be directed to investigate opportunities to enhance messaging about cleaning gutters and FireSmarting perimeters and getting information from the knowledgeable organizations and looking for a local example to demonstrate;</p> <p style="padding-left: 40px;">THAT staff be directed to investigate whether there are any bear proof or resistant garbage containers that the Village can recommend to residents to better secure their garbage; and</p> <p style="padding-left: 40px;">THAT staff be directed to investigate replacing the dog waste bags in the Village with biodegradable dog waste bags.</p>	
15. REPORTS FROM STAFF	
<p>(a) Report of Chief Administrative Officer dated June 16, 2025 Page 33 Re: Occupational Health and Safety Policy 1.43</p> <p>Recommendation:</p> <p>THAT Occupational Health and Safety Policy 1.43 be adopted.</p>	
<p>(b) Report of Chief Financial Officer dated June 16, 2025 Page 37 Re: 2024 Annual Report</p> <p>Recommendations:</p> <p>THAT the 2024 Annual Report be approved.</p>	

<p>(c) Report of Chief Financial Officer dated June 16, 2025 Re: Council Remuneration Review Update</p> <p>Recommendation:</p> <p>THAT the Chief Financial Officer's report dated June 16, 2025 regarding Council Remuneration Review Update be received for information.</p>	<p>Page 39</p>
<p>(d) Report of Corporate Officer dated June 16, 2025 Re: Liquor License Amendment – Harrison Hot Springs Resort & Spa</p> <p>Recommendation:</p> <p>THAT Council recommend that the Liquor and Cannabis Regulation Board approve the Harrison Hot Springs Resort and Spa's application to increase its in-person capacity.</p>	<p>Page 41</p>
<p>(e) Report of Corporate Officer dated June 16, 2025 Re: Liquor License Amendment – Milos Greek Taverna & Black Forest Restaurant</p> <p>Recommendation:</p> <p>THAT Council recommend that the Liquor and Cannabis Regulation Board approve the applications to extend the hours of service at Milos Greek Taverna and Black Forest Restaurant.</p>	<p>Page 47</p>
<p>(f) Report of Corporate Officer dated June 16, 2025 Re: Environmental Advisory Committee Vacancies</p> <p>Recommendation:</p> <p>THAT staff be directed to put out a call for Environmental Advisory Committee applications.</p>	<p>Page 53</p>
<p>(g) Report of Corporate Officer dated June 16, 2025 Re: Smoking Debris Disposal</p> <p>Recommendation:</p> <p>THAT the Corporate Officer's report dated June 16, 2025 regarding Smoking Debris Disposal be received for information.</p>	<p>Page 55</p>
<p>(h) Report of Corporate Officer dated June 16, 2025 Re: 2025 UBCM Convention Provincial Appointments</p> <p>Recommendation:</p> <p>THAT staff be directed to request meetings at the 2025 UBCM Convention with the following Cabinet Ministers regarding the following topics:</p>	<p>Page 61</p>

- Minister of Forests regarding the BC Timber Sales Operating Plan consultation process;
- Minister of Health regarding funding for the primary care unit renovation costs and emergency room closure notification;
- Minister of Education regarding a new elementary school;
- Minister of Tourism, Arts, Culture and Sport regarding expanding RMI funding to campgrounds, using RMI funding for non-tourism related improvements, re-scoping projects and the funding formula;
- Minister of Housing regarding potential housing partnerships and the Village Lands Master Plan;
- Minister of Transportation and Transit regarding sidewalks on the east side of Hot Springs Road from McPherson Road to Miami River Drive, crosswalks on Hot Springs Road, bulbs on Lillooet Avenue crosswalks and Agassiz-Mission “North of the Fraser” bus route funding; and
- Minister of State for Local Governments and Rural Communities – Community Charter amendments and Provincial ethics commissioner.

THAT staff be directed to request meetings with Ministry staff should the requested meetings with the Cabinet Ministers not be granted.

- (i) Report of Director of Operations dated June 16, 2025
Re: Highway 9 to McCombs Drive Storm Sewer Project Award

Page 65

Recommendation:

THAT the Director of Operations’ report dated June 16, 2025 regarding the Highway 9 to McCombs Drive Storm Sewer Project award be received for information.

- (j) Report of Communications and Community Services Engagement Coordinator dated June 16, 2025
Re: PlanH Healthy Communities Grant – Healthy Public Policy Stream

Page 67

Recommendation:

THAT staff be authorized to apply to the 2025 PlanH Healthy Communities Grant - Healthy Public Policy stream for up to \$15,000.

- (k) Report of Planning Consultant dated June 16, 2025
Re: The Official Community Plan and Zoning Bylaw Update Background Report

Page 69

Recommendation:

THAT the Planning Consultant’s report dated June 16, 2025 regarding the Official Community Plan and Zoning Bylaw Update Background Report be received for information.

16. BYLAWS

- (a) Report of Planning Consultant dated June 16, 2025
Re: 285 Spruce Street – Zoning Amendment Bylaw No. 1225, 2025

Page 89

Recommendation:

THAT Zoning Amendment Bylaw No. 1225, 2025 be given third reading; and

THAT Zoning Amendment Bylaw No. 1224, 2025 be adopted.

17. NEW BUSINESS**18. NOTICES OF MOTION**

- (a) Notice of Motion from Councillor Vidal
Re: Commissioned Art

WHEREAS the Village of Harrison Hot Springs is committed to advancing reconciliation with our neighboring community Sts'ailes;

AND WHEREAS art is a meaningful way to contribute to reconciliation, restorative justice and community building;

THEREFORE BE IT RESOLVED THAT Council direct staff to engage elders incarcerated in Mountain Institution to explore the feasibility of commissioning a piece of art work created by a Sts'ailes inmate;

AND THAT staff report back to Council with recommendations including a proposed location and estimated costs.

19. QUESTION PERIOD FOR ITEMS RELEVANT TO THE AGENDA**20. ADJOURNMENT**


Amanda Graham
Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS Regular Council Meeting Minutes

DATE: Monday, June 2, 2025
TIME: 5:30 p.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, Harrison Hot Springs, BC

COUNCIL PRESENT: Mayor Fred Talen
Councillor Leo Facio
Councillor Allan Jackson
Councillor Mark Schweinbenz
Councillor Michie Vidal

STAFF PRESENT: Chief Administrative Officer, Tyson Koch
Corporate Officer, Amanda Graham
Chief Financial Officer/Deputy CAO, Scott Schultz
Director of Operations, Jace Hodgson
Community Services Manager, Christy Ovens
Communications & Community Engagement
Coordinator, Kalie Wiechmann
Planning Consultant, Ken Cossey
Corporate Clerk, Tyler Kafi

1. **CALL TO ORDER**

Mayor Talen called the meeting to order at 5:30 p.m.

2. **LAND ACKNOWLEDGEMENT**

Mayor Talen acknowledged the traditional territory of Sts'ailes.

3. **PUBLIC HEARING (If required)**

Mayor Talen read the statement and procedures for conducting the public hearing pursuant to sections 464 and 465 of the *Local Government Act*.

Zoning Amendment Bylaw No. 1225, 2025 – 285 Spruce Street

The Public Hearing was opened at 5:30 p.m.

Proposed Bylaw and Background Information

Planning Consultant Ken Cossey provided an overview of Zoning amendment Bylaw No. 1225, 2025 in general terms.

Applicant Presentation

The applicant provided a PowerPoint presentation on the proposed development project.

Related Written Correspondence Received During the Notice Period

Mayor Talen reported that no written submissions were received.

Public Input

Mayor Talen invited the public to provide public input regarding Zoning Amendment Bylaw No. 1225, 2025.

John Allen, 398 Hot Springs Road, Harrison Hot Springs

- Asked if the rezoned lots would conform with the minimum lot size.
- Asked if a duplex or triplex could be built on the lots and requested clarification on the density of an R-3 lot.

The Planning Consultant stated that the proposed project does conform with the lot sizes as set out in the Zoning Bylaw and that the R-3 Zone is a single-family dwelling zone.

Mayor Talen called a second time for public input regarding Zoning Amendment Bylaw No. 1225, 2025.

Mayor Talen called a third time for public input regarding Zoning Amendment Bylaw No. 1225, 2025.

The Public Hearing for Zoning Amendment Bylaw No. 1225, 2025 was closed at 5:44 p.m.

4. INTRODUCTION OF LATE ITEMS

Moved by Councillor Facio
Seconded by Councillor Jackson

That "Additional Signage for Smoking Products in the Village Core" be added as New Business item 17(a) to the agenda.

MOTION NOT VOTED ON

5. APPROVAL OF THE AGENDA

Moved by Councillor Vidal
Seconded by Councilor Jackson

THAT the agenda be approved as amended.

CARRIED
RC-2025-06-01

6. DECLARATIONS OF CONFLICT OF INTEREST

None.

7. ADOPTION OF MINUTES

Moved by Councillor Facio

Seconded by Councilor Schweinbenz

THAT the Regular Council Meeting Minutes of May 20, 2025 be adopted.

CARRIED
RC-2025-06-02

8. BUSINESS ARISING FROM THE MINUTES

None.

9. DELEGATIONS AND PETITIONS

None.

10. CORRESPONDENCE

- (a) Letter dated May 15, 2025 from the Union of BC Municipalities (UBCM)
Re: Receipt of Endorsed Resolutions by Council
- (b) Letter dated May 16, 2025 from North Coast Regional District to the BC Utilities
Commission
Re: Pacific Northern Gas Proposed Increase of Natural Gas Delivery Rates
- (c) Email dated May 27, 2025 from Agassiz-Harrison Community Services
Re: AHCS Board of Directors – Broadening Collaboration with Municipal Governments

Moved by Councillor Schweinbenz

Seconded by Councillor Vidal

THAT all correspondence be received.

CARRIED
RC-2025-06-03

11. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Vidal

Seconded by Councillor Facio

THAT Mayor Talen be appointed as liaison to the Agassiz Harrison Community Services Board of Directors.

CARRIED
RC-2025-06-04

12. REPORTS FROM COUNCILLORS

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on May 22, 2025
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Reported on the Communities in Bloom Beach Clean Up event on May 26, 2025

Councillor Vidal

- Corrections Canada Citizen's Advisory Committee – No Report
- Agassiz-Harrison Healthy Communities – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- The annual Terry Fox Run will take place on September 14, 2025

Councillor Jackson

- Fraser Valley Regional Library Board
 - Attended a meeting on May 21, 2025
- Tourism Harrison
 - Attended a meeting on May 21, 2025
- Attended a Communities in Bloom meeting on May 22, 2025
- Reported on the Communities in Bloom Beach Clean Up event on May 26, 2025

Councillor Schweinbenz

- Agassiz-Harrison Historical Society
 - Attended the Annual General Meeting on May 21, 2025
- Community Futures North Fraser Board of Directors – No Report

13. REPORTS FROM MAYOR

- Acknowledged all the support from Councilors and staff regarding the fence and remediation work at the Hot Springs Source
- Reported on the Communities in Bloom Beach Clean Up event on May 26, 2025
- Reported on the Reflections on Belonging event on May 28, 2025
- Reported on being a judge at the Idea-x event with Walnut Grove Secondary School on May 29, 2025

14. REPORTS AND MINUTES FROM COMMITTEES AND COMMISSIONS

- (a) Age-Friendly Committee Meeting Minutes of March 20, 2025
- (b) Age-Friendly Committee Meeting Minutes of April 17, 2025
- (c) Communities in Bloom Committee Meeting Minutes of May 8, 2025

Moved by Councillor Facio
Seconded by Councilor Vidal

THAT the adopted Committee Meeting Minutes be received for information.

CARRIED
RC-2025-06-05

- (d) Report of Corporate Officer dated June 2, 2025
Re: Report from Age-Friendly Committee

Moved by Councillor Vidal
Seconded by Councilor Jackson

THAT Council approve the Age-Friendly Committee's Terms of Reference.

CARRIED
RC-2025-06-06

15. REPORTS FROM STAFF

- (a) Report of Planning Consultant dated June 2, 2025
Re: 511 Lillooet Avenue – Zoning Amendment Bylaw No. 1193, 2025

Moved by Councillor Schweinbenz
Seconded by Councilor Jackson

THAT from point #5 of the following sentence, highlighted in yellow, from an earlier motion be rescinded

“5. Entering into a works and services agreement with the inclusion of the recommended CTS additions, on the use of a zebra crosswalk be installed across Lillooet Avenue,” and the new bus stop location have both a shelter and bench installed. This agreement must also address the placement of sidewalks along both Spruce Street and Lillooet Avenue, that the development abuts against.

And replaced with the following:

5. Entering into a works and services agreement with the inclusion of the recommended CTS revision, dated April 15, 2025, that the marked crosswalk be placed across Spruce Street, on the north side of Lillooet Avenue,

CARRIED
RC-2025-06-07

- (b) Report of Planning Consultant dated June 2, 2025
Re: The Official Community Plan and Zoning Bylaw Update Consultation Plan

Moved by Councillor Facio
Seconded by Councilor Schweinbenz

THAT Council adopt the below referenced OCP and Zoning Bylaw Consultation Plan.

CARRIED
RC-2025-06-08

- (c) Report of Chief Financial Officer dated June 2, 2025
Re: 2024 Statement of Financial Information

Moved by Councillor Vidal
Seconded by Councilor Jackson

THAT the 2024 Statement of Financial Information be approved.

CARRIED
RC-2025-06-09

- (d) Report of Community Services Manager dated June 2, 2025
Re: 2025 Grants to Groups

Mayor Talen and Councillor Schweinbenz declared a conflict of interest due to being members of the Fraser Valley Paddling Club and Agassiz-Harrison Community Services. Mayor Talen and Councilor Schweinbenz left the meeting at 6:34 p.m. and Deputy Mayor Vidal assumed the chair.

Moved by Councillor Facio
Seconded by Councilor Jackson

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

Agassiz Baseball Association	\$800
Agassiz-Harrison Community Services	\$1,250
AHA Swim Club	\$800
Fraser Valley Paddling Club	\$1,250
Harrison Community Garden	\$750
Harrison Hot Springs Elementary School PAC	\$800
Hope Mountain Centre for Outdoor Learning	\$750
Kent Harrison Arts Council	\$1,250

CARRIED
RC-2025-06-10

Mayor Talen and Councillor Schweinbenz returned to the meeting at 6:35 pm.

16. BYLAWS

None.

17. NEW BUSINESS

- (a) New Business from Councillor Facio
Re: Additional Signage for Smoking Products in the Village Core

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

THAT staff be directed to review existing signage along the beach and Esplanade Avenue regarding the prohibition of smoking tobacco and marijuana products in public areas and update/increase signage as required.

CARRIED
RC-2025-06-11

18. NOTICES OF MOTION

None.

19. QUESTION PERIOD FOR ITEMS RELEVANT TO THE AGENDA

Questions from the public were entertained.

20. ADJOURNMENT

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the meeting be adjourned at 6:45 p.m.

CARRIED
RC-2025-06-12

Fred Talen
Mayor

Amanda Graham
Corporate Officer




Seniors Housing in the Village of Harrison Hot Springs

Date: 16th June 2025




Presented By: Diane Janzen
Agassiz Harrison Community Services
Executive Director

1



Harrison Seniors Housing

Contents

- Introductions
- Project Alignment with Housing Needs Assessment
- Project Alignment with Village Master Plan
- AHCS - Experience
- The Nerdy Architect - Experience
- Terra SPRE - Experience
- BC Housing - Community Housing Fund Overview
- BC Housing - Pathway to CHF Application
- The Ask of Village of Harrison and Next Steps
- The Benefits to the Village of Harrison
- Questions

2

Introductions



Diane Janzen
Agassiz Harrison
Community Services
Executive Director



Chelsea Mueller
The Nerdy Architect
Owner



Albert Huang
Terra Social Purpose Real
Estate
Partner

3

Project Alignment with Housing Needs Assessment

The Project Team has reviewed the Housing Needs and Supply Report. We are ready to work with the community to help the Village realize the potential of their site in response to the need for senior housing outlined within.

The report outlines that a critical supply of **80 units** was required to meet Harrison's housing needs by 2024.

"In Harrison Hot Springs, a total of 21.2% of seniors are in core housing need (Fraser Valley Regional District, 2012). Households are deemed to be in core housing need when, in addition to spending more than 30% of their household income on housing, households cannot afford suitable and adequate housing in their community (CMHC, 2009). 71.4% of those in core housing need in Harrison are renters. This percentage of renters is significantly higher than the Fraser Valley Regional District average of 34%."

4

Project Alignment with Village Lands Master Plan

The Project Team has reviewed the Village Lands Master Plan and are happy to confirm that they wish to work in alignment with this vision and intent. Following on from our initial meeting with Village Staff on June 2nd, the team understands the following:

- The community has a need for seniors housing and a desire to develop their community lands to accommodate this need
- Partnership with VoH for a mixed-use building is possible with blended funding streams
- The final location of the building is to be agreed
- The council has a desire to develop the site from South to North
- Parking is to be thoughtfully managed
- Community engagement and consultation is integral
- Protection of public views is important
- Open space and landscaping is desired



5

AHCS - Experience

With close to 50 years of community service, Agassiz Harrison Community Services has worked on many community focused projects, helping residents live and age with dignity.

With 25 programs, the agency supports more than 9,000 residents annually providing services that range from early years, to youth, therapy, substance use, employment services to significant senior services.

AHCS is led by a committed Board of Directors and the services are delivered by a professional and experienced staff of 37.

AHCS is well-placed to lead and collaborate on this important project. Staff also have significant experience in the development and management of housing.

Mission Statement

To work with the communities of Agassiz and Harrison Hot Springs to provide programs and services which are not provided by other agencies, and which are classified as social services.



6

The Nerdy Architect – Experience





Te Stolo:wáá Lá:lém

Nestled within Chiyádel First Nation (Tzashien), their project introduces affordable housing tailored to meet the unique needs of elders and large families, addressing essential needs for housing within the community. This housing project is a testament to our commitment to delivering residences that embody quality, longevity, and comfort. Notably, the initiative thrives on collaboration, with the consultant team, client, contractor, funders, and development consultants all aligned and pulling in unison toward a shared vision, ensuring the success and positive impact.

Location: Chiyádel First Nation (Tzashien)






7

Terra SPRE – Experience



The Birch, built in Langley, which has 101 units including 30 assisted living units is being funded under the 2018 Community Housing Fund.

40 years experience
350 projects & 17,000 units
completed and in development



Boswyk Centre, was constructed on District of Mission-owned property adjacent to the Mission Leisure Centre on Grand Street. The six-storey building features an 11,000 square foot seniors centre with multi-purpose rooms, a kitchen, dining hall, billiards and games room, offices and community space as well as 74 studio, one- and two-bedroom housing units.

8

BC Housing – CHF Overview

The Province of British Columbia created the Community Housing Fund (CHF) in 2018. The fund develops rental housing for individuals, families, seniors, and people with disabilities capable of independent living.

BC Housing have advised that this will be the last CHF call they issue. There has been no statement yet regarding what will replace CHF in the future.

Rolling Intake A has a deadline of 31st July.

It is our advice to target this date, rather than wait for later intakes, as the amount for allocation is finite and later intakes are not guaranteed to open.

Program Purpose

- Mixed-income rental housing
- Goal: 20,000+ affordable homes by 2031-32

Who Can Apply

- Non-profits
- Housing co-ops
- Municipal Housing Providers
- First Nations

Rental Mix Requirements

- 30% Rent-Geared-to-Income (RGI)
- 50% Moderate Income
- 20% Market Rent

Proposal Requirements

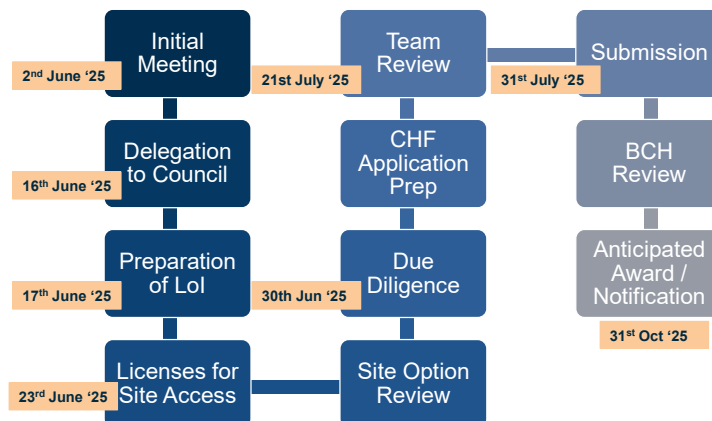
- Site control or negation | Preliminary design
- Budget & timeline | Organizational capacity

Project Development Funding

- Supports feasibility, design, rezoning and assessments
- Competitive and for pre-construction only

9

BC Housing – Pathway to CHF Application



10

The Ask of Village of Harrison and Next Steps

Letter of Intent	Licenses	VoH Resource	Cost
<ul style="list-style-type: none"> Proposed land tenure between VoH and AHCS (e.g. lease, freehold with covenant) Next Steps 	<ul style="list-style-type: none"> Short-term license for AHCS to access site License for purpose of consultant team to carry out due diligence 	<ul style="list-style-type: none"> Staff resource for meetings Staff resource for communications Collaboration on development deliverables 	<ul style="list-style-type: none"> Development Costs Charges for projects of this nature are usually waived Proportion of project costs, should the project become a Joint Venture / mixed-use.

11

The Benefits to the Village of Harrison

Community	Landscape	Operations	Cost
<ul style="list-style-type: none"> Continued community engagement. Keeping families together. Aging in place, no need to leave town. 	<ul style="list-style-type: none"> Opportunity to create beautiful architecture in response to the Village's Master Plan. Design to work harmoniously with the natural landscape. 	<ul style="list-style-type: none"> Operational resource provided by AHCS for a period of 60 years or more. Knowledgeable team with experience in providing community housing. 	<ul style="list-style-type: none"> Provincial funds to build out much needed seniors housing Potential efficiencies for a Joint Venture, mixed use project Cost effective housing for seniors.

12



13

May 28, 2025

Via email

Mayor Sylvia Pranger
District of Kent
7170 Cheam Avenue
PO Box 70
Agassiz, BC V0M 1A0

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

Dear Mayor Pranger and Mayor Talen,

Re: Request to Establish a Sub-Regional Service Area for the Lets'emot Regional Recreation & Aquatic Centre

I write further to Mayor Pranger's letter of March 12, 2025 requesting that the Fraser Valley Regional District (FVRD) establish a sub-regional service area to provide financial support for the Lets'emot Regional Recreation & Aquatic Centre.

Following discussions with the Municipal Finance Authority, FVRD staff have been advised that capital construction funding through a loan authorization bylaw is limited to capital owned by the FVRD. As such, the FVRD would not be able to facilitate borrowing as the FVRD does not have ownership of the Lets'emot Regional Recreation & Aquatic Centre.

With respect to your request for the creation of a FVRD service area to facilitate operating funding, I can confirm that at the April 24, 2025 meeting of the FVRD Board, the following resolution was passed:

THAT the Fraser Valley Regional District Board direct staff to respond to the District of Kent and Village of Harrison Hot Springs, indicating interest for the creation of a service area for operating funding, subject to a successful service area establishment process, including Inspector of Municipalities' and elector approval.

We look forward to working collaboratively with the District of Kent and the Village of Harrison Hot Springs to formalize the service area establishment process.

Regards,



Patricia Ross, Chair

Cc: Tyson Koch, CAO, Village of Harrison Hot Springs
Wallace Mah, CAO, District of Kent



May 29, 2025

Reference: 186562

Dear Mayors and Board Chairs:

On June 30, 2025, we will pass the one-year anniversary when most local governments implemented the Small-Scale Multi-Unit Housing (SSMUH) requirements. As I reflect on this historic change, I want to thank you and your staff for the hard work you have undertaken to achieve this important zoning reform. We are now starting to see a range of housing types in the planning and building stages advance across the province to deliver diverse options in what were traditionally restrictive single-family neighbourhoods.

We have been monitoring progress on implementation and are seeing many local governments championing SSMUH by speeding up or waiving unnecessary processes and requirements and creating or adopting standardized housing designs. In these communities, we are starting to see strong uptake of SSMUH.

However, monitoring has also identified ongoing barriers to building SSMUH, including inconsistency in how some local governments have applied the requirements and site-level conditions. In places, restrictive and excessive site standard requirements are adding additional costs, time, and uncertainty to SSMUH development. Areas that did not fully adopt SSMUH as intended and communities with onerous, ambiguous, or subjective form and character development permit requirements are reducing the viability of building new small-scale multi-unit housing. As a result of these barriers, it is still easier to build single-family homes in many communities, and the diversity of housing needed by people in our communities is still not being met.

I am writing today to encourage you to review your bylaws and requirements for alignment with the guidelines in the SSMUH Provincial Policy Manual and Site Standards. Specifically, please ensure you have progressive site standards for three-to-six-unit developments by allowing building heights of 3 storeys and 11 metres, aligning with the policy manual site standards packages for lot coverage.

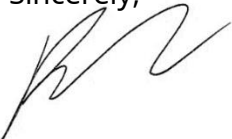
Page 1 of 2

Communities should also enable all housing configurations and types and should not use form and character development permit area requirements for small-scale multi-unit housing, as they can cause delays that interfere with the viability of projects. For three-to-four-unit projects, you should consider aligning with the recommended one parking space per unit in your parking minimums, leaving it to home builders to determine if more parking is appropriate for the location. And for those of you that have areas in your community that don't yet comprehensively allow for it, I ask that you ensure that your zoning allows SSMUH on all lots that allow single family residential, duplexes, and houses with a secondary suite and accessory dwelling unit.

People in our province need the greater diversity of housing that these changes are designed to unlock, and our government has a responsibility to act where these needs remain unmet. If all local governments do not align with the guidelines and intent of the legislation, it is my intention to continue to strengthen the legislated requirements to ensure more consistent standards are established across the province. Greater alignment with the requirements and guidelines will help encourage SSMUH development and increase the supply of the homes that people in our communities need, and moving forward in earnest now will minimize your future work to align with any forthcoming legislative changes.

I recognize that the vast majority of communities have been taking action and are seeing the benefits of their action in new housing coming forward in their communities. To those who continue to demonstrate leadership by enabling the conditions for these homes to be built, I offer my sincere appreciation for the work that you and your staff are undertaking.

Sincerely,



Ravi Kahlon
Minister of Housing and Municipal Affairs

Link: Small-Scale Multi-Unit Housing Provincial Policy Manual and Site Standards:
https://www2.gov.bc.ca/assets/gov/housing-and-tenancy/tools-for-government/local-governments-and-housing/ssmuh_provincial_policy_manual.pdf

CC: Teri Collins, Deputy Minister, Ministry of Housing and Municipal Affairs



City of Campbell River

From the Office of the Mayor

June 5, 2025,

To All Resource-Dependent Communities in British Columbia

Dear Mayors and Chairs Across British Columbia,

On behalf of the City of Campbell River Council, I am reaching out to invite your community to join a collective advocacy movement aimed at amplifying the voices of resource communities across British Columbia.

Resource communities like ours play a vital role in the economic fabric of the province of British Columbia. However, we often face unique challenges that are overlooked in broader policy discussions. By coming together, we can ensure that our collective concerns are heard and addressed at the provincial and federal levels.

Objectives:

- **Raise Awareness:** Highlight the significant contributions of resource communities to the provincial economy.
- **Advocate for Supportive Policies:** Influence policy decisions that directly impact resource-based communities.
- **Foster Collaboration:** Further strengthen partnerships between resource-based communities, so that we can work together, share best practices and strategies, and amplify results.

Key Initiatives:


1. **Targeted Communications:** We will launch a campaign to educate urban centres, policy makers, and the general public about the economic value of resource communities.
2. **Outreach:** We will continue to build a coalition of resource communities to strengthen our advocacy efforts.
3. **UBCM:** The City has submitted a UBCM resolution (attached) and is applying to host a session at the 2025 Convention.

As leaders who have witnessed firsthand the incredible contributions and resilience of Campbell River, and resource communities across BC, we are deeply passionate about this initiative. We recognize that your community faces similar challenges and shares the same dedication and commitment to ensuring a prosperous future for all. Together, we can amplify our shared concerns, influence policy decisions, and drive change that will support the long-term growth and resilience of resource communities.

Please join us in this important initiative. Your insights and participation will be instrumental to our collective success.

Looking forward to working together for the betterment of all resource communities in British Columbia.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Dahl', with a stylized, cursive script.

Kermit Dahl
Mayor

Inclusion of Rural and Resource Communities in Provincial Economic Decision-Making

WHEREAS rural and resource-based communities continue to be a significant economic driver in both rural and urban areas across British Columbia;

AND WHEREAS communities throughout British Columbia are experiencing job losses and heightened economic challenges arising from trade uncertainties, and provincial legislation and policies that disproportionately affect resource industries such as forestry, mining, energy, and aquaculture;

AND WHEREAS these communities are integral to the provincial economy, contributing substantially to British Columbia's GDP, employment, and export revenues, while sustaining the economic vitality of urban centres through interconnected supply chains, workforce migration, and complementary industries;

AND WHEREAS current provincial decision-making processes frequently lack adequate representation and consultation with rural and resource-based communities, leading to policies that may inadvertently jeopardize the sustainability, cohesiveness and resilience of these regions;

THEREFORE BE IT RESOLVED that UBCM urge the Province of British Columbia to formally recognize the critical economic contributions of rural and resource-based communities and to ensure their meaningful inclusion in the development of legislation, regulations, and economic strategies that impact resource industries by:

- Prioritizing economically viable access to resources;
- Supporting innovation within each sector to foster sustainable growth and enhance competitiveness;
- Actively engaging with each resource sector and its stakeholders to comprehensively understand their unique challenges and opportunities; and
- Take decisive action to amend policies and legislation based on the unique challenges and opportunities identified
- Removing restrictive legislation on resource sector industries.



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. 679-3238

Fax: 250. 679-3070

www.chasebc.ca

June 5, 2025

The Honourable Lisa Beare, M.L.A.
Minister of Education and Child Care
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2
Email: ECC.Minister@gov.bc.ca

Dear Minister Beare:

RE: Funding for Public Education

At its May 27, 2025 Regular Meeting, the Council of the Village of Chase passed the following resolution:

"THAT Council write a letter to the Minister of Education and Child Care that public education is important to the Village of Chase and needs to be properly funded and copy MLA Ward Stamer and all local governments in B.C."

We write on behalf of our community to advocate for students in Chase and throughout British Columbia.

We understand that provincial governments have competing priorities to consider when allocating public funds across program areas. However, current funding levels are not sufficient to support student learning and well-being in our province.

We know that a properly funded public education system significantly improves the opportunities and outcomes for young people in our community. We call on the provincial government to address urgently needed funding for public education.

We thank you for giving thoughtful consideration to this most important issue.

Sincerely,

VILLAGE OF CHASE

David Lepsoe, Mayor, on behalf of Council



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. **679-3238**

Fax: 250. 679-3070

www.chasebc.ca

Cc: The Honourable David Eby, M.L.A., Premier of British Columbia

The Honourable Ward Stamer, M.L.A. for Kamloops-North Thompson

All local governments in British Columbia

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

DATE: Friday, April 25, 2025
TIME: 9:00 a.m.
PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Councillor Mark Schweinbenz, Chair
Mayor Fred Talen (ex-officio member)
John DeMartin
Susan Galvao
Paul Kandt
Cheri Norris
Gary Webster

Tyson Koch, Chief Administrative Officer
Amanda Graham, Corporate Officer
Christy Ovens, Community Services Manager
Kalie Wiechmann, Communications and Community
Engagement Coordinator

ABSENT:

1. CALL TO ORDER

Chair Schweinbenz called the meeting to order at 9:00 a.m.

2. LAND ACKNOWLEDGMENT

Chair Schweinbenz acknowledged the traditional territory of Sts'ailes.

3. INTRODUCTION OF LATE ITEMS

None.

4. APPROVAL OF AGENDA

Moved by Susan Galvao
Seconded by Gary Webster

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
EAC-2025-04-06

5. ADOPTION OF MINUTES

Moved by Gary Webster
Seconded by Paul Kandt

THAT the Environmental Advisory Committee Meeting minutes of April 2, 2025 be adopted.

*Village of Harrison Hot Springs
Minutes of the Environmental Advisory Committee
April 25, 2025*

**CARRIED
UNANIMOUSLY**
EAC-2025-04-07

6. ITEMS FOR DISCUSSION

(a) Update from April 7, 2025 Regular Council Meeting

The Corporate Officer advised that Council unanimously supported the Committee's recommendation to direct staff to research a Hazardous Waste Collection Day and approved the Committee's Terms of Reference.

(b) Adopted Terms of Reference

For receipt only.

(c) Earth Day in May

The Community Services Manager advised that the current list of confirmed participants is:

- GFL Environmental Inc.
- Communities in Bloom Committee
- Miami River Streamkeepers Society
- Fraser Valley Invasive Species Society
- Earthwise Society
- WildSafe BC (representing the BearSmart program)
- FireSmart
- District of Kent re Lets'emot Regional Recreation and Aquatic Centre

UFMP has been prepared in a binder with a QR code as well.

The Committee discussed repurposing the poster board from the Health and Wellness Fair and how to update it for Earth Day in May. Earth Day in May posters will be placed on the sandwich boards. The Committee requested to add the title of the event to their board. One of the focuses this year is tree canopy, updated tree canopy initiatives or efforts. List the current names of the members under "Who We Are". The Committee discussed having name placards that clip on. Birch Grove nursery isn't able to attend as they are open for business but they offered to donate for a draw or a giveaway, so that will be set up at the Committee table.

The Committee discussed marketing the event. It is currently on the front page of the Village's website, notice boards and Facebook. It will go on the electronic message board as well. The Committee agreed to plan to be there around 8:30 a.m. to help with any last minute preparations.

(d) Urban Forest Master Plan

The Committee discussed that this is a large project and ultimately, the Environmental Committee's focus is to plant more trees in the Village to increase the tree canopy. The

*Village of Harrison Hot Springs
Minutes of the Environmental Advisory Committee
April 25, 2025*

Village has planted approximately 53 trees by the lagoon recently and replaced the beachfront willows that failed and/or were removed due to poor health. There are lists of trees and shrubs that are supported. Any plan to increase the tree canopy needs to be well thought-out to ensure that it aligns with FireSmart principles and the Village's various bylaws. Staff have a resolution of Council to seek out grant funding to increase tree plantings in the Village.

The Committee agreed to add "FireSmart Landscaping" to the next agenda for discussion, with the chart of suitable plantings within the various zones to be included in the package.

The Committee discussed the process surrounding new development, park space and lot coverage. Through various bylaws and legislation, there are requirements for landscaping which can include tree planting, park space or cash-in-lieu.

(e) Tree Planting Area Walk

The Committee agreed to try and conduct a tree planting area walk in the first week of May and will canvas for dates.

(f) Hazardous Waste Collection Day

The Committee agreed that this fall is a good time for this event. Staff will research this and come back to the Committee with more information.

(g) Saplings on Boulevards

Previously discussed during an earlier agenda item. The Committee further discussed partnering with a nursery for future Earth Day events to hand out vouchers for larger size trees, which would comply with the bylaw for a higher rate of growth success. Trees on boulevards need to be added to our stock and maintenance plan. It is not recommended that private citizens plant a tree on the boulevard without advising the Village because there are underground utilities, and someone needs to take responsibility for that tree. Discussion ensued about boulevard locations.

(h) Next Meeting Date

The next meeting date is scheduled for Wednesday, June 4, 2025 at 9:00 a.m.

7. ADJOURNMENT

Moved by Gary Webster
Seconded by John Demartin


THAT the meeting be adjourned at 10:19 a.m.

**CARRIED
UNANIMOUSLY**
EAC-2025-04-08

*Village of Harrison Hot Springs
Minutes of the Environmental Advisory Committee
April 25, 2025*



Councillor Mark Schweinbenz, Chair
Environmental Advisory Committee



Amanda Graham
Corporate Officer

File No: 0360-20-07
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Environmental Advisory Committee Report

RECOMMENDATION

THAT Council approve the following recommendations from the Environmental Advisory Committee:

THAT staff be directed to investigate opportunities to enhance messaging about cleaning gutters and FireSmarting perimeters and getting information from the knowledgeable organizations and looking for a local example to demonstrate;

THAT staff be directed to investigate whether there are any bear proof or resistant garbage containers that the Village can recommend to residents to better secure their garbage; and

THAT staff be directed to investigate replacing the dog waste bags in the Village with biodegradable dog waste bags.

SUMMARY

To present resolutions and information on behalf of the Environmental Advisory Committee from its June 6, 2025 meeting for Council's consideration.

POLICY CONSIDERATIONS

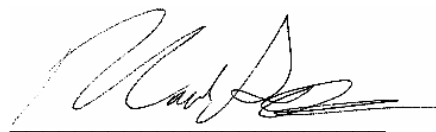
2025 Strategic Plan Priorities

Environmental Protection – To restore and protect the environment for future generations.

Respectfully submitted:



Amanda Graham
Corporate Officer



Councillor Mark Schweinbenz, Chair
Environmental Advisory Committee

File No: 1855-03-26 / 2640-20 / 0340-50

Date: June 16, 2025

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: Occupational Health and Safety Policy 1.43

RECOMMENDATION

THAT Occupational Health and Safety Policy 1.43 be adopted.

SUMMARY

To present a new policy regarding the Village's Occupational Health and Safety program for Council's consideration.

BACKGROUND

The COVID-19 pandemic caused employers in all sectors to review and revise their Occupational Health & Safety (OH&S) programs. These in-depth reviews were completed to develop new strategies and practices to ensure worker safety through personal protective equipment (PPE), physical distancing and enhanced sanitation measures in every working environment. While the Village was successful in adapting to these new requirements, the renewed focus on the OH&S program itself has revealed that it was due for revision. In addition, the Village has reached a size, in terms of employees, where we are on the cusp of needing to provide for more administration of OH&S in terms of formalized meetings, over and above the regular safety meetings.

In 2021, the Village contracted the creation of a new OH&S program to ORCA Health & Safety Consulting Inc. which was funded by the COVID-19 restart grant. Additional budgeted funding was required to complete the program. In early 2025, staff received the latest version of the program which was updated with the most current WorkSafe BC regulations.

DISCUSSION

The Village of Harrison Hot Springs is required to ensure that it provides a healthy and safe working environment. To meet this target, the Village will establish and maintain an occupational health and safety program designed to prevent injuries and disease. The Village is responsible for providing all workers with adequate instruction in health and safety practices and addressing unsafe environments in a timely, effective manner. All workers and service contractors are required to work safely and to know and follow the Villages safe work procedures.

To maintain safe and healthy worksites, Council, managers, supervisors, workers and principal contractors that work for the Village of Harrison Hot Springs must accept and understand their individual responsibilities as outlined in the new OH&S program.

FINANCIAL CONSIDERATIONS

The Village allocates \$14,000 annually for OH&S related equipment and training. Staff is not recommending an increase to the budget at this time.

POLICY CONSIDERATIONS

There are no policy considerations associated to this report.

Reviewed by:



Tyson Koch
Chief Administrative Officer

Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

Attached: Draft Occupational Health and Safety Policy 1.43

Village Of Harrison Hot Springs Policy

POLICY NAME:	Occupational Health and Safety Policy		
POLICY NUMBER:	1.43		
APPROVING AUTHORITY:	<input checked="" type="checkbox"/> Legislative (Council Approved)	<input type="checkbox"/> Administrative (CAO Approved)	
DATE ADOPTED:	xxxx, 2025		
LAST AMENDED:			

PURPOSE

The purpose of this Policy is to confirm the Village of Harrison Hot Springs' commitment to provide employees with a physically and psychologically safe workplace by establishing and maintaining an occupational health and safety program as a safety management system designed to prevent occupational accidents, injuries and disease.

DEFENITIONS

Council means the Council of the Village of Harrison Hot Springs.

Village means the Village of Harrison Hot Springs.

Employee(s) means persons employed by the Village including but not limited to contractors, volunteers, students, regular, temporary and contract employees, and to persons representing or acting on behalf of the Village.

Joint Occupational Health & Safety Committees means a committee made up of worker and employer representatives working together to identify and resolve health and safety problems in the workplace. The employer is ultimately responsible for the overall safety program; the committee is responsible for identifying and recommending solutions to problems.

Management or Manager(s) means persons employed by the Village in a leadership capacity.

Supervisor(s) means a person who instructs, directs and controls workers in the performance of their duties, as defined in Occupational Health and Safety Regulations.

Worker has the same meaning as defined in the *Worker's Compensation Act*.

POLICY

- Safety is everyone's responsibility. Only through the contribution and cooperation of everyone can we achieve a physically and psychologically safe working environment.
- The Village of Harrison Hot Springs commits to promoting and maintaining a workplace safety culture by setting shared targets and goals for health and safety on the job.
- It is recognized that accidents, which cause injuries to employees and others, damage to equipment and inefficiencies in operations, are preventable. Safety and safety hazards and

potential loss situations in workplaces can be minimized through leadership of the management team, with the support of Council. However, support and cooperation by all employees, individually and collectively, is necessary for success in this endeavour.

- Through the active participation and co-operation of Council, management, supervisors, workers and joint occupational health and safety committees, the Village of Harrison Hot Springs will promote healthy and safe working conditions and attitudes as integral parts of its operations.

ROLES AND RESPONSIBILITIES

- Council will provide sufficient resources to promote and maintain a safe and healthy work environment.
- Management is responsible for developing, implementing and maintaining a safety management system designed to prevent injuries and occupational diseases throughout the Village of Harrison Hot Springs' workplaces and for ensuring that health and safety hazards are controlled or eliminated.
- Supervisors are responsible for ensuring that all workers are instructed in and follow all safety processes, regulatory requirements and collective agreement provisions.
- Employees are responsible for contributing to a safe, healthy and productive workplace for themselves and safe and efficient service to our customers and the public. They are responsible for following safe work procedures and for monitoring their workplaces for unsafe conditions and hazards.
- The Village of Harrison Hot Springs will achieve the above objectives through the development and ongoing maintenance of an occupational health and safety program designed to prevent accidents, injuries and occupational disease and meets or exceeds all legislative requirements pertaining to health and safety.

RECORD OF AMENDMENTS	
DATE AMENDED	SUMMARY OF AMENDMENTS

File No: 1880
Date: June 16, 2025

To: Mayor and Council
From: Scott Schultz, Chief Financial Officer
Subject: 2024 Annual Report

RECOMMENDATION

THAT the 2024 Annual Report be approved.

SUMMARY

To seek approval of the 2024 Annual Report.

BACKGROUND

Section 98 of the *Community Charter* requires that an annual report be prepared by June 30th each year and made available to the public at least 14 days prior to the meeting.

Section 99 of the *Community Charter* requires that Council must annually consider the report at a council meeting or other public meeting. In accordance with section 99(3), public notice that the Annual Report would be considered at this council meeting was given on June 6, 2025.

DISCUSSION

The annual report was made available for public inspection on June 2nd, 2025 on the Village's website. A hardcopy has also been available for inspection at the Village Office since that time. As of the date this report was written there have been no submissions from the public, however Council may wish to open the floor to public questions relating to the annual report at this time.

FINANCIAL CONSIDERATIONS

There are no 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

File No: 2510
Date: June 16, 2025

To: Mayor and Council
From: Scott Schultz, Chief Financial Officer
Subject: Council Remuneration Review Update

RECOMMENDATION

THAT the Chief Financial Officer's report dated June 16, 2025 regarding Council Remuneration Review Update be received for information.

SUMMARY

To provide updates on Council remuneration research and request Council's direction on next steps.

BACKGROUND

At the March 3, 2025 Council meeting, staff brought forward a report comparing Council remuneration with similarly sized municipalities, however due to the limited amount of up-to-date information that was readily available at the time of writing the report, staff received the following subsequent resolutions:

THAT staff bring a more comprehensive report forward including council budget for attending conferences and associated costs, and a more complete comparison for Council remuneration for similarly sized municipalities; and

THAT staff be directed to research hiring a consultant to research Council Remuneration and report back to council with options.

DISCUSSION

Staff contacted an external consultant to discuss the project, and the consultant provided the following information:

- While it is possible to conduct this research now, the consultant recommended that this research be conducted in 2026 to correspond with the final year of the Council term. This is a typical practice among local governments to conduct remuneration research on the final year of the term and make any remuneration adjustments effective on the start of the next Council term.
- Because municipalities have many different ways of structuring Council expenses (such as conference fees and technology allowances), it will be challenging to get an accurate

comparison base for the fringe expenses. The consultant recommended that Council consider focusing the comparison requests on a smaller number of items, such as base remuneration, per diems, and meal allowances.

- A high-level cost estimate of having an external consultant complete an in-depth remuneration review is between \$8,000 and \$12,000. This would be the most fulsome option and would include surveying sample municipalities, compiling the data, and preparing a full report including remuneration recommendations. Based on the Village's Purchasing & Procurement Policy 1.08, three quotes would have to be obtained.
- Alternatively, staff can complete a more basic remuneration review in-house by contacting the sample municipalities to obtain current remuneration bylaws, etc., but this review would be limited to what information is available and may not include full comparisons of all council expenses.

At this time, staff request that Council provide direction on the following items:

- Whether to complete the analysis now or in 2026.
- Whether staff should engage an external consultant to complete the analysis, or have staff prepare a more basic review.

FINANCIAL CONSIDERATIONS

There are no 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

File No: 0400-20-03
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Liquor License Amendment – Harrison Hot Springs Resort & Spa

RECOMMENDATION

THAT Council recommend that the Liquor and Cannabis Regulation Board approve the Harrison Hot Springs Resort and Spa's application to increase its in-person capacity.

SUMMARY

To inform Council of the results of the consultation process for a liquor license amendment, and seek direction regarding a response to the Liquor and Cannabis Regulation Branch (LCRB).

BACKGROUND

At the May 20, 2025 regular Council meeting, staff presented a report to Council regarding an application to amend the liquor licenses for the Islands Bar at the Harrison Hot Springs Resort and Spa by increasing the in-person capacity from 170 to 244 people. Council directed staff to prepare an impact analysis, refer the application to the Agassiz RCMP and proceed with a public consultation process inviting comments from the public for a two week period.

On May 22, 2025, the Village posted notices about these two applications on its website and notice boards, and mailed out letters to properties within 30m of each restaurant. Submissions were accepted until June 5, 2025.

DISCUSSION

Impact Analysis

Attached to this report is an impact analysis completed by the Village's Planning Consultant, Ken Cossey.

Public Input

This application received two (2) comments in opposition and two (2) comments in support. Commenters in support of the application stated that it will attract more business to improve the quality of services, and that the Village should explore other opportunities to support tourism and cultural vibrancy, including piloting alcohol-permitted beach zones, allowing licensed street vendors and offering more flexibility for live music or season festivals to make Harrison more competitive as a year-round destination. Commenters opposed to the application stated that this

application will increase noise and disturbances, strain parking, increase public intoxication and reduce the quality of life for nearby residents.

RCMP Referral

The application was referred to the RCMP who commented that there may be an increase in calls for service for disturbance type files.

Response to LCRB

Under section 71 of the *Liquor Control and Licensing Regulation*, Council may now, after having gathered the views of residents, make a recommendation to the LCRB as to whether these applications should be approved or rejected. Pursuant to sections 38(4) and 38(5) of the *Liquor Control and Licensing Act*, if Council recommends approval, the LCRB must take that into account but is not obligated to approve the application; however, if Council recommends that the application not be approved, then the LCRB must not approve the application.

Applicant Comments

The applicant advised that there will not be any structural changes to the proposed liquor primary space. The only proposed change is to add not fixed and moveable planters.

FINANCIAL CONSIDERATIONS

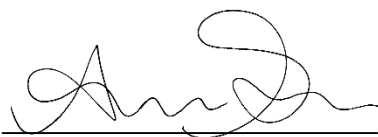
There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

Respectfully submitted:



Amanda Graham
Corporate Officer

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Impact Report dated June 16, 2025

Liquor License Impact Report Harrison Hot Springs Resort and Spa

Date: June 16, 2025

Prepared by: Planning Consultant, Ken Cossey

Introduction

Liquor licenses play a critical role in regulating the sale and consumption of alcoholic beverages in societies worldwide. In British Columbia, the issuance of a liquor license is administered through the *Liquor Control and Licencing Act* with the central agency responsible being the Liquor and Cannabis Regulation Branch. They ensure that businesses comply with legal standards and operate responsibly, while also addressing broader implications for public safety, economic growth, and community well-being. This report delves into the multifaceted impacts of increasing the in-person capacity of the Islands Bar, highlighting key considerations, challenges, and potential impacts.

The overall function of liquor licensing

Liquor licensing provides an essential framework for balancing the economic, social, and ethical dimensions of alcohol sales and consumption. While it enables businesses to thrive and communities to flourish, it also demands vigilance in ensuring public safety and fostering positive relationships. By addressing challenges and embracing innovative strategies, stakeholders can enhance the liquor licensing process to benefit all parties involved.

Regulatory Framework

Liquor licensing is governed by a complex regulatory framework that varies across jurisdictions. These frameworks often include criteria for eligibility, zoning restrictions, operating hours, and enforcement measures to ensure compliance. The purpose of these regulations is to balance economic opportunities with social responsibility. At the local level, these sorts of establishments are guided by the Village's Official Community Plan Bylaw 1184, 2022 and are regulated through the Village's Zoning Bylaw 1115, 2027. In this case the site is designated as Village Centre in the Village's Official Community Plan and C1 Village Commercial in the Zoning Bylaw.

Eligibility and Application Process

Obtaining a liquor license typically involves a rigorous application process. Applicants must demonstrate adherence to legal standards, financial stability, and an understanding of responsible alcohol service. Background checks and inspections are common prerequisites, providing governments with tools to vet potential license holders effectively.

Types of Liquor Licenses

Liquor licenses are usually categorized based on the type of business and the scope of alcohol sales. Common British Columbia categories include:

- Liquor-Primary Licenses: For establishments like bars, nightclubs, and lounges where alcohol is consumed onsite. The common theme here is liquor is sold by the glass.
- Food-Primary Licenses: For establishments like Islands Bars.
- Other Specialized Licenses: this includes, a catering license, a wine store license, a manufacturing license, a UBrew and Uvin license, rural licensee retail store, special events licensing, agent licensing, licensee retail store, and a special wine store.

The provincial legislation allows for the Village to be involved in the application process for the following license types only:

- Liquor primary
- In certain situation food primary
- Manufacturing lounges
- Manufacturing special event areas, and
- Rural licensee retail stores.

In this case both applications are for an amendment to their Liquor Primary License. The proponents are looking to change their in-person capacity from their current allowable of 170 maximum people to 244 maximum people.

IMPACTS

Increasing the total in-person capacity can have both a positive and a negative impact upon a local area or the entire village in general. Listed below are some potential positive and negative impacts with a brief description of the potential impact.

Positive impacts can include but not be limited to the following and are not listed in any order.

Economic Impacts

Liquor licenses have significant implications for local economies. They enable businesses to generate revenue, create jobs, and contribute to the vibrancy of Harrison Hot Springs. However, they also come with responsibilities and potential challenges.

Revenue Generation

Businesses with liquor licenses often experience increased revenue streams due to higher profit margins on alcoholic beverages.

Job Creation

The issuing of liquor licenses contributes to job creation in various sectors, including hospitality, retail, and event management. Bartenders, servers, and store clerks often rely on alcohol sales as a key component of their employment.

Cultural and Social Benefits

Licensed establishments can enhance a community's cultural identity by hosting events, supporting local artists, and providing venues for celebrations. These activities can enrich the social fabric and contribute to a sense of belonging.

Negative impacts can include but not be limited to the following and are not listed in any order.

Economic Risks

Despite their economic benefits, liquor licenses can pose risks. Oversaturation of licensed premises in a specific area can lead to unhealthy competition and potential economic instability. Moreover, businesses face the challenge of managing liabilities related to alcohol service.

Social and Community Impacts

Liquor licensing influences the social fabric of communities in diverse ways, ranging from public safety to cultural enrichment.

Public Safety Concerns

Alcohol consumption can increase risks of accidents, crime, and health issues. Liquor licenses typically include provisions to mitigate these dangers, such as mandatory training for staff, restrictions on serving intoxicated individuals, and collaboration with law enforcement.

Community Relations

Businesses with liquor licenses are often integral to the community, serving as gathering spaces for social interaction and cultural expression. However, neighbors may raise concerns about noise, litter, and potential disturbances, making it crucial for license holders to foster positive relationships with local residents.

Challenges in Liquor Licensing

Despite its benefits, the liquor licensing process presents several challenges for the applicants, the community, and other stakeholders. The challenges can be found under the general category, as outlined below.

Compliance and Enforcement

Maintaining compliance with liquor license regulations can be demanding for businesses. Governments must balance enforcement with support, ensuring that license holders understand their responsibilities and have access to resources for compliance.

Responsible Alcohol Service

This is the practice of responsible alcohol service such as limiting alcohol consumption, providing alternative transportation options, and enforcing age-restrictions, to reduce any alcohol harm. In this case the workers have their “serving it right certification.”

General Impacts

The two main impacts of the changes to in-person capacity for the Islands Bar is noise and the potential for drunk driving.

Noise Control

As the Islands Bar is not adjacent to any residential areas, the potential increase of any noise complaints is not regarded as an issue here. If required, the Village has in place Noise Bylaw 1218, 2025.

Drunk Driving

For Harrison Hot Springs and based upon RCMP statistics of a five-year average of three impaired charges per year and the majority of users of Island Bars are generally tourists walking back to their tourist accommodation, this concern is not seen as an issue here.

File No: 0400-20-03
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Liquor License Amendments – Milos Greek Taverna & Black Forest Restaurant

RECOMMENDATION

THAT Council recommend that the Liquor and Cannabis Regulation Board approve the applications to extend the hours of service at Milos Greek Taverna and Black Forest Restaurant.

SUMMARY

To inform Council of the results of the consultation process for two liquor license amendment application and seek direction regarding a response to the Liquor and Cannabis Regulation Branch (LCRB).

BACKGROUND

At the May 20, 2025 regular Council meeting, staff presented a report to Council regarding applications to amend the liquor licenses for Milos Greek Taverna and Black Forest Restaurant to extend to 2:00 a.m. each day. Council directed staff to prepare an impact analysis, refer the application to the Agassiz RCMP and proceed with a public consultation process inviting comments from the public for a two week period.

On May 22, 2025, the Village posted notices about these two applications on its website and notice boards, and mailed out letters to properties within 30m of each restaurant. Submissions were accepted until June 5, 2025.

DISCUSSION

Impact Analysis

Attached to this report is an impact analysis completed by the Village's Planning Consultant, Ken Cossey.

Public Input

Both applications received one (1) written submission in support of the application and one (1) in opposition. Comments in support of the applications stated that the Village should explore other opportunities to modernize bylaws that can support tourism and cultural vibrancy, including piloting alcohol-permitted beach zones, allowing licensed street vendors and offering more flexibility for live music or season festivals to make Harrison more competitive as a year-

round destination. Comments opposing the application stated that most restaurants stop serving around 10:00 or 11:00 p.m., and that patrons are not typically eating until 2:00 a.m., therefore, the applicant should be seeking a Liquor Primary License as it will turn into a noisy outside bar bedside hotels and residences.

RCMP Referral

The RCMP advised that they do not have any concerns with either of these applications.

Applicant Comments

Staff contacted the applicant who advised that they do not plan to extend their regular hours of operation and only wish to extend their liquor license hours to permit larger parties on special occasions later into the evening. Currently, the Black Forest Restaurant is open until 9:00 p.m. daily, and Milos Greek Taverna is open until 9:30 p.m. daily.

Response to LCRB

Under section 71 of the *Liquor Control and Licensing Regulation*, Council may now, after having gathered the views of residents, make a recommendation to the LCRB as to whether these applications should be approved or rejected. Pursuant to sections 38(4) and 38(5) of the *Liquor Control and Licensing Act*, if Council recommends approval, the LCRB must take that into account but is not obligated to approve the application; however, if Council recommends that the application not be approved, then the LCRB must not approve the application.

FINANCIAL CONSIDERATIONS


There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

Respectfully submitted:



Amanda Graham
Corporate Officer

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Impact Report dated June 16, 2025

Liquor License Impact Report Black Forest Restaurant and Milos Greek Taverna

Date: June 16, 2025

Prepared by: Planning Consultant, Ken Cossey

Introduction

Liquor licenses play a critical role in regulating the sale and consumption of alcoholic beverages in societies worldwide. In British Columbia, the issuance of a liquor license is administered through the *Liquor Control and Licencing Act* with the central agency responsible being the Liquor and Cannabis Regulation Branch. They ensure that businesses comply with legal standards and operate responsibly, while also addressing broader implications for public safety, economic growth, and community well-being. This report delves into the multifaceted impacts of expanding the hours of operations for both the Black Forest Restaurant and Milos Greek Taverna, highlighting key considerations, challenges, and potential benefits.

The overall function of liquor licensing

Liquor licensing provides an essential framework for balancing the economic, social, and ethical dimensions of alcohol sales and consumption. While it enables businesses to thrive and communities to flourish, it also demands vigilance in ensuring public safety and fostering positive relationships. By addressing challenges and embracing innovative strategies, stakeholders can enhance the liquor licensing process to benefit all parties involved.

Regulatory Framework

Liquor licensing is governed by a complex regulatory framework that varies across jurisdictions. These frameworks often include criteria for eligibility, zoning restrictions, operating hours, and enforcement measures to ensure compliance. The purpose of these regulations is to balance economic opportunities with social responsibility. At the local level, these sorts of establishments are guided by the Village's Official Community Plan Bylaw 1184, 2022 and are regulated through the Village's Zoning Bylaw 1115, 2027. In both these cases the sites are designated as Village Centre in the Village's Official Community Plan and C1 Village Commercial in the Zoning Bylaw.

Eligibility and Application Process

Obtaining a liquor license typically involves a rigorous application process. Applicants must demonstrate adherence to legal standards, financial stability, and an understanding of responsible alcohol service. Background checks and inspections are common prerequisites, providing governments with tools to vet potential license holders effectively.

Types of Liquor Licenses

Liquor licenses are usually categorized based on the type of business and the scope of alcohol sales. Common British Columbia categories include:

- Liquor-Primary Licenses: For establishments like bars, nightclubs, and lounges where alcohol is consumed onsite. The common theme here is liquor is sold by the glass.
- Food-Primary Licenses: For establishments like restaurants.
- Other Specialized Licenses: this includes, a catering license, a wine store license, a manufacturing license, a UBrew and Uvin license, rural licensee retail store, special events licensing, agent licensing, licensee retail store, and a special wine store.

The provincial legislation allows for the Village to be involved in the application process for the following license types only:

- Liquor primary
- In certain situation food primary
- Manufacturing lounges
- Manufacturing special event areas, and
- Rural licensee retail stores.

In this case both applications are for an amendment to the operating hours of a Food Primary License. The proponents are looking to change their operating hours from their current 11:00 am to 1:00 am to 11:00 to 2:00 am.

IMPACTS

Extended liquor service hours can have both a positive and a negative impact upon a local area or the entire Village. Listed below are some potential positive and negative impacts with a brief description of the potential impact.

Positive impacts can include but not be limited to the following and are not listed in any order.

Economic Impacts

Liquor licenses have significant implications for local economies. They enable businesses to generate revenue, create jobs, and contribute to the vibrancy of Harrison Hot Springs. However, they also come with responsibilities and potential challenges.

Revenue Generation

Businesses with liquor licenses often experience increased revenue streams due to higher profit margins on alcoholic beverages. Restaurants, for instance, benefit from

pairing food offerings with alcoholic drinks, enhancing customer experiences and bolstering sales.

Job Creation

The issuing of liquor licenses contributes to job creation in various sectors, including hospitality, retail, and event management. Bartenders, servers, and store clerks often rely on alcohol sales as a key component of their employment.

Cultural and Social Benefits

Licensed establishments can enhance a community's cultural identity by hosting events, supporting local artists, and providing venues for celebrations. These activities can enrich the social fabric and contribute to a sense of belonging.

Negative impacts can include but not be limited to the following and are not listed in any order.

Economic Risks

Despite their economic benefits, liquor licenses can pose risks. Oversaturation of licensed premises in a specific area can lead to unhealthy competition and potential economic instability. Moreover, businesses face the challenge of managing liabilities related to alcohol service.

Social and Community Impacts

Liquor licensing influences the social fabric of communities in diverse ways, ranging from public safety to cultural enrichment.

Public Safety Concerns

Alcohol consumption can increase risks of accidents, crime, and health issues. Liquor licenses typically include provisions to mitigate these dangers, such as mandatory training for staff, restrictions on serving intoxicated individuals, and collaboration with law enforcement.

Community Relations

Businesses with liquor licenses are often integral to the community, serving as gathering spaces for social interaction and cultural expression. However, neighbors may raise concerns about noise, litter, and potential disturbances, making it crucial for license holders to foster positive relationships with local residents.

Challenges in Liquor Licensing

Despite its benefits, the liquor licensing process presents several challenges for the applicants, the community, and other stakeholders. The challenges can be found under the general category, as outlined below.

Compliance and Enforcement

Maintaining compliance with liquor license regulations can be demanding for businesses. Governments must balance enforcement with support, ensuring that license holders understand their responsibilities and have access to resources for compliance.

Responsible Alcohol Service

This is the practice of responsible alcohol service such as limiting alcohol consumption, providing alternative transportation options, and enforcing age-restrictions, to reduce any alcohol harm. In this case the workers at both restaurants have their “serving it right certification.”

General Impacts

The two main impacts on the extended hours of operation for both the Black Forest Restaurant and Milos Greek Taverna is noise and the potential for drunk driving.

Noise Control

As the establishments are both restaurants that are not adjacent to any residential areas, the potential increase of any noise complaints is not regarded as an issue here. If required, the Village has in place Noise Bylaw No. 1218, 2025.

Drunk Driving

For Harrison Hot Springs and based upon RCMP statistics of a five-year average of three impaired charges per year and the majority of users of the restaurants are generally tourists walking back to their tourist accommodation, this concern is not seen as an issue here.

File No: 0360-20-07
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Environmental Advisory Committee Vacancies

RECOMMENDATION

THAT staff be directed to put out a call for Environmental Advisory Committee applications.

SUMMARY

To seek Council direction regarding two vacancies on the Environmental Advisory Committee.

BACKGROUND

The Environmental Advisory Committee's Terms of Reference permit seven (7) members, including the Council appointee. On June 4, 2025, Cheri Norris resigned from the Committee. As the Committee only had six (6) members prior to her resignation, there are now two (2) vacancies.

DISCUSSION

In accordance with the Village's Council Procedure Bylaw No. 1216, staff require direction from Council to advertise for expressions of interest to fill these vacancies.

FINANCIAL CONSIDERATIONS

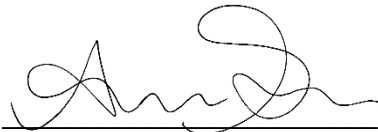
There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

Environmental Protection – To restore and protect the environment for future generations.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Amanda', written over a horizontal line.

Amanda Graham
Corporate Officer

Reviewed by:

A handwritten signature in black ink, appearing to read 'Tyson', written over a horizontal line.

Tyson Koch
Chief Administrative Officer

File No: 0530-01
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Smoking Debris Disposal

RECOMMENDATIONS

THAT the Corporate Officer's report dated June 16, 2025 regarding Smoking Debris Disposal be received for information.

SUMMARY

To present information to Council regarding smoking debris disposal.

BACKGROUND

At the February 18, 2025 regular Council meeting, Council considered correspondence from a resident, attached to this report for reference, regarding smoking debris disposal in the Village. Council referred the correspondence to staff to research amendments to Park Regulation Bylaw No. 1150 for Council's consideration.

At the June 2, 2025 regular Council meeting, Council directed staff to review existing signage along the beach and Esplanade Avenue regarding the prohibition of smoking tobacco and marijuana products in public areas and update/increase signage as required.

DISCUSSION

Section 7 of Park Regulation Bylaw No. 1150, 2020 states:

"No person shall throw any stones, glass, bottles, cans or litter on any beach or park or in the water adjacent to such beach or park."

Further, section 17 of Park Regulation Bylaw No. 1150, 2020 states:

"No person shall smoke any tobacco, cannabis, electronic cigarette, cigar, cigarillo, pipe or ignite any cartridge of nicotine solution, vaporizing system or smoke any substance that replicates a smoking experience in any building, structure, park or public space."

As per Bylaw Notice Enforcement Bylaw No. 855, 2009, an offence under either of these sections can be subject to a \$100 fine. While smoking debris is not specifically contemplated by the bylaw, disposing of cigarette butts improperly would be considered littering contrary to section 7 of the bylaw.

After consulting with the Village's Bylaw Enforcement Officer and reviewing other local government bylaws, including the ones referenced in the attached correspondence, staff are of the opinion that this matter is sufficiently addressed by the current wording of the bylaw. Although a higher fine could be imposed, the Village has only issued two tickets under the Park Regulation Bylaw since 2020. The Bylaw Enforcement Officer would typically have to witness the infraction as it takes place in order to identify the person committing the offence. In this case, a conversation focusing on education typically resolves the issue.

Public health is listed as a sphere of concurrent authority between the province and local governments under section 9(1)(a) of the *Community Charter*. Under the Public Health Bylaws Regulation, before Council can adopt a bylaw relating to public health, the Village would have to consult with either the regional health board or the medical health officer.

Given that smoking is prohibited throughout public places in the Village, installing smoking receptacles could be seen to contradict the intent of the bylaw. However, as with any bylaw, there is an understanding that members of the public do contravene bylaws from time to time. Therefore, staff will be looking at purchasing wall-mount smoking debris receptacles and affixing them to garbage cans strategically throughout the Village, concentrating on both the beachfront area and along the local trails.

Additionally, staff have been focusing on advising members of the public of both the smoking prohibition and littering fines through the increased presence of Bylaw Enforcement Officers, social media posts, the Electronic Message Board, and eventually signage along the beachfront as requested by Council.

FINANCIAL CONSIDERATIONS

The smoking debris receptacles can be purchased through the existing budget with no need for additional funds.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

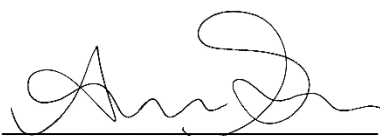
Public Safety – To ensure and enhance public safety.

Environmental Protection – To restore and protect the environment for future generations.

Healthy Livable Community – To promote and enhance a healthy lifestyle for all ages.

Respectfully submitted:

Reviewed by:



Amanda Graham
Corporate Officer



Tyson Koch
Chief Administrative Officer

Attachment: Letter dated February 8, 2025 from Kenneth Gisborne re: Request for Smoking Debris Safe Disposal Bylaw

FEB 10 2025

BY VILLAGE OF HARRISON HOT SPRINGS

Kenneth D. Gisborne

328 Miami River Drive, Box 38
Harrison Hot Springs, BC V0M 1K0
P: 604-796-3060
C: 604-805-6715
E: kdgisborne@gmail.com

08-Feb-2025

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

RE: Request for Smoking Debris Safe Disposal Bylaw

To Whom It May Concern

I am writing this letter to request consideration from the Village Administration, Mayor and Council members on an issue of personal and community safety that thus far has not been addressed. This is the issue of smoking residents and visitors to our Village disposing of cigarette butts (especially those not extinguished) in an unsafe manner. As we are a community with well-know potential fire risks, this seems to be a problem that can easily and should be addressed.

In other communities in British Columbia, there are bylaws that address the unsafe disposal of cigarette butts. Some examples for community bylaws are:

- City of Vancouver - Street & Traffic Bylaw 2849, Section 84
- City of Coquitlam - Litter and Desecration Prohibition Bylaw 2762 (2017)
- City of Port Coquitlam- Smoking Control Bylaw 4037

In these bylaws, there is generally a fine imposition between \$250 - \$10,000 depending on the severity of this incident. Obviously, if someone discarded a lit cigarette from a vehicle that was responsible for starting a fire, the higher end of the penalty range would be used.

It is important that the Village of Harrison Hot Springs respond appropriately in a timely manner to get in place procedures and public-awareness programs that will encourage voluntary compliance with this initiative. To achieve this there would be several steps necessary, namely:

1. Initiate a public awareness program that encourages people in their efforts towards cigarette litter reduction.
 - a. See the City of Vancouver website location: Cigarette litter reduction | City of Vancouver: <https://vancouver.ca/green-vancouver/cigarette-litter-reduction.aspx> for an example of website messaging. Also see **Appendix A** at the end of this letter.

- b. Place a series of public awareness street signs as you enter the Village from the southern boundary informing people of the requirement for the proper and safe disposal of cigarette debris.
 - c. Ensure that the messaging informs the public of how they can contribute to the program success.
 - d. Warn non-compliant offenders of the bylaw enforcement fine provisions.
 2. Support the bulk purchase of pocket ashtrays that could be purchased at any participating local retailer.
 - a. There are many examples of suitable products. Doing an internet search under “pocket ashtray Canada” will provide ample products to choose from.
 - b. Encourage local retailers to participate in this initiative to help protect the Village of Harrison Hot Springs, be a good steward for the community, and garner a new opportunity for retail sales profit.
 3. Place cigarette disposal containers in beach locations where there are public waste disposal bins so that there are ample places for safe disposal of cigarette waste.
 4. While working on items 1, 2, and 3 above, engage Village of Harrison Hot Springs legal council to develop an appropriate Bylaw for the Village that addresses this issue. An effective bylaw should enable Village staff, bylaw enforcement officers, Parks personnel, and RCMP members to be able to enforce the bylaw.
 - a. A Bylaw enforcement tool enables personnel to approach people directly or stop vehicles who are found offending to take appropriate action. This action should have some discretionary power whereby the enforcement personnel can elicit cooperation in retrieving and properly disposing of the offending debris in lieu of fine imposition. This “carrot or stick” approach can encourage good public relations but can also be used to get compliance from unwilling individuals.

I have reviewed all the current Village Bylaws, and this issue is currently not covered or properly addressed. We need to ensure that this obvious potential source of fire risk is greatly reduced or eliminated. Additionally, cigarette butts present a health hazard to small children or dogs that may pick up and digest discarded cigarette waste.

I am available to assist in this matter in any way deemed appropriate. Please let me know how I may be of assistance. Thank you for your consideration and attention.

Sincerely,



Kenneth D. Gisborne, MA, CPP

c.c. Mayor and Council Members

Fire Chief, Village of Harrison Hot Springs Fire Department

Messaging Example:

Cigarette disposal bylaws in British Columbia prohibit littering cigarette butts and require smokers to dispose of them properly. These bylaws are intended to reduce the risk of fire and litter, and to support smoke-free communities.

What are the rules?

- Cigarette butts must be extinguished before disposal.
- Cigarette butts must be disposed of in a garbage receptacle or ashtray.
- Smoking in certain areas, such as parks, may be prohibited.
- Smoking while using the trail network within the Village is prohibited.
- Bylaw officers may request that smokers put out their cigarettes.

What are the penalties?

- Littering cigarette butts can result in a fine or court prosecution.
- The minimum fine for smoking in a park or other regulated outdoor space is \$250.

Who enforces the bylaws?

- City inspectors, park rangers, and police officers may issue tickets.
- Bylaw enforcement officers may enter any building or property covered by the bylaw.
- RCMP officers may enforce vehicle and other provisions in the bylaw.

How can you help?

- Encourage others to dispose of their cigarette butts properly.
- Report full or servicing outdoor ashtrays.
- Join or lead a litter cleanup.
- Volunteer for neighborhood clean-up programs.

File No: 0390-20-04
Date: June 16, 2025

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: 2025 UBCM Convention Provincial Appointments

RECOMMENDATIONS

THAT staff be directed to request meetings at the 2025 UBCM Convention with the following Cabinet Ministers regarding the following topics:

- Minister of Forests regarding the BC Timber Sales Operating Plan consultation process;
- Minister of Health regarding funding for the primary care unit renovation costs and emergency room closure notification;
- Minister of Education regarding a new elementary school;
- Minister of Tourism, Arts, Culture and Sport regarding expanding RMI funding to campgrounds, using RMI funding for non-tourism related improvements, re-scoping projects and the funding formula;
- Minister of Housing regarding potential housing partnerships and the Village Lands Master Plan;
- Minister of Transportation and Transit regarding sidewalks on the east side of Hot Springs Road from McPherson Road to Miami River Drive, crosswalks on Hot Springs Road, bulbs on Lillooet Avenue crosswalks and Agassiz-Mission “North of the Fraser” bus route funding; and
- Minister of State for Local Governments and Rural Communities – Community Charter amendments and Provincial ethics commissioner.

THAT staff be directed to request meetings with Ministry staff should the requested meetings with the Cabinet Ministers not be granted.

SUMMARY

To receive direction from Council regarding appointment requests for the 2025 Union of British Columbia Municipalities (UBCM) Convention.

BACKGROUND

The 2025 UBCM Convention will take place in Victoria from September 22 to 26, 2025. The convention presents the opportunity for delegates to meet with the Premier, Cabinet Ministers and staff from Ministries Agencies, Commissions and Corporations (MACC). Council may wish to discuss topics of importance requiring provincial action or assistance and resolve that staff be directed to request appointments with the appropriate Ministers or, if unavailable, the

appropriate Ministries, Agencies, Commissions and Corporations staff. Appointment requests are now open.

DISCUSSION

In preparation of this report, staff reached out to Council to gather feedback on which Ministers they wished to meet with and received the following responses. Topics in blue text have been the subject of discussion at previous Council meetings.

Minister	Topic
Hon. Ravi Parmar, Minister of Forests	BC Timber Sales Operating Plan consultation process
Hon. Josie Osbourne, Minister of Health	Primary Care Unit renovation costs funding Emergency Room closure notification system
Hon. Lisa Beare, Minister of Education	Funding and anticipated timeline for a new elementary school
Hon. Spencer Chandra Herbert, Minister of Tourism, Arts, Culture and Sport	Expanding RMI-funded projects to privately owned campgrounds, possibility of using RMI funds for non-tourism improvements, re-scoping submitted projects and anticipated increases to the funding formula
Hon. Ravi Kahlon, Minister of Housing and Municipal Affairs	Village Lands Master Plan housing partnership
Hon. Mike Farnworth – Minister of Transportation and Transit	Sidewalks on the east side of Hot Springs Road from McPherson Road to Miami River Drive Four additional cross walks on Hot Springs Road Bulbs on Lillooet Avenue crosswalks Agassiz-Mission “North of the Fraser” bus route funding
Hon. Brittney Anderson – Minister of State for Local Governments and Rural Communities	Community Charter amendments Provincial ethics commissioner

The deadline to request a meeting with Premier David Eby and Cabinet Ministers is July 2, 2025. Meetings with MACC staff can be requested up until August 20, 2025. Previously, staff have requested appointments with Cabinet Ministers first and, if those appointment requests were not granted, staff would then request appointments with the appropriate MACC staff.

In order to submit a request for an appointment, staff require direction regarding the issue for consideration and the action requested of the Ministry.

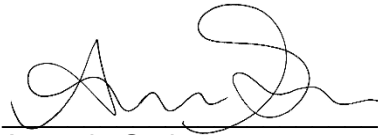
FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

There are no policy considerations associated with this report.

Respectfully submitted:



Amanda Graham
Corporate Officer

Reviewed by:



Tyson Koch
Chief Administrative Officer

File No: 1220-20-74
Date: June 16, 2025

To: Mayor and Council
From: Jace Hodgson, Director of Operations
Subject: Highway 9 to McCombs Drive Storm Sewer Project Award

RECOMMENDATION

THAT the Director of Operations' report dated June 16, 2025 regarding the Highway 9 to McCombs Drive Storm Sewer Project award be received for information.

SUMMARY

To provide an update to Council regarding the contract that has been evaluated and awarded following a competitive bid process for the Highway 9 to McCombs Storm Sewer Project.

BACKGROUND

At the October 19, 2020 Regular Council Meeting, Council passed the following motion:

THAT staff submit an application for grant funding application for the Storm Sewer Infrastructure on Hot Springs Road through the Investing in Canada Infrastructure Program – Rural and Northern Communities for up to \$2,000,000.00; and THAT Council supports the project and commits up to \$100,000.00 to cover additional and/or ineligible costs related to the project, to be funded by Gas Tax.

On August 29, 2023, the Village received a funding contribution of \$1,466,699 from the Investing in Canada Infrastructure Program for the Storm Sewer Infrastructure project. After the flooding event in November 2021, Wedler Engineering completed a preliminary drainage study for the Village identifying high priority areas to support the funding application. In 2022, Parsons provided a drainage study to the Ministry of Transportation and Transit (MOTT) for drainage improvements along Highway 9.

Detailed design was completed in 2024 for a 430m storm sewer and outfall that runs between Hot Springs Road/McCombs Drive (in SRW) and Emerald Avenue/Ramona Place. MOTT would also construct a storm sewer system south of Alder Avenue along Hot Springs Road to Miami River Drive. The Village's storm system would need to be installed prior or in conjunction with the Ministries project as the northern section of the new drainage on Hot Springs Road would need to tie into the Village's new system.

DISCUSSION

The Village issued a Request for Proposals (RFP) on April 4, 2025 for the Highway 9 to McCombs Drive Storm Sewer Project. By the closing date of May 21, 2025 six (6) proposals were received. Staff, along with the Village's consultants Parsons, have reviewed and evaluated the proposals and have awarded the contract to Strohmaier Excavating LTD. The construction schedule for this work is estimated to take seven (7) weeks and must be coordinated around the tie-in to Miami River which allows a fisheries work window for construction between August 1 and September 15. A detailed schedule and traffic management plan is in progress and will be required by the contractor.

FINANCIAL CONSIDERATIONS

The RFP submitted by Strohmaier Excavation LTD. for the Highway 9 to McCombs Storm Sewer Project quotes the project at \$960,740.62, which is within existing budget.

This project will be funded by the Investing in Canada Infrastructure Program Grant and Storm Development Cost Charges

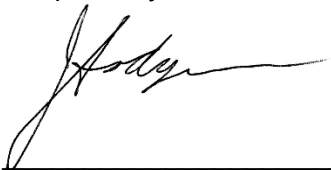
POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

Environmental Protection – To restore and protect the environment for future generations.

Infrastructure 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: 0340-50 / 1855

Date: June 16, 2025

To: Mayor and Council
From: Kalie Wiechmann, Communications and Community Engagement Coordinator
Subject: PlanH Healthy Communities Grant - Healthy Public Policy Stream

RECOMMENDATION

THAT staff be authorized to apply to the 2025 PlanH Healthy Communities Grant - Healthy Public Policy stream for up to \$15,000.

SUMMARY

To provide Council with information on a funding opportunity that would support the development of a Diversity, Equity, and Inclusion (DEI) framework and plan.

BACKGROUND

At the April 22, 2025, Regular Council Meeting, Council passed the following resolution:

THAT staff be directed to develop a Diversity, Equity, and Inclusion framework and plan for the Village.

DISCUSSION

The PlanH Healthy Communities Grant - Healthy Public Policy stream, administered by BC Healthy Communities Society, offers up to \$15,000 to support the development of new or enhanced policies that promote community health and well-being. The Healthy Public Policy stream supports local governments to develop or improve policies that address the social determinants of health and equity. The development of a DEI framework and plan aligns strongly with the objectives of the PlanH program, including:

- Advancing health and well-being through inclusive public policy
- Reducing barriers and increasing equitable access to municipal services
- Promoting safe, welcoming spaces for all community members

If successful, the grant would support staff capacity to engage in meaningful community consultation and identify best practices to develop a sustainable framework and plan.

FINANCIAL CONSIDERATIONS

There are no financial considerations at this time.

POLICY CONSIDERATIONS

2025 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

Healthy Livable Community – To ensure and enhance a healthy lifestyle for all ages.

Respectfully submitted:



Kalie Wiechmann
Communications & Community Engagement
Coordinator

Reviewed by:



Tyson Koch
Chief Administrative Officer

File No: 3900-02 / 6480-20
Date: June 16, 2025

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: The Official Community Plan and Zoning Bylaw Update Background Report

RECOMMENDATION:

THAT the Planning Consultant's report dated June 16, 2025 regarding the Official Community Plan and Zoning Bylaw Update Background Report be received for information.

SUMMARY:

To provide details on the background report for the updated Official Community Plan and Zoning Bylaws.

BACKGROUND:

The Provincial legislative framework has shifted within the past few years. Municipalities are now required to align Zoning Bylaws with Official Community Plans (OCPs) with a focus upon incorporating the Village's Interim Housing Report Housing Needs Report (HNRs). In this case we need to accommodate the total number of housing units needed over at least 20 years.

OCP Updates

The existing OCP was adopted in 2024. The update will focus on:

- Incorporating the Village's Interim Housing Report into the OCP – by creating new housing policies for the updated OCP. This includes affordable housing, rental housing, and special needs housing;
- Incorporating the Regional Growth Strategy goals into the OCP – with the creation of the required Regional Context Statements (RCS); and
- Some minor administrative changes.

Zoning Updates

The Zoning Bylaw was adopted in 2017. The update will focus on:

- An administrative update has been slated by an earlier Council motion; and
- To ensure that it is compatible with the updated OCP.

Purpose and function of an OCP

An Official Community Plan (OCP) is a comprehensive policy document designed to guide the physical, environmental, economic, social, and cultural development of the Village. It should be visual, attractive, and thorough in its presentation of goals, objectives and policies and it must align with provincial interests to foster responsible growth. Finally, the vision and the goals of the OCP should be set up in such a manner that the success of the vision and the goals can be measured at some point in the future, to see if the OCP is achieving its goals.

Purpose and Function of a Zoning Bylaw

The Zoning Bylaw is a key regulatory document that translates the long-term vision and policies of the Official Community Plan (OCP) into enforceable land use regulations of the village. It governs how land may be used and developed within the Village by specifying permitted uses, densities, building heights, setbacks, lot coverage, and other development standards. In doing so, the Bylaw provides clarity and predictability for residents, property owners, developers, and decision-makers, supporting orderly growth and the efficient use of land and infrastructure.

While the OCP outlines the community's aspirations and policy direction, the Zoning Bylaw is the primary legal mechanism through which those goals are implemented on a day-to-day basis.

DISCUSSION

The Background Information section contains a summary of the review process and limited community statistics about the Village. This report also contains some suggested OCP policies, changes to some of the Zoning regulations, suggest some Development Cost Charges (DCC) exemptions and other long-term recommendations.

FINANCIAL CONSIDERATIONS

There are no financial changes to the approved budget and contract for this project associated with this report.

POLICY CONSIDERATIONS

The new provincial regulations.

Respectfully submitted:



Ken Cossey, MCIP, RPP
Planning Consultant

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Background Information Report and Preliminary Suggestions on Housing Policy



OFFICIAL COMMUNITY PLAN 2025; Background Information Report and Preliminary Suggestions on Housing Policy

By:



Ken Cossey, RPP, MCIP and Saranya Parthiban, MCP

June 2025

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1.0 INTRODUCTION

This report provides a summary of information that has been collected to date on what will be used for the update of the Village's new Official Community Plan (OCP). Within this report there are two main sections: the tabulation of the background information reviewed and suggested housing options with policies.

The Background Information section will contain a summary of the review process and contain limited statistics about the Village. This report will also contain some suggested OCP policies, changes to some of the Zoning regulations, suggest some Development Cost Charges (DCC) exemptions and other long-term recommendations.

2.0 REVIEW PROCESS

2.1 What is an Official Community Plan?

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

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

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

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

- Proposed land uses and land development policies
- Municipal Services such as transportation, and infrastructure requirements
- Environmentally sensitive areas, and parks and open spaces
- Housing needs and policies

- Hazardous Area requirements
- Public facilities including schools
- Neighbourhood character
- Social policies
- Green House gas targets, and
- Building and landscape design guidelines

With the changes to the provincial legislation, housing needs reports must now be incorporated into the OCP.



3.0 REVIEW PROCESS TENTATIVE SCHEDULE

Speaking in very general terms the steps for the OCP review will include includes the following process and the tentative start and stop dates are included. **NOTE: THIS SCHEDULE IS SUBJECT TO CHANGE**

June 2025 to August 2025

- Research and the preparation of a background report – which will include population projections and review of the Housing Needs Report
- The technical analysis – create draft policies for the various housing requirements – noted above in the thoughts and the three housing issues

Council report June 2025

- Development of the consultation program – who to consult and how do we collect community input
- Review the Background Report, and the suggested Housing policies
- Implement the consultation plan

August 2025 to September 2025

- Virtual Open House/Workshop – focusing on Housing issues only
- World Café Concept – discussion of Housing issues only
- Prepare the draft bylaw – OCP and Zoning Bylaw
- Revision of the plan – it may be required as a result of the community input received
- Implement the consultation plan

September 2025

- Open House - Revision of the plan may result based upon the community input received
- Start the formal adoption process
- Referral of the Bylaw to various agencies

September 2025 to November 2025

- Public hearing
- Revision of the plan – it may be required as a result of the community input received.
- Adoption of the Bylaw – fourth and final reading of the bylaw

The above referenced work plan has been broken down into the following four (4) phase categories.



Purpose of the respective phases.

Phase 1 Awareness Building. This phase is about informing, educating, and collecting the required background technical information. (Housing Report and Population projections)

Phase 2 Review new Concepts. To discuss and review new land use concepts, planning tools and other important community values.

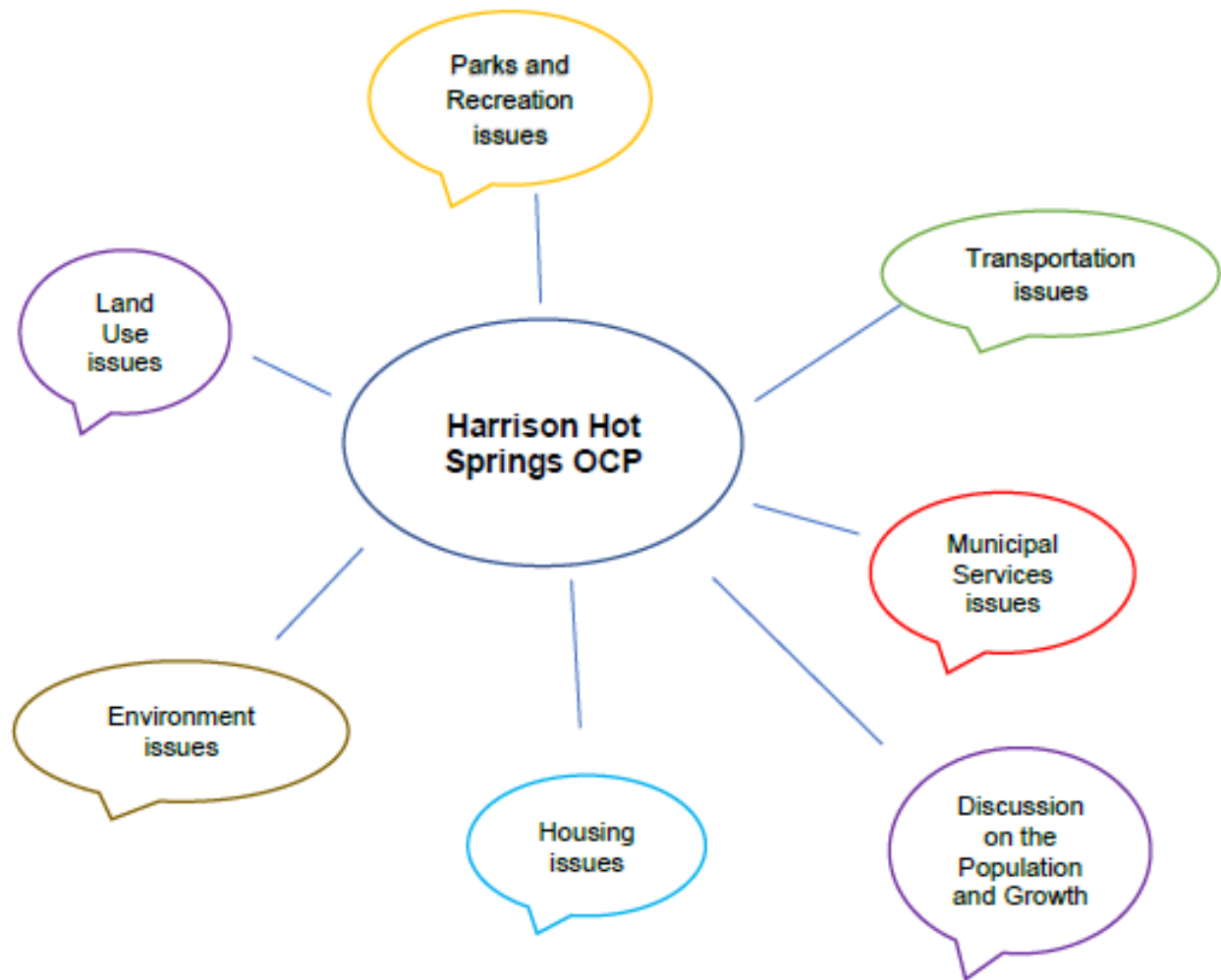
Phase 3 Design a new Plan. This phase will bring all the information together in one document. A draft plan will be created and discussed. During this phase the public will have a chance to review the draft plan to ensure that the information collected and the discussions to date have been captured in the draft plan.

Phase 4 Adoption. This will be the formal adoption process as outlined by the *Local Government Act* and will include the formal public hearing process.



4.0 INPUTS INTO AN OFFICIAL COMMUNITY PLAN

Speaking in very general terms the various inputs into an Official Community Plan are outlined below.

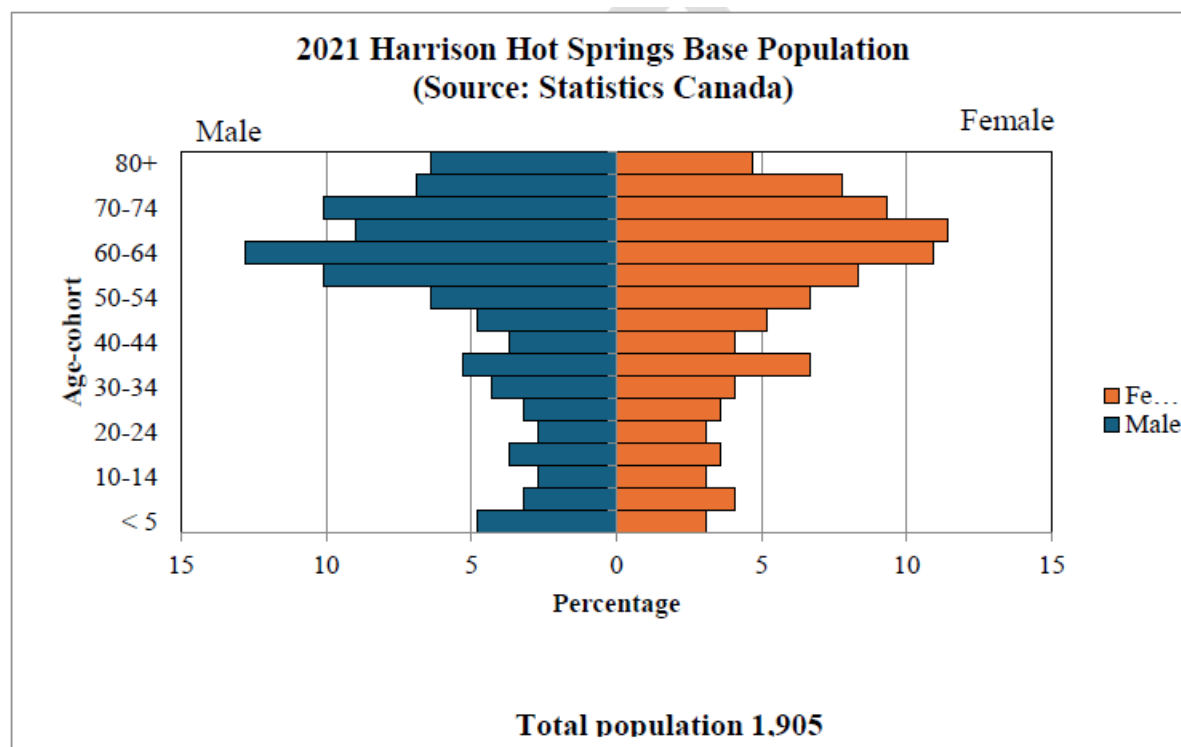


However, this report and the OCP update will primarily focuses on housing issues.

4.1 Population Growth

The population of Harrison Hot Springs in 2021 was 1,905. The projection for 2026 is estimated to be in the range of 1,920 to 2,005 while the population projection for 2031 is estimated to be in the range of 1,865 to 2,240. The projected population breakdowns, 2021 to 2031 are listed below.

4.1.1 Base Year Breakdown (2021)

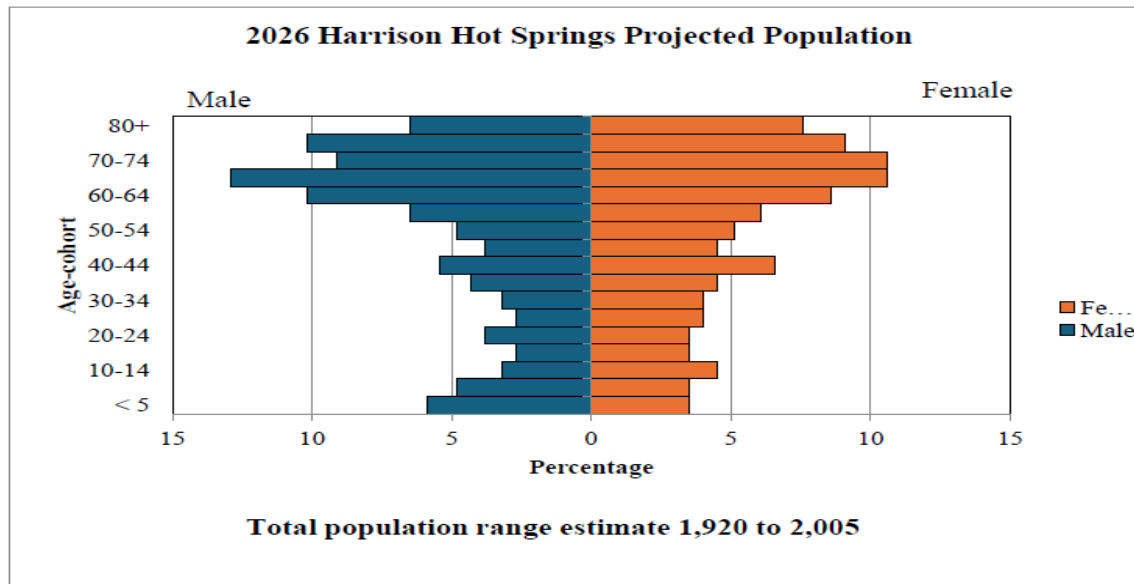


Within the Village the overall median age is 57.2. Overall, the average age is 51.1 for the Village and the overall age breakdown, based upon the Census Profile of Statistics Canada is as follows:

0-14	205 (10.8%)
15-64	1080 (56.7%)
65(+)	620 (32.5%)

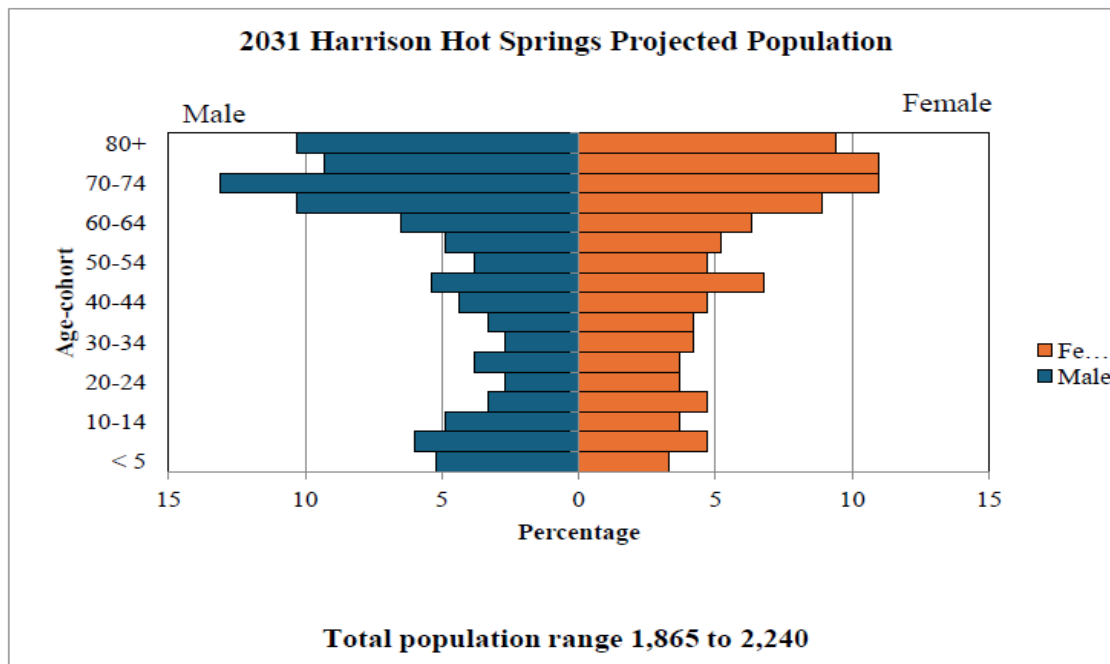
- The average size of a family in Harrison Hot Springs is 2.1 people per household. The provincial average is 2.4 people per household

4.1.2 Projected Population 2026 breakdown



These projections can change subject to the number of individuals that move into Harrison Hot Springs with the potential pending development housing applications and the approved housing development applications.

4.1.3 Projected Population 2031 breakdown



These projections can change subject to the number of individuals that move into Harrison Hot Springs with the potential pending development housing applications and the approved housing development applications.

4.2 Labour Force Participation

Labour Participation Rate (2021); breakdown by sex - Male 52.9 %, Female 46.5%. Total participants 785, with the industry type outlined in the table below.

Employment by Industry - 2021

Industry Type	Count	% of the workforce
Agriculture, forestry, fishing and hunting	40	5.1
Mining, quarrying, and oil and gas extraction	0	0
Utilities	0	0
Construction	65	8.3
Manufacturing	40	5.1
Wholesale trade	20	2.5
Retail trade	85	10.8
Transportation and warehousing	55	7
Information and cultural industries	10	1.3
Finance and insurance	10	1.3
Real estate and rental and leasing	10	1.3
Professional, scientific and technical services	45	5.7
Management of companies and enterprises	0	0
Administrative and support, waste management and remediation services	40	5.10
Educational services	70	8.9
Health care and social assistance	75	9.6
Arts, entertainment and recreation	15	1.9
Accommodation and food services	80	10.2
Other services (except public administration)	20	2.5
Public administration	75	9.6

5.0 HOUSING

Note - This section took information from both the 2021 Census Profile and the 2025 Harrison Hot Springs Interim Housing Needs and Supply Report.

- Based upon the Interim Housing Report, within the Village there are approximately 1045 (census profile) dwelling units, with approximately 720 are owner - occupied households, and approximately 170 are rental households.
- As per the current Statistics Canada data, the breakdown on the year of construction for the dwelling units is as follows.

Year of construction	No. of units
1960 or earlier	60
1961 – 1980	100
1981-1990	90
1991 – 2000	345
2001 – 2005	85
2006 – 2010	50
2011 – 2015	25
2016 – 2021	135

- As per the current Statistics Canada data, the dwelling type breakdown is as follows

Dwelling type	No. of units
Single-detached house	575
Semi-detached house	45
Row	100
Apartment/flat in a duplex	5
Apartment less than 5-storeys	135
Apartment in a building (5 or more storeys)	0
Other single-attached house	0
Movable dwelling	15

- The Village of Harrison Hot Springs had 880 private households in 2021. Most households (50%) had two persons, followed by one-person households (28.4%).

5.1 Household size comparison with British Columbia

Private households by household size, 2021

Household size	Village of Harrison Hot Springs		British Columbia	
	Count	Proportion	Count	Proportion
1 Person	250	28.40%	600,705	29.40%
2 Persons	440	50%	719,865	35.30%
3 Persons	95	10.80%	296,200	14.50%
4 Persons	60	6.80%	256,700	12.60%
5 or more Persons	35	4%	168,355	8.20%
Total	880	100%	2,041,825	100%
Average household size	2.1	n/a	2	n/a

Source: Harrison Hot Springs Interim Housing Needs Report (2025)

- In 2020 the median total income for all households was \$74,000 while the median total income of individuals in private households was \$37,600 with males earning \$46,800 and females earning \$30,000.
- The average selling price for a house (June 2025 report Zolo.ca) is \$521,500 which is a decrease of 24% from one-year ago.
- As per the current Statistics Canada data, the place of work status are as follows

5.2 Commuting to a place of work

As per the current Statistics Canada data, destination, main mode and duration of commuting are as follows.

Place of work	No. of people
Worked at home	125
Worked outside Canada	0
No fixed workplace address	150
Usual place of work	445

Commuting destination	No. of people
Commute within census subdivision (CSD) of residence	120
Commute to a different census subdivision (CSD) within census division (CD) of residence	265
Commute to a different census subdivision (CSD) and census division (CD) within province or territory of residence	55
Commute to a different province or territory	0

Main mode of commuting	No. of people
Car, truck or van	475
Car, truck or van - as a driver	445
Car, truck or van - as a passenger	40
Public transit	10
Walked	55
Bicycle	10
Other method	35

Commuting duration	No. of people
Less than 15 minutes	205
15 to 29 minutes	150
30 to 44 minutes	105
45 to 59 minutes	65
60 minutes and over	65

6.0 SUGGESTED CHANGES TO VARIOUS PLANNING TOOLS

The current OCP bylaw was adopted by Council in 2024, and the Zoning Bylaw in 2017. As per changes to provincial legislation we need to update the Village's OCP Housing policies and ensure that the current Zoning Bylaw is still consistent with the updated OCP.

While the current Housing Policies, as outlined in section 3.3, of the OCP contains the following policy directives.

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

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

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

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

Page 12, Harrison Hot Springs Bylaw 1184, 2022.

In response to recent housing challenges across British Columbia, the Province has introduced a set of legislative changes to support the development of Supportive Housing, Affordable Housing, and Special Needs Housing. These changes are designed to ensure that all communities, including small and rural municipalities like Harrison Hot Springs, play an active role in addressing housing needs through updated OCPs and zoning bylaws.

- a) **Supportive Housing:** Recent changes to the Residential Tenancy Act also ensure supportive housing residents are afforded the same protections as other tenants, reinforcing the importance of clear guidelines for operations and tenant support.
- b) **Affordable and Special Needs Housing:** The Housing Statutes Amendment Act, 2024 (Bill 16) grants municipalities new powers to implement inclusionary zoning, allowing them to require developers to provide a set portion of affordable or special needs housing in new developments.

These provisions can be tailored by tenure (e.g., rental or ownership), income thresholds, and affordability terms. For Harrison Hot Springs, this offers a tool to ensure a mix of housing types is delivered over time, particularly for moderate-income households, seniors, and residents with accessibility needs.

6.1 Supportive Housing

Defined as a form of community housing that includes some sort of on-site living assistance. While it can serve individuals experiencing homelessness, this model can also be adapted to serve older adults. This can be achieved through assisted living, addressing the growing needs of the aging population often referred to as the “grey wave.” The Village’s Interim Housing Report (2025) estimates that up to fourteen individuals may experience homelessness over the next 20 years. However, population projections suggest that the primary focus of supportive housing in the Village should be on meeting the needs of the “grey wave”.

Additionally, Adaptable Housing is another concept with requirements that are modest improvements to accessibility and adaptability in residential buildings that make it easier for people to “remain in place” as they age, and experience illness or injury. Adaptable Housing features follow “universal design” principles, meaning that the housing can appeal to everyone. Adaptable Housing features are visually unnoticeable and allow increased flexibility in selling or renting homes. Including these features at the design stage is inexpensive and greatly reduces the cost of renovation in the future.

Justification

1. The following is based upon a report created in 2023 by the Fraser Valley Regional District; [Point-in-time Homeless Count and Survey](#).

“To this end, BC Housing, Fraser Health, municipal governments, and community-based service agencies need to rethink the current care and service delivery model to create suitable long-term housing with supports and care designed to meet the specific needs of those experiencing homelessness.”

Page 46, FVRD Point-in-Time (Pit) Homeless Count and Survey Regional Report

2. In addition to the above and through an earlier round of community consultations when creating the 2022 Official Community Plan, we heard often from many residents there was nowhere in the Village to allow for “aging in place”.
3. The closest independent housing complexes, to Harrison Hot Springs, are located in Agassiz.

Suggested additions, could include the following:

OCP policies

- Allowing for the use of the Abbey-Field Housing concept ([Home Alternate — Abbeyfield Houses Society of Canada™](#))
- Collaborate with community-housing builders ([Community Builders — Affordable and Supportive Housing](#))

- Allowing for the use of Adaptable housing concept as well [\(CMHC - Accessible and adaptable housing\)](#)
- Where the need is demonstrated, collaborate and partner with senior governments, Fraser Health, the non-profit housing sector and the development community to facilitate the retention and development and operation of projects across the housing spectrum including shelters, transitional housing, Abbyfield housing, flexible housing sharing and cohousing, complex care, supportive housing, non-market housing, co-op housing, and affordable rental and ownership housing for singles, families, youth and seniors with the goal of expanding the amount of non-market units in the village.

Zoning regulations

Set up an inclusionary zoning concept model. This can be achieved by adding the following into section 3.4 Permitted Uses In All Zones.

- Allow for seniors supportive housing or just supportive housing in all residential and commercial zoned areas
- Relax the zoning requirements for any supportive housing project. This could include but not be limited to; lot coverage, building heights, parking requirements and setbacks

DCC Exemptions

- Exempt supportive housing from any applicable DCC charges. The current DCC Bylaw 960, 2011 is silent on the issue. Proposed draft DCC Bylaw 1211, 2024 exempts not-for-profit housing and residential suites and Coach houses.

OTHER THOUGHTS

- Exempting any DP requirement if outside of the Geotech, Riparian or the Interface Wildfire areas
- Not requiring any Development Approval Information reports
- Setting up a Tenant Relocation and Protection policy (Tenant Protection Bylaws – TPB). S 63 of the *Community Charter*, S 484 of the *LGA* (DAI issue) and S 488 *LGA* (DP issue). Please note that TPB do not apply to manufactured home parks (*Residential Tenancy Act* situation)

6.2 Affordable Housing

As defined by Statistics Canada, the expenditure of less than 30% of the total pre-tax income to pay the median rent for alternative acceptable local housing. In the Village's situation it should also include local employee housing projects. According to FVRD PiT Homeless Count and Survey, the unavailability of affordable housing remains the most significant barrier to securing stable housing in the Eastern Fraser Valley. Among respondents who faced housing challenges, over 80% identified lack of affordable housing as the primary issue. Recent data from the 2023 Fraser Valley Regional District (FVRD) Point-in-Time Count indicates that a total of 661 or 64.7% of respondents (individuals surveyed) indicated experiencing at least one barrier in attempting to find housing. The most common barrier stated was a lack of affordable housing, followed by insufficient income, stigma and prejudice, bad credit, lack of references, and having a criminal record. The findings suggest a critical need to diversify housing types and tenure options to meet the needs of low- and moderate-income households, seniors, and individuals at risk of

homelessness. Incorporating affordable housing strategies into the OCP is essential to addressing current gaps and supporting a more inclusive and resilient community. Source: (FVRD, 2023).

Page 26, 44 and 46 FVRD Point-in-Time (Pit) Homeless Count and Survey Regional Report

Justification

1. Based upon the Village's interim Housing Report 2025, the 20-year need is projected to be approximately fifteen units. (Note no employee housing units are within this calculation)

OCP Policies

- Where the need is demonstrated, collaborate and partner with senior governments, the non-profit housing sector and the development community to facilitate the retention and development and operation of projects across the housing spectrum including shelters, transitional housing, Abbyfield housing, flexible housing sharing and cohousing, complex care, supportive housing, non-market housing, co-op housing, and affordable rental and ownership housing for singles, families, youth and seniors with the goal of expanding the amount of non-market units in the village.

Zoning regulations

Set up an inclusionary zoning concept model. This can be achieved by adding the following into section 3.4 Permitted Uses In All Zones.

- Allow for affordable housing, including employee housing in all residential and commercial zoned areas
- Relax the zoning requirements for any affordable or employee housing project. This could include but not be limited to; lot coverage, building heights, parking requirements and setbacks. The parking requirements could be relaxed based upon the use of a car share program.

DCC Exemptions

- Exempt supportive housing from any applicable DCC charges. The current DCC Bylaw 960, 2011 is silent on the issue. Proposed draft DCC Bylaw 1211, 2024 exempts not-for-profit housing and residential suites and Coach houses.

OTHER THOUGHTS

- Exempting any DP requirement if outside of the Geotech, Riparian or the Interface Wildfire areas
- Not requiring any Development Approval Information reports
- Over the longer term – looking into setting up a Harrison Hot Springs Housing Authority. This authority will work on getting employee housing into the village.

6.3 Special Needs Housing

Defined as a type of housing that supports people with special needs that are needed to support either their mental or physical requirements. This also includes individuals, generally youth and women, fleeing abuse.

Justification

1. Based upon a 2020 report prepared by the Fraser Valley Regional District, the closest facilities are located in Chilliwack, Mission, and Hope.

OCP Policies

- Where the need is demonstrated, collaborate and partner with senior governments, the non-profit housing sector and the development community to facilitate the retention and development and operation of projects across the housing spectrum including shelters, transitional housing, Abbyfield housing, flexible housing sharing and cohousing, complex care, supportive housing, non-market housing, co-op housing, and affordable rental and ownership housing for singles, families, youth and seniors with the goal of expanding the amount of non-market units in the village.

Zoning regulations

Set up an inclusionary zoning concept model. This can be achieved by adding the following into section 3.4 Permitted Uses In All Zones.

- Allow for special needs housing, in all residential and commercial zoned areas
- Relax the zoning requirements for any affordable or employee housing project. This could include but not be limited to; lot coverage, building heights, parking requirements and setbacks.

DCC Exemptions

- Exempt supportive housing from any applicable DCC charges. The current DCC Bylaw 960, 2011 is silent on the issue. Proposed draft DCC Bylaw 1211, 2024 exempts not-for-profit housing and residential suites and Coach houses.

OTHER THOUGHTS

- Exempting any DP requirement if outside of the Geotech, Riparian or the Interface Wildfire areas
- Not requiring any Development Approval Information reports

7.0 REFERENCED REPORTS

1. Interim Housing Needs Report (2025) – Harrison Hot Springs
2. Fraser Valley Regional District Point-in-Time (Pit) Homeless Count and Survey Regional Report (2023)
3. Affordable + Social Housing Inventory, 2020 – Fraser Valley Regional District and Anron Consulting
4. Fraser Valley Future 2050 - Regional Growth Strategy, 2024
5. Harrison Hot Springs Official Community Plan Bylaw, 1184, 2022
6. Harrison Hot Springs Zoning Bylaw, 1115, 2017
7. Home Truths; Fixing Canada's Housing Crisis, 2024, Carolyn Whitzman.

File No: 3360-20-Z01/25
Date: June 16, 2025

To: Mayor and Council
From: Ken Cossey, Planning Consultant
Subject: 285 Spruce Street – Zoning Amendment Bylaw No. 1225, 2025

RECOMMENDATION

THAT Zoning Amendment Bylaw No. 1225, 2025 be given third reading; and

THAT Zoning Amendment Bylaw No. 1224, 2025 be adopted.

SUMMARY

This applicant is looking to rezone their Lot from R-2 (Duplex) to R-3 (Small Lot). This is required before a subdivision application can be processed.

BACKGROUND

On April 8, 2024, the applicants applied for a subdivision for this site, but the proposed parcel sizes did not meet the minimum Lot sizes as per the Village's Zoning Bylaw. The Approving Officer declined this application due to the minimum Lot size not being addressed. On January 9, 2025, the Village received a Rezoning Application to change the Lot zone from R-2 to R-3. Council authorized staff to set up the required public hearing, which was held on June 2, 2025.

Site Location, Zoning, and OCP Information



Looking in towards the property from Spruce St. Two dwelling structures are located on this Lot.



Located on this site are two dwelling structures. The writer of this report has been informed that the structures on the site consist of a cottage, built in the 1940's, and a 1950's style rancher.



DISCUSSION

Development Permit Area

The site is also located with the Greenhouse Gas Emissions Development Permit Area.

While the site is within a Development Permit Area, if Council approves the Zoning Amendment, the Approving Officer (AO) can process the subdivision application. However, the AO cannot give final approval to the proposed subdivision without the required Development Permit being issued.

Public Hearing, Agency Referral Comments, and a Summary of the Written Submissions

Public Hearing comments – the Village received one verbal submission that was not land-use related

Agency referral comments – Harrison Hot Springs Fire Department

(a) Based upon a letter dated April 14, 2025, the Fire Department has no concerns

Written submissions - none provided.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

Local Government Act – section 470

Respectfully submitted:



Ken Cossey, MCIP, RPP
Planning Consultant

Reviewed by:



Tyson Koch
Chief Administrative Officer

Attachment: Zoning Amendment Bylaw No. 1225, 2025



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1225

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

WHEREAS the Mayor and Council have 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. 1225, 2025**".

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 11, Block 5 Fractional Section 13 Township 4 Range 29 West of the Sixth Meridian New Westminster District Plan 251 (PID 011-535-733), outlined in red and cross-hatched on Schedule 1 of this Bylaw from **Residential 2 (Duplex) - R-2** 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 7th DAY OF APRIL 2025

READ A SECOND TIME THIS 7th DAY OF APRIL 2025

A PUBLIC HEARING WAS HELD ON THE 2nd DAY OF JUNE 2025

READ A THIRD TIME THIS _____ DAY OF _____, 2025

ADOPTED THIS _____ DAY OF _____, 2025

Fred Talen
Mayor

Amanda Graham
Corporate Officer

Schedule 1 Bylaw No. 1225, 2025

