



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING

AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, September 19, 2016
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
Harrison Hot Springs, British Columbia

1. CALL TO ORDER

Meeting called to order by Mayor Facio.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

4. ADOPTION OF COUNCIL MINUTES

(a) THAT the Minutes of the Regular Council Meeting held on August 8, 2016 be adopted.

Item 4(a)
Page 1

(b) THAT the Minutes of the Committee of the Whole Meeting held on August 8, 2016 be adopted.

Item 4(b)
Page 7

5. BUSINESS ARISING FROM THE MINUTES

6. CONSENT AGENDA

i. Bylaws	Water Regulation and Fee Amendment Bylaw No. 1089, 2016	Item 6.i.(a) Page 9
ii. Agreements		
iii. Committee/ Commission Minutes	Age-friendly Committee Meeting Minutes of July 14, 2016	Item 6.iii.(a) Page 11
v. Correspondence	Letter dated August 23, 2016 from the Agassiz Baseball Association	Item 6.iv.(a) Page 15

7. DELEGATIONS/PETITIONS

Sgt. Darren Rennie

Item 7(a)
Page 17

8. CORRESPONDENCE

(a) Letter dated August 12, 2016 from the Canadian Cancer Society regarding BC's *Tobacco and Vapour Products Control Act*

Item 8(a)
Page 19

(b) Letter dated August 15, 2016 from Sts'ailes regarding Sts'ailes Title and Rights Civil Claim

Item 8(b)
Page 23

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

12. REPORTS FROM STAFF

(a) Report of Financial Officer – September 13, 2016
Re: Audit of the Utility Billing System

Item 12(a)
Page 27

Recommendation:

THAT Council reduces the sewer charge rate for washroom fixtures at Campgrounds and RV Parks to \$60.00 per fixture;

AND That a Class 2 - swimming pool rate for sewer be established for \$1,500 per annum;

AND THAT a Hot Tub rate for sewer be established for \$750.00 per annum;

AND THAT the sewer charge rate for restaurants and cafes will be \$400 for the first 400ft² (37.16m²) and an additional \$100 for each 100ft² (9.3m²) or portion thereof, of restaurant space;

AND THAT the sewer charge rate for liquor primary properties be changed to \$16.00 per person based on capacity identified in the liquor license;

AND THAT the changes to the charge rates be enacted by bylaw effective January 1, 2017

(b) Report of Financial Officer – September 14, 2016
Re: Appointment of Municipal Auditor

Item 12(b)
Page 31

Recommendation:

THAT BDO Canada LLP be appointed as the municipal auditor for the Village of Harrison Hot Springs for the years ending December 31, 2016 to December 31, 2020.

(c) Report of Chief Administrative Officer – September 16, 2016
Re: Solid Waste, Recycling and Organics Collection and Disposal Services Contract Award

Item 12(c)
Page 33

Recommendation:

THAT the Village award a three-year renewable contract to First Class Waste Services for the curbside collection of residential solid waste, to include garbage, recycling, green waste and organic waste, at a cost of \$15.80 per household per month.

(d)	Report of Planning Consultant – September 19, 2016 Re: Development Variance Permit for 388 Pine Avenue	Item 12(d) Page 35
<u>Recommendation:</u>	THAT staff be authorized to work on DVP 3090-20-DVP02/216 and;	
	Be authorized to refer the DVP to the adjacent properties within a 30 metre distance from the said property, as per the requirements of Bylaw 553, 1991, and	
	Be authorized to refer this DVP to the Fire Department.	
(e)	Report of Planning Consultant – September 19, 2016 Re: To start the rezoning process	Item 12(e) Page 39
<u>Recommendation:</u>	THAT staff be authorized to work on application 3360-20-Z02/16 and	
	THAT the following agencies have the application referred to them:	
(a) The Village Fire Department (b) The Ministry of Transportation and Infrastructure (c) The adjacent properties, within 30 metres, as per Bylaw 553, 1991 (d) The local Advisory Planning Commission and:	THAT staff be authorized to schedule a public hearing	
(f)	Report of Planning Consultant – September 19, 2016 Re: To start the rezoning process	Item 12(f) Page 43
<u>Recommendation:</u>	THAT staff be authorized to work on application 3360-20-Z03/16 and	
	THAT the following agencies have the application referred to them:	
(a) The Village Fire Department (b) The Ministry of Transportation and Infrastructure (c) The adjacent properties, within 30 metres, as per Bylaw 553, 1991 (d) The local Advisory Planning Commission and:	THAT staff be authorized to schedule a public hearing	
(g)	Report of Planning Consultant – September 19, 2016 Re: To start the rezoning and OCP amendment process	Item 12(g) Page 47
<u>Recommendation:</u>	THAT staff be authorized to work on applications 3360-20-Z05/16 and 6520-20-OCP01/16, and	
	THAT the following agencies have the application referred to them:	
(a) Fire Department, (b) The adjacent properties, within 30 metres, as per Bylaw 553. 1991, (c) The local Advisory Planning Commission, and	THAT staff be authorized to schedule a public hearing.	

(h) Report of Planning Consultant – September 19, 2016
Re: To start the rezoning and OCP amendment process

Item 12(h)
Page 51

Recommendation:

THAT staff be authorized to work on applications 3360-20-Z06/16 and 6520-20-OCP02/16, and

THAT the following agencies have the application referred to them:

- (a) Fire Department,
- (b) The adjacent properties, within 30 metres, as per Bylaw 553. 1991,
- (c) The local Advisory Planning Commission, and

THAT staff be authorized to schedule a public hearing.

13. BYLAWS

(a) Report of Planning Consultant – August 31, 2016
Re: OCP Amendment Bylaw No. 1080, 2016 Second reading as amended and scheduling of a public hearing

Item 13(a)
Page 55

Recommendation:

THAT Official Community Plan Amendment Bylaw No. 1080, 2016 be amended, reconsidered and read a second time as amended; and

THAT staff be authorized to schedule the Public Hearing for October 3, 2016.

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

15. ADJOURNMENT

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

DATE: August 8, 2016
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
Councillor John Buckley
Councillor Sonja Reyerse
Councillor John Hansen
Councillor Samantha Piper

Chief Administrative Officer, Madeline McDonald
Deputy Chief Administrative Officer/Corporate Officer, Debra Key
Deputy Financial Officer, Tracey Jones

ABSENT:

Recording Secretary: Jaclyn Bhatti

1. CALL TO ORDER

Mayor Facio called the meeting to order at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS

- Letter dated July 22, 2016 from the Public Health Agency of Canada congratulating the Village of Harrison Hot Springs on receiving Age-friendly recognition.

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Reyerse

THAT the agenda be approved as amended.

CARRIED
UNANIMOUSLY

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the Minutes of the Regular Council Meeting held on July 11, 2016 be adopted.

CARRIED
UNANIMOUSLY

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
August 8, 2016

Moved by Councillor Hansen
Seconded by Councillor Buckley

THAT the Minutes of the Committee of the Whole Meeting held on July 13, 2016 be adopted.

**CARRIED
UNANIMOUSLY**

5.

BUSINESS ARISING FROM THE MINUTES

None

6.

CONSENT AGENDA

i. Bylaws

ii. Agreements

iii. Committee/
Commission
Minutes

iv. Correspondence

(a) Age-friendly Committee Meeting Minutes from May 16, 2016.

(a) Email dated July 22, 2016 from Minister Fassbender regarding Unconditional Grant Funding – June 2016 Payment

(b) Letter dated July 28, 2016 from UBCM regarding Gas Tax Agreement Community Works Fund Payment

(c) Letter dated July 22, 2016 from the Public Health Agency of Canada congratulating the Village of Harrison Hot Springs on receiving Age-friendly recognition.

Moved by Councillor Piper
Seconded by Councillor Buckley

THAT the Age-friendly Committee Meeting Minutes of May 16, 2016 and correspondence be received.

**CARRIED
UNANIMOUSLY**

7.

DELEGATIONS

None

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
August 8, 2016

8.

CORRESPONDENCE

- (a) Letter dated June 27, 2016 from the City of Coquitlam regarding Diagnosis of Work Related Mental Health Injuries Among First Responders.
- (b) Letter dated July 13, 2016 from Strata Plan LMS 490, The Cascades, regarding Motorcycle Parking on Esplanade Avenue.
- (c) Letter dated July 13, 2016 from Oak Bay – Gordon Head MLA, Andrew Weaver, regarding vacancy taxes.

Moved by Councillor Reyerse
Seconded by Councillor Buckley

THAT a letter be forwarded to MLA Weaver expressing Council's concerns.

**CARRIED
UNANIMOUSLY**

- (d) Letter dated July 18, 2016 from Metro Vancouver regarding Mattress and Bulky Furniture Extended Producer Responsibility.
- (e) Lower Mainland Local Government Association 2016 Resolutions Disposition.
- (f) Letter dated July 26, 2016 from Victoria Mayor, Lisa Helps, regarding the Trans Mountain Pipeline Expansion Project.
- (g) Media Release of the Quarterly Crime Maps from the UFVRD RCMP

9.

BUSINESS ARISING OUT OF CORRESPONDENCE

None

10.

**REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE
AND COMMISSIONS**

Councillor Buckley

- Reported that at the July 14, 2016 Age-friendly Committee meeting it was decided that the Committee would host a barbecue for the community on September 20, 2016 at Memorial Hall from 3:00 p.m. – 6:00 p.m. We encourage everyone to come out.
- The Lakefront Car Show will be held this Saturday, August 13, 2016.

*Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
August 8, 2016*

11.

REPORTS FROM MAYOR LEO FACIO

- Met with Tofino's Mayor, Josie Osborne, and gave her a tour of the Village.
- The next Community to Community Forum will be held on August 25, 2016 at Sts'ailes.
- Read to the children at Storytime in the Park on August 3, 2016.
- Attended the FVRD Regional and Corporate Services Committee Meeting. There was an update on the Parks Initiatives. .
- Attended many of the BC Summer Games events:
 - The Opening Ceremonies, for the 3,200 athletes
 - Welcomed athletes to the sailing event at Rendall Park
 - Presented medals to the winners of the sailing event
- Commented that the Dragon Boat Regatta was held on Saturday July 23, 2016 and was a great event.
- The Harrison Variety Charity Fundraiser was held on July 30, 2016.
- Commented that the BC Day weekend was very busy in the Village.
- Reminded everyone to be safe on the lake and read Boat Notes – Your Guide to Boating Safety.
- Reported on information that has been appearing on local Facebook pages and the effect that they are having on Council, Village Office and members of the public.
- Introduced the new editor for the Agassiz Harrison Observer, Erin Knutson

12.

REPORTS FROM STAFF

(a) Report of Deputy Chief Administrative Officer/Corporate Officer – July 26, 2016

Re: Application for a Permanent Change to a Liquor Licence – Harrison Lake Hotel Food – primary entertainment endorsement

Moved by Councillor Revere
Seconded by Councillor Buckley

THAT Council recommend the issuance of a licence for the Harrison Lake hotel for food-primary entertainment endorsement, and

THAT the views of residents were not gathered as the proposed endorsement will not impact the community as the entertainment will be totally enclosed in the rooms authorized, and, any potential for noise would be minimal.

**CARRIED
UNANIMOUSLY**

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
August 8, 2016

13.

BYLAWS

(a) Report of Deputy Financial Officer – August 2, 2016
Re: Bylaw No. 1089, 2016 Water Regulation and Fee Amendment

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT Water Regulation and Fee Amendment Bylaw No. 1089, 2016 be given first, second and third readings.

**CARRIED
UNANIMOUSLY**

14.

QUESTIONS FROM THE PUBLIC

Questions from the public were entertained.

15.

RESOLUTION TO CLOSE THE MEETING

Moved by Councillor Buckley
Seconded by Councillor Piper

THAT the meeting be closed to the public at 7:40 p.m., except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

Section 90(1)(c) labour relations or other employee relations and;

Section 90(2)(c) a matter that is being investigated under the *Ombudsperson Act* of which the municipality has been notified under section 14 [*ombudsperson to notify authority*] of that Act

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING**

DATE: Monday, August 8, 2016
TIME: 10:00 a.m.
PLACE: Council Chambers
 495 Hot Springs Road
 Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
 Councillor John Buckley
 Councillor John Hansen
 Councillor Samantha Piper

Chief Administrative Officer, Madeline McDonald
 Deputy Chief Administrative Officer/ Corporate Officer, Debra Key
 Deputy Financial Officer, Tracey Jones
 Planning Consultant, Ken Cossey
 Engineering Student, Stewart MacDonald

ABSENT: Councillor Sonja Reyerse

Recording Secretary: Jaclyn Bhatti

1. CALL TO ORDER

Mayor Facio called the meeting to order at 10:00 a.m.

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Hansen

THAT the agenda be approved.

CARRIED
UNANIMOUSLY

4. ITEMS FOR DISCUSSION

(a) Report of Deputy Financial Officer – July 25, 2016
 Re: Proposed business licencing and zoning changes relating to short-term rental accommodation.

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT Council consider receives this report for consideration.

CARRIED
UNANIMOUSLY

Village of Harrison Hot Springs
Minutes of the Committee of the Whole Meeting
August 8, 2016

Discussion ensued on:

- Levelling the playing field for accommodation providers
- Making sure short term rentals are safe, have suitable insurance, etc
- Reviewing zoning and identifying where short term rentals can be permitted
- Appropriate off street parking
- Fines for non-compliance
- Updating the Zoning Bylaw
- Registering vacation rentals
- Introducing a Tourism Fee
- That this would not apply to strata developments and condominiums as their own strata rules apply
- Discussing with appropriate parties at UBCM

5. QUESTIONS FROM THE PUBLIC

Questions from the public were entertained.

6. ADJOURNMENT

Moved by Councillor Buckley
Seconded by Councillor Hansen

THAT the meeting be closed to the public at 10:33 a.m., except for Council and senior staff and for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90(1) of the *Community Charter* and to consider matters pursuant to:

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public

**CARRIED
UNANIMOUSLY**

Leo Facio
Mayor

Debra Key
Corporate Officer



VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 1089

A bylaw to amend the Water Regulation and Fee Bylaw No. 967

WHEREAS the Village of Harrison Hot Spring has deemed it advisable to amend Water Regulation and Fee Bylaw No. 967, 2011;

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

1. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Water Regulation and Fee Amendment Bylaw No.1089, 2016".

2. "Water Regulation and Fee Bylaw No. 967, 2011", is hereby further amended by deleting "Schedule A" in its entirety, as attached thereto, and substituting with a new "Schedule "A" – Annual Fees and Charges" as attached hereto and forming part of this Bylaw.

READINGS AND ADOPTION

READ A FIRST TIME THIS 8th DAY OF AUGUST, 2016

READ A SECOND TIME THIS 8th DAY OF AUGUST, 2016

READ A THIRD TIME THIS 8th DAY OF AUGUST, 2016

ADOPTED THIS DAY OF , 2016

Mayor

Corporate Officer

BYLAW NO. 1089
SCHEDULE "A"
Annual Fees and Charges

Pursuant to Section 194 of the *Community Charter* the following annual fees and charges (January 1 – December 31) are imposed in accordance with the terms and conditions approved by Council:

1. Water Service Utility Fee

All properties identified by folio numbers that are connected or can be connected to the water system will pay the following fee based on the actual length of the property that abuts the water distribution main.

RATE	MINIMUM	MAXIMUM
\$11.14/metre	18 metres	30 metres

2. User Fees

All properties connected to the water system will pay the user fees as follows:

A. Each Residential Unit	\$311.00/per year
B. Each Secondary Suite	\$155.50/per year
C. Commercial	\$1.00/m ³
D. Residential Swimming Pool	\$311.00/per year

3. Water Connection Fee

A. Single Family	\$1500.00* plus tax
B. Duplex (each unit)	\$1500.00* plus tax
C. Multi-Family & Commercial	\$1500.00* plus tax

* Costs will be based on a minimum fee of \$1500.00 plus tax at time of application. Any actual cost of the water connection over and above the \$1500.00 fee will be invoiced accordingly.

Disconnection Fee

A. Disconnection Fee	\$150.00 plus tax
B. Inspection	\$ 50.00 plus tax
C. Water Turn on/off Fee	\$150.00 plus tax

4. Meter Test

A. Residential	\$150.00 plus tax
B. Commercial	\$250.00 plus tax

5. The user rates will be billed quarterly.
6. A 10% penalty will be applied to any unpaid balance on the fees and charges outstanding by the due date.
7. Any fees and charges remaining unpaid by the end of the calendar year shall be deemed to be taxes in arrears.

VILLAGE OF HARRISON HOT SPRINGS AGE-FRIENDLY COMMITTEE MEETING

DATE: July 14, 2016
TIME: 9:30 a.m.
PLACE: Council Chambers
495 Hot Springs Road
Harrison Hot Springs, BC

IN ATTENDANCE: Councillor Buckley, Chair
Donna Bruins
Harold Bruins
Councillor Hansen
Ray Hooper
Michael Scott

ABSENT: Elaine Marrington

Recording Secretary: Jaclyn Bhatti

1. CALL TO ORDER

The Chair called the meeting to order at 9:30 a.m.

2. INTRODUCTION OF LATE ITEMS

- Information Session at Service Canada (New Horizons for Seniors Program)

3. APPROVAL OF AGENDA

Moved by Donna Bruins
Seconded by Ray Hooper

THAT the agenda be approved as amended.

CARRIED
UNANIMOUSLY

4. ADOPTION OF MINUTES

Moved by Michael Scott
Seconded by Donna Bruins

THAT the minutes of the Age-friendly Committee Meeting held on July 6, 2016 be adopted.

CARRIED
UNANIMOUSLY

Village of Harrison Hot Springs
Minutes of the Age-friendly Committee Meeting
July 14, 2016

5. ITEMS FOR DISCUSSION

(a) Information session for New Horizons Grant

Michael Scott advised that there is an information session being held on July 18, 2016 in Chilliwack hosted by Service Canada that teaches you how to write grants. Discussion on having committee members attend.

(b) Age-friendly Social Gathering

Discussion on logistics and organization for the gathering.

*Councillor Buckley excused himself from Chambers at 10:00 a.m.
Councillor Buckley re-entered Chambers at 10:03 a.m.*

The following was discussed regarding the Social Gathering:

- Food – hot dogs, veggie burgers, chips and cake
- Drinks – water and soft drinks
- Tents – Harold will check with the Festival of the Arts if they can donate their tents for the afternoon.
- Tables and chairs
- Games – Are there organizations that rent them out? Events for kids. Would need volunteers.
- Discussion on date and time
- Having a Community Services information table
- Clipboard with volunteer sign up list (have at information table)
- How to advertise the gathering – Flyer mail out, Facebook, Village Website, bulletin boards, school.
- RSVP's for the event – Donna and Harold will set up an email address for RSVP's.
- Age-friendly Committee attending the first Social Club meeting in September
- Councillor Buckley and Harold will take care of purchasing food
- Paper plates, napkins, cups, condiments, cutlery
- Due to weather best to have it in Memorial Hall on Tuesday, September 20, 2016 from 3:00 – 6:00 p.m.

Moved by Harold Bruins
Seconded by Michael Scott

THAT an Age-friendly social gathering be held on Tuesday, September 20, 2016 at Memorial Hall.

**CARRIED
UNANIMOUSLY**

Village of Harrison Hot Springs
Minutes of the Age-friendly Committee Meeting
July 14, 2016

6.

ADJOURNMENT

Moved by Ray Hooper
Seconded by Harold Bruins

THAT the meeting be adjourned at 10:53 a.m.

**CARRIED
UNANIMOUSLY**



John Hansen
Co-Chair



Debra Key
Corporate Officer

RECEIVED

SEP 09 2016

BY VILLAGE OF HARRISON HOT SPRINGS



August 23, 2016

Corien Becker, CPA, CGA
 Interim Director of Finance
 Village of Harrison Hot Springs
 495 Hot Springs Road
 P.O. Box 160
 Harrison Hot Springs, BC
 V0M 1K0

FILE #		DATE	
1850-01		Sept. 09/16	
<input type="checkbox"/> CAO	<input type="checkbox"/> CO		
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE		
<input checked="" type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF		
<input type="checkbox"/> MGR REV SVCS	<input type="checkbox"/> MAYOR		
<input type="checkbox"/> CEDO	<input type="checkbox"/> COUNCIL		
<input type="checkbox"/> OP. MGR			
ITEM	A	B	C
COUNCIL AGENDA			
DATE Sept. 19/16			
INITIAL <i>CB</i>			
(ITEMS: A-REQ, ACTION: B - INFO - WRESP; C - INFO ONLY)			

Dear Corien Becker,

Re: GRANTS FOR GROUPS

Agassiz Baseball Association would like to thank the Village of Harrison Hot Springs for their support of youth baseball for the 2015-16 season. The grant received from the Village as part of Grants for Groups supported the activities of the Association allowing more youth to participate and benefit for the sport.

This year, our second full season, we increased our registration to fifty-six players in four age divisions: T'Ball, Tadpole, Mosquito and Peewee. Ten of these players are residents of Harrison Hot Springs. We were also encouraged to also see many players return for a second season of training and fun.

The grant from the Village was directly used to purchase equipment necessary for safe play to ensure our kids continue to have accessible and affordable sporting opportunities. Players in the Mosquito and Peewee divisions benefitted greatly from competitive play against teams from outside of our area including Chilliwack, Mission, Aldergrove and Abbotsford.

Positive sporting activities promote healthy attitudes and habits that directly affect the community and its residents by fostering and building constructive activities and habits in our children and youth. Thank you again for your support of these activities.

Regards,

Monte Chartrand
 President
 Agassiz Baseball Association

HARRISON HOT SPRINGS*Naturally Refreshing***VILLAGE OF HARRISON HOT SPRINGS**Request to Appear as a Delegation

In order to make a presentation to Council at a Council Meeting, you are required to submit a written request to the Corporate Administration Department no later than 4:30 p.m. on the Wednesday before the regular meeting. The request can either be a copy of this completed form or a separate letter that you have written which contains the information requested on this form. All requests must be accompanied with background information which will be included in the agenda package. You can submit your request in person, by mail at PO Box 160 Harrison Hot Springs, BC V0M 1K0, fax at 604-796-2192 or e-mail at jbhatti@harrisonhotsprings.ca.

The Corporate Administration Department will advise you when you are scheduled to appear before Council. Council meetings commence at 7:00 p.m. in the Village Council Chambers at 495 Hot Springs Road, Harrison Hot Springs, BC.

You are limited to a maximum of 10 minutes to present your material, regardless of the number of presenters in your delegation.

Date: September 2016 Requested Meeting Date: September 19, 2016

Organization Name (if applicable): RCMP

Name of Presenter: Sgt. Rennie

Name of Applicant if Other than Above: _____

Contact Phone Number & E-Mail: 604-796-2211

Mailing Address with Postal Code: _____

Audio/Visual requirements: _____

Topic: Policing

Action you wish Council to take: _____



Canadian Cancer Society
Société canadienne du cancer

August 12, 2016

His Worship, Mayor Facio of Harrison Hot Springs
495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

8(a)

FILE #	DATE
0230-0	Aug. 17/16
<input type="checkbox"/> CAO	<input type="checkbox"/> CO
<input type="checkbox"/> DCAO	<input type="checkbox"/> ADMIN/ FINANCE
<input type="checkbox"/> DIRF	<input type="checkbox"/> B/L ENF
<input type="checkbox"/> MGR REV SVCS	<input checked="" type="checkbox"/> MAYOR
<input type="checkbox"/> CEDO	<input checked="" type="checkbox"/> COUNCIL
<input type="checkbox"/> OP. MGR	
ITEM	A B C
	COUNCIL AGENDA
DATE	SAPT. 19/16
	INITIAL GB
(ITEMS: A-REQ, ACTIONS: B - INFO - WRESP; C - INFO ONLY)	

Dear Mayor Facio and Harrison Hot Springs Council,

On behalf of the Canadian Cancer Society, BC and Yukon, we congratulate the Village of Harrison Hot Springs for implementing a bylaw that protects your citizens from tobacco and vapour exposure and modelling in outdoor public places.

We are writing to invite the Village of Harrison Hot Springs to endorse the Society's recommendation that the BC government expand the scope of BC's *Tobacco and Vapour Products Control Act* to prohibit use in outdoor public places province-wide. We recommend that the province prohibit smoking and vaping at patios, parks, playgrounds and beaches, and include guidelines for post-secondary campuses.

We know that many BC municipalities are in favour of amendments to provincial tobacco legislation, as evidenced by the 68 communities currently sheltered with municipal or regional district tobacco bylaws, along with Resolution B92, endorsed by UBCM in 2012. A report is underway to evaluate the successes, issues and costs associated with BC's tobacco bylaws.

Outside of your community's boundaries, more than 1 million British Columbians in 125 communities do not have bylaws that prohibit smoking in outdoor public places. This patchwork contributes to tobacco-related health inequities; across the province, smoking rates in the various health service delivery areas vary from a low of 8.9% to a high of 33.6%. This exposure differential contributes to both health inequities and a larger provincial economic burden. In BC, the annual economic burden attributed to tobacco is \$2 billion.

In addition to protecting citizens from second-hand smoke exposure, smoke and vape-free outdoor places support people who want to quit smoking and provide positive role modeling for children and youth. A comprehensive provincial policy would help change social norms about tobacco use and provide equitable protection from second-hand smoke and vapour. Effective tobacco control measures save lives, financial resources and are vital to protecting the integrity of BC's healthcare system.

The Society believes that preventing half of all cancers is within our grasp and together we can support the vision to stop cancer before it starts. We appreciate your commitment to your community's health, and ask that you send us your endorsement (found on the back side of this letter) to protect the health of all British Columbians by October 31, 2016.

Sincerely,

Megan Klitch
Tobacco Lead
Canadian Cancer Society, BC and Yukon

Jenny Byford
Advocacy Lead
Canadian Cancer Society, BC and Yukon



Endorsement of Smoke and Vape-free Outdoor Public Places in BC

~~Smoke and vape-free~~ outdoor public places legislation would prohibit smoking and vaping in BC's outdoor public places, including restaurant and bar patios, playgrounds, parks and beaches, with ministry guidelines legislated for post-secondary campuses. "Smoking" would include burning a cigarette or cigar, or burning any substance using a pipe, hookah pipe, lighted smoking device or electronic smoking device, with some exemptions for the ceremonial use of tobacco in relation to traditional aboriginal cultural activities.

- Our community endorses a requirement in British Columbia for smoke and vape-free outdoor public places, as outlined above.

Or

- Our community endorses a requirement in British Columbia for smoke and vape-free outdoor public places, as outlined above, but with the following modifications (please list):

Name of Community: _____

Name of Mayor (or representative): _____

Title: _____

Signature: _____

Date: _____

Name, phone and email for community contact: _____

The names of communities that endorse this policy will be shared with the provincial government and may be used in communications with stakeholders and mass communications. Endorsement letters will be received by Megan Klitch, Tobacco Lead, Canadian Cancer Society, BC and Yukon Division, until October 31, 2016 via fax, email or mail.

Megan Klitch
Canadian Cancer Society
1100 Alward Street
Prince George BC V2M 7B1
TF 1-800-811-566 F 250-563-0385
mklitch@bc.cancer.ca



PREVENT CANCER THROUGH HEALTHY PUBLIC POLICY

Key Facts

- Tobacco is a major health issue that needs the attention of political leaders.
- Almost 70 BC communities and three-quarters of BC's population are sheltered from tobacco modeling and exposure in outdoor public places. More than one million British Columbians remain unprotected.
- The Union of BC Municipalities supports smoke-free outdoor public places.

Rationale for outdoor smoke and vape-free policy

Protection from second-hand smoke

Secondhand smoke is extremely toxic. Studies of particulate matter have shown that in an outdoor setting, second-hand smoke can be as concentrated as in an indoor setting. Children experience greater impacts from second-hand smoke due to their developing immune and respiratory systems. Every year, more than 800 Canadians who don't smoke die from second-hand smoke exposure.

Increase motivation to quit smoking

People who smoke tend to respond to restrictions by cutting back or quitting. The majority (85.7%) of British Columbians do not smoke. Of the minority who do smoke, two-thirds want to quit and are looking for tools to help them. Several studies have shown that when smoking bans have been implemented, smokers have chosen to quit or cut back and that smoke-free patio regulations may help former smokers avoid relapse.

Equitable access to clean air for all British Columbians

To date, 68 communities in BC are sheltered by tobacco bylaws with stronger protections than BC's *Tobacco Control Act*. Approximately three quarters of these communities fall within the Lower Mainland and Southern Vancouver Island. Outside of these boundaries, more than 1 million British Columbians in 125 communities, many of which are rural and remote, remain unprotected from tobacco related exposure and role-modelling.

Recommended bylaws prohibit smoking and vaping:

- on restaurant and bar patios
- on city-managed properties: parks, playgrounds, trails, plazas, beaches, playing fields, recreation facilities and venues
- within a buffer zone of 7.5 metres of the above mentioned, as well as the doors, windows and air intakes of public buildings



Positive role modelling

Tobacco use is started and established primarily during adolescence. Since most smokers start before the age of 18, it is important to model healthy behaviours. Youth who do not see adults smoking or vaping will be less likely to view these as normal social behaviors and, thereby, are less likely to start themselves.

Consistency can improve compliance

With universal provincial policy and broad awareness measures, BC residents and tourists will be more aware of smoking restrictions. Research tells us that when people understand what tobacco restrictions are in place and why they have been implemented, they are more likely to comply, and are also more likely to speak up, encouraging others to comply. Evaluations have found that the fear of compliance issues exceeds the actual number of compliance issues that occur.

Canadian precedent

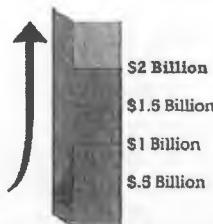
The majority of Canadian provinces and territories ban smoking on bar and restaurant patios and a growing number have recently expanded restrictions to other public outdoor places. Ontario, for example, banned smoking on restaurant/bar patios, playgrounds and sports fields, effective January 1, 2015. Smoking behaviour and exposure to secondhand smoke decreased within the first year of implementation at all affected venues, and compliance was perceived to be moderate to high with variations observed by the type of outdoor venue.

Public Support

A 2013 Angus Reid poll conducted on behalf of the Canadian Cancer Society revealed the following support for smoke-free places policy by British Columbians:

- **Bar and restaurant patios:** 66% of adults and 79% of youth
- **Children's playgrounds:** 91% of adults and 96% of youth
- **Parks and beaches:** 66% of adults and 80% of youth

Preventable risk factors such as tobacco use and exposure cost \$2 billion per year in BC.





OPEN LETTER TO PROPERTY OWNERS AND RESIDENTS OF STS'AILES TERRITORY

August 15, 2016

Dear Private Land Owners and Local Residents of Sts'ailes Territory:

Re: Sts'ailes Title and Rights Civil Claim

As property owners and residents of Sts'ailes Territory, we are writing to respectfully notify you of our decision to commence a civil claim in BC Supreme Court seeking declarations of our Aboriginal Title and Rights to a portion of Sts'ailes Territory. We value our relationships with each of you and seek your support for our efforts to protect the lands, waters and resources of our Territory that we each call home.

Background

Sts'ailes is being called to take legal action to protect and preserve our inherent title, rights and responsibilities to govern and manage the Harrison-Chehalis terminal fishery against fisheries charges prosecuted by the federal government against former Chief Willie Charlie and Kim Charlie, our senior fisheries management staff. The fishing charges arise from events related to fishing that occurred in our community on the Harrison River in 2012. DFO is asserting that our leadership aided and abetted an illegal fishery. We strongly disagree and the first phase of the criminal trial occurred in June 2016 in BC Provincial Court, with a decision expected to be released on August 29, 2016.

In response and as a defence to the fishery charges, Sts'ailes has reinitiated our protective writ in BC Supreme Court seeking, among other things, declarations of our Aboriginal Title and Rights to the portion of Sts'ailes Territory that encompasses the Harrison-Chehalis terminal fishery. On this basis, Sts'ailes intends to solidify our inherent title, rights and responsibilities to govern and manage the Harrison-Chehalis terminal fishery for the benefit of our present and future generations.

Claim Area - Harrison Chehalis Terminal Fisheries Management Area

Please find enclosed a copy of the map which illustrates the Sts'ailes Territory as set out in the original protective writ, and the boundaries of the "Harrison-Chehalis Terminal Fisheries Management Area" which is the Claim Area. It is the Claim Area that Sts'ailes intends to proceed to seek declarations of our Aboriginal Title and Rights to. The "Harrison-Chehalis Terminal Fisheries Management Area" encompasses the Chehalis Lake, Chehalis River, Harrison River and Lower Harrison Lake watersheds.

While Sts'ailes holds and exercises inherent and Aboriginal Title and Rights throughout our Territory, in the case that Sts'ailes is pursuing, we will be seeking declarations only with respect to the Claim Area, which is the portion that encompasses the Harrison-Chehalis terminal fishery.



Sts'ailes

The Civil Claim

The civil claim is brought by Chief Harvey Paul on behalf of Sts'ailes and all present and future Sts'ailes members. Both Canada and the Province of British Columbia are named as defendants.

The declaration of Aboriginal Title within the Claim Area that Sts'ailes seeks includes our title to the lands, waters and resources. The declarations of Aboriginal Rights we seek includes rights to practice a wide range of activities including hunting, fishing, trapping, harvesting and gathering, governance and ceremonial or spiritual practices within the Claim Area.

Sts'ailes also seeks a number of other remedies against Canada and the Province, including damages and compensation for past and continuing infringements within the Claim Area.

It is our goal that the Sts'ailes civil claim will set a clear precedent that our Aboriginal title includes the waters (surface and ground water) within the Claim Area and the right and responsibility to manage those waters, and the fisheries and aquatic resources, for current and future generations.

Private Lands

In this civil claim, Sts'ailes seeks confirmation that our Aboriginal Title was not extinguished over private lands held in fee simple within the Claim Area. However, it is very important for you to know that Sts'ailes does not seek to dispossess any private land owners or local residents within the Claim Area. Rather, we are seeking damages only against Canada and the Province for these historic unlawful alienations. Sts'ailes is only seeking the return of any private land interests held by Canada and the Province within the Claim Area.

With respect to the private land interests in the Claim Area that are held by you, Sts'ailes is not seeking a remedy against you. Rather we seek an order from the court directing Canada and the Province to negotiate in good faith with Sts'ailes an appropriate arrangement for reconciling our pre-existing Aboriginal Title with the private land interests the Crown unlawfully granted. It is through reconciling these legal interests that this historic injustice can be addressed.

We remain committed to maintaining our respectful relationship with the private land owners and residents of Sts'ailes Territory. We believe that addressing our Aboriginal Title and Rights will not only benefit the current and future generations of Sts'ailes peoples, but all people who now live and call our beautiful Territory, home.

Should you have any questions or concerns on these matters please contact Boyd Peters, 604-796-2116 ext. 249, or Boyd.Peters@sts'ailes.com. We extend an invitation for you to join us on August 24, 2016 in Sts'ailes for an official ceremony announcing the Sts'ailes civil claim.

Yours truly,



Chief Harvey Paul

Sts'ailes

FILE #	DATE
0000-70	Aug. 16/16
CAO	<input type="checkbox"/> CO
DCAO	<input type="checkbox"/> ADMIN/ FINANCE
DIRF	<input type="checkbox"/> B/L ENF
MGR REV SVCS	<input type="checkbox"/> MAYOR
CEO	<input checked="" type="checkbox"/> COUNCIL
OP. MGR	
ITEM	A B C
COUNCIL AGENDA	
DATE	September 16/16
INITIAL	BB
(ITEMS: A-REQ, ACTION: B-INFO - WRESP: C-INFO ONLY)	

Sts'ailes Claim Areas

Legend

-  Claim Area 1
-  Claim Area 2

British Columbia



The information on this map belongs to Sts'ailes, and is to be treated as confidential. This map may not be copied, examined by unauthorized persons or displayed publicly without prior permission from Sts'ailes.

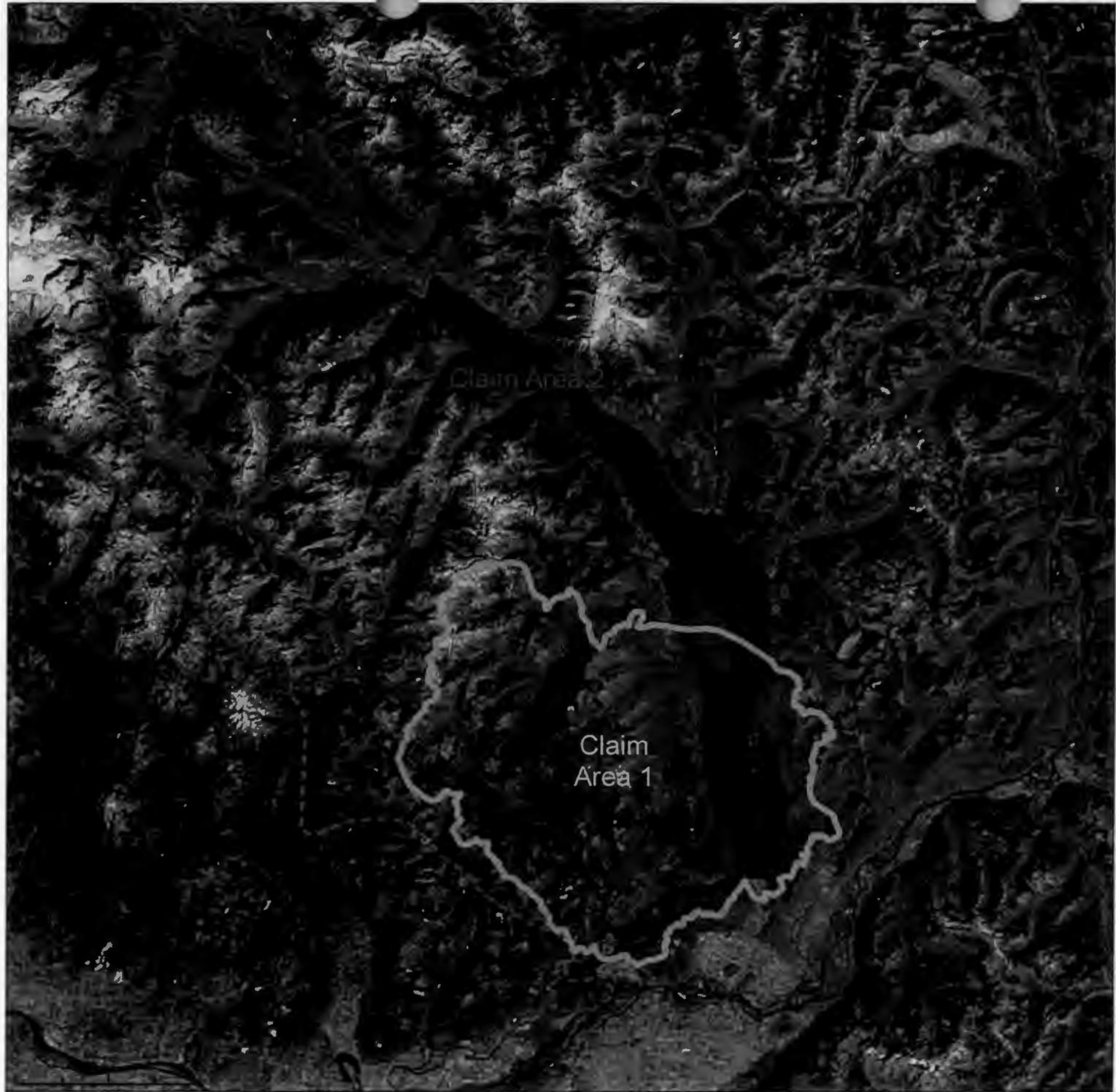
Coordinate System: NAD 1983 UTM Zone 10

Map Scale: 1:450,000

Provincial Map Scale: 1:25,000,000

Edited: April 2016

Data Sources: Sts'ailes, Province of British Columbia, Government of Canada





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 13, 2016
FROM: Tracey Jones **FILE:** 1820-01
Financial Officer
SUBJECT: Audit of the Utility Billing System

ISSUE:

Staff was directed to undertake a review of the utility billing system to ensure that all properties that were receiving utility services were being billed according to the bylaw for the services that they were being provided.

BACKGROUND:

The first step of the process was to have our summer engineering student drive by each property to determine whether properties were occupied or otherwise vacant and were being serviced with water and sewer. Once a residential property was identified as occupied then they were cross checked against connection documentation, and the billing records, to determine whether or not they were being billed for the appropriate services. Any missing data was then added to the utility billing system. Approximately 16 residential properties required adjustments for missing charges, this ranged from fully serviced properties that were receiving no charges to identification of 8 possible locations of swimming pools.

The next step was to audit the data of the commercial properties. This process was more complicated as the sewer charges for the commercial properties are currently billed as a lump sum and are not itemized on the billing system by type of charge as per the Sewer Regulation Bylaw. We were able to locate data from 2012 that provided us with a breakdown of the lump sum charges to each commercial property. Our engineering student analyzed data from liquor licenses, business licenses, building permits and made direct contact with the commercial owners, including visits to a number of locations in order to verify the data that we had on record.

The following is a summary of findings for the different types of commercial properties:

Campgrounds and RV Parks

Compared to the 2015 sewer utility billings for these types of properties there is an annual billing shortfall, based on current bylaw rates.

Most of the other campground variances relate to the following bylaw charges that are being under billed:

- Unbilled washroom fixtures
- Connection of more campsites to the sewer system than we had record of
- Unbilled swimming pools
- Unbilled laundry facilities

During the review of rates there were three sewer rate charges that we looked at for campgrounds that we feel could be reduced; those are rates for washroom fixtures, swimming pools and hot tubs at a campground.

In 2012 the sewer charge rate for campground washroom fixtures increased from \$59.70 to \$89.50. This was part of an overall increase to sewer charges of 50% in anticipation of increased costs with the wastewater treatment plant coming on-line. Our audit of the campgrounds has shown that many of the campgrounds have moved away from unserviced sites to fully serviced sites and will be charged for the increase in those numbers. It would seem reasonable then that with less sites dependent on using washroom facilities that the rate for a washroom fixture at a campground might be more reasonable at \$60 per fixture instead of \$89.50. Washroom fixtures include toilets, urinals, sinks and showers.

Also in 2012 the sewer charge rate for commercial swimming pools increased from \$2,193.80 to \$3,291.00, an increase of 50%. Our review identified more than one type of commercial swimming pool. We propose that there be two classes of swimming pool for the purpose of sewer rate charges and that a new rate be established for a Hot Tub which was previously billed under the Spa rate of \$1,320.

Class 1 – Pool Commercial/Recreational	Spa Pool or Public Pool that discharges on a regular basis	\$3,291 and/or metered discharge
Class 2 - Pool Commercial, Recreational or Multi-Unit Residential	Pool intended for shared use by more than one person; ie pool located at a campground, multi-unit building, motel/hotel, apartment building, townhouse complex that does not discharge on a regular basis and is not metered	\$1,500 per annum

Hot Tub – Commercial, Recreational or Multi-Unit Residential	Hot Tub intended for shared use by more than one unit; ie located at a campground, multi-unit building, motel/hotel, apartment building, townhouse complex that does not discharge on a regular basis and is not metered	\$750.00 per annum
--	--	--------------------

Restaurants and Public Houses

Restaurants and Pubs were another type of commercial property where our audit determined significant differences in billings due to growth. Our current bylaw charges sewer usage based on seating capacity. Our review identified significant changes in capacity from the 2012 numbers currently being billed. This information was compiled from liquor licenses issued, where appropriate, and discussions with owners/managers.

If we were to apply our current bylaw rate to these new seat numbers the impact on restaurants would be significant. The inclusion of patio seats and the variability on counts have posed many challenges. We have researched other options from variable seat rates to block seating amounts to square footage of restaurant space.

It is our opinion that a more consistent solution is to charge a rate based on inside square meters of a restaurant. If a restaurant expands past its current square meters then it would require a building permit and that would trigger a review of their charge rates. Our proposal is as follows:

A restaurant would be charged \$400 for the first 400ft² (37.16m²) and an additional \$100 for each 100ft² (9.3m²) or portion thereof, of restaurant space.

Establishments that hold liquor primary licenses would be charged a per person rate based on capacity assigned by their liquor license. The current rate is \$21.60 per seat; we are recommending that this rate be reduced to \$16.00 per person based on capacity assigned by the liquor control and licensing branch. This rate would take into consideration that a pub has the ability to have fewer seats and standing room is considered in capacity. We currently only have three liquor primary businesses.

A liquor primary license (ie. Pub) would be charged \$16.00 per person per annum based on capacity assigned on the liquor license.

Other Audit findings:

In addition to the above-mentioned the following items were also found during the audit of properties:

- 2 unbilled class 2 swimming pool in a mixed use building
- 2 unbilled hot tubs in multi-unit residential buildings
- 1 unbilled church property
- A few residential properties were identified as missing water, sewer and/or garbage charges and they have been corrected as of the 2nd quarterly billing period
- Some properties were identified as having inconsistent frontage rate charge for water and sewer and these have been corrected
- A couple of properties were also identified as having change of use and their billings were reduced accordingly.

RECOMMENDATIONS:

THAT Council reduces the sewer charge rate for washroom fixtures at Campgrounds and RV Parks to \$60.00 per fixture;

AND That a Class 2 - swimming pool rate for sewer be established for \$1,500 per annum;

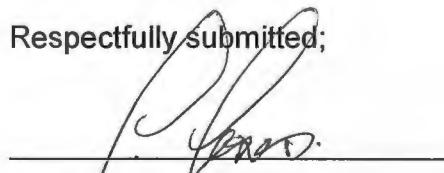
AND THAT a Hot Tub rate for sewer be established for \$750.00 per annum;

AND THAT the sewer charge rate for restaurants and cafes will be \$400 for the first 400ft² (37.16m²) and an additional \$100 for each 100ft² (9.3m²) or portion thereof, of restaurant space;

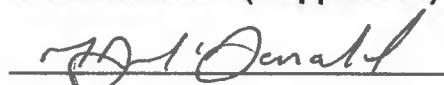
AND THAT the sewer charge rate for liquor primary properties be changed to \$16.00 per person based on capacity identified in the liquor license;

AND THAT the changes to the charge rates be enacted by bylaw effective January 1, 2017

Respectfully submitted;



Tracey Jones
Financial Officer

REVIEWED BY: (if applicable)


Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

12(b)

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 14, 2016
FROM: Tracey Jones, Financial Officer **FILE:** 1220-20-04
SUBJECT: Appointment of Municipal Auditor

ISSUE: Appointment of a municipal auditor for the Village of Harrison Hot Springs under section 169 of the *Community Charter*

BACKGROUND:

Staff issued a Request for Proposal for auditing services and received submissions from the following three (3) proponents with annual prices listed for a 5-year term:

	2016	2017	2018	2019	2020
KPMG LLP	\$ 16,000	\$ 16,500	\$ 17,000	\$ 17,500	\$ 18,000
BDO Canada LLP	\$ 17,650	\$ 17,650	\$ 18,650	\$ 19,300	\$ 20,300
MNP LLP	\$ 26,775	\$ 27,310	\$ 27,856	\$ 28,414	\$ 28,982

Staff reviewed each proposal based on the following criteria:

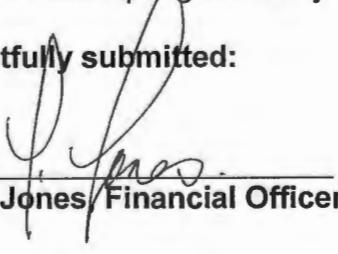
- Capability
- Audit Strategy
- Price
- Understanding of Engagement

Of the three proponents, BDO Canada LLP demonstrated the greatest understanding of the Village in terms of their familiarity with our financial software and their considerable experience in working with small communities. BDO also outlined their commitment to provide the expertise of Partners and Senior Managers to our audit engagement in order to provide a more fulsome audit of our financial records, processes and controls.

RECOMMENDATION:

THAT BDO Canada LLP be appointed as the municipal auditor for the Village of Harrison Hot Springs for the years ending December 31, 2016 to December 31, 2020.

Respectfully submitted:


Tracey Jones, Financial Officer

REVIEWED BY:


Madeline McDonald, CAO



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 15, 2016
FROM: Madeline McDonald **FILE:** 1220-20-03
 Chief Administrative Officer
SUBJECT: Solid Waste Curbside Collection Contract Award

ISSUE: The Solid Waste Curbside Collection Contract for the Village has expired and a new contract award is required.

BACKGROUND:

Staff issued a Request for Proposal for Solid Waste Curbside Collection Services and received qualified submissions from two proponents:

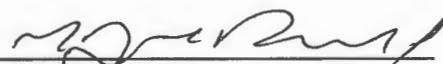
	Annual Price based on 609 Households	COLA Elevator Clause	Monthly Cost Per Additional Household	Extra Services included
Emterra Environmental	\$ 114,078 (\$15.61/Unit/Month)	Yes	\$ 16.39	-Free Collection Schedule
First Class Waste Services	\$ 115,466 (\$15.80/Unit/Month)	No	\$ 15.80	-Free Collection Schedule -Free Info Materials -Annual Public Meeting -Organics Info Meeting -Free Xmas Tree Collection

There is a price difference of approximately 1 % between the two proponents, both of whom are experienced contractors in the waste collection business. However, the proposal from First Class Waste Services includes a strong public education component and free annual Christmas tree disposal services. First Class also held their per unit price for additional units and did not include an elevator clause in the contract.

RECOMMENDATION:

THAT the Village award a three-year renewable contract to First Class Waste Services for the curbside collection of the residential solid waste, to include garbage, recycling, green waste and organic waste, at a cost of \$15.80 per household per month.

Respectfully submitted:


 Madeline McDonald
 Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** September 19, 16
FROM: Ken Cossey MCIP, RPP **FILE:** 3090-20-DVP02/16
 Planning Consultant
SUBJECT: Development Variance Permit for 388 Pine Avenue

ISSUE:

To start a Development Variance Permit application process to relax the minimum required front and exterior side yard setbacks. The variance is required for a rezoning and subdivision application for a large development taking place on the adjacent properties, of which the subject property will subsequently be subdivided off from.

STAFF RECOMMENDATION:

That staff;

- 1/. Be authorized to work on DVP 3090-20-DVP02/16, and
- 2/. Be authorized to refer the DVP to the adjacent properties within a 30 metre distance from the said property, as per the requirements of Bylaw 553, 1991, and
- 3/. Be authorized to refer this DVP to the Fire Department.

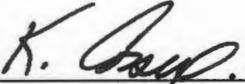
BACKGROUND:

The property owners, through the agent for the adjacent development, have applied for a development variance permit to reduce the front setback from 7.5 m (25 ft) down to 6.0 m (19.6 ft) and the exterior side yard setback from 3.0 m (9.8 ft) down to 2.0 m (6.5 ft) to accommodate an existing single family dwelling.

Currently the subject property is going through a rezoning process to be rezoned from RSR (Residential Reserve) to R-1 Low Density Residential (Conventional Lot). The existing single family dwelling is consistent with uses permitted in the R-1 zone. Section 499 of the *Local Government Act* requires that notice be given to property owners or tenants by mailed or otherwise delivered at least 10 days prior to the

consideration of a Development Variance Permit. Notice of the Development Variance Permit will be mailed or hand delivered before the council meeting, where the Development Variance Permit can be considered, with a report prepared for Council if any comments are received.

Respectfully submitted;



Ken Cossey, MCIP, RPP
Planning Consultant

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Concurrence with the above recommendation



Madeline McDonald
Chief Administrative Officer

PROPOSED SUBDIVISION PLAN OF
LOT "K" PLAN 10239

LOT 3 PLAN 5519

PARCEL "A" (EXPLANATORY PLAN 8880) LOT 4 PLAN 5519

PARCEL 12 SECTION 12 TOWNSHIP 4 RANGE 29 WEST OF THE SIXTH MERIDIAN NEW WESTMINSTER DISTRICT

HARRISON HOT SPRINGS, B.C.

THEORY AND PRACTICE

SCALE 1:750

0	5	10	20	30	40	50	METRES
0	12.5	25	50	75	100	125	150

ALL DISTANCES ARE HORIZONTAL GROUND-LEVEL DISTANCES IN METRES AND DECIMALS THEREOF

PI

AVENUE

McCORMICK

© 2016
All rights reserved. No person may copy, reproduce, transmit or
alter this document in whole or in part without the consent of
EATON LAND SURVEYING LTD.

This plan was prepared for the exclusive use of 1072880 BC LTD.
EATON LAND SURVEYING LTD. accepts no responsibility or liability for
any damages that may be suffered by a third party as a result of
any foul play, fraud or false information contained in this document. This
plan is not to be used to establish property lines.

SITE

AVENUE				
31'	42' 7"	42' 7"	42' 7"	42' 7"
28.338				
	127			127
				128
H	16	17	18	
10238	PLAN		44380	
	R		PLAN	
	17.772	17.881	17.881	17.881
28.338				64.881
				64' 8"
C	3			
4.77 m	PLAN 5519			
51'				40"
204.638				
D				
1.52 m				
PCL. "A"	EXP. PLAN 8880			
189.013				
40"				
41'				
2	19	18		17
PLAN 8880/8880	PLAN			84777
AVENUE				
53	54	55	56	57
PLAN				

11

AVENUE

ALDE

EATON LAND SURVEYING LTD.
B.C. & CANADA LAND SURVEYORS
P.O. BOX 884, AGRICOLA, B.C.
www.eatonlandsurveying.com
Ph. (604) 546-LAND (5263)

OUR FILM CO. DRAWING CO. PROP. SUB. 4

PREPARED BY EDWARD C. EATON, BOLS, CLS
THE 27th DAY OF JUNE, 2014.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Sept 19, 2016
FROM: Ken Cossey, MCIP, RPP **FILE:** 3360-20-Z02/16
SUBJECT: To start the rezoning process

ISSUE:

Seeking approval to start the rezoning process. This site is currently associated with a large development project, which will see four (4) lots created out of three (3) existing lots. This site, proposed Lot A, is currently home to an existing single family dwelling unit and is currently zone RSR (Reserve Residential). As this application is currently in the RSR (Residential Reserve) zone, a change of zone to R-1 (Low Density Residential Conventional Lot) is required.

RECOMMENDATION:

Staff recommends the following:

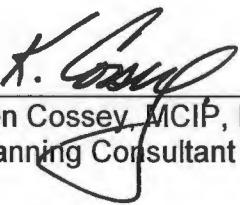
- 1/. That staff be authorized to work on application 3360-20-Z02/16, and
- 2/. That the following agencies have the application referred to them:
 - (a) Fire Department,
 - (b) The Ministry of Transportation and Infrastructure,
 - (c) The adjacent properties, within 30 metres, as per Bylaw 553. 1991,
 - (d) The local Advisory Planning Commission, and
- 3/. That staff be authorized to schedule a public hearing.

BACKGROUND:

This rezoning application is part of a large development that will create 4 lots, Proposed Lots A to D from three current lots. This site, proposed Lot A, is currently zoned RSR and has a single family dwelling unit located on the site. The RSR regulations would make the current dwelling legal non-conforming. With the potential

change to R-1 the current dwelling would be considered legal conforming. A Development Variance Permit application has also been submitted to address the rear and exterior side yard setbacks. The developer, Mr. Allan Bott, is setting up a community meeting for the public to review and discuss his entire project. This meeting was held on September 13th, so a meeting summary will be available at the council meeting when council considers this rezoning request.

Respectfully submitted;


Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY: (if applicable)

Tracey Jones
Deputy Financial Officer

Attachments (1) Location Map

**REVIEWED BY and CONCURRENCE
with the RECOMMENDATIONS:**


Madeline McDonald
Chief Administrative Officer

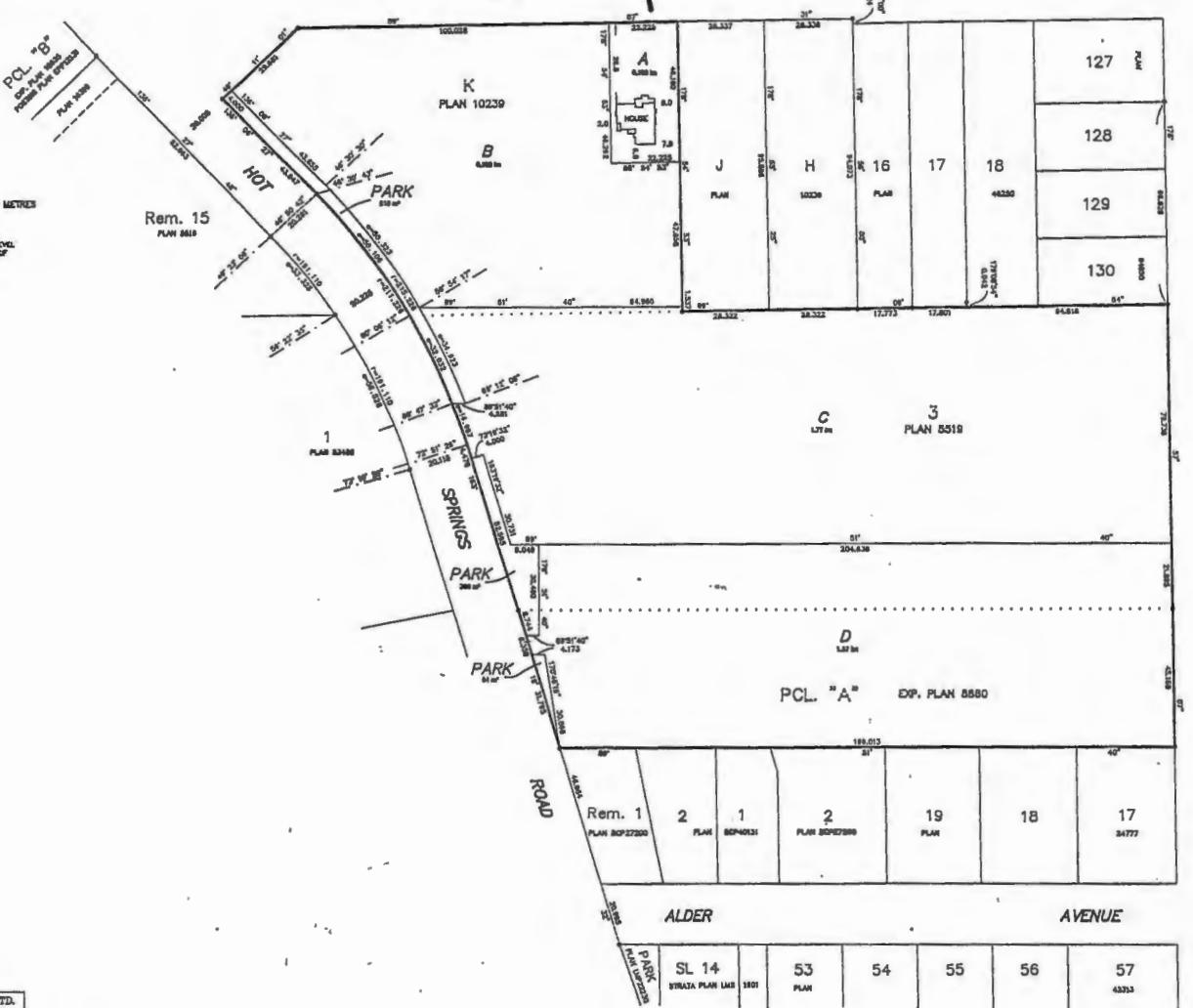
PROPOSED SUBDIVISION PLAN OF
LOT "K" PLAN 10239
LOT 3 PLAN 5519
PARCEL "A" (EXPLANATORY PLAN 8880) LOT 4 PLAN 5519
SECTION 12 TOWNSHIP 4 RANGE 29 WEST OF THE SIXTH MERIDIAN NEW WESTMINSTER DISTRICT

HARRISON HOT SPRINGS, B.C.

SCALE 1 : 750
0 5 10 20 30 40 50 METRES
ALL DISTANCES ARE HORIZONTAL, GROUND-LEVEL
DISTANCES IN METRES AND DECIMALS THEREOF

PCL "B"
LOT 4 PLAN 5519
LOT 5 PLAN 5519
LOT 6 PLAN 5519

Rem. 15
PLAN 8880



© 2006
All rights reserved. No portion, may copy, reproduce, transmit or
alter this document in whole or in part without the consent of
KATON LAND SURVEYING LTD.

This plan was prepared for the exclusive use of HARRISON HOT SPRINGS LTD. EXCEPT LAND OWNED BY LTD. NO OTHER PART OF THIS PLAN IS APPROPRIATE FOR
ANY OTHER USE. THIS PLAN IS PROVIDED BY A THIRD PARTY AS A RESULT OF
ANY DISPUTES WHICH, OR OTHERWISE RELATED TO THIS DOCUMENT. THIS
PLAN IS NOT TO BE USED TO ESTABLISH PROPERTY LINE.



KATON LAND SURVEYING LTD.
BC & CANADA LAND SURVEYORS
P.O. BOX 888, ABBEY, B.C.
www.katonsurveysing.com
Ph: (604) 799-LAND (5263)

OUR FILE NO. DRAWING NO. PNP 8880 A

PREPARED BY EDWARD G. KATON, B.S., C.L.S.
THE 27TH DAY OF JUNE, 2006.



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Sept 19, 2016
FROM: Ken Cossey, MCIP, RPP **FILE:** 3360-20-Z03/16
SUBJECT: To start the rezoning process

ISSUE:

Seeking approval to start the rezoning process. This site is currently associated with a large development project, which will see four (4) lots created out of three (3) existing lots. This site, proposed Lot C, is currently vacant and is currently zone RSR (Reserve Residential). As this site is currently in the RSR (Residential Reserve) zone, a change of zone to R-3 (Low Density Residential 3 – Small Lot) is required, as the developer is seeking to develop 35 single family dwelling lots on this site.

RECOMMENDATION:

Staff recommends the following:

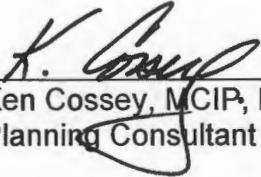
- 1/. That staff be authorized to work on application 3360-20-Z03/16, and
- 2/. That the following agencies have the application referred to them:
 - (a) The Village Fire Department,
 - (b) The Ministry of Transportation and Infrastructure,
 - (c) The adjacent properties, within 30 metres, as per Bylaw 553, 1991,
 - (d) The local Advisory Planning Commission, and
- 3/. That staff be authorized to schedule a public hearing.

BACKGROUND:

This rezoning application is part of a large development that will create four (4) lots, Proposed Lots A to D, from three (3) current lots. This site, proposed Lot C, is currently zoned RSR and is vacant. The RSR regulations would not allow for the proposed density of 35 single family dwelling lots on this site. The developer, Mr. Allan Bott, did

set up a community meeting for the public to review and discuss his entire project. This meeting was held on September 13th, so a meeting summary will be available at the council meeting when council considers this rezoning request.

Respectfully submitted;

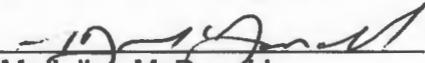

Ken Cossey, MCIP, RPP,
Planning Consultant

REVIEWED BY: (if applicable)

Tracey Jones
Deputy Financial Officer

Attachments (1) Location Map

**REVIEWED BY and CONCURRENCE
with the RECOMMENDATIONS:**


Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: **Mayor and Council**

DATE: **Sept 19, 2016**

FROM: **Ken Cossey, MCIP, RPP**

FILE: **3360-20-Z05/16 and
6520-20-OCP1/16
(296 Cedar Avenue)**

SUBJECT: **To start the rezoning and OCP amendment process**

ISSUE:

Seeking approval to start the rezoning and OCP amendment process. This site is currently developed but the current dwelling has been unoccupied for the last nine (9) years.

RECOMMENDATION:

Staff recommends the following:

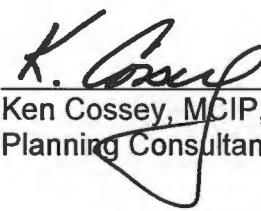
- 1/. That staff be authorized to work on applications 3360-20-Z05/16 and 6520-20-OCP01/16, and
- 2/. That the following agencies have the application referred to them:
 - (a) Fire Department,
 - (b) The adjacent properties, within 30 metres, as per Bylaw 553. 1991,
 - (c) The local Advisory Planning Commission, and
- 3/. That staff be authorized to schedule a public hearing.

BACKGROUND:

The site is located on the north side of Miami River and has been used historically for residential use. In 2012 this site was rezoned to commercial use, as part of a general zoning update. The current owners wish to rebuild on this site and to do so they would like the site to revert back to R-1 Low Density Residential, as opposed to the current C-3 (Mixed Use Commercial/Residential) zoning. In the C-3 zoning requirements, a dwelling unit is an accessory use, as opposed to it being a principal use in the R-1

zone. With the current zoning the site is considered legal non-conforming, and as the current owner wishes to remove the current dwelling and the various accessory buildings on this site, a rezoning application is required. The applicant has submitted a RAR report already and the site is located with the Miami Development Permit Area.

Respectfully submitted;



Ken Cossey, MCIP, RPP,
Planning Consultant

**REVIEWED BY and Concurrence
with the RECOMMENDATIONS:**



Madeline McDonald
Chief Administrative Officer

FORM 1
Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Section 3. Site Plan

Insert jpg file below

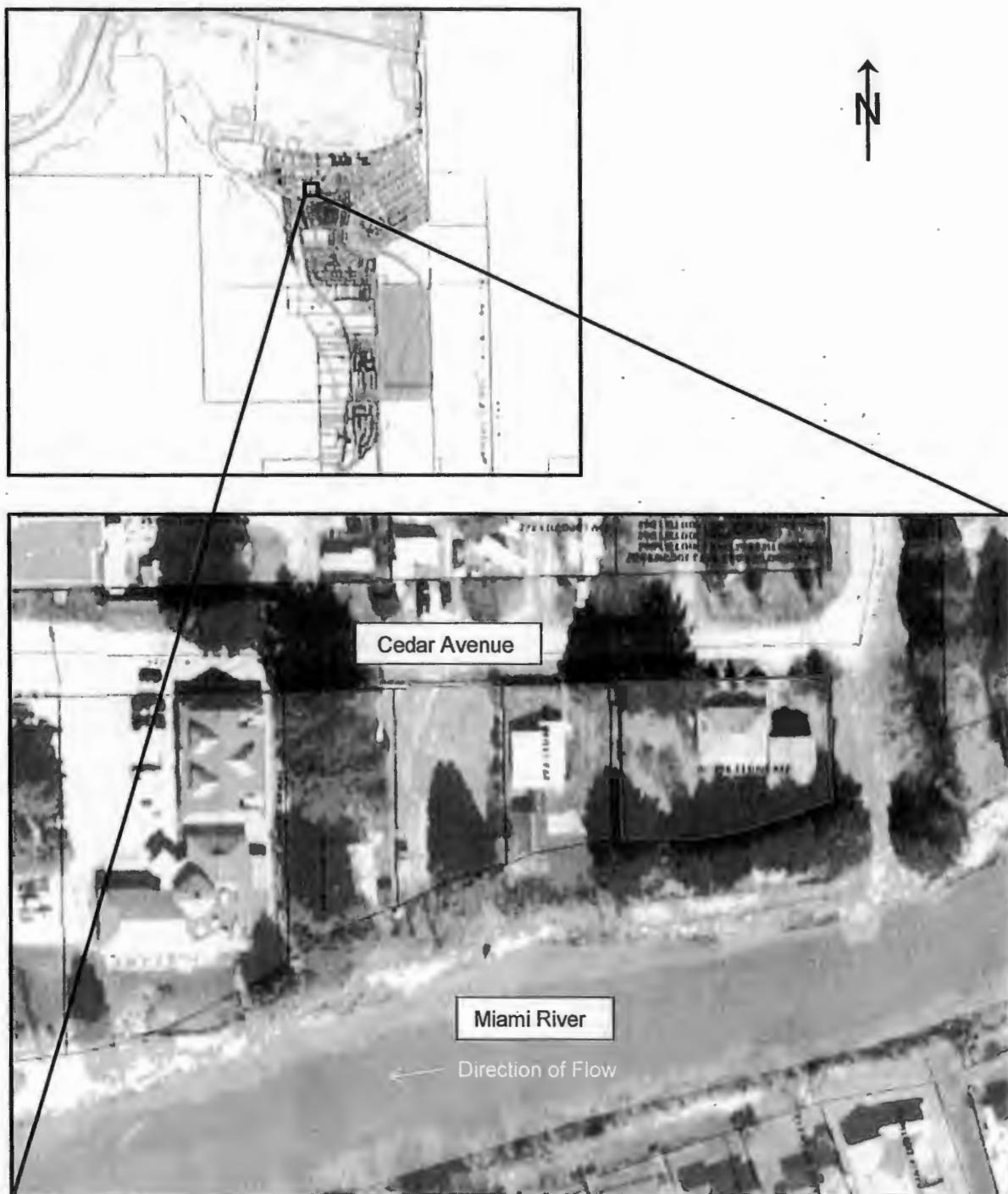


Figure 1. Annotated air photograph of the subject property (outlined in red) and Miami River. Air photograph sourced from the Fraser Valley Regional District online mapping (2016).



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** Sept 19, 2016
FROM: Ken Cossey, MCIP, RPP **FILE:** 3360-20-Z06/16 and
SUBJECT: To start the rezoning and OCP amendment process **6520-20-OCP02/16**
(260 Cedar Avenue)

ISSUE:

Seeking approval to start the rezoning and OCP amendment process. This site is currently undeveloped and has been used by the current owner as a campsite for the summer months. Under the current zoning they cannot build a recreational home.

RECOMMENDATION:

Staff recommends the following:

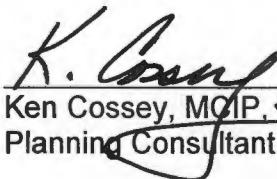
- 1/. That staff be authorized to work on applications 3360-20-Z06/16 and 6520-20-OCP02/16, and
- 2/. That the following agencies have the application referred to them:
 - (a) Fire Department,
 - (b) The adjacent properties, within 30 metres, as per Bylaw 553. 1991,
 - (c) The local Advisory Planning Commission, and
- 3/. That staff be authorized to schedule a public hearing.

BACKGROUND:

The site is located on the north side of Miami River and has been used historically for residential use. In 2012 this site was rezoned to commercial use, as part of a general zoning update. The current owners wish to rebuild on this site and to do so they would like the site to revert back to R-1 Low Density Residential, as opposed to the current C-3 (Mixed Use Commercial/Residential) zoning. In the C-3 zoning requirements, a dwelling unit is an accessory use, as opposed to it being a principal use in the R-1

zone. The applicant has submitted a RAR report already and the site is located with the Miami Development Permit Area.

Respectfully submitted;



Ken Cossey, MCIP, RPP,
Planning Consultant

**REVIEWED BY and Concurrence
with the RECOMMENDATIONS:**



Madeline McDonald
Chief Administrative Officer

Section 3. Site Plan

Insert jpg file below

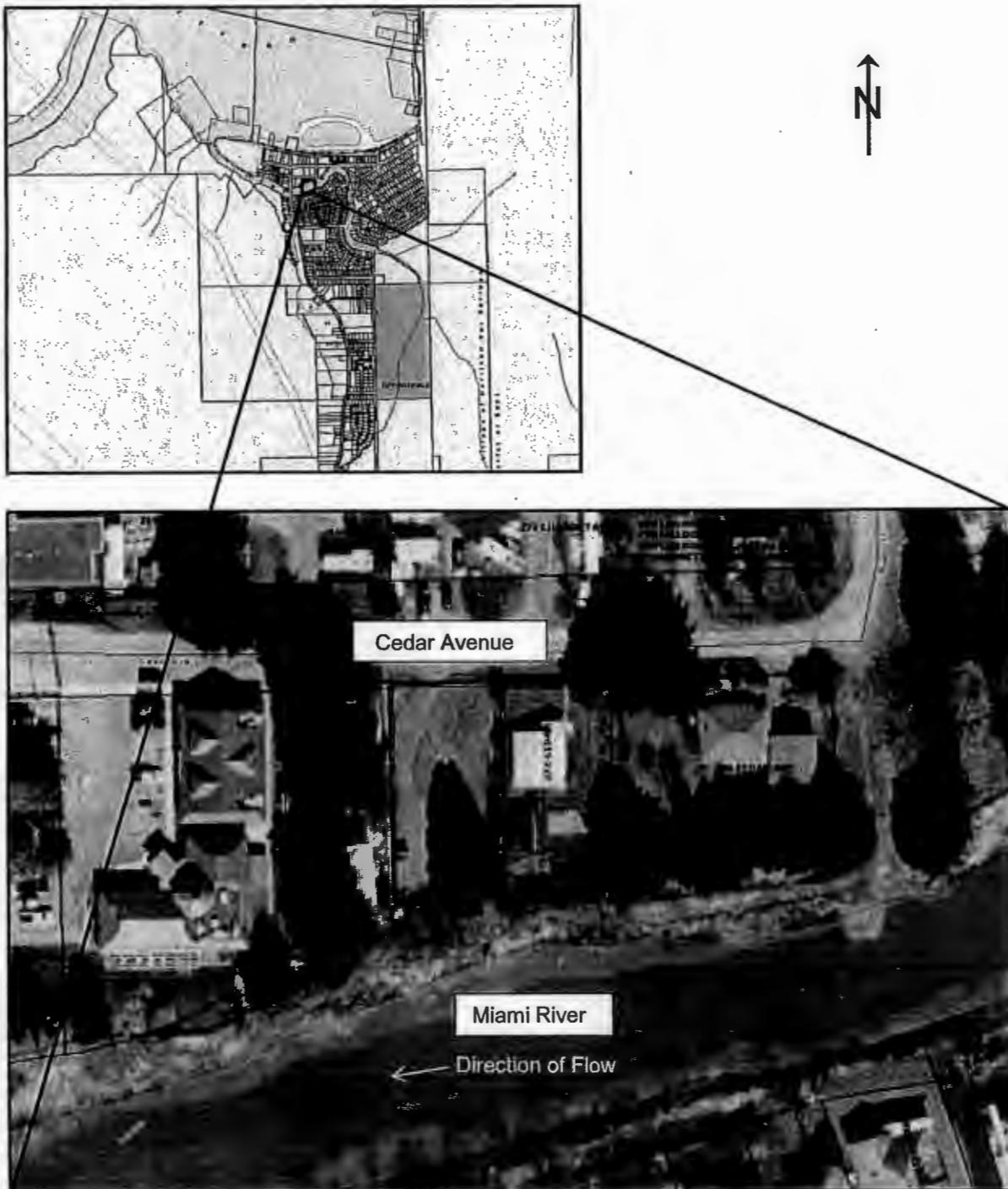


Figure 1. Annotated air photograph of the subject property (outlined in red) and Miami River. Air photograph sourced from the Fraser Valley Regional District online mapping (2016).



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** August 31, 2016
FROM: Ken Cossey, MCIP, RPP **FILE:** 6520-20-OCP01-14/
SUBJECT: OCP Amendment Bylaw No. 1080, 2016 Second reading as
amended and scheduling of a public hearing
OCP02-14

ISSUE: The above noted bylaw was before Council on July 11, 2016 and received second reading.

BACKGROUND:

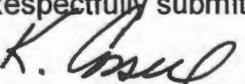
Staff was in the process of preparing the applicable OCP and Zoning bylaws and Notices for the Public Hearing and discovered an error in the Official Community Plan Amendment Bylaw No. 1080, 2016. The bylaw stated that the text amendment was to include a bullet as "Section 5.3.3 – "Resort Residential Use", which falls under section 5 Commercial Development. As the proposed development is indicative of a residential use, staff deems it appropriate that the bylaw be amended to correctly identify the use under section 6. Residential Development, 6.3 Policies, as bullet 6.3.2.1 "Resort Residential Use". Accordingly, Official Community Plan Amendment Bylaw No. 1080, 2016 has been amended for Council's consideration and the applicable legislative notices will be prepared for the Public Hearing.

RECOMMENDATION:

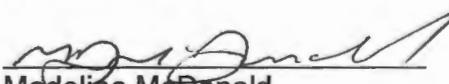
THAT Official Community Plan Amendment Bylaw No. 1080, 2016 be amended, reconsidered and read a second time as amended; and

THAT staff be authorized to schedule the Public Hearing for October 3, 2016.

Respectfully submitted;


Ken Cossey, MCIP, RPP
Planning Consultant

REVIEWED BY:


Madeline McDonald
Chief Administrative Officer

A bylaw to amend Village of Harrison Hot Springs Official Community Plan Bylaw 864, 2007

WHEREAS the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Official Community Plan Bylaw No. 864, the Official Community Plan Bylaw for the Village of Harrison Hot Springs, as adopted May 7, 2007;

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

I. CITATION

This Bylaw may be cited for all purposes as the "Village of Harrison Hot Springs Official Community Plan Amendment Bylaw No. 1080, 2016".

II. TEXT AMENDMENT

- a. That Schedule 1-A, the Official Community Plan Text of the Village of Harrison Hot Springs Official Community No. 864, be amended under section 6. Residential Development, 6.3 Policies, by including the following bullet:

6.3.2.1 "Resort Residential Use"

IV. READINGS AND ADOPTION

READ A FIRST TIME THIS 15th DAY OF FEBRUARY, 2016

READ A SECOND TIME THIS 11th DAY OF JULY, 2016

RECONSIDERED AND READ A SECOND TIME AS AMENDED THIS DAY OF SEPTEMBER, 2016

A PUBLIC HEARING WAS HELD ON THE DAY OF , 2016

READ A THIRD TIME THIS DAY OF , 2016

ADOPTED THIS DAY OF , 2016

Mayor

Corporate Officer