

NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, October 19, 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 Regular Council Meeting Minutes of October 5, 2026 be adopted. Page 1
8. BUSINESS ARISING FROM THE MINUTES
9. DELEGATIONS AND PETITIONS
10. CORRESPONDENCE
(a) Letter dated October 7, 2026 from Deputy Minister of Infrastructure Bobbi Plecas Page 9 Re: 2026 UBCM Convention
11. BUSINESS ARISING FROM CORRESPONDENCE
12. REPORTS FROM COUNCILLORS
13. REPORTS FROM MAYOR
14. REPORTS AND MINUTES FROM COMMITTEES AND COMMISSIONS
15. REPORTS FROM STAFF
(a) Report of Chief Administrative Officer dated October 19, 2026 Page 11 Re: CAO 2026 Third Quarter Update

Recommendation:

THAT the Chief Administrative Officer's report dated October 19, 2026 regarding the 2026 Third Quarter Update be received for information.

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 Regular Council Meeting Minutes

DATE: Monday, October 5, 2026
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
Chief Financial Officer, Scott Schultz
Corporate Officer, Amanda Graham
Community Services Manager, Christy Ovens
Director of Operations, Jace Hodgson
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

None.

5. APPROVAL OF THE AGENDA

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

THAT the agenda be approved.

CARRIED
RC-2026-10-01

6. DECLARATIONS OF CONFLICT OF INTEREST

None.

7. ADOPTION OF MINUTES

(a) Regular Council Meeting Minutes of September 8, 2026

(b) Special Pre-Closed Council Meeting Minutes of September 24, 2026

Moved by Councillor Jackson

Seconded by Councillor Schweinbenz

THAT the minutes be adopted.

CARRIED
RC-2026-10-02

8. BUSINESS ARISING FROM THE MINUTES

None.

9. DELEGATIONS AND PETITIONS

None.

10. CORRESPONDENCE

(a) Letter dated September 10, 2026 from BEST Mobility
Re: BC Active Transportation Infrastructure Grants Program (BCATIG)

(b) Email dated September 14, 2026 from Indigo Alert Canada
Re: House of Commons Petition e-7703

(c) Letter dated September 14, 2026 from the Youth Parliament of British Columbia
Re: British Columbia 98th Youth Parliament

(d) Email dated September 16, 2026 from Phil Perras
Re: Unity as Stability – A Thought Before the 2026 Local Election

(e) Email dated September 23, 2026 from Agassiz-Harrison Historical Society
Re: Request for Letter of Support for Grant Funding

Moved by Councillor Vidal

Seconded by Councillor Schweinbenz

THAT all correspondence be received.

CARRIED
RC-2026-10-03

11. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Facio

Seconded by Councillor Schweinbenz

THAT the letter dated September 14, 2026 from the Youth Parliament of British Columbia be forwarded to the Principal of the Agassiz Elementary Secondary School to determine whether there is a student interested in participating.

Amendment moved by Councillor Schweinbenz

Seconded by Councillor Jackson

THAT the Village also fund the registration fees for a student to attend the BC Youth Parliament.

CARRIED
RC-2026-10-04

Council voted on the main motion as amended.

CARRIED
RC-2026-10-05

Moved by Councillor Facio

Seconded by Councillor Schweinbenz

THAT Council send letters of support to the Agassiz Harrison Historical Society regarding their grant funding applications.

CARRIED
RC-2026-10-06

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 UBCM Convention from September 14-18, 2026 and reported on participation with LMLGA Executive Board during the convention
- Attended a virtual meeting with staff from the Ministry of Land, Water and Resource Stewardship on September 10, 2026
- Attended the opening of the Letsemot Regional Recreation and Aquatic Centre in Kent on September 25, 2026

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on September 24, 2026
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report

- Attended UBCM Convention from September 14-18, 2026

Councillor Jackson

- Fraser Valley Regional Library Board – No Report
- Tourism Harrison – No Report
- Reported on the Village receiving 5 blooms in the provincial Communities in Bloom program and thanked the Committee for their efforts

Councillor Schweinbenz

- Agassiz-Harrison Historical Society – No Report
- Community Futures North Fraser Board of Directors – No Report
- Agassiz-Harrison Food Coalition – No Report
- Attended UBCM from September 14-18, 2026

13. REPORTS FROM MAYOR

- Reported on the UBCM conference from September 14-18, 2026, including meetings with the Ministry of Forests, Ministry of Health, Ministry of Indigenous relations, Ministry of Infrastructure, Ministry of Citizens Services, and the Ministry of Water, Lands and Resource Stewardship
- Attended a Harrison Festival Society meeting on September 24, 2026
- Attended the opening of the Letsemot Regional Recreation and Aquatic Centre in Kent on September 25, 2026
- Attended Agassiz Harrison Community Services board meeting on September 29, 2026
- Attended the Kent Harrison SAR 50th Celebration Open House on October 3, 2026

14. REPORTS AND MINUTES FROM COMMITTEES AND COMMISSIONS

- (a) Environmental Advisory Committee Meeting Minutes of June 23, 2026

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT the adopted committee minutes be received for information.

CARRIED
RC-2026-10-07

- (b) Report of Corporate Officer dated October 5, 2026
Re: Environmental Advisory Committee Report

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

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

THAT Council direct staff to seek partnerships, such as with graduate students, for environmental assessments, data gathering, reports and studies within the Village and consider including such a project in the 2026-2030 Strategic Plan

CARRIED
RC-2026-10-08

15. REPORTS FROM STAFF

- (a) Report of Corporate Officer dated October 5, 2026
Re: Release of Closed Meeting Resolutions

Moved by Councillor Jackson
Seconded by Councillor Vidal

THAT the following resolution from the September 24, 2026 special closed Council meeting be received for information:

THAT Council authorize staff to engage BDO Canada LLP as the Village's external auditor for the fiscal years ending December 31, 2026, 2027, and 2028.

CARRIED
RC-2026-10-09

- (b) Report of Corporate Officer dated October 5, 2026
Re: Flag Policy 1.36

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Council approve the amendments to Flag Policy 1.36 as presented.

CARRIED
RC-2026-10-10

Moved by Councillor Schweinbenz
Seconded by Councillor Facio

THAT staff research further amendments to the policy to address exterior lighting colours on Village facilities where applicable and the flying of additional flags.

CARRIED
OPPOSED BY COUNCILLOR JACKSON
RC-2026-10-11

16. BYLAWS

- (a) Report of Corporate Officer dated October 5, 2026
Re: Indemnification Amendment Bylaw No. 1248, 2026

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Indemnification Amendment Bylaw No. 1248, 2026 be introduced and given first reading.

CARRIED
RC-2026-10-12

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Indemnification Amendment Bylaw No. 1248, 2026 be given second reading.

Amendment moved by Councillor Schweinbenz
Seconded by Mayor Talen

THAT section 4(b) of Indemnification Amendment Bylaw No.1248, 2026 be amended to strike "\$5,000" and insert "\$10,000" in its place.

CARRIED
RC-2026-10-13

Council voted on the main motion as amended.

CARRIED
RC-2026-10-14

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Indemnification Amendment Bylaw No. 1248, 2026 be given third reading as amended.

CARRIED
RC-2026-10-15

17. NEW BUSINESS

None.

18. NOTICES OF MOTION

None.

19. QUESTION PERIOD FOR ITEMS RELEVANT TO THE AGENDA

Questions from the public were entertained.

Mayor Talen provided comments reflecting on his time as Mayor and thanked Council and staff.

20. ADJOURNMENT

Moved by Councillor Facio

Seconded by Councillor Jackson

THAT the meeting be adjourned at 6:40 p.m.

CARRIED
RC-2026-10-16

Fred Talen
Mayor

Amanda Graham
Corporate Officer



October 7, 2026
Our Ref. 28278

Their Worship Fred Talen
Mayor
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs BC V0M 1K0

Email Address: agraham@harrisonhotsprings.ca

Dear Mayor Fred Talen:

Thank you for meeting during the 2026 Union of British Columbia Municipalities convention.

I appreciated hearing about the priorities and challenges facing your community. Understanding local priorities helps inform the Ministry of Infrastructure's work to deliver capital projects that support essential services throughout the province, including schools, hospitals, and post-secondary facilities.

I hope you and other members of your delegation enjoyed a successful convention.

Sincerely,

Bobbi Plecas
Deputy Minister

cc: Amy Miller
 Assistant Deputy Minister
 Capital Planning and Delivery Division
 Ministry of Infrastructure

File No: 0640
Date: October 19, 2026

To: Mayor and Council
From: Tyson Koch, Chief Administrative Officer
Subject: CAO 2026 Third Quarter Update

RECOMMENDATION

THAT the Chief Administrative Officer's report dated October 19, 2026 regarding the 2026 Third Quarter Update be received for information.

SUMMARY

To provide Council with a Third Quarter operational update for 2026.

BACKGROUND

Quarterly reports will be provided throughout the year as a means of keeping Council up to date with Village's operations.

DISCUSSION

Over the past quarter, Village staff have continued to demonstrate exceptional professionalism, dedication, and commitment in service to the residents of Harrison Hot Springs and in support of Council's vision and priorities. As this Council's term draws to a close, I would like to extend my sincere gratitude to all staff for their hard work, resilience, and unwavering focus on delivering quality services, advancing key initiatives, and helping achieve meaningful results for our community. Together, staff and Council have worked through challenges, embraced opportunities, and contributed to significant accomplishments that have enhanced the quality of life in Harrison Hot Springs.

On behalf of the organization, I would also like to recognize and thank Mayor Fred Talen and Councillors Michie Vidal, Leo Facio, Mark Schweinbenz, and Allan Jackson for their dedicated service to the community over the past two years. Their leadership, passion for the community, and commitment to fostering constructive dialogue have helped guide Council through important decisions while maintaining a positive and collaborative relationship with staff.

Throughout their term, Council has shown tremendous respect for staff, recognizing the professionalism, expertise, and dedication of the organization while supporting administration in delivering services and projects on behalf of residents. This culture of mutual respect and collaboration has strengthened the organization and helped achieve significant

accomplishments for the community. As they conclude their service, we extend our sincere appreciation for their leadership, commitment, and contributions to making Harrison Hot Springs an even stronger and more vibrant community. Their collective efforts have left a lasting positive impact, and they depart with the gratitude, admiration, and best wishes of staff.

Below are the achievements for the third quarter of 2026:

Emergency Management

- The KHJEP Coordinator coordinated several in-person Emergency Management training courses that were well attended by all levels of Village staff.
 - ICS Level 100 (6 employees)
 - ICS Level 200 (9 employees)
 - EOC Essentials (2 employees)
 - EOC Operations (3 employees)
- Kent Harrison Joint Emergency Program Committee meeting was held in Harrison on August 19.

FireSmart

- Local FireSmart Representative (LFR) completed 2 Home Ignition Zone Assessments for residents (CWRP #13)
- FireSmart Coordinator conducted a Wildfire Mitigation Program assessment at one home for a resident looking to submit their assessment to their insurance company. (CWRP #13)
- LFR met with management at Springs RV to discuss FireSmart opportunities at this property. FireSmart handbooks were left for residents to pick up. As there are cedar hedges and cedar decks, the importance of maintaining ground debris and roofs to prevent areas for embers to collect was highlighted. (CWRP #4)
- FireSmart Coordinator toured with the Communities in Bloom judges to highlight FireSmart mitigation projects throughout the Village.

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

Community Services

- Supported Canada Day celebrations hosted by Tourism Harrison River Valley, including an Age-Friendly painting activity with committee volunteers.
- Met with Fraser Health to discuss Village Health Centre model of care and planned to meet regularly to discuss outcomes and opportunities.
- Lagoon Wellness Circuit programming ran from July 21 – August 11
- New community wellness and fitness programming created thanks to input from the Village's Age-Friendly Committee.
- Successful in receiving the PlanH Healthy Communities Grant: Community Connectedness stream to support future lunch and learn events.

Communications & Community Engagement

- Coordinated installation of new six-sided community bulletin board locating on Lillooet Avenue
- Hosted Community Connections Café series held every second Friday at the Village Health Centre, with the final café held on August 28.
- Supported communications for the Communities in Bloom judge's visit
- Prepared communications materials to support the 2026 General Local Election
- Resource packs dispersed to support the Fraser Valley Regional Library (FVRL) Books for Babies initiative
- GoByBike Week Event held on September 25 (coordinated through Operations Intern)

Social Media Stats:

- July 1 – September 15:
 - 68 Facebook Posts
 - Views across all posts: 83.7K
 - Top Post: Murals on Lillooet Avenue West

Get Into It Harrison

- New projects added: Splash Pad, Pesticide Use Regulation Bylaw
- Surveys: Splash Pad (until October 4), Temporary Dog Park (until September 30), Pesticide Use (until September 29)
- Engagement completed: Temporary Dog Park (as of September 30)
- GetIntolt Harrison: 25 new registrations (as of September 15)
- What We Heard Reports shared: Upcoming: Dog Park, Splash Pad
 - July, August, September e-newsletters dispersed to 712 monthly subscribers

Finance, Human Resources, IT and Risk Management

- Annual property taxes were due July 2
- All delinquent property taxes were paid and there was no tax sale for 2026
- Annual utility bills were sent out and became due September 15
- A Tradesperson Labourer was hired for the Public Works department
- Budget timeline planning for the 2027 budget cycle began
- Half-year account reconciliations and variance analysis was completed

Corporate Services

- Provided meeting management and support services for 5 Committee/Commission meetings
- Supported the Communities in Bloom Garden Tour and Judges Visit
- 3 FOI requests received

- 1 timeframe extended due to large number of records
 - 1 pending response from the Village with a deadline in Q4
 - 1 pending response from the applicant regarding a fee estimate
- 1 bylaw adopted, drafted Pesticide Use Regulation Bylaw and conducted community engagement
- 2 policies adopted to address the use of AI and provide for Civic Recognition
- Provided administrative support for pay parking adjudication and outstanding ticket collection
- Coordinated UBCM Convention attendance and meetings
- Continued 2026 general local election preparations including:
 - publishing legislative notices and advertising
 - hosting a Candidate Information Session
 - preparing and accepting nomination packages and mail ballot applications
 - finalizing voting day materials and signage
 - participating in voting machine training
- Continued records digitization project
- Began preparations for migrating to Diligent Community agenda and meeting management software including administrative staff training on agenda and minutes creation, and workflow processes
- Began preparations for incoming Council including inaugural meeting planning, orientation/onboarding and strategic planning session and elected official handbook review and update

Operations

Capital Projects

Splash Pad

- Design concepts and potential locations are under review
- Community survey underway to gather feedback on preferred location options

Hot Springs Source Feasibility Study

- Request for Proposals (RFP) issued on June 17 and closed on July 2
- Consultant contract in progress, feasibility study targeted to start in Q4

Cedar Ave Sanitary Project.

- Survey work completed
- Wedler Engineering draft design complete
- MK Design Group to undertake landscape design

Highway 9 to McCombs Drive Drainage Improvements

- Ministry project substantially complete
- Village project at McCombs Drive substantially complete
- Alder Avenue storm upgrade design complete
- Procurement process for Alder Avenue initiated

Water/Wastewater Treatment Plant Master Plan

- Master plans complete

Lillooet Avenue West Streetscape Plan

- Project complete

SCADA System Upgrade

- Phase 1 is complete
- Phase 2 is complete
- Phase 3 in progress

Dike Upgrade

- 70% design in progress
- Water Sustainability Act application submitted to FrontCounter BC
- DFO authorization in progress

Canoe / Kayak Launch

- Canoe / Kayak Launch has been temporarily relocated to the east side of the lake for the winter.

Lift Station #5 & #6

- Project complete

Walnut Ave Sidewalk Extension/3-Way Stop Intersection

- Project complete

GIS/Asset Management

- GIS and asset management updates in progress with FVRD
- Asset management software review in progress

Miami River South Bridge

- Engineering design completed
- Environmental permitting in progress

Naismith Avenue Repaving

- Request for Proposals (RFP) issued on August 7 and closed on August 28.
- Grandview Blacktop awarded contract.
- Work scheduled to be completed in Q4

Hot Springs Road Sidewalk Extension/Rain Garden

- Eastvale Contracting awarded contract
- Construction scheduled for Q4

Public Works & Utilities**Staffing**

- New Tradesperson Labourer position filled
- Seasonal staff employment concluded for the season
- Casual Labourer position filled
- Emergency Management courses
- EOCP Conference

Maintenance Activities

- New fence installations

- Split rail fence at Rendall Park
- Hazard tree removals
- Milfoil removal
- New motor purchased for public works boat
- Swim floats removed
- Mobi Mats and volleyball courts removed
- Lagoon fountain repairs
- Bollard additions
- Line painting machine repaired
- Removal of paid parking machines and signage
- Memorial bench installations
- Communities in Bloom

Utility Operations

Maintenance Activities

- Insurance appraisal
- WWTP discharge maintenance work
- Beach bunker water meter assembly replacement
- Water Treatment Plant generator repair
- Tree trimming around critical infrastructure
- Power level study initiated
- Centrifuge repair
- Service blowers
- Pump service
- Fire hydrant maintenance and painting

Fire Department

- 49 calls for service (6 SenseNet)
- Lieutenant initiated Officer courses
- 3 Members completed EOC Essentials and Operations course
- First active Deployment for BC Wildfire from August 1 to August 14
- Participated in the following events
 - July 1st Canada Day BBQ
 - Annual Golf Tournament
 - Agassiz Fall Fair Parade
 - Pop up Spray Parks
- Hired 4 new recruits

Planning and Development

- 2 building permit application referrals received
- 1 development permit application received
- Ongoing review of OCP Bylaw No. 1184, 2022 due to upcoming amendments to the Riparian Areas Protection Regulation
- Housekeeping amendment bylaw drafted for Zoning Bylaw No. 1115, 2017

Bylaw Enforcement

- 44 bylaw complaint files initiated, 36 from external complaints and 7 noted by staff, mostly related to parking, noise, and property maintenance
- Several barking dog/animal control complaints referred to the FVRD
- 1,019 bylaw enforcement notices issued, majority pay parking or boat launch parking infractions
- Supported various events throughout the summer by assisting with pay parking and providing a visible enforcement presence
- 2 new zoning and property maintenance files are ongoing with 1 Compliance Order issued
- Conducted waste collection patrols for compliance with curbside waste container placement regulations

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