



NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, January 12, 2026, 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 Special Pre-Closed Council Meeting Minutes of December 10, 2025 be adopted.		Page 1
(b) THAT the Regular Council Meeting Minutes of December 15, 2025 be adopted.		Page 3
8. BUSINESS ARISING FROM THE MINUTES		
9. DELEGATIONS AND PETITIONS		
10. CORRESPONDENCE		
(a) Email dated December 17, 2025, 2025 from Gary Webster Re: Simple Improvement to Transparency & Meeting Efficiency		Page 11
(b) Letter dated December 18, 2025 from Mayor Horn to the Minister of Finance Re: Concern – Proposed Changes to the Valuation of Gathering and Transmission Pipelines for the 2026 Assessment Roll		Page 13
(c) Letter dated December 18, 2025 from the City of Quesnel to Northern Development Initiative Trust Re: Letter of Support – Prince George – North Vancouver Railway Engagement and Assessment		Page 15

(d) Letter dated January 7, 2026 from John Allen Re: Building Belonging	Page 17
(e) Email dated January 7, 2026 from Ed Wood Re: Waste Water Treatment Plant	Page 19
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) Age-Friendly Committee Meeting Minutes of October 16, 2025. Page 25</p> <p>(b) Communities in Bloom Committee Meeting Minutes of November 12, 2025. Page 29</p>	
15. REPORTS FROM STAFF	
<p>(a) Report of Fire Chief dated January 12, 2026 Re: Fire Department – Interior Designation</p> <p>Recommendations:</p> <p>THAT staff be directed to draft updates to Fire Department Regulation Bylaw No. 1031, 2013 to designate the Harrison Hot Springs Fire Department for interior operations; and</p> <p>THAT staff be directed to review the mutual aid agreement with the Agassiz Fire Department and negotiate updates as required.</p>	Page 33
<p>(b) Report of Corporate Officer dated January 12, 2026 Re: Release of Closed Meeting Resolutions</p> <p>Recommendation:</p> <p>THAT the following resolution from the December 10, 2025 special closed Council meeting be received for information:</p> <p style="padding-left: 40px;"><i>THAT Amanda Graham be appointed the Chief Election Officer for the 2026 General Local Election; and</i></p> <p style="padding-left: 40px;"><i>THAT Christy Ovens and Kelly Ridley be appointed as Deputy Chief Election Officers for the 2026 General Local Election.</i></p>	Page 37

<p>(c) Report of Chief Administrative Officer dated January 12, 2026 Re: CAO 2025 Fourth Quarter Update</p> <p>Recommendation:</p> <p>THAT the Chief Administrative Officer's report dated January 12, 2026 regarding CAO 2025 Fourth Quarter Update be received for information.</p>	Page 39
<p>(d) Report of Community Services Manager dated January 12, 2026 Re: UBCM Local Government Development Approvals Program</p> <p>Recommendation:</p> <p>THAT Council indicate its support for an application of up to \$200,000 for the proposed activities as outlined in the 2026 Local Government Development Approval program and application guide, and commit to the provision of grant management.</p>	Page 45
16. BYLAWS	
17. NEW BUSINESS	
18. NOTICES OF MOTION	
19. QUESTION PERIOD FOR ITEMS RELEVANT TO THE AGENDA	
20. ADJOURNMENT	



Amanda Graham
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
Special Pre-Closed Council Meeting
Minutes**

DATE: Wednesday, December 10, 2025
TIME: 1:00 p.m.
PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

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

STAFF PRESENT: Chief Administrative Officer, Tyson Koch
Chief Financial Officer/DCAO, Scott Schultz
Corporate Officer, Amanda Graham
Director of Operations, Jace Hodgson
Community Services Manager, Christy Ovens

1. CALL TO ORDER

Mayor Talen called the meeting to order at 1:00 p.m.

2. LAND ACKNOWLEDGEMENT

Mayor Talen acknowledged the traditional territory of Sts'ailes.

3. RESOLUTION TO EXCLUDE THE PUBLIC

Moved by Councillor Facio
Seconded by Councillor Vidal

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

- Section 90(1)(a) - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Section 90(1)(e) - the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90(1)(f) - law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- Section 90(1)(g) - litigation or potential litigation affecting the municipality;

- Section 90(1)(h) - an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council;
- Section 90(2)(b)(ii) – the consideration of information received and held in confidence relating to negotiations between the municipality and another local government or between another local government and a third party.

CARRIED
SC-2025-12-01

Adjourned to Special Closed Council Meeting at 1:01 p.m.

Fred Talen
Mayor

Amanda Graham
Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS Regular Council Meeting Minutes

DATE: Monday, December 15, 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

COUNCIL ABSENT:

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

None.

4. INTRODUCTION OF LATE ITEMS

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT correspondence from Ron Sandford dated December 11, 2025 regarding the Temporary Off-Leash Dog Park be added as a supplemental document to item 15(c) of the agenda.

CARRIED
RC-2025-12-15

5. APPROVAL OF THE AGENDA

Moved by Councillor Vidal
Seconded by Councillor Schweinbenz

THAT the agenda be approved as amended.

CARRIED
RC-2025-12-16

6. DECLARATIONS OF CONFLICT OF INTEREST

None.

7. ADOPTION OF MINUTES

- (a) Regular Council Meeting Minutes of December 1, 2025

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the Regular Council Meeting minutes of December 1, 2025 be adopted.

CARRIED
RC-2025-12-17

- (b) Committee of the Whole Meeting Minutes of December 8, 2025

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the Committee of the Whole Meeting minutes of December 8, 2025 be adopted.

CARRIED
RC-2025-12-18

- (c) Committee of the Whole Meeting Minutes of December 9, 2025

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the Committee of the Whole Meeting minutes of December 9, 2025 be adopted.

CARRIED
RC-2025-12-19

8. BUSINESS ARISING FROM THE MINUTES

None.

9. DELEGATIONS AND PETITIONS

- (a) Melissa Weed, Agassiz-Harrison Childcare
Re: Childcare Continuity

Melissa Weed provided a PowerPoint presentation on the current status of childcare in the Village and requested Council's support.

Moved by Councillor Schweinbenz
Seconded by Councillor Facio

THAT staff be directed to write a letter of support for the continued provision of childcare in the Village.

CARRIED
RC-2025-12-20

10. CORRESPONDENCE

- (a) Email dated December 1, 2025, 2025 from Gary Webster
Re: Request for Clarification on Land Title Communications
- (b) Email dated December 2, 2025 from Gary Webster
Re: Concerns Regarding Authorship and Insufficient Analysis in the Housing Needs Report
- (c) Email dated December 2, 2025 from the Town of View Royal
Re: Judicial Review of Provincial Housing Laws
- (d) Letter dated November 21, 2025 from MP Jenny Kwan
Re: Bill C-233

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT all correspondence be received.

CARRIED
RC-2025-12-21

11. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Schweinbenz
Seconded by Councillor Vidal

THAT a letter of support be sent to MP Jenny Kwan regarding Bill C-233.

MOTION FAILED
OPPOSED BY MAYOR TALEN, COUNCILLORS FACIO, JACKSON, VIDAL

12. REPORTS FROM COUNCILLORS

Councillor Vidal

- Corrections Canada Citizen's Advisory Committee – No Report
- Agassiz-Harrison Healthy Communities – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Fire Department Banquet and awards night on December 13, 2025
- Attended a LMLGA meeting with the Minister of Social Development and Poverty Reduction on December 15, 2025

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on December 11, 2025
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended the Fire Department Banquet and awards night on December 13, 2025

Councillor Jackson

- Fraser Valley Regional Library Board
 - Met with the CEO of the FVRL on December 4, 2025
- Tourism Harrison – No Report
- Attended the Fire Department Banquet and awards night on December 13, 2025

Councillor Schweinbenz

- Agassiz-Harrison Historical Society – No Report
- Community Futures North Fraser Board of Directors – No Report

13. REPORTS FROM MAYOR

- Spoke about recent social media posts
- Attended a Senior's Lunch on December 2, 2025
- Attended a Mayor's meeting on December 2, 2025
- Reported on the Environment Committee meeting on December 3, 2025
- Attended a Chamber of Commerce meeting on December 9, 2025
- Rang the bells for the Blue Bucket campaign on December 12 & 13, 2025
- Attended the Fire Department Banquet and awards night on December 13, 2025
- Thanked Central Community Church for providing a lunch for Village staff on December 15, 2025

14. REPORTS AND MINUTES FROM COMMITTEES AND COMMISSIONS

(a) Environmental Advisory Committee Meeting Minutes of October 8, 2025

Moved by Councillor Facio

Seconded by Councillor Jackson

THAT all Committee minutes be received for information.

CARRIED
RC-2025-12-22

(b) Report of Corporate Officer dated November 25, 2025

Re: Environmental Advisory Committee Recommendations

Moved by Councillor Schweinbenz

Seconded by Councillor Vidal

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

THAT staff be directed to explore other alternatives to using landscaping materials with mesh to avoid negative interactions with waterfowl, especially along the beach front and riparian habitat areas.

CARRIED

RC-2025-12-23

- (c) Report of Corporate Officer dated December 15, 2025

Re: Committee of the Whole Recommendations

Moved by Councillor Facio

Seconded by Councillor Jackson

THAT Council adopt the report of the Committee of the Whole.

CARRIED

RC-2025-12-24

15. REPORTS FROM STAFF

- (a) Report of Corporate Officer dated December 15, 2025

Re: Committee Work Plans and 2026 Budgets

Moved by Councillor Vidal

Seconded by Councillor Schweinbenz

1. THAT Council approve the Accessibility Committee 2026 work plan and budget.
2. THAT Council approve the Age Friendly Committee 2026 work plan and budget.
3. THAT Council approve the Communities in Bloom Committee 2026 work plan and budget.
4. THAT Council approve the Environmental Advisory Committee 2026 work plan and budget.
5. THAT staff be directed to incorporate the Committees' budgetary requests into the 2026 financial plan.

CARRIED

RC-2025-12-25

- (b) Report of Corporate Officer dated December 15, 2025

Re: Bear Stewardship Community Program

Moved by Councillor Jackson
Seconded by Councillor Schweinbenz

THAT the Corporate Officer's report dated December 15, 2025 regarding the Bear Stewardship Community Program be received for information.

CARRIED
RC-2025-12-26

- (c) Report of Communications and Community Engagement Coordinator dated December 15, 2025
Re: Off-Leash Dog Park Update

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

THAT Council direct staff to develop detailed design concepts, refined sizing, and cost estimates for a dog park at Spring Park, incorporating the feedback received during the 2025 temporary dog park trial and the findings summarized in the attached *What We Heard Report*; and

THAT Council direct staff to conduct public consultation with neighbouring residents of Spring Park; and

THAT staff report back to Council with finalized concept options and associated costs for consideration in the 2026 financial plan.

CARRIED
RC-2025-12-27

16. BYLAWS

- (a) Report of Planning Consultant dated December 15, 2025
Re: Zoning Amendment Bylaw No. 1230, 2025

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Zoning Amendment Bylaw No. 1230, 2025 be introduced and given first reading.

CARRIED
RC-2025-12-28

Moved by Councillor Jackson

Seconded by Councillor Schweinbenz

THAT Zoning Amendment Bylaw No. 1230, 2025 be given second reading.

CARRIED
RC-2025-12-29

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Zoning Amendment Bylaw No. 1230, 2025 be given third reading.

CARRIED
RC-2025-12-30

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT Zoning Amendment Bylaw No. 1230, 2025 be adopted.

CARRIED
RC-2025-12-31

- (b) Business Licence and Regulation Amendment Bylaw No. 1231, 2025 & Miscellaneous Fee Amendment Bylaw 1232, 2025

The Corporate Officer advised that no written submissions relating to Business Licence and Regulation Amendment Bylaw No. 1231, 2025 were received during the notice period. Mayor Talen called for members of the public to provide comments on the bylaw. No verbal submissions were given.

Moved by Councillor Jackson
Seconded by Councillor Facio

THAT Business Licence and Regulation Amendment Bylaw No. 1231, 2025 be adopted.

CARRIED
RC-2025-12-32

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Miscellaneous Fee Amendment Bylaw No. 1232, 2025 be adopted.

CARRIED
RC-2025-12-33

- (c) Inter-Municipal Business Licence Amendment Bylaw No. 1235, 2025

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Inter-Municipal Business Licence Amendment Bylaw No. 1235, 2025 be adopted.

CARRIED
RC-2025-12-34

17. NEW BUSINESS

None.

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 7:25 p.m.

CARRIED
RC-2025-12-35

Fred Talen
Mayor

Amanda Graham
Corporate Officer

From: Gary
Sent: December 17, 2025 7:09 AM
To: Vivian Li <info@harrisonhotsprings.ca>
Subject: Simple Improvement to Transparency & Meeting Efficiency

Mayor and Council,

I would like to offer a practical suggestion that improves both transparency and meeting efficiency.

When council members attend external meetings, written summaries should be prepared and attached to the meeting agenda in advance. These reports can then be briefly referenced during the meeting, with verbal comments limited to clarification where needed.

This approach:

- Creates a clear public record
- Saves meeting time
- Allows residents to review information beforehand
- Reduces the risk of incomplete or selective reporting

It is a straightforward, low-cost practice already used by many municipalities and would meaningfully improve public confidence in council's processes.

Thank you for considering this suggestion

Thank you, Gary Webster



OFFICE OF THE MAYOR

FILE: 01-0410-01

December 18, 2025

The Honourable Brenda Bailey
Minister of Finance
Via Email: FIN.Minister@gov.bc.ca

Dear Minister Bailey:

Re: Concern - Proposed Changes to the Valuation of Gathering and Transmission Pipelines for the 2026 Assessment Roll

On behalf of the City of Mission Council, I am writing to express the City's deep concern and strong opposition to the proposed changes to the valuation of Gathering and Transmission Pipelines for the 2026 Assessment Roll. While we understand that the proposed changes have been postponed, we have lasting apprehensions about the implications of such an impactful policy change without consideration of its impacts on local communities.

Although the City would be negligibly affected by these proposed changes, the City is concerned that the changes set a precedent and could be applied to the valuation of other utilities, such as hydro transmission corridors, and have a substantial impact on Mission's tax base in the future. These changes are clearly posing a significant threat to our neighbouring partner municipalities that are greatly impacted by these changes.

In our role at the Regional District, we further understand that any major change to the revenues of neighbouring communities will have impacts on the services provided across the Fraser Valley and the costs shared by all municipalities. In short, if others have less to spend, we will be asked to spend more and/or reduce services.

I understand these changes have been considered for many years. The lack of meaningful consultation with local governments is concerning and is occurring with no explanation. Changes such as these, particularly at this time when local government budgets are being prepared, stand to shift the tax burden to other classes. Communities, such as Mission, have a limited tax base and the vast majority of the financial impact of these changes will be shifted to the residential tax base at a time when local government costs continue to rise forcing difficult choices, such as having to cut services or place unsustainable tax increases on the backs of residents.

We ask that the current valuation model, in place since 1986, remain until such time as proper analysis, consultation, and collaborative planning can occur. I urge the Ministry to initiate a transparent and inclusive review process, and to consider financial mitigation measures to protect affected communities from abrupt and harmful revenue losses.

Thank you for your attention to this important matter. The City stands ready to engage in constructive dialogue and work collaboratively toward a solution that upholds fairness, equity, and the sustainability of local government services.

Sincerely,



PAUL HORN
MAYOR

Cc. Jody Toor, MLA, Langley-Willowbrook, Jody.Toor.MLA@leg.bc.ca
Misty Van Popta, MLA, Langley-Walnut Grove, Misty.VanPopta.MLA@leg.bc.ca
Harman Bhangu, MLA, Langley-Abbotsford, Harman.Bhangu.MLA@leg.bc.ca
Korky Neufeld, MLA, Abbotsford West, Korky.Neufeld.MLA@leg.bc.ca
Bruce Banman, MLA, Abbotsford South, Bruce.Banman.MLA@leg.bc.ca
Reann Gasper, MLA, Abbotsford-Mission, Reann.Gasper.MLA@leg.bc.ca
Heather Maahs, MLA, Chilliwack North, Heather.Maahs.MLA@leg.bc.ca
Á'a:liya Warbus, MLA, Chilliwack-Cultus Lake, Aaliya.Warbus.MLA@leg.bc.ca
Lawrence Mok, MLA, Maple Ridge East, lawrence.mok.mla@leg.bc.ca
Tony Luck, MLA, Fraser-Nicola, Tony.Luck.MLA@leg.bc.ca
City of Abbotsford, c/o mayorsiemens@abbotsford.ca
City of Chilliwack, c/o ken@chilliwack.com
Village of Harrison Hot Springs, c/o info@harrisonhotsprings.ca
District of Hope, c/o ysmith@hope.ca
District of Kent, c/o spranger@kentbc.ca
Doug Stewart, Director of Finance, City of Mission, dstewart@mission.ca
Mike Younie, Chief Administrative Officer, City of Mission, myounie@mission.ca
City of Mission Council

December 18, 2025

Via email: ben@northerndevlopment.bc.ca

Ben Campbell, CEO
Northern Development Initiative Trust
301 – 1268 Fifth Avenue,
Prince George, BC
V2L 3L2

**Re: Letter of Support - Prince George–North Vancouver Railway Engagement
and Assessment**

Dear Mr. Campbell;

At the December 16, 2025, Regular Meeting of Quesnel City Council, Council resolved:

J.2) Railroad from Prince George to North Vancouver - Mayor Paull to discuss

26-06-44 MOVED Councillor Vik, Seconded Councillor McKelvie and resolved:
 THAT Council direct staff to prepare a letter to Northern Development
 Initiative Trust in support of their granting the funding necessary to
 conduct the study to save the Prince George to North Vancouver railroad.

 CARRIED UNANIMOUSLY

Quesnel City Council supports the funding request to Northern Development Initiative Trust for the proposed assessment of the Prince George to North Vancouver rail corridor, including the section CN plans to return to BC Rail in July 2026.

This line from Vancouver to Prince George not only has benefits for freight, but also for passenger movement, taking into account the Rocky Mountaineer that stops overnight in Quesnel. The restoration of this rail line would enhance passenger travel, especially given the Rocky Mountaineer's existing overnight stop in Quesnel. Building on this established tourism connection, renewed rail service would improve mobility between communities, support local businesses that benefit from increased visitor traffic, and offer residents a reliable alternative to long highway trips.

The restoration of passenger rail service along the Prince George and North Vancouver corridor would significantly enhance mobility for Indigenous communities throughout the region. Many Nations are dispersed across vast distances, and reliable transportation is

Mayor Ron Paull

Councillors Scott Elliott, Tony Goulet, Debra McKelvie, Laurey-Anne Roodenburg, Martin Runge, Mitch Vik,



essential for accessing education, health care, cultural events, and inter-community gatherings. Improved passenger service would support stronger connections between Indigenous communities, foster greater participation in regional economic and cultural activities, and contribute to long-term reconciliation efforts by honouring Indigenous needs for safe and dependable transportation.

On behalf of Quesnel City Council, please give favourable consideration to the Prince George–North Vancouver Railway Engagement and Assessment.

Thank you for your time,

Mayor Ron Paull
City of Quesnel

Cc:

BC Municipalities and Regional Districts

reception@lhtako.com

BandAdmin@nazkoband.ca

bandmanager@esdilaghfn.com

bandadministrator@lhooskuz.com

JOHN J. ALLEN

Harrison Hot Springs, V0M 1K0

To Mayor & Council

Village of Harrison Hot Springs

PO Box 160, HHS, V0M 1K0

Jan 7th 2026

Building Belonging and Public Question Period.

Dear Mayor & Council.

The Building Belonging initiative which council endorses sets out to create a more inclusive community . This can only happen if council takes some corrective action on the issue of public questions at council meetings.

In a more enlightened era, residents who took the time to attend council meetings were treated with proper respect for them and their time . Not only were their names and questions properly recorded in the minutes , but they often got real answers which were also recorded.

It is hugely disrespectful to treat residents with the contempt that is the current denigrating practice Council needs to restore respect for those who care enough about Harrison to participate in council meetings. You should instruct your CO to have the minutes record the names and questions properly, along with any answers given at the meeting.

If you fail to do so, you will be perpetuating the contempt for the public which your current practice demonstrates

Yours, J. J. Allenj

Amanda Graham

From: [REDACTED]
Sent: January 7, 2026 6:07 AM
To: Amanda Graham
Subject: email for inclusion under correspondence, on the Monday, January 12, 2026, regular council meeting agenda
Attachments: Non compliance 2020.pdf; 2016 Liquid Waste Water Management Plan.pdf; Withdrawal of Municipal Wastewater Registration Application Pursuant to the Environmental Management Act.docx; 2025 Master Plan page 22.pdf

This sender is trusted.

Good morning Amanda

Please find below email and attached documents for inclusion under correspondence, on the Monday, January 12, 2026, regular council meeting agenda:

To: Mayor & Council

I have attached a document where the village has had their Provincial application to discharge more sanitary sewage in to the lake/mouth of the Harrison river cancelled as the village didn't respond with the required engineering documents. In my opinion this confirms that the village engineers are aware that the waters can't support the "dilution ratio", in simple terms the ability of the surrounding waters to environmentally accept this huge increase in sanitary sewage. (I would note that I never received this Provincial letter dated December 5, 2023, while I was Mayor) The question is why the village didn't complete the application? And what has been done to date? The village was made aware of this since the 2016 Liquid Waste Management Plan, brought to lite by myself in 2020 with many non compliance reports in just one month [REDACTED] and the 2025 sanitary sewer master plan, only to be refuted by Mayor Talen and ex Mayor Facio.



HARRISON HOT SPRINGS

Naturally Refreshed

To: EnvironmentalCompliance@gov.bc.ca

Subject: 2020-02-05 PE-116 Exceeded Discharge Permit

Attention: Non-compliance Report for Authorization# PE-116
Exceeded Discharge Permit

Date of Non-compliance: 2020-01-01 to 2020-01-31

Location of Non-compliance Village of Harrison Hot Springs Waste Water Treatment Plant
Latitude (N) 49.3122 Longitude (W) 121.8007

Nature of Non-compliance: Exceeded discharge permit of 2400 cubic meters per day

January 1, 2020	Exceeded permit by 57 cubic meters
January 7, 2020	Exceeded permit by 548 cubic meters
January 8, 2020	Exceeded permit by 546 cubic meters
January 30, 2020	Exceeded permit by 340 cubic meters
January 31, 2020	Exceeded permit by 379 cubic meters

Initial Response/Actions taken: Running WWTP at Maximum Output, pumping excess liquid into storage tank.

Monitoring conducted: Monitoring levels and membrane tmp.

Future action items: Reduce I&I in collection system
Increase Discharge Permit

Contact information: Tyler Simmonds
Chief Utilities Operator
Village of Harrison Hot Springs
tsimmonds@harrisonhotsprings.ca
604-798-5974

Municipal Office: P.O. Box 160, 495 Hot Springs Road, Harrison Hot Springs, BC V0M 1K0
E info@harrisonhotsprings.ca W www.harrisonhotsprings.ca
T 604 796 2171 F 604 796 2192

December 5, 2023

Tracking Number: 391736

Authorization Number: 116

HARRISON HOT SPRINGS, THE CORP. OF THE VILLAGE OF
BOX 160
495 HOT SPRINGS RD
HARRISON HOT SPRINGS, BC
V0M 1K0

Dear HARRISON HOT SPRINGS, THE CORP. OF THE VILLAGE OF,

Withdrawal of Municipal Wastewater Registration Application Pursuant to the
Environmental Management Act

On March 5, 2020, the Ministry received a preliminary application from The Corporation of the Village of Harrison Hot Springs for a re- registration under the Municipal Wastewater Regulation (The Village). The application was for a change in treatment works and capacity of the wastewater facility, increasing the discharge from 3000m³/day to 4500m³/day.

The Ministry conducted a pre-application meeting with you. This meeting confirmed the minimum requirements of the final application package which are necessary to inform a statutory decision on the application. This meeting resulted in an Application Instruction Document (AID) which was provided to you on May 26, 2020. The AID listed requirements needed for a final application package. In addition, the AID stated that this application would expire if you, the applicant, do not submit the final application package within three years of the date that your tracking number was assigned (i.e. by March 5, 2023).

The Ministry has not received the final application and your application has surpassed the three-year application work window which expired on March 5, 2023. Your application for a re-registration under the MWR pursuant to the Environmental Management Act is hereby withdrawn. As a result, application # 391736 will cease to be in the Ministry's application queue.

If you choose to re-apply for a re-registration under the MWR, further information, and instructions can be found here:

<https://www2.gov.bc.ca/gov/content/environment/waste-management/waste-discharge-authorization/apply>

Please note pursuant to the Permit and Approval Fees and Charges Regulation an application fee will apply to a re-application.

December 5, 2023

2

Tracking Number:
Authorization Number:

391736
116

A handwritten signature in dark ink, appearing to read 'Liz Archibald', is positioned above the typed name.

Liz Archibald, P.Ag.
for Director, Environmental Management Act
Communities, IPM & Agrifood

ENCL: None

9. Cross-connection Assessment

Storm and sanitary cross connections appear to be a prevalent problem for the VHHS. Cross connections can lead to un-necessary demands on the wastewater treatment plant (WWTP) and sanitary conveyance network. Possible cross connections may include the following:

- Roof, foundation and lawn drains tied directly into sewer system;
- Cracked sewer mains and services;
- Uncapped or broken cleanouts and faulty manholes; and
- Direct tie-in from catch basin or storm main.

Reduction of cross connections flows can show a significant cost savings from a WWTP perspective. Below outlines a list of all know storm services tied into the sanitary system.

- Rainbow RV Park(606 Hot Springs Road)
- Village Motel(280 Esplanade Ave.)
- Harrison Hot Springs Resort
- Residential Development South of Emerald Avenue

The first step in reducing the volume of liquid waste conveyed by the sanitary system in VHHS will be to quantify then eliminate the introduction of storm and ground water into the system. This can be achieved through the identification and elimination of cross-connection points and minimizing rain dependent infiltration. The estimated impact of cross connections in VHHS is somewhere between 150 L/s and 290 L/s It is therefore evident that eliminating this unnecessary treatment would result in substantial savings for VHHS. An infrastructure inventory and status assessment will provide the needed data to carry out the analysis in conjunction with flow data collected by the recommended flow metres.

#	Location	Rated Capacity (L/s)	Ave. Pumps On (from daily records)			Comments
			DW	WW	PWW	
LS4	905 Hot Springs Rd	9	0.05	0.18	0.98	upgrade planned
LS5	606 Hot Springs Rd	3.2	0.02	0.35	0.84	upgrade planned
LS6	432 Eagle St	11	0.06	0.16	<u>1.44</u>	upgrade planned
Flow Data			L/s			
LS3	McCombs and Miami River Dr	29	5.0	14.1	<u>37.0</u>	
WWTP	WWTP Effluent	28	15.9	<u>32.9</u>	<u>40.5</u>	2,400 m3/day (28 L/s) discharge permit
<p>Note: DW = dry weather pumps on from Sep 2024 average, WW = typical wet weather pumps on from Oct 19-21, 2024 (44 mm rain / 72 hr), PWW = max pumps on from Nov 14-16, 2021 (220 mm / 72 hr, peak of 110 mm on Nov 15), Data from Agassiz RCS.</p> <p><u>Underline</u>: design capacity of normal pump operations exceeded</p>						

The following conclusions are noted:

- The system has ample capacity during dry weather flows.
- Even with routine rainfall, the WWTP discharge permit is exceeded at times. Exceedances require the submission of a letter to Environmental compliance, and no further action has been requested to date.
- LS1, LS3 and LS6 were significantly overloaded in the Nov 2021 peak event.
- Both pumps at LS3 ran continuously during this event on Nov 16, 2021. It is understood that a sanitary sewer overflow (SSO) may have occurred during this event upstream of LS3.
- LS2, LS4 and LS5 were running near the one pump capacity during the Nov 2021 event and may have been over their rated (1-pump) capacity at times.

MIAMI RIVER SIPHON

The existing Miami River dual siphon crosses under the Miami River in the Hot Springs Rd right of way. The siphons convey all of the Village's sewer flows with the exception of the LS1 direct and LS2 catchments. The layout of the existing siphon is shown in Figure 2-3 and Figure 2-4. The details of the dual siphon are summarized in Table 2-11.

The 2003 and 2016 master plans proposed replacing the siphon with a lift station ("LS7") located near the intersection of Miami River Dr and Hot Springs Rd and a forcemain crossing the bridge.

The 150 mm siphon conveys low flows, with higher flows being diverted to the 275 mm siphon. VHHS Operations has indicated that the screen on the inlet chamber requires frequent routine cleaning (daily work procedure).

VILLAGE OF HARRISON HOT SPRINGS Age-Friendly Committee Minutes

DATE: Thursday, October 16, 2025
TIME: 2:00 p.m.
PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

MEMBERS PRESENT: Mayor Fred Talen, Chair
Judith Barron
Hannelore Gidora
Audrey Johnstone
Karen Seraphim

MEMBERS ABSENT: Alison Douglas
Marlene Reimer
Liz Webber

STAFF PRESENT: Corporate Officer, Amanda Graham
Community Services Manager, Christy Ovens
Communications and Community Engagement
Coordinator, Kalie Wiechmann

1. **CALL TO ORDER**

Mayor Talen called the meeting to order at 2:01 p.m.

2. **LAND ACKNOWLEDGEMENT**

Mayor Talen acknowledged the traditional territory of Sts'ailes.

3. **INTRODUCTION OF LATE ITEMS**

None.

4. **APPROVAL OF THE AGENDA**

Moved by Audrey Johnstone
Seconded by Hannelore Gidora

THAT the agenda be approved.

CARRIED
AFC-2025-10-01

5. ADOPTION OF MINUTES

Moved by Audrey Johnstone
Seconded by Karen Seraphim

THAT the Age-Friendly Committee Meeting Minutes of September 18, 2025 be adopted.

CARRIED
AFC-2025-10-02

6. ITEMS FOR DISCUSSION

(a) October Halloween Family Movie Night

Staff provided an update on the movie night taking place on October 23. There will be pizza, drinks and popcorn for sale. The craft will be wooden Halloween shapes. Information is available on the Village website and Facebook page.

(b) Draft 2026 Work Plan/Budget

The Committee discussed the following:

- The kick-off date for Lights by the Lake is November 22
- Tourism may potentially be organizing a few smaller events on two Saturdays in December with Santa and hot chocolate for people coming to view the lights on the weekend
- The historical video project could involve Sts'ailes and the Agassiz Harrison Museum
- For social enrichment, the Social Club could be involved

Moved by Judith Barron
Seconded by Karen Seraphim

THAT the 2026 Work Plan / Budget be approved and forwarded to Council for review.

CARRIED
AFC-2025-10-03

The Community Services Manager advised that Chair Yoga starts again next week and runs into December.

7. ADJOURNMENT

Moved by Judith Barron
Seconded by Hannelore Gidora

THAT the meeting be adjourned at 2:17 p.m.

CARRIED
AFC-2025-10-04



Mayor Fred Talen, Chair
Age-Friendly Committee



Amanda Graham
Corporate Officer

VILLAGE OF HARRISON HOT SPRINGS
Communities in Bloom Committee
Minutes

DATE: Wednesday, November 12, 2025
TIME: 10:00 a.m.
PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

MEMBERS PRESENT: Councillor Allan Jackson, Chair
Susan Galvao
Janice Moffat
Teresa Omelus
Margaret Shier

MEMBERS ABSENT: Susan Caley

STAFF PRESENT: Corporate Clerk, Tyler Kafi
Director of Operations, Jace Hodgson

OTHERS PRESENT: Hope Communities in Bloom Members, Mayor Victor Smith and Teresa Williams

1. CALL TO ORDER

Councillor Jackson called the meeting to order at 10:00 a.m.

2. LAND ACKNOWLEDGEMENT

Councillor Jackson acknowledged the traditional territory of Sts'ailes.

3. INTRODUCTION OF LATE ITEMS

None.

4. APPROVAL OF THE AGENDA

Moved by Teresa Omelus
Seconded by Margaret Shier

THAT the agenda be approved.

CARRIED
CIB-2025-11-01

5. ADOPTION OF MINUTES

Moved by Teresa Omelus
Seconded by Susan Galvao

THAT the Communities in Bloom Committee Meeting Minutes of October 17, 2025 be adopted.

CARRIED
CIB-2025-11-02

6. ITEMS FOR DISCUSSION

(a) Hope Communities In Bloom: Teresa Williams and Mayor Victor Smith

Teresa Williams and Mayor Victor Smith spoke about the Hope Communities in Bloom Committee, sharing insights on partnerships, budgeting, communication strategies, and community engagement. They emphasized the importance of volunteer recognition, sponsorships, and proactive planning for long-term success.

They discussed a variety of actions and ideas including:

- Partnerships with local organizations (e.g., Lions Club)
- Committee budget of \$5,000 and the value of multi-year budgeting
- Social media strategies and templates for positive engagement
- Concrete planters initiative and collaboration with merchants
- Highlighting locals and businesses in photos for better community feedback
- Finding plant suppliers and leveraging donations from businesses
- Switching vandalized planters to hanging baskets
- Importance of communication and maintaining relationships
- Volunteer-driven projects (carvings, design work, history book, merchandise)
- Weed-and-feed events supported by local businesses
- Litter pickups and berm maintenance in collaboration with operations
- Grant writing as a key funding strategy
- Sponsorship success stories and allocation of funds
- Trash-to-treasure event promotion (local advertising only)
- Pop-up event signage (sandwich boards)
- Event collaborations (Lights by the Lake, Fog Fest)

The Committee further discussed acquiring local sponsors and how critical sponsorships are for sustaining projects and expanding community initiatives.

(b) Fundraiser: West Coast Seeds

The Committee discussed the potential benefits of hosting a fundraiser with West Coast Seeds, including timing and logistics. The consensus was that the fundraiser is a good idea with minimal risk.

They further discussed ways to incentivize local businesses for partnerships, drawing inspiration from Hope Communities in Bloom's approach with concrete planters and historical plaques. Building these relationships was seen as an important step toward strengthening community involvement and support for future projects.

Additionally, the Committee agreed to invite the gardener to the next meeting to collaborate on ideas and plans. Teresa offered to donate a gift basket for the Lights by the Lake raffle draw.

(c) Next Meeting Date: To Be Determined, tentatively the end of November

The Committee discussed what topics to bring forward at the next meeting, including issuing a call for new members and creating a group of volunteers who may not wish to join formally but are interested in helping with projects.

The Committee also considered the upcoming election and how to navigate the possibility of a future council being less supportive of the Communities in Bloom Committee. Councillor Jackson noted that similar challenges had occurred in previous years and suggested exploring alternative structures, such as forming a society, to maintain continuity and independence if needed.

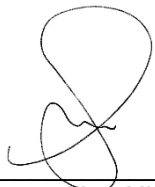
It was requested that the 2025 Evaluation Report be added to the next agenda for review.

7. ADJOURNMENT

Moved by Teresa Omelus
Seconded by Margaret Shier

THAT the meeting be adjourned at 11:25 a.m.

CARRIED
CIB-2025-11-03



Councillor Allan Jackson, Chair
Communities in Bloom Committee



Amanda Graham
Corporate Officer

File No: 4200-01
Date: January 12, 2026

To: Mayor and Council
From: Curtis Genest, Fire Chief
Subject: Fire Department – Interior Designation

RECOMMENDATIONS

THAT staff be directed to draft updates to Fire Department Regulation Bylaw No. 1031, 2013 to designate the Harrison Hot Springs Fire Department for interior operations; and

THAT staff be directed to review the mutual aid agreement with Agassiz Fire Department and negotiate updates as required.

SUMMARY

To make recommendations to Council regarding the operation of the Fire Department and provide information regarding some of the operational implications and changes that are necessary to assist with the formulation of a plan to meet fire suppression needs in the Village.

BACKGROUND

Section 3(d) of Fire Department Regulation Bylaw No. 1031, 2013 states:

“The authorized level of service for the Fire Department shall be that of Exterior Operations for firefighting as identified in the Structure Firefighters Competency and Training Playbook 2015 (SFCTP). If, in the opinion of the Fire Chief, there are sufficient resources and trained personnel to undertake Interior Operations as described by the SFCTP, then the Department may undertake Interior Operations at any incident where the sufficient personnel and equipment is available.”

DISCUSSION

Interior Designation

The Harrison Hot Springs Fire Department (HHSFD) was originally designated an Exterior Operations trained firehall under the “Playbook” which was introduced by the Office of The Fire Commissioner in May of 2015. Since that time, the requirements for each designation have changed. The Minimum Training Standards (MTS) now identify the distinctions between what fire suppression tactics can be engaged in by Interior Operation Firefighters vs. those which can be conducted by Exterior Operations Firefighters.

According to the MTS: *“Exterior Operations Level firefighters are not trained to perform any fire suppression activities within a structure. Interior Operation Level structure firefighters may engage in fire suppression activities within simple structures (as described in BC Building Code Part 9 – buildings of 3 stories or less with maximum of 600sq metres of living space) or objects such as a vehicle, single family dwelling or other small structures. Interior Operations may also operate inside larger or more complex structures (multi-story, high rises, commercial complexes, etc.) which the AHJ has allowed to be developed and constructed, where the fire department has pre-planned the structure and determined it safe for internal operations by appropriately qualified firefighters. Firefighters must be trained specifically to the risks associated with each large or complex structure.”*

The bylaw will need to be updated to reflect this designation. Additional updates are required to bring the bylaw into alignment with the *Fire Safety Act*.

As an Interior Operationally trained Fire Department, the HHSFD continues to train its members following the departments' Operational Guidelines written and enforced by the local department. The operational guidelines describe the advanced training and procedures which allows for a safe fire attack within permitted structures and objects. By following these guidelines, the HHSFD must conduct advanced training offered by the JIBC or an equivalent training organization. The training courses are as follows: Live Fire 1, Rapid Intervention Team (RIT), and all Incident Commander/Team Leader/Safety Officer courses.

The HHSFD has trained its members to a higher level than its current designation which will aid in this crossover procedure. 18 out of 20 members are currently trained to the interior standard.

The Office of the Fire Commissioner has training material that are at no cost to the department, which can be used “In-House”. With this material, the HHSFD can train and recertify its members to the standards that are required to be met by the Office of the Fire Commissioner.

The Agassiz Fire Department has a training facility that will aid in the training of the HHSFD members with respect to keeping the MTS training guidelines up to date.

Mutual Aid Agreement

It is recommended that a review of the Mutual Aid Agreement between HHSFD and the Agassiz Fire Department be conducted. This review should consider aid agreement provision for structural fires to ensure a sufficient number of members are available for fire suppression efforts with structural fires. Considering that the Agassiz Fire Department and HHSFD are both Interior Operations Trained, both departments can adequately conduct a thorough fire suppression on a structure fire. There are many factors that come into effect at a fire scene for it to be deemed an interior operation. To operate at an interior level at a structure fire, the department must follow The Occupational Safety and Health Administration (OSHA), which requires at least four firefighters to be present at an interior structural fire. This is known as the “two-in/two-out” rule: a minimum of two firefighters enter the Immediately Dangerous to Life or Health (IDLH) atmosphere, and at least two are positioned outside the IDLH area for assistance or rescue. This external team acts as the initial Rapid Intervention Team/Initial Rapid Intervention Crew (RIT/IRIC.) NFPA 1500 (fire department occupational safety, health and wellness program) also recommends a minimum of four members for an initial crew at a working structure fire.

Interior Structure Plans

Interior Operation Level structure firefighters may engage in fire suppression activities within simple structures (as described in BC Building Code Part 9 – buildings of 3 stories or less with maximum of 600 sq metres of living space) or objects such as a vehicle, single family dwelling or other small structures. Interior Operations may also operate inside larger or more complex structures (multi-story, high-rises, commercial complexes, etc.) which the authority having jurisdiction has allowed to be developed and constructed, where the fire department has pre-planned the structure and determined it safe for internal operations by appropriately qualified firefighters. Firefighters must be trained specifically to understand the risks associated with each large or complex structure. If the designation changes to interior operations, this is a project that the HHSFD would work on with the Fire Inspector, FVRD Building Department and the Village's Planning Consultant.

FINANCIAL CONSIDERATIONS

HHSFD members are currently trained to the required level in order to be designated for Interior Operations. There are no direct cost increases to insurance premiums as a result of this change. The current designation of Exterior Operations has caused the HHSFD to be unsuccessful in previous grant applications to obtain certain equipment intended for interior operations. By changing the designation, the HHSFD will be in a better position to obtain equipment for interior operations.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

Respectfully submitted:



Curtis Genest
Fire Chief

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

File No: 4200-01
Date: January 12, 2026

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Release of Closed Meeting Resolutions

RECOMMENDATION

THAT the following resolution from the December 10, 2025 special closed Council meeting be received for information:

THAT Amanda Graham be appointed the Chief Election Officer for the 2026 General Local Election; and

THAT Christy Ovens and Kelly Ridley be appointed as Deputy Chief Election Officers for the 2026 General Local Election.

SUMMARY

To release resolutions passed at special closed Council meetings.

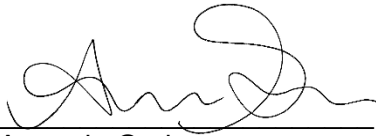
BACKGROUND

Many subjects requiring the confidentiality of a closed meeting only require it for a limited period of time. It is important that local governments have a process in place to regularly review the information produced at closed meetings. Information that would no longer undermine the reason for discussing it in a closed meeting should be released as soon as practicable.

Council must appoint a Chief and Deputy Chief Election Officer pursuant to section 58(1) of the *Local Government Act*. Past practice in previous Village Council elections has varied. In some years, the Chief Election Officer (CEO) was a member of exempt staff and in other years the position was appointed to an external, third-party consultant.

The cost of administering the election is significantly reduced by having a current member of staff appointed as the CEO. Staff contacted Kelly Ridley who administered the last two by-elections and she indicated that she would be willing to take on the role of Deputy CEO and assist in a consulting capacity prior to the election, and be present on both advance and general voting day for additional support. Additionally, the Village has historically administered the School District #78 trustee elections and enters into a cost-sharing agreement with the School District.

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: 0640
Date: January 12, 2026

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: CAO 2025 Fourth Quarter Update

RECOMMENDATION

THAT the Chief Administrative Officer's report dated January 12, 2026 regarding CAO 2025 Fourth Quarter Update be received for information.

SUMMARY

To provide Council with a Fourth Quarter operational update for 2025.

BACKGROUND

Quarterly reports have been provided throughout the year as a means of keeping Council up to date with Village's operations, this practice will continue for 2026.

DISCUSSION

As we close out the fourth quarter, I want to reflect on what has been an incredibly busy and productive year for the Village of Harrison Hot Springs. After two years of uncertainty and disruption, 2025 was about regaining momentum and making up for lost time. Thanks to the dedication of Council and the hard work of my team, we've provided stability but also made meaningful improvements that enhance the quality of life for our residents and create a more welcoming environment for visitors. Your commitment and collaboration have truly made the Village of Harrison Hot Springs a better place to live and play, and I'm grateful for all we've accomplished together.

The following sections detail the tasks/projects undertaken in the Fourth Quarter:

Emergency Management:

The following provides Fourth Quarter Updates from the Emergency Management Coordinator:

- Three staff members took four different courses through JIBC online, including courses in Emergency Management and Incident Command.
- Village staff attended two Emergency Management Cultural Capacity sessions hosted by Seabird Island (October 17 and November 18).

- Meetings were held with Red Dragon Consulting to initiate Community Evacuation Plan process and schedule meetings with community partners.
- The Atmospheric River Event on December 10 and the preceding days of rain:
 - Recording from Monday December 8 to Thursday December 18 saw roughly 265mm of precipitation.
 - Some major flooding outside of our area was observed, ultimately causing severe roadway damage to some provincial highways.
- 3 Harrison residents resigned from the ESS Team. The remaining 8 active team members meet monthly to train and update/inspect equipment.

FireSmart

The following provides Fourth Quarter Updates from the Fire Smart Program:

- Siding replacement project began at Village Office to replace wooden siding with gaps and meet FireSmart standards to enhance resiliency (CWRP #7).
- FireSmart Crew Member conducted FireSmart debris cleanup at trailhead entrances and Miami River Drive greenspace.
- Updated Critical Infrastructure Assessment at Memorial Hall.
- FireSmart work highlighted to elementary school tour.
- Two team members attended the Regional FireSmart Collaborative Meeting at the S.A.Y. Lands Office on October 2
 - Included presentation by BC Wildfire Service

Tasks completed in relation to the 2024 Community Wildfire Resiliency Plan (CWRP) have been highlighted above with the recommendation number outlined in the plan.

Community Services

The following provides Fourth Quarter Updates for Community Services:

- Facilitated the installation of an automatic door opener at the Memorial Hall accessible washroom, funded by the Local Community Accessibility Grant and 2024 Age-Friendly Grant.
- Attended the Agassiz Harrison Healthy Communities Committee meeting on October 16.
- Attended meetings for Lights by the Lake, hosted by Tourism Harrison River Valley.
- Hosted Community Movie Night on October 23 with support from the Age-Friendly Committee. Concession raised \$88 for the Food Bank + non-perishable items were donated for Agassiz Harrison Community Services.
- Submitted grant application for UBCM's Community Emergency Preparedness Fund: Volunteer Fire Departments.
- Attended Rethinking Community: Diverse Community Voices.
- Attended two Tourism Harrison River Valley Board meetings.
- Coordinated the removal of temporary dog park.
- Applied for 2 tree planting grants to support the "greenification" of Lillooet Avenue West Streetscape Project.

Communications

The following provides Fourth Quarter Updates for Communications:

- Temporary Off-Leash Dog Park Survey wrapped up on December 1, 2025. The What We Heard Document was presented at the Dec 15, 2025 Regular Council Meeting and is available on the project page on getintoitharrison.ca.
- January 2026 Newsletter was dispersed to residents and property owners through mailout. The newsletter is also available at harrisonhotsprings.ca.

Social Media Stats

- October 1 – December 24: Total views 89.5K
- Top post being “Pay Parking Project Page Launch” with 6.1K views
- 39 New Followers
- 70 Facebook Posts from October 1 – Dec 24

Community Engagement

- Holiday Lighting Contest ran from December 2 – 22: This year’s contest included a self-guided Holiday Light Tour. Winner received a \$100 gift card to a local business of their choice.
- New Projects on Get Into It Harrison:
 - Building Belonging – I.D.E.A. Framework and Action Plan (Survey 1 is open for community feedback)
 - Pay Parking (Survey is open for community feedback until Jan 5, 2026)
 - Evacuation Planning (Survey is open for community feedback until Jan 5, 2026)

Finance, Human Resources, IT and Risk Management

The following provides Fourth Quarter Updates for Finance, HR, IT & Risk Management:

- The 2025 interim audit was completed. The interim audit is performed by the Village’s auditing firm, BDO, and is basically a “check-up” on the Village’s financials part way through the year. The work done in the interim audit also leads into the larger annual audit which begins in early 2026.
- The 2026 budgeting process began. Meetings were held with the various departments to review 2025 expenses and plan for projects for the 2026 budget year.
- The last labour management meeting of the year was held with the CUPE Union, some housekeeping items were addressed and a schedule was formed for the 2026 labour management meetings.

Corporate Services

The following provides Fourth Quarter Updates for Corporate Services:

- Provided meeting management and support services for 8 Committee/Commission meetings and finalized all work plans/budgets.
- Coordinated two full day COW sessions on December 8 and 9.

- Received 7 FOI access requests. One is concluded, and the remaining 6 have response times into Q1 of 2026. One is very broad, lengthy and contains several requests in one which has resulted in the Village requiring consultation from eleven different third parties.
- 7 bylaws were adopted requiring consolidation and 3 legislative notices.
- Worked with the Fire Inspector to issue a Fire Inspector Order under the *Fire Safety Act*.
- Issued approximately 200 business licence renewals and approximately 700 waste collection schedule and tag packages.
- Began the process of digitizing physical records and digitizing forms/processes for Public Works.

Operations

The following provides Fourth Quarter Updates for Operations:

Capital Projects

Highway 9 to McCombs Drive Drainage Improvements

- Storm sewer installations complete from Highway 9 to Hadway Drive
- Ditch regrading along McCombs Drive and culvert installation near Miami River is still outstanding
- DFO permit received December 19, 2025 to allow the work within the riparian zone to begin in Spring 2026

Water/Wastewater Treatment Plant Master Plan

- Data collection complete
- Draft Master Plan in progress
- Project completion expected early 2026

Water, Sanitary, and Storm Master Plans

- Projects Complete

Lillooet Avenue West Streetscape Plan

- Detailed design work is complete
- RFP issued on BC Bid on December 17
- Construction Scheduled for early 2026

Parks and Trails Master Plan

- Project Complete

SCADA System Upgrade

- Phase 1 and 2 are complete
- Phase 3 in 2026 budget considerations

Dike Upgrade

- Project update presented at the December 9 Committee of the Whole Meeting
- Detailed design of deployable dike system in zones 3-6 is underway
- Design work is progressing for WWTP access road
- Details of design in discussion with the Inspector of Dikes
- Flood pump assessment is ongoing and being integrated with dike planning

Village Office Exterior Renovations

- Project in progress and near completion

McCombs Trenchless Sewer Repair

- Project complete

Public Works & Utilities

Staffing

- Temporary FireSmart Horticulture Technician position filled
- Temporary Labour 1 position filled

Maintenance Activities

- Danger tree removals along McCombs Ave
- Winter light installations
- Trail maintenance work
- Esplanade garden maintenance
- Tree trimming along Esplanade
- Qwólts park FireSmart Project
- Signage maintenance
- Drainage upgrades and maintenance
- Snow equipment preparation

Utility Operations

Maintenance Activities

- Sea Can relocation from the boat launch to the WWTP
- Sewer service repairs
- I&I investigations and repairs at multiple locations
- Sewer line camera inspections
- Replaced lighting at WWTP with LED lighting
- Communication cables upgrades
- Rock clearing from Flood Gates
- Manhole inspections

Fire Department

The following provides Fourth Quarter Updates for the Fire Department:

- 41 calls
- 10 members completed the Flatwater First Responder Course
- 2 Officers completed the Fire Officer 1 Course
- 1 new member who is fully trained joined the FD
- 6 Officers completed Task Force Leader Course

Planning and Development

The following provides Fourth Quarter Updates for the Planning Department:

- 1 Public Hearing
- 2 new building permit applications
- Amendments to the OCP and Zoning Bylaws passed in advance of the December 31, 2025 deadline
- Internal manual being finalized

Bylaw Enforcement

The following provides Fourth Quarter Updates for Bylaw Enforcement:

- 16 bylaw complaints were received, mostly for parking and property management
- Issued 4 bylaw enforcement notices
- Worked with the RCMP to address an individual staying in a tent in the overflow parking lot area
- Shifted from contractor to employee bylaw services model and hired for the new unionized position

Strategic Priorities

Prioritizing, highlighting and meeting the list of Council's Strategic Priorities and Operational Priorities is staff's top priority when exploring and executing opportunities.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

Respectfully submitted by:



Tyson Koch
Chief Administrative Officer

File No: 1855-03-55
Date: January 12, 2026

To: Mayor and Council
From: Christy Ovens, Community Services Manager
Subject: UBCM Local Government Development Approvals Program

RECOMMENDATION

THAT Council indicate its support for an application of up to \$200,000 for the proposed activities as outlined in the 2026 Local Government Development Approval program and application guide, and commit to the provision of grant management.

SUMMARY

Staff are seeking Council's support for an opportunity to apply to the 2026 Local Government Development Approvals Program fund administered by UBCM (Union of BC Municipalities).

BACKGROUND

The Village previously applied to UBCM's Local Government Development Approvals Program in 2024 and received \$15,840 to support change management training, updates to the Village's Land Development Procedure Manual, the creation of checklists to enhance the clarity of the development application process, and other applicable projects.

DISCUSSION

The Local Government Development Approvals Program is administered by UBCM and funded by the Ministry of Housing and Municipal Affairs. The intent of this program is "to support the implementation of established best practices and to test innovative approaches to improve development approvals processes while meeting local government planning and policy objectives" (UBCM Local Government Development Approvals Program 2026 Program and Application Guide).

Village staff are seeking Council's support to apply for funding to support further improvements to the Village's development approvals process. Eligible funding activities include creating guides, templates, webinars, and checklists for applicants; reviewing existing development bylaws and making recommendations to improve procedures and processes; planning, training, and facilitating to improve collaboration between departments to improve development approvals process.

FINANCIAL CONSIDERATIONS

There are no financial considerations at this time. The maximum request for this funding program is \$200,000 per local government. Staff do not anticipate that the Village's proposed costs would total that amount, however, the resolution is to support the final application figure as it is developed.

POLICY CONSIDERATIONS

2025-2026 Strategic Plan Priorities

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

Sustainable Development – To maintain Harrison Hot Springs as a place we call home.

Respectfully submitted:



Christy Owens
Community Services Manager

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO