



# VILLAGE OF HARRISON HOT SPRINGS

## NOTICE OF MEETING AND AGENDA

### REGULAR COUNCIL MEETING

**Date:** Monday, July 8, 2013  
**Time:** After the Public Hearing  
**Location:** Council Chambers, 495 Hot Springs Road  
 Harrison Hot Springs, British Columbia

<b>1. CALL TO ORDER</b>			
	(a)	Meeting called to order by Mayor Facio	
<b>2. INTRODUCTION OF LATE ITEMS</b>			
<b>3. APPROVAL OF AGENDA</b>			
<b>4. ADOPTION OF COUNCIL MINUTES</b>			
<input type="checkbox"/> Regular Council Meeting Minutes of June 17, 2013		THAT the Regular Council Meeting Minutes of June 17, 2013 be adopted.	Item 4.1 Page 1
<input type="checkbox"/> Special Council Meeting Minutes of November 23, 2011		THAT the Special Council Meeting Minutes of November 23, 2011 be adopted.	Item 4.2 Page 7
<input type="checkbox"/> Special Council Meeting Minutes of April 11, 2012		THAT the Special Council Meeting Minutes of April 11, 2012 be adopted.	Item 4.3 Page 11
<input type="checkbox"/> Special Council Meeting Minutes of April 17, 2012		THAT the Special Council Meeting Minutes of April 17, 2012 be adopted.	Item 4.4 Page 15
<input type="checkbox"/> Special Council Meeting Minutes of June 19, 2013		THAT the Special Council Meeting Minutes of June 19, 2013 be adopted.	Item 4.5 Page 21
<b>5. BUSINESS ARISING FROM THE MINUTES</b>			
<b>6. CONSENT AGENDA</b>			
<b>i. Bylaws</b>		Village of Harrison Hot Springs Park Regulation Amendment Bylaw No. 1040, 2013.	Item 6.1 Page 25



<b>ii. Agreements</b>		
<b>iii. Committee/ Commission Minutes</b>	<p>Kent-Harrison Joint Emergency Program Committee Meeting Minutes of May 30, 2012</p> <p>Kent-Harrison Joint Emergency Program Committee Meeting Minutes of September 12, 2012</p> <p>Kent-Harrison Joint Emergency Program Committee Meeting Minutes of December 5, 2012</p> <p>Kent-Harrison Joint Emergency Program Committee Meeting Minutes of March 13, 2013</p> <p>Communities in Bloom Committee Meeting Minutes of May 23, 2013</p>	<p>Item 6.iii Page 27</p> <p>Item 6.iii Page 33</p> <p>Item 6.iii Page 39</p> <p>Item 6.iii Page 47</p> <p>Item 6.iii Page 53</p>
<b>iv. Correspondence</b>		
<b>7. DELEGATIONS</b>		
<b>8. CORRESPONDENCE</b>		
<p>Letter from Fraser Health dated June 23, 2013 Re: Trade Show May 24, 2013</p>		<p>Item 8.1 Page 57</p>
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>		
<b>10. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>		
<b>11. REPORTS FROM MAYOR</b>		
<p><b>L. Facio – verbal</b></p>		
<b>12. REPORTS FROM STAFF</b>		
<p><input type="checkbox"/> Change in Signing Authorities</p>	<p><b>Report of Director of Finance</b> Re: Change in Signing Authorities</p> <p><b>RECOMMENDATION:</b></p> <p>THAT one of each of the following groups be authorized as signing officers for the Village of Harrison Hot Springs:</p> <p>Mayor Leo Facio, Councillor Allan Jackson, Councillor Zoltan Kiss, Councillor Sonja Reyerse, Councillor John Buckley</p>	<p>Item 12.1 Page 59</p>





<p><input type="checkbox"/> Community Recreation Program Grant</p> <p><input type="checkbox"/> Fire Department Remuneration Policy 3.1</p>	<p>Chief Administrative Officer, Ian Crane, Deputy Chief Administrative Officer/Corporate Officer, Debra Key, Director of Finance, Dale Courtice, Manager of Revenue Services, Marguerite Parberry.</p> <p><b>Report of Manager of Planning and Community Services</b> Re: Community Recreation Program Grant</p> <p><b>RECOMMENDATION:</b></p> <p>THAT Council approve the re-scope of the Community Recreation Program Grant in the amount of \$400,000 for the redevelopment of the beach washroom and change room facility.</p> <p><b>Report of Deputy Chief Administrative Officer/Corporate Officer</b> Re: Fire Department Remuneration Policy 3.1</p> <p><b>RECOMMENDATION:</b></p> <p>THAT Policy 3.1 Fire Department Remuneration be amended to reflect an increase for callouts, practices and training rates for the following year: 2012 at 1.75% = \$18.32 per hour;</p> <p>AND THAT this increase be retroactive to January 1, 2012.</p>	<p>Item 12.2 Page 61</p> <p>Item 12.3 Page 63</p>
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### 13. BYLAWS

<p><input type="checkbox"/> Fire Department Regulation Bylaw No. 1031, 2013</p> <p><input type="checkbox"/> Official Community Plan Amendment Bylaw No. 1035, 2013 Zoning Amendment Bylaw No. 1036, 2013</p> <p><input type="checkbox"/> Animal Control and Licence Bylaw No. 1039, 2013</p> <p><input type="checkbox"/> Delegation of Powers, Duties and Functions Bylaw No. 1041, 2013</p>	<p><b>RECOMMENDATION:</b></p> <p>THAT Fire Department Regulation Bylaw No. 1031, 2013 be given first, second and third reading.</p> <p><b>Report of Manager of Planning and Community Services</b> Re: Official Community Plan Amendment Bylaw No. 1035, 2013 Zoning Amendment Bylaw No. 1036, 2013 District Lot 5031, Group 1, NWLD, PID: 002-410-257</p> <p><b>RECOMENDATION:</b></p> <p>THAT Official Community Plan Amendment Bylaw No. 1035, 2013 be read a second and third time;</p> <p>AND THAT Zoning Amendment Bylaw No. 1036, 2013 be read a second and third time.</p> <p><b>RECOMMENDATION:</b></p> <p>THAT Village of Harrison Hot Springs Animal Control and Licence bylaw No. 1039, 2013 be adopted.</p> <p><b>RECOMMENDATION:</b></p> <p>THAT Village of Harrison Hot Springs Delegation of Powers, Duties and Functions bylaw No. 1041, 2013 be adopted.</p>	<p>Item 13.1 Page 65</p> <p>Item 13.2 Page 81</p> <p>Item 13.3 Page 115</p> <p>Item 13.4 Page 125</p>
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<p><input type="checkbox"/> Bylaw Notice Enforcement Bylaw No. 1042, 2013</p>	<p><b>Report of Manager of Deputy Chief Administrative Officer/CO</b> Re: Bylaw Notice Enforcement Bylaw No. 1042, 2013</p> <p><b>RECOMENDATION:</b></p> <p>THAT Bylaw Notice Enforcement Bylaw No. 1042, 2013 receive first, second and third reading.</p>	<p>Item 13.5 Page 131</p>
<p><b>14. QUESTIONS FROM THE PUBLIC</b> (pertaining to agenda items only)</p>		
<p><b>15. ADJOURNMENT</b></p>		



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

**DATE:** June 17, 2013  
**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 Zoltan Kiss  
 Councillor Sonja Reyerse  
 Councillor Allan Jackson

DCAO/CO, Debra Key  
 Manager of Development Services, Ian Crane  
 Manager of Planning and Community Services, Andre Isakov

*Recording Secretary, Carol Friesen*

**ABSENT:**

1.

**CALL TO ORDER**

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

2.

**INTRODUCTION OF LATE ITEMS**

- Fraser Valley Dragon Boat Club
- Paddle Club

3.

**APPROVAL OF AGENDA**

**Moved by Councillor Buckley**

**Seconded by Councillor Jackson**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**

4.

**ADOPTION AND RECEIPT OF MINUTES**

☐ Regular Council Meeting  
 Minutes – June 3, 2013

**Moved by Councillor Jackson**

**Seconded by Councillor Buckley**

THAT the minutes of the Regular Council Meeting of June 3, 2013, be adopted.

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 17, 2013*

**5. BUSINESS ARISING FROM THE MINUTES**

**6. CONSENT AGENDA**

- i. Bylaws Council Procedure Bylaw No. 1026, 2013
- ii. Agreements
- iii. Committee/  
Commission  
Minutes Communities in Bloom Committee Meeting Minutes of April 23, 2013
- iv. Correspondence Letter from the Minister of Canadian Heritage and Official Languages received June 5, 2013 re: Celebrate Canada Program.

- i. Bylaws **Moved by Councillor Jackson**
- iii. Committee/  
Commission  
Minutes **Seconded by Councillor Reverse**
- iv. Correspondence

THAT the Bylaw on the Consent Agenda be adopted and the Committee Meeting Minutes and Correspondence be received.

**CARRIED  
COUNCILLOR KISS OPPOSED**

**7. DELEGATIONS**

**8. CORRESPONDENCE**

**9. BUSINESS ARISING OUT OF CORRESPONDENCE**

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

**11. REPORTS FROM MAYOR FACIO**

Commented on the retirement of the CAO, Ted Tisdale. Extended his thanks to Mr. Tisdale and, on behalf of Council, extended good wishes on his retirement. The Mayor noted that Ian Crane will assume the CAO responsibilities effective July 2, 2013.

Commented that the FVRD is putting together a Regional Outflow Opportunity Study. Mayor Facio reported that he has asked a planner from the Fraser Valley Regional District to come to the August 12<sup>th</sup> Council meeting to make a presentation.

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 17, 2013*

Provided comment on the 2<sup>nd</sup> Annual Sasquatch Days held in the Village of Harrison Hot Springs.

Attended 2013 Graduation ceremonies at Agassiz Elementary Secondary School on June 7, 2013.

Monday met with Inspector Deanne Burleigh of Upper Fraser Valley Regional Detachment.

Commented on the Village Entrance Sign unofficial opening held on June 8, 2013 - Sasquatch Days weekend.

12.

**REPORTS FROM STAFF**

❑ 2012 Annual Report

**Moved by Councillor Jackson**  
**Seconded by Councillor Buckley**

THAT the "2012 Annual Report" be adopted.

**CARRIED  
UNANIMOUSLY**

Mayor Facio asked for submissions or questions from the public.

Q. A member of the public asked if the annual meeting had been held.

A. Mayor Facio provided confirmation.

Q. A member of the public asked if the amount of expenses for Mayor and Council were disclosed as well as those for staff, noting that this information did not appear in the Annual Report. A further question was asked regarding monies paid to the Springs RV Resort in the amount of \$43,000.

A. The Deputy CAO clarified that this information was included within the Financial Statements that were adopted at the June 3, 2013 Council meeting. Mayor Facio reported that the public can attend at the Village Office to obtain more detailed information regarding the Annual Report.

The Manager of Development Services added that the Annual Report is a consolidated version of the Financial Statements.

❑ Fraser Valley Regional  
Library – New Formula for  
Library Service

**Moved by Councillor Jackson**  
**Seconded by Councillor Kiss**

THAT Council accept and approve the new proposed funding formula, Option 6B with Partial Per Capita Allocation of Shared Services, as approved by the Fraser Valley Regional Library Board.

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
June 17, 2013*

13.

**BYLAWS**

☐ Official Community Plan  
Bylaw Amendment Bylaw  
No. 1035, 2013 and Zoning  
Bylaw Amendment Bylaw  
No. 1036, 2013

**Moved by Councillor Reverse**  
**Seconded by Councillor Kiss**

THAT a Public Hearing for the Official Community Plan Bylaw Amendment Bylaw No. 1035, 2013 be scheduled for July 8, 2013.

**CARRIED  
UNANIMOUSLY**

**Moved by Councillor Reverse**  
**Seconded by Councillor Kiss**

THAT a Public Hearing for Zoning Bylaw Amendment Bylaw No. 1036, 2013 be scheduled for July 8, 2013.

**CARRIED  
UNANIMOUSLY**

**Councillor Buckley excused himself from the Chambers at 7:37 p.m. due to a potential conflict of interest stating that his wife was a member of the Dragon Boat Club.**

☐ Fraser Valley Dragon Boat  
Club/Paddle Boat (Optimist  
Club)

**Fraser Valley Dragon Boat Club and Paddle Club (Optimist Club)**

Mayor Facio reported that the Fraser Valley Dragon Boat Club and the Youth Paddle Boat Club are trying to secure parking for their boats during the season. He noted that Council may amend the Dock Regulation bylaw to permit overnight moorage at the public municipal wharf.

**Moved by Councillor Jackson**  
**Seconded by Councillor Kiss**

THAT Council approve the request received from the Fraser Valley Dragon Boat Club and Paddle Club (Optimist Club) and issue a permit for overnight moorage of their dragon boats located at the public municipal wharf.

**CARRIED**

**Councillor Buckley re-entered the Chambers at 7:42 p.m.**

14.

**QUESTIONS FROM THE PUBLIC**

Q. A member of the public sought clarification on the mooring of the dragon boats as well as security for the boats.

A. The owners of the dragon boats will be responsible for their own insurance and security of the boats.

Q. A member of the public asked why the Development Agreement was not included in the bylaw package.

A. The development agreement will be made available within the next 2 weeks.



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Minutes of the Regular Council Meeting  
June 17, 2013*

15.

**ADJOURNMENT**

**Moved by Councillor Reverse**  
**Seconded by Councillor Jackson**

THAT the meeting be adjourned at 7:50 p.m.

**CARRIED  
UNANIMOUSLY**

\_\_\_\_\_  
Leo Facio  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer



4.2

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

**DATE:** November 23, 2011  
**TIME:** 9:00 a.m.  
**PLACE:** Council Chambers, 495 Hot Springs Road

**IN ATTENDANCE:** Mayor Ken Becotte  
Councillor Bob Perry  
Councillor Dave Harris  
Councillor Dave Kenyon  
Councillor Allan Jackson  
  
CAO, Ted Tisdale  
Director of Finance, Dale Courtice  
CEDO, Andre Isakov  
Manager of Revenue Services, Peggy Parberry  
Operations Manager, Ian Gardner  
DCAO/Corporate Officer, Debra Key

Krystal Sobie, Recording Secretary

**ABSENT:**

1. **CALL TO ORDER**

The Mayor called the meeting to order at 9:00 a.m.

2. **INTRODUCTION OF LATE ITEMS**

3. **APPROVAL OF AGENDA**

**Moved by Councillor Perry**  
**Seconded by Councillor Harris**

**THAT** the agenda be approved.

**CARRIED  
UNANIMOUSLY**

4. **ADOPTION AND RECEIPT OF MINUTES**

None

5. **BUSINESS ARISING FROM THE MINUTES**

None

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
November 23, 2011*

**CONSENT AGENDA**

i. Bylaws

ii. Agreements

iii. Committee/  
Commission  
Minutes

iv. Correspondence

**DELEGATIONS**

None

8. **CORRESPONDENCE**

None

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

None

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

None

10. **REPORTS FROM MAYOR**

None

11. **REPORTS FROM COUNCILLORS**

Councillor Harris      None

Councillor Kenyon      None

Councillor Jackson      None

Councillor Perry      None

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
November 23, 2011*

12. **REPORTS OF STAFF**

13. **BYLAWS**

**Moved by Councillor Kenyon**  
**Seconded by Councillor Harris**

THAT Bylaw No. 993, 2011 Parkland Acquisition and Development Reserve Fund receive first, second, and third reading

**CARRIED  
UNANIMOUSLY**

**Moved by Councillor Kenyon**  
**Seconded by Councillor Perry**

THAT Bylaw No. 994, 2011 Community Amenities Reserve Fund receive first, second, and third reading.

**CARRIED  
UNANIMOUSLY**

14. **QUESTIONS FROM THE PUBLIC**  
None

15. **ADJOURNMENT**

**Moved by Councillor Kenyon**  
**Seconded by Councillor Harris**

**THAT** the meeting be closed to the public pursuant to section (c) (d) and (i) of the Community Charter at 9:03 a.m.

**CARRIED  
UNANIMOUSLY**

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**Ken Becotte**  
**Mayor**

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**Debra Key**  
**Corporate Officer**



4.3

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

**DATE:** April 11, 2012  
**TIME:** 2:00 p.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road, Harrison Hot Springs

**IN ATTENDANCE:**

Mayor Leo Facio  
Councillor Allan Jackson  
Councillor Sonja Reyerse  
Councillor Zoltan Kiss

DCAO/Corporate Officer, Debra Key  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
Operations Manager, Ian Gardner

Krystal Sobie, Recording Secretary

**ABSENT:**

1.

**CALL TO ORDER**

Mayor Facio called the meeting to order at 2:00 p.m.

2.

**INTRODUCTION OF LATE ITEMS**

3.

**APPROVAL OF AGENDA**

**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**

**THAT** the agenda be approved.

**CARRIED  
UNANIMOUSLY**

4.

**ADOPTION AND RECEIPT OF MINUTES**

5.

**BUSINESS ARISING FROM THE MINUTES**

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2012*

6. **CONSENT AGENDA**

i. Bylaws

ii. Agreements

iii. Committee/  
Commission  
Minutes

iv. Correspondence

7. **DELEGATIONS**

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

11. **REPORTS FROM MAYOR**

12. **REPORTS FROM STAFF**

☐ 2012-2014 Financial Plan

Director of Finance provided Council with a balanced 3 year financial plan. He explained the changes to the financial plan with regards to the first draft he provided Council at the retreat.



*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
April 11, 2012*

13. **BYLAWS**

14. **QUESTIONS FROM THE PUBLIC**

Q. Under the section for the new by-election what were the legal fees?

A. You will have to make and FOI request for this information.

15. **ADJOURNMENT**

**Moved by Councillor Jackson**

**Seconded by Councillor Reyerse**

**THAT** the meeting be closed to the public pursuant to Section 91 (g) of the Community Charter at 3:02 p.m.

**CARRIED  
UNANIMOUSLY**

**Moved by Councillor Jackson**

**Seconded by Councillor Kiss**

**THAT** the meeting be adjourned at 3:32 p.m.

**CARRIED  
UNANIMOUSLY**

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**Leo Facio  
Mayor**

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**Debra Key  
Corporate Officer**



4.4

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

**DATE:** April 17, 2012  
**TIME:** 7:00 p.m.  
**PLACE:** Memorial Hall  
290 Esplanade Ave, Harrison Hot Springs

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Allan Jackson  
Councillor Sonja Reyerse  
Councillor Zoltan Kiss  
  
CAO, Ted Tisdale  
DCAO/Corporate Officer, Debra Key  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
Operations Manager, Ian Gardner  
CEDO, Andre Isakov  
  
Cindy Richardson, Recording Secretary

**ABSENT:**

1. **CALL TO ORDER**  
  
Mayor Facio called the meeting to order at 7:00 p.m.
2. **INTRODUCTION OF LATE ITEMS**
3. **APPROVAL OF AGENDA**  
  
**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**  
  
THAT the agenda be approved.
4. **ADOPTION AND RECEIPT OF MINUTES**
5. **BUSINESS ARISING FROM THE MINUTES**

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
April 17, 2012*

6. **CONSENT AGENDA**

i. Bylaws

ii. Agreements

iii. Committee/  
Commission  
Minutes

iv. Correspondence

7. **DELEGATIONS**

8. **CORRESPONDENCE**

9. **BUSINESS ARISING OUT OF CORRESPONDENCE**

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

11. **REPORTS FROM MAYOR**

12. **REPORTS FROM STAFF**

☐ 2012-2014 Financial Plan

The Director of Finance provided a PowerPoint presentation of the 2012-2014 Financial Plan.

Topics included the *Community Charter* and *Community Charter* requirements, assessments, revenue, taxes, quarterly billing.

The Financial Plan is a 10 year plan with the focus on 2012-2014.

Treatment plant operating costs were discussed and a review of other municipality rates vs. Village sewer rates was provided.

McCombs bridges projects, RMI projects and funding, lamp standard replacement program, electrical sustainability program were discussed.

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April 17, 2012*

Grant applications for various projects were reviewed.  
Assessment of various types of properties over a 5 year assessment period was provided.  
Property tax information for various types of properties was discussed.  
An overview of operating expenses and revenues were provided.  
Quarterly utility billing and service utility fees were reviewed.

Q. How does the quarterly system effect residents that are not in the Village all year long.

A. Payments can be made in advance with interest paid on credit balances.

Q. Did we build a new sewer plant if we did not know the actual cost for operating?

Q. Why is there an increase of \$400-\$500 in property tax between 2008-2012?

A. It was not an increase in dollar amounts is was a graph of rate increases.

Q. Why compare to other municipalities which are larger than Harrison?

A. To show that Harrison does not have a significant tax increase projected for 2012.

Q. Why was all the money spent on the Memorial Hall and the Municipal Office?

Q. Why have there been no layoff since the green waste and the garbage collection have been privatized.

A. The Village was paying for the labour and removal costs before and are no longer paying these costs.

A. The existing office has only had money spent on renovations to make the existing Village Office workable due to health risks affiliated with the building. There will be public consultation before a new civic building project would be underway. There is a Public Works crew consisting of 6 people to take care of the entire Village seven days per week.

Q. Would the Village consider making utility charges a flat rate for the next fiscal year.

A. This will be reviewed again this year to review options.

Q. What is the projected quarterly cost?

A. Using last year's rates of approx. \$311 which will be divided by 4 to establish the rate.

Q. Are we going to implement water meters for existing residences/water meters?

A. A final plan has not been established. Public consultation before this decision will be made.

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Q. Is there anyway we can download the PowerPoint presentation so that the public can review the numbers?

A. Copies will be available at the Village Office

Q. How are the rates determined?

A. There are three classes of properties with a ratio set between residential and commercial.

Q. Is the business rate 3.5 x more than residential

A. Yes.

Q. Is the 3.76 capital expenditure the water system.

A. This is part of the grant application. The 3.7 is just to off-set the expenditures and if the grant is not approved funds will have to come from elsewhere. The Village cannot postpone this project as Fraser Health has mandated that this project be completed.

Comment: There has been a water advisory for quite some time and the Village really needs the water system upgrade project.

This is a notice of water quality requested by Fraser Health for the Village to post. This notice will be put on the website if it is not already there.

Q. Can we please leave the agenda on the website longer.

A. The agenda packages are usually on the website until the next scheduled meeting usually scheduled two weeks apart. The PowerPoint will also be uploaded to the website.

Mayor Facio stated that it is the face of many challenges of a small community as the presentation tonight identified. Council has spoke to many of the Minister in Victoria and is very hopeful to receive the grant money requested.

Mayor Facio thanked the Director of Finance and Staff for an excellent presentation. He noted that it was the best budget presentation he has seen in 16 years. He thanks the residents for attending the budget meeting.

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
April 17, 2012*

13.

**BYLAWS**

☐ Bylaw 1004  
2012-2021 Financial Plan

**Moved by Councillor Jackson**  
**Seconded by Councillor Reverse**

THAT Village of Harrison Hot Springs Financial Plan Bylaw No. 1004, 2012 be received for a first, second and third reading.

**CARRIED  
UNANIMOUSLY**

☐ Bylaw 1005  
Tax Rate Bylaw

**Moved by Councillor Kiss**  
**Seconded by Councillor Jackson**

THAT Tax Rate Bylaw 1005, 2012 be received for a first, second and third reading.

**CARRIED  
UNANIMOUSLY**

14.

**QUESTIONS FROM THE PUBLIC**

15.

**ADJOURNMENT**

**Moved by Councillor Jackson**  
**Seconded by Councillor Kiss**

THAT the meeting be adjourned at 8:08 p.m.

**CARRIED  
UNANIMOUSLY**

\_\_\_\_\_  
Leo Facio  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer





4.5

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

**DATE:** June 19, 2013  
**TIME:** 9:00 a.m.  
**PLACE:** Council Chambers  
495 Hot Springs Road, Harrison Hot Springs

**IN ATTENDANCE:** Mayor Leo Facio  
Councillor Allan Jackson  
Councillor Sonja Reyerse  
Councillor Zoltan Kiss  
Councillor John Buckley

CAO, Ted Tisdale  
DCAO/Corporate Officer, Debra Key  
Director of Finance, Dale Courtice  
Manager of Revenue Services, Peggy Parberry  
Manager of Development Services, Ian Crane  
Manager of Planning and Community Services,  
Andre Isakov

Krystal Sobie, Recording Secretary

**ABSENT:**

1. **CALL TO ORDER**

Mayor Facio called the meeting to order at 9:00 a.m.

2. **INTRODUCTION OF LATE ITEMS**

- School Zone (Late Item 1.1)
- Car Show (Late Item 1.2)

3. **APPROVAL OF AGENDA**

**Moved by Councillor Buckley**  
**Seconded by Councillor Reyerse**

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**

4. **DELEGATIONS**

☐ Delegation – Bylaw  
Enforcement Officer

Bylaw Enforcement Officer, Devlin Onucki gave a brief presentation on the 2013 Bylaw Report.

*Dale Courtice, Director of Finance left the meeting at 9:45 a.m.*

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5.

**REPORTS FROM STAFF**

☐ **Late Item 1.1 – School  
Zone**

**Late Item 1.1 - School Zone**

Mayor Facio reported that he contacted the Ministry of Transportation with respect to the 30 km school zone sign on Hot Springs Road. There were three options presented: leave it at 50 km/h an hour with a sign indicating a school zone; 30 km/h while children on the highway; or status quo.

**Moved by Councillor Kiss**

**Seconded by Councillor Reverse**

THAT Council direct staff to engage in discussion with the Ministry of Transportation to ascertain if the 30 km/h sign can revert back to 50 km/h indicating a school zone.

**OPPOSED BY MAYOR FACIO  
OPPOSED BY COUNCILLOR BUCKLEY  
OPPOSED BY COUNCILLOR JACKSON**

**DEFEATED**

Staff will contact Harrison Elementary School to determine whether there is interest to change the speed or signage.

☐ **Late Item 1.2 – Car Show**

**Late Item 1.2 – Car Show**

The car show is taking place on August 17, 2013. After a site visit it has been determined that there will be more cars than originally anticipated. It has been suggested that Chehalis Street be closed with a temporary sign to be put in place to redirect boat traffic, and Spruce Street be opened to a two way street for the day.

**Moved by Councillor Buckley**

**Seconded by Councillor Kiss**

THAT Chehalis Street be closed on August 17, 2013.

AND THAT Spruce Street be opened as a two way street on August 17, 2013 between 8:00 a.m and 4:00 p.m.

**CARRIED  
UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
June 19, 2013*

6.

**BYLAWS**

□ Bylaw No. 1039, 2013  
Animal Control and  
Licence

**Moved by Councillor Buckley**  
**Seconded by Councillor Reverse**

THAT Animal Control and Licence Bylaw No. 1039, 2013 be given first, second and third reading.

**Moved by Councillor Jackson**  
**Seconded by Mayor Facio**

THAT Item 10 under Noise be reduced from 15 minutes to 5 minutes.

**CARRIED**  
**OPPOSED BY COUNCILLOR BUCKLEY**  
**OPPOSED BY COUNCILLOR KISS**

**Moved by Councillor Buckley**  
**Seconded by Councillor Reverse**

THAT Animal Control and Licence Bylaw No. 1039, 2013 be given first reading;

AND THAT Animal Control and Licence Bylaw No. 1039, 2013 be given second reading as amended;

AND FURTHER THAT Animal Control and Licencing Bylaw No. 1039, 2013 be given third reading.

**CARRIED**  
**OPPOSED BY COUNCILLOR KISS**

□ Bylaw No. 1040, 2013 Park  
Regulation Amendment

**Moved by Councillor Buckley**  
**Seconded by Councillor Reverse**

THAT Park Regulation Amendment Bylaw No. 1040, 2013 be given first, second and third reading.

**CARRIED**  
**UNANIMOUSLY**

*Village of Harrison Hot Springs  
Minutes of the Special Council Meeting  
June 19, 2013*

□ Bylaw No. 1041, 2013  
Delegation of Powers,  
Duties, and Functions

**Moved by Councillor Reyerse**  
**Seconded by Councillor Buckley**

THAT the Delegation of Powers, Duties and Functions Bylaw No. 1041, 2013 be given first, second and third reading.

**CARRIED  
OPPOSED BY COUNCILLOR KISS**

7.

**QUESTION PERIOD**

Q. Can the cottonwood be removed from around the lagoon before it ruins the view of the lake?

A. Staff will look into this item.

8.

**ADJOURNMENT**

**Moved by Councillor Reyerse**  
**Seconded by Councillor Buckley**

THAT the meeting be closed to the public at 11:10 a.m. pursuant to Section 90(1)(a) of the *Community Charter*.

**CARRIED  
UNANIMOUSLY**

\_\_\_\_\_  
Leo Facio  
Mayor

\_\_\_\_\_  
Debra Key  
Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1040**

**A bylaw to amend "Park Regulation Bylaw No. 915, 2009"**

The Council, of the Village of Harrison Hot Springs in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as the Village of Harrison Hot Springs "Park Regulation Bylaw Amendment Bylaw No. 1040, 2013".
2. "Park Regulation Bylaw No. 915, 2009" is hereby amended by deleting Section 9 in its entirety and substituting with the following:
  - "9. No person shall kindle, build, light, maintain any fire, barbeque, hibachi or any other form of cooking apparatus that uses wood, charcoal, briquettes or any other form of natural burning product, at any time on any beach or park within the Village."
3. Said Bylaw is further amended by deleting Section 20 in its entirety and renumbering the remaining Sections accordingly.
4. Said Bylaw is further amended by adding the following new Sections:

**"EXEMPTIONS**

24. This Bylaw does not apply to the normal use of propane, butane or natural gas fired grills or barbecues for the purpose of cooking food."

**LIABILITIES FOR DAMAGES**

25. This Bylaw shall not be construed to hold the Village or its authorized agents responsible for any damage to persons or property by reason of a propane, butane or natural gas fired grill or barbecue.

**OFFENCE AND PENALTY**

26. Every person who violates any provision of this Bylaw, or who allows or permits any act or thing to be done in violation of any provision of this Bylaw shall be guilty of an offence under this Bylaw.

27. Every person guilty of an infraction of this Bylaw shall be liable upon summary conviction to a fine not less than \$2,000 and not more than the maximum allowed pursuant to the *Offence Act*, as amended.

#### SEVERABILITY

28. If any portion of this Bylaw is for any reason found invalid by decision of a court of competent jurisdiction such decision shall not affect the validity of the remaining portions of this Bylaw.

READ A FIRST TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

READ A SECOND TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

READ A THIRD TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

ADOPTED THIS            DAY OF            , 2013

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer



A Meeting of the Kent-Harrison Joint Emergency  
Program Committee in the Council Chambers  
Municipal Hall, Harrison Hot Springs, BC  
On Wednesday, May 30, 2012 at 11:45 a.m.

## MINUTES

Present: District of Kent

Mr. H. Schwichtenberg, Councillor  
Mr. W. Mah, Chief Administrative Officer (Chair)  
Mr. M. Thiessen, Director of Engineering Services  
Mr. W. Dyer, Fire Chief  
Ms. C. Lee, Director of Corporate Services

### Village of Harrison Hot Springs

Mr. L. Facio, Mayor  
Mr. Z. Kiss, Councillor  
Mrs. D. Key, Deputy Chief Administrative Officer/Corporate Officer  
Mr. B. Malfait, Roads and Drainage Leadhand  
Ms. K. Sobie, Recording Secretary  
Mr. N. MacLean, Harrison Fire Department

### Others

Mr. R. Poulton, Kent-Harrison Emergency Program Coordinator  
Mr. D. Farlin, Corporal, RCMP Agassiz Detachment  
Mr. L. Ekman, BC Ambulance Agassiz  
Mr. M. Anderson, Kent Harrison Search and Rescue  
Mr. S. Watchorn, School District No. 78  
Ms. C. Harris, Former Emergency Social Services Director

Regrets: Mr. J. Van Laerhoven, Mayor (Kent)  
Mr. A. Fraser, Trustee, School District #78  
Mr. J. Hoogendoorn, Kent Agricultural Advisory Committee  
Mr. G. Basten, Kent-Harrison Deputy Emergency Program Coordinator

### **1 Call to Order**

The Chair called the meeting to order at 11:45 a.m.

Introductions went around the table of all the members present.

**2      Approval of Agenda**

KISS/SCHWICHTENBERG

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of May 30, 2012 be approved as amended. Item 7.3 will correspond with item 7.7 and item 7.8 will correspond with item 7.6.

CARRIED

**3      Adoption of Minutes****3.1      Kent-Harrison Joint Emergency Program Committee of February 8, 2012.****Errors and Omissions**

Chief Administrative Officer Tisdale's name was misspelled on pages 3 and 4; it should read "Tisdale".

THIESSEN/DYER

THAT the Minutes of the Kent-Harrison Joint Emergency Program Committee meeting of February 8, 2012 be adopted as amended.

CARRIED

**4      Business Arising from the Minutes**

4.2 – February 8, 2012      Mayor Facio's contact information has been updated.

7.1 – February 8, 2012      JEPP Application has received funding so there will be no need to apply under the other funding application.

4.1 – November 3, 2012      Delegation of Powers Matrix (District of Kent) has been completed.

S. Watchorn requested clarification on the individual holding the liability/financial costs for the decisions when the incident commander makes a decision, who are they covered by for repairs. The Chair noted that when an emergency is declared a Provincial Emergency Program (PEP) number is provided and significant expenses are covered under that number, the liability is under the Province and the Municipality.

POULTON/EKMAN

THAT the follow up sheet be received.

CARRIED

**4.2      Committee Contact List**

The Committee Contact List is currently up to date. Councillor Kiss' home telephone number was added to the list.



SCHWICHTENBERG/KISS

THAT the Committee Contact List be received as amended.

CARRIED

**5     Delegations**

**6     Reports**

**6.1   Emergency Program Coordinator – February to May, 2012**

Currently there is no Emergency Social Services (ESS) program in operation. The Chair and C. Lee met with the former ESS Director to inquire if she would reconsider the team's resignation. None of the members are prepared to come back at this time. The Chair recommended that both municipalities dedicate approximately \$5,000 of the \$27,000 Emergency Program budget to ESS.

*Mr. M. Anderson was excused from the meeting at 12:07 p.m.*

Councillor Kiss raised the point that the two municipalities should not have an equal 50/50 split as Kent has a larger population than Harrison. The Chair explained that this was discussed approximately five years ago and the alternative is for each municipality to have its own emergency program. When a municipality has an emergency, assistance is provided and there is not a line to determine when one group has used up its share of funding as it is a 50/50 partnership. It was agreed upon by both Councils, by resolution, that a joint service was more economical. Councillor Kiss noted that the Chair's comments clarify the situation; however, he does not agree with it.

The Emergency Program Coordinator provided an update on the proposed Farm Credit Canada grant application included in the Agenda noting that there is no cost to either municipality.

KISS/SCHWICHTENBERG

THAT the grant application to Farm Credit Canada (FCC) for emergency communications be approved.

CARRIED

**6.2   Alternative Emergency Operating Centre at the Harrison Hot Springs Fire Hall**

N. MacLean has been in discussion with the Emergency Program Coordinator with respect to an alternative emergency operation centre at the Harrison Fire Hall. The Emergency Program Coordinator advised that equipment is available so he is able to set up another radio at the Harrison Fire Hall.

THIESSEN/KISS

THAT the Emergency Program Coordinator set up a radio at the Harrison Fire Hall in the event that the site is required as an alternate emergency operating centre.

CARRIED

**7     Correspondence (Receive for information)**

- 7.1     E-mail sent April 3, 2012 from W. Paul, BC Ambulance Service – *Committee Contact List*.

L. Ekman advised that Russel Foreman will be starting in September as the new Unit Chief.

SCHWICHTENBERG/EKMAN

THAT the following correspondence be received:

- 7.2     Letter dated April 11, 2012 from Emergency Management BC – *2012-2013 Joint Emergency Preparedness Program Approval for Light USAR Training (BC#1644/12)*;
- 7.6     Letter dated May 10, 2012 from the Village of Harrison Hot Springs – *Joint Emergency Preparedness-Light USAR Training; and*
- 7.8     Email received May 28, 2012 from the Village of Harrison Hot Springs – *2012 JEPP Grants*.

CARRIED

The Emergency Program Coordinator explained that JEPP funding has been received and the municipalities are responsible for 50% of the total cost.

C. Lee provided a history of the Light USAR Training. The Village has two members at level 1 stage training and the District has 12 members at level 1 stage training. It was noted that the JEPP funding program is no longer available so if we decide to pass on this opportunity, we will not be able to access funding in the future through this program.

FACIO/KISS

THAT letter dated May 10, 2012 from the Village of Harrison Hot Springs regarding the Joint Emergency Preparedness Program (JEPP) funding for the Light Urban Search and Rescue training be referred back to the next Council meeting of the Village of Harrison Hot Springs of June 4, 2012.

CARRIED

S. Watchorn asked for clarification on the split of monies paid to the members of the fire departments. The Chair explained that the training cost will be divided 50/50 but each municipality will pay their own members' wages.

POULTON/THIESSEN

THAT the following correspondence be received:

- 7.3     Letter dated April 12, 2012 from Emergency Management BC – *Emergency Social Services Trailer Application; and*
- 7.7     Letter dated May 25, 2012 from Emergency Management BC – *2012-2013 Joint Emergency Preparedness Program Approval for Emergency Social Services Trailer*.

CARRIED

- 7.4 E-mail sent April 13, 2012 from British Columbia Association of Emergency Managers (BCAEM) – *Cancellation of Federal Funding under the Joint Emergency Preparedness Program and Closure of the Canadian Emergency Management College.*

FACIO/KISS

THAT a joint letter from the District of Kent and the Village of Harrison Hot Springs be sent to the Provincial and Federal governments regarding the decision of the federal government to cut funding to emergency management programs.

CARRIED

- 7.5 Letter received April 23, 2012 from the Kent-Harrison Emergency Social Services Director – *Postpone Open House in the District to October, 2012.*

This item was received prior to the ESS team dissolving.

DYER/THIESSEN

THAT the letter be received.

CARRIED

S. Watchorn asked what the process of recruitment for ESS members was in the past. The former ESS Director explained that articles were placed in the newspaper, open houses conducted, and word of mouth. S. Watchorn suggested that ESS may wish to contact the local high school to see if students would be interested as they are required to complete a number of volunteer hours in order to graduate.

## **8 New Business/Other Business**

### **8.1 Emergency Social Services Open House in Harrison Hot Springs**

Councillor Kiss noted that there was an ESS event at Memorial Hall on April 28, 2012 and felt he was not kept in the loop as to the planning of the event. It was suggested that Committee members be sent emails so that the information could be cross promoted to show support for one another as well additional advertising could have been done.

The Chair thanked Councillor Kiss for his comments; however, dates regarding this event were discussed at previous meetings. Staff will take it under advisement to send emails to Committee members regarding future events.

The former ESS Director clarified that an application was made to the Village for use of Memorial Hall; in addition letters thanking the Village Mayor and Council members for the opportunity were distributed. Furthermore three articles prior to the event were published in the local newspaper as well as two advertisements to inform the public.

The Chair added that the former ESS Director was discouraged by the low turnout; however, the turnout was similar to events like the municipal budget open house. Generally people are satisfied so they do not show up to these events and there is limited interest in civic matters.

Councillor Kiss stated that he made a point of showing up at the event.

N. MacLean thanked the former ESS Director for her efforts in the program and suggested that the low turnout reflects the community's apathy.

Mayor Facio commented on his previous involvement in ESS and that he could appreciate the challenges in recruiting volunteers. A letter under his signature will be sent to Village residents to assist in recruiting volunteers. In closing he advised that it has always been difficult to find volunteers but we must keep trying.

The former ESS Director expressed that the group was already discouraged by the low turnout; however, Councillor Kiss' direct criticisms at the open house with regards to the planning of the event further exasperated the volunteers' morale.

*Councillor Schwichtenberg was excused from the meeting at 12:55 p.m.*

## 8.2 Open House in October

Councillor Kiss suggested that the open house in October be focused on emergency preparedness for the first seventy-two (72) hours. Further that First Aid training is made available to Village residents by the Harrison Fire Department.

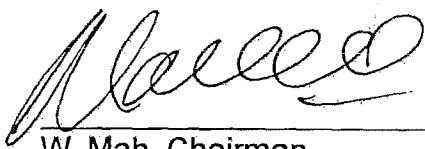
## 9 Adjournment

THIESSEN/EKMAN

THAT the meeting be adjourned at 12:59 p.m.

CARRIED

CERTIFIED CORRECT:



W. Mah, Chairman  
Joint Emergency Program Committee



D. Key, DCAO/Corporate Officer  
Village of Harrison Hot Springs

A Meeting of the Kent-Harrison Joint Emergency  
Program Committee in the Emergency Operating Centre  
Agassiz Fire Hall, Agassiz, BC  
On Wednesday, September 12, 2012 at 11:43 a.m.

## MINUTES

Present: District of Kent

Mr. J. Van Laerhoven, Mayor  
Mr. H. Schwichtenberg, Councillor  
Mr. W. Mah, Chief Administrative Officer (Chair)  
Mr. M. Thiessen, Director of Engineering Services  
Mr. W. Dyer, Fire Chief  
Ms. C. Lee, Director of Corporate Services

### Village of Harrison Hot Springs

Mr. Z. Kiss, Councillor  
Mr. T. Tisdale, Chief Administrative Officer  
Mrs. D. Key, Deputy Chief Administrative Officer/Corporate Officer  
Mr. I. Gardner, Operations Manager  
Mr. D. Driedger, Deputy Fire Chief

### Others

Mr. R. Poulton, Kent-Harrison Emergency Program Coordinator  
Mr. G. Basten, Kent-Harrison Deputy Emergency Program Coordinator  
Mr. S. Falebrinza, Sergeant, Agassiz RCMP Detachment  
Mr. R. Simon, BC Ambulance Agassiz  
Mr. M. Anderson, Kent Harrison Search and Rescue  
Mr. S. Watchorn, School District No. 78  
Mr. A. Morrison, Regional Manager, Emergency Management BC (EMBC)

Regrets: Mr. L. Facio, Mayor (Harrison Hot Springs)  
Mr. A. Fraser, Trustee, School District #78  
Mr. J. Hoogendoorn, Kent Agricultural Advisory Committee

## **1 Call to Order**

The Chair called the meeting to order at 11:43 a.m.

Introductions went around the table of all the members present.

**2     Approval of Agenda**

TISDALE/DYER

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of September 12, 2012 be approved.

CARRIED

**3     Adoption of Minutes**

**3.1   Kent-Harrison Joint Emergency Program Committee of May 30, 2012.**

Errors and Omissions

On page three (3), Mr. Malfait's title is Roads and Drainage Leadhand.

SCHWICHTENBERG/KEY

THAT the Minutes of the Kent-Harrison Joint Emergency Program Committee meeting of May 30, 2012 be adopted as amended.

CARRIED

**4     Business Arising from the Minutes**

**4.1   Review of Follow-up Sheet**

From the meeting of May 30, 2012

Item 3.1 – minutes of February 8, 2012 have been corrected.

Item 6.1 – application to Farm Credit Canada for mobile communications equipment has been submitted.

Item 6.2 – a meeting with parties involved will be occurring this week to discuss setting up a radio at the Harrison Fire Hall (alternate EOC).

Item 7.8 – Village Council has reconsidered its decision with respect to the Light USAR training and reaffirmed its decision not to participate.

**4.2   Committee Contact List**

The Committee Contact List is currently up to date with the exception of the new Unit Chief for BC Ambulance Agassiz. Information for Harrison Hot Springs' Deputy Fire Chief will also be added.

**5     Delegations**

## 6 Reports

### 6.1 Emergency Program Coordinator – June to August, 2012

The Emergency Program Coordinator presented the following verbal report:

With respect to the Farmed Animal Mass Carcass Disposal Plan thanks to Councillor Schwichtenberg, there are now three (3) members working on developing a Livestock Evacuation plan. These members include Mr. Jim Klop, Mr. John Hoogendoorn and Mr. Adrie Stuyt.

Concerning this year's freshet experience, it was as expected with the Fraser River peaking on June 27 at 11,800 cu<sup>3</sup>/s. In comparison today the Fraser River is at 2,000 cu<sup>3</sup>/s. The river level rose to 9.86 m at Hope and at 10 m we begin to worry. In comparison the river level today is at 4.5 m. The freshet was unusual due to the length of high water, which resulted in more seepage.

The Great BC Shakeout is scheduled at 10:18 am on October 18. Canada is divided into seven (7) seismic zones and we live in Zone 4. If we experienced ground movement above a magnitude six (6) then there may be possible infrastructure damage. School District 78 has been contacted regarding their participation in the Great BC Shakeout and Superintendent Nelson advises that 1,800 students and 150 teachers will be participating. Information on the Great BC Shakeout will be in the local newspaper.

The Emergency Social Services trailer was delivered yesterday. Thanks to the Deputy Emergency Program Coordinator for his assistance in choosing the decals.

The status of the Emergency Social Services program is that the Coordinator position has been advertised. Chilliwack and Hope have been notified and they are standby. The Provincial Emergency Program is also aware of our current situation.

It is important to educate the public on emergency preparedness and, as such, the Neighbourhood Emergency Preparedness Program (NEPP) needs to be reactivated.

A meeting will be occurring tomorrow with the EOC Communications Chief, Mr. Jim Turner, and Mr. Neil McLean, Harrison Fire Department, to discuss the logistics of setting up communication at the Harrison Fire Hall to act as the alternate EOC.

The fire hazard has dropped from high to moderate but dry weather is anticipated this week. Temperatures are expected to be above normal with below normal precipitation for this month so the fire hazard continues to build.

Councillor Kiss expressed an interest in assisting the Emergency Program Coordinator with the NEPP.

## 6.2 Update on Emergency Evacuation Route

The Regional Manager of EMBC advised that there has been very little progress with respect to the joint Council's request for the Province to consider developing an emergency evacuation route through Deer Lake.

The Chilliwack Forest District Manager, Mr. Allan Johnsrude, and BC Parks Manager have been contacted. The Mahood Creek Bridge is currently in place with active logging. BC Parks is open to the concept of an emergency evacuation; however, no commercial vehicles will be permitted in accordance with the *Parks Act*.

Based on information in the file, the expected cost for the road infrastructure is approximately \$200,000 through Deer Lake. In comparison the Hicks Lake route is estimated to be \$500,000.

Discussion related to the ownership and size of the bridge; Ministers' meetings at the Union of British Columbia Municipalities' (UBCM) Convention; ability to access through private property during a State of Emergency.

The Regional Manager of EMBC recommended that a meeting be scheduled with BC Parks, Chilliwack Forest District and representatives from the two municipalities after the UBCM Convention.

The Chair suggested that both municipalities should also try to arrange a meeting with BC Parks to seek funding for the emergency evacuation route.

## 7 Correspondence (Receive for information)

7.1 E-mails sent July 18 and August 23, 2012 from ShakeOut BC – *2012 Great British Columbia ShakeOut Earthquake Drill, October 18 at 10:18 a.m.*

7.2 Press Release dated July 24, 2012 from the District of Kent – *Disaster Financial Assistance*

Both the Village and the District will be submitting claims under the Disaster Financial Assistance Program.

7.3 Job Posting – *Emergency Social Services Coordinator (Volunteer)*

The Chair advised that one application has been received; however, as an interview and reference check has not yet been conducted we are unable to release the name of the applicant.

## 8 New Business/Other Business



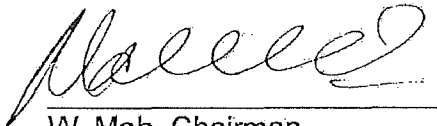
9 **Adjournment**

SCHWICHTENBERG/KISS

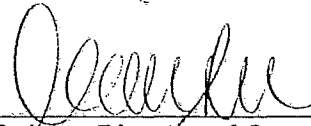
THAT the meeting be adjourned at 12:10 p.m.

CARRIED

CERTIFIED CORRECT:



W. Mah, Chairman  
Joint Emergency Program Committee



C. Lee, Director of Corporate Services  
District of Kent



A Meeting of the Kent-Harrison Joint Emergency  
Program Committee in the Council Chambers  
Municipal Hall, Harrison Hot Springs, BC  
On Wednesday, December 5, 2012 at 11:35 a.m.

## MINUTES

Present: District of Kent

Mr. J. Van Laerhoven, Mayor  
Mr. H. Schwichtenberg, Councillor  
Mr. W. Mah, Chief Administrative Officer (Chair)  
Mr. M. Thiessen, Director of Engineering Services  
Ms. C. Lee, Director of Corporate Services

### Village of Harrison Hot Springs

Mr. L. Facio, Mayor  
Mrs. D. Key, Deputy Chief Administrative Officer/Corporate Officer  
Mr. I. Crane, Manager of Development Services  
Mr. I. Gardner, Operations Manager  
Ms. K. Sobie, Recording Secretary

### Others

Mr. G. Basten, Kent-Harrison Deputy Emergency Program Coordinator  
Mr. S. Falebrinza, Sergeant, RCMP Agassiz Detachment  
Mr. R. Williamson, Kent Harrison Search and Rescue  
Mr. S. Watchorn, School District No. 78

Regrets: Mr. R. Poulton, Kent-Harrison Emergency Program Coordinator

### **1 Call to Order**

The Chair called the meeting to order at 11:35 a.m.

**2     Approval of Agenda**

FACIO/

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of December 5, 2012 be approved.

CARRIED

**3     Adoption of Minutes****3.1     Kent-Harrison Joint Emergency Program Committee of September 12, 2012**

VAN LAERHOVEN/

Kent-Harrison Joint Emergency Program Committee of September 12, 2012.

CARRIED

**4     Business Arising from the Minutes****4.1     Follow up Sheet**

From the Meeting of May 30, 2012

6.2 Mayor Facio wanted to confirm that the siren at the Harrison Fire Department was still operational. I. Gardner, Operations Manager informed the Committee that the siren is tested annually.

7.4 Joint letter to the Provincial and Federal governments re-funding cuts to emergency management programs went out under the Mayor's signatures.

From the Meeting of September 12, 2012

3.1 Minutes have been corrected

4.2 Contact information for new Unit Chief of BCAS and Deputy Fire Chief for the Village have been added

6.1 Great BC ShakeOut registration was completed

6.2 Due to time constraints Mayor Facio advised that the proposed emergency evacuation route was not discussed with the Minister at the UBCM Convention. It was agreed that a political decision still needs to be made and that the two Councils would continue to lobby the MLA and Provincial Government.

From the Meeting of November 3, 2010

4.1 Village of Harrison Hot Springs has completed table sheets

**4.2     Delegation Matrix for the Village of Harrison Hot Springs**

As included in the Agenda package, the Delegation of Powers Matrix has been completed by the Village of Harrison Hot Springs.

#### 4.3 Committee Contact List

FACIO/

THAT the Committee Contact List be received.

CARRIED

### 5 Delegations

### 6 Reports

#### 6.1 Deputy Emergency Program Coordinator – September to November, 2012

G. Basten reported that there have been no incidents requiring activation of the Emergency Operations Centre (EOC).

The position of Emergency Social Service Coordinator had been filled but now is vacant again. This position will be filled as soon as possible in the New Year

The grant application to Farm Credit Canada (FCC) for the purchase of Radio Communication Radio has been denied. The team will be looking for alternative ways to fund the equipment.

GARDNER/

THAT the Deputy Emergency Program Coordinator Report – September to November 2012 be received.

CARRIED

#### 6.2 Chief Administrative Officer (Verbal)

W. Mah, Chief Administrative Officer, thanked R. Poulton for his many years of dedicated work. G. Basten will be taking over the role of Director of Emergency Operations for both municipalities, effective January 1, 2013; however, R. Poulton has agreed to continue to be part of the Joint Emergency Program for succession training and planning. Letters of appreciation from both municipalities as well as a small token were presented to R. Poulton.

S. Watchorn suggested that the Committee provide R. Poulton with a plaque to acknowledge his years of service.

GARDNER/

THAT a plaque be presented to Mr. R Poulton to acknowledge his years of service in emergency services.

CARRIED

**7 Correspondence (Receive for information)**

GARDNER/

THAT the following correspondence be received:

- 7.1 Letter dated October 31, 2012 from the Deputy Solicitor General – *Earthquake/Tsunami Event on October 27, 2012*
- 7.2 Letter dated April 11, 2012 from Farm Credit Canada – *FCC AgriSpirit Fund Application*

CARRIED

**8 New Business/Other Business**

Item 8.2 was discussed at this point of the meeting.

*The meeting recessed at 12:06 p.m. for lunch.*

*The meeting reconvened at 12:17 p.m.*

**8.1 Tabletop Exercise**

The Deputy Emergency Program Coordinator distributed the Table Top Exercise: Blizzard Emergency attached hereto as Appendix "A" and advised that a similar situation occurred in 1996.

Discussion related to the questions in the handout:

1. What actions should the municipalities have taken early in the afternoon in order to reduce the number of motorists becoming stuck?
  - Crews out sanding and salting the roads along with snow removal equipment;
  - Contact major employers in the area to coincide plow crews with shift changes;
  - EOC should be set up in advance along with a PEP task number as we were aware of the weather forecasts.
2. What actions can be taken to rescue stranded motorists?
  - RCMP is better equipped to handle stranded motorists;
  - Utilizing Search and Rescue and Fire Departments to conduct vehicle to vehicle contact;
  - Contacting Public Works crew in assisting emergency vehicles;
  - Establishing the EOC as one central communication point;
  - Use flagging crews.

It was noted that the municipalities have the ability to close local roads; however, the Province will need to close the highway.

3. What arrangements can be made to provide shelter for motorists who have abandoned their vehicles?
  - Opening Municipal halls and buildings with blankets and beds;
  - Utilizing hotels with back up generators.
4. How will emergency information concerning the storm and survival techniques be disseminated to residents?
  - Consider using Twitter site if there is still power and internet;
  - The Sunshine Coast has a mobile communication centre powered by a generator with satellite.
5. What consideration must be given to the hotel/motel guests in Harrison?
  - Try to encourage themselves and guests to stay in place and keep everyone informed of the conditions.
6. What procedures will be implemented to facilitate the delivery of emergency services such as medical treatment, firefighting, and law enforcement?
  - RCMP members and municipal staff that live out of town may limit the numbers of people available;
  - Issue of snow clearing in the parking lot of the RCMP Detachment as it is a Provincial building;
  - Emergency service buildings to be stocked with non-perishable foods in the event of overnight stays.
7. When should the EOC be activated and at stage?
  - When you are aware of the severe weather conditions start with a level 1 and increase as needed.
8. Will all the positions in the matrix be filled? And if not, what will need to be filled?
  - Not all positions will be filled
  - EOC Director, Liaisons, Mayor, Communication Officer
  - EOC Director – Wallace Mah, DOK Ted Tisdale, Harrison
  - Liaisons – Clair Lee, DOK, Debra Key, Harrison
  - Public Information Officer – Clair Lee, DOK, Debra Key, Harrison
  - Operational Section – Mick Thiessen, DOK, Ian Gardner, Harrison
  - Finance – Wallace Mah, DOK, Dale Courtice, Harrison
  - Planning – Darcey Kohuch, DOK Andre Isakov, Harrison
  - Logistics – M. Thiessen, DOK, Ian Gardner, Harrison

9. Are emergency generators in place? And is there adequate fuel for multiple days?

- EOC has fuel available for eight hours and a tidy tank needs to be purchased for 40 to 50 gallons;
- Search and Rescue has two tidy tanks – one diesel and one gas;
- RCMP has a generator for the office.

Discussion regarding the fuel required to keep equipment moving and having a generator at the Harrison Fire Hall.

***Mayor Facio excused himself from the meeting at 12:51 p.m.***

10. What are the primary concerns early in the incident?

- Duration of the incident;
- Continual forecasting;
- Collateral damage.

11. What are the concerns facing the EOC staff by Friday morning 6:00 a.m.?

- Monitoring weather conditions and keeping things open.

12. Should a state of local emergency be declared? And if so, when?

- Yes it should have been done by now but once the freezing rain has started and power outages

13. What should be considered in the recovery plan?

- Complete assessment of all damaged buildings and equipment;
- Damage to private property;
- Costs covered by PEP – recommended to keep detailed records and photographs;
- Debrief the event.

8.2 Emergency Preparedness Forum

Mayor Facio suggested that a joint emergency preparedness forum be held for the residents of Harrison Hot Springs and the District of Kent. There are 72 hour checklists available for residents to provide awareness. The Provincial Emergency Preparedness Week is held annually during the first week of May.

FACIO/

THAT an Emergency Preparedness Forum be held in the District of Kent on May 4, 2013 from 10:00 a.m. – 2:00 p.m. to coincide with Emergency Preparedness Week.

CARRIED



9 **Adjournment**


GARDNER

THAT the meeting be adjourned at 12:56 p.m.

CERTIFIED CORRECT:



W. Mah, Chairman  
Joint Emergency Program Committee



D. Key, DCAO/Corporate Officer  
Village of Harrison Hot Springs

**FOLLOW-UP SHEET****December 5, 2012**

	Topic	Assigned to	Completed
6.1	Recruitment of Emergency Social Services Coordinator	Gerald	
6.2	Presentation of a Plaque to R. Poulton	Wallace/Ted	
8.1	Follow up action items from the Tabletop Exercise	Gerald	
8.2	Emergency Preparedness Forum – May 4, 2013 from 10 am to 2 pm held in the District of Kent	Gerald	

**May 30, 2012**

	Topic	Assigned to	Completed
6.1	Submit application to Farm Credit Canada	Roger	√
7.8	Refer back to the Village its decision not to participate in the Light USAR training	Debra	√

**February 8, 2012**

	Topic	Assigned to	Completed
8.1	Organize community forums in Kent and Harrison Hot Springs during Emergency Preparedness Week	Carolyn/Roger/ Gerald/Clair	√

**September 14, 2011**

	Topic	Assigned to	Completed
8.1	Apply for UBCM grants for Interface Wildfire Protection	Roger/Gerald	

**June 8, 2011**

	Topic	Assigned to	Completed
8.3	Regional Emergency Program Coordinators Meeting – proceed to attend and host as required	Roger	

**November 3, 2010**

	Topic	Assigned to	Completed
8.1	Letter to Correctional Services of Canada re updating MOU	Roger/Clair	

**October 14, 2009**

	Topic	Assigned to	Completed
7.2	Winter Scenario Development – Power Failure	Roger/Gerald	√

**January 14, 2009**

	Topic	Assigned to	Completed
9.2	Update registry of construction equipment including Village and District equipment; fuel available; and Contractors - Reminder	Clair	Ongoing
	Add farm equipment - Reminder	John	Ongoing

A Meeting of the Kent-Harrison Joint Emergency  
Program Committee in the Emergency Operation Centre  
Agassiz Fire Hall, 7652 Industrial Way, Agassiz, BC  
On Wednesday, March 13, 2013 at 11:45 a.m.

## MINUTES

Present: District of Kent

Mr. J. Van Laerhoven, Mayor  
Mr. W. Mah, Chief Administrative Officer (Chair)  
Mr. M. Thiessen, Director of Engineering Services  
Mr. W. Dyer, Fire Chief  
Ms. C. Lee, Director of Corporate Services

Village of Harrison Hot Springs

Mr. L. Facio, Mayor  
Mr. I. Crane, Manager of Development Services  
Mr. D. Driedger, Deputy Fire Chief

Others

Mr. G. Basten, Kent-Harrison Emergency Program Coordinator  
Mr. S. Falebrinza, Sergeant, RCMP Agassiz Detachment  
Mr. A. Fraser, Trustee, School District No. 78  
Mr. M. Anderson, Kent Harrison Search and Rescue  
Mr. N. Brewer, Kent Harrison Search and Rescue  
Ms. S. Pankratz, Seabird Island Band

Regrets: Mr. H. Schwichtenberg, Councillor (Kent)  
Mr. I. Gardner, Operations Manager (Harrison)  
Mr. S. Watchorn, Director of Instruction, School District No. 78

### **1 Call to Order**

The Chair called the meeting to order at 11:45 a.m.

### **2 Approval of Agenda**

The Chair noted that the delegation would be conducted after New Business / Other Business.

FACIO/

THAT the Agenda for the Kent-Harrison Joint Emergency Program Committee meeting of March 13, 2013 be approved.

CARRIED

**3     Adoption of Minutes**

**3.1   Kent-Harrison Joint Emergency Program Committee of December 5, 2012**

VAN LAERHOVEN/

THAT the Minutes for the Kent-Harrison Joint Emergency Program Committee of December 5, 2012.

CARRIED

**4     Business Arising from the Minutes**

**4.1   Review of Follow-up Sheet**

No update.

**4.2   Committee Contact List**

Sergeant Falebrinza provided his cellular number for inclusion on the Committee Contact List.

**5     Delegations**

**5.1   Mr. Neil Brewer of the Kent Harrison Search and Rescue Team Society –  
*Evacuation Plan Demonstration***

Mr. Brewer thanked the Committee for the opportunity to demonstrate the evacuation plan. The purpose of the demonstration is to bring awareness to the communities of what is ready to go. The evacuation plan is documented and available to take away.

The evacuation plan reflected information provided in the RCMP document after Kelowna's Firestorm including the use of coloured flagging tape on doors to indicate the status of notification and evacuation. Mr. Brewer further advised that Search and Rescue uses the Incident Command System (ICS), which integrates with other emergency services.

The evacuation plan can be broken down into thirty (30) assignments, which allows for portions of the community to be evacuated. They still need to work with Seabird Island Band to develop an evacuation plan for the Reserve.

In the future they are hoping to do an actual exercise perhaps with the assistance of the fire department.

## 6 Reports

### 6.1 Emergency Program Coordinator – *December 2012 to February 2013*

FRASER/

THAT the Emergency Program Coordinator Report – *December 2012 to February 2013* be received for information.

CARRIED

### 6.2 Emergency Social Services (ESS) Coordinator Position

The Emergency Program Coordinator introduced the report dated March 13, 2013 with respect to the ESS Coordinator position.

Discussion related to training expenses; challenges recruiting and retaining volunteers; loss of the federal funding and lack of provincial funding for the emergency program; providing "value" to the position by offering a honorarium; an agreement to outline the length of service in exchange for training; and to involving ESS in exercises.

VAN LAERHOVEN/

THAT the Kent-Harrison Joint Emergency Program Committee recommends to the Councils of the District of Kent and the Village of Harrison Hot Springs that a monthly honorarium in the amount of \$200 (two hundred dollars) be provided to the Emergency Social Services (ESS) Coordinator; and

THAT \$1,000 be set aside within the Emergency Program budget for training for the ESS Coordinator and/or ESS volunteers.

CARRIED

### 6.3 Reserve Fuel Supply Storage for Generator

The Emergency Program Coordinator introduced the report dated March 13, 2013 with respect to the reserve fuel supply storage for Generator.

Discussion related to the location of the EOC if an emergency occurs within the Village of Harrison Hot Springs; other facilities within the area that have emergency power; location and type of fuel tank; agreements with fuel suppliers in the area in the event of an emergency; and existing capacity of the EOC.

FACIO/

THAT the Reserve Fuel Supply Storage for Generator report be referred back to the Emergency Program Coordinator for additional information.

CARRIED

**7 Correspondence (Receive for information)**

- 7.1 Letter dated October 19, 2012 from MP Randall Garrison (Official Opposition Critic for Public Safety)

FRASER/

THAT the letter dated October 19, 2012 from MP Randall Garrison (Official Opposition Critic for Public Safety) – *Joint Emergency Preparedness Program* be received for information.

CARRIED

- 7.2 Memo dated December 4, 2012 from the Union of British Columbia Municipalities (UBCM)

The Emergency Program Coordinator noted that the 2005 study found no high risks of interface forest fire within the two municipalities; however, forest floor clean up was recommended

VAN LAERHOVEN/

THAT the memo dated December 4, 2012 from the Union of British Columbia Municipalities (UBCM) – *2013 Wildfire Program Changes Announced* be received for information.

CARRIED

- 7.3 Email sent December 7, 2012 from Emergency Management BC

The Emergency Program Coordinator advised that a community session on the Rural Disaster Resilience Planning was held on February 28, 2013.

Discussion related to feedback from attending organizations and future use of the tools available within the emergency program.

FACIO/

THAT the email sent December 7, 2012 from Emergency Management BC- *Rural Disaster Resilience Planning Implementation Study* be received for information.

CARRIED

- 7.4 Letter dated December 14, 2012 from the Minister of Forests, Lands and Natural Resource Operations

The Chair and the Emergency Program Coordinator provided a summary of the meeting that occurred between Provincial staff and the two municipalities with respect to the emergency evacuation route.

FACIO/

THAT the letter dated December 14, 2012 from the Minister of Forests, Lands and Natural Resource Operations – *Follow up to UBCM Meeting* be received for information.

CARRIED

8 New Business/Other Business

9 Adjournment

FACIO/

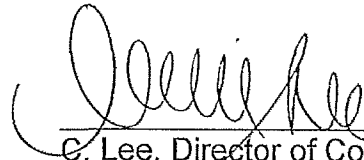
THAT the meeting adjourn at 1:00 p.m.

CARRIED

CERTIFIED CORRECT:



W. Mah, Chairman  
Joint Emergency Program Committee



C. Lee, Director of Corporate Services  
District of Kent





**VILLAGE OF HARRISON HOT SPRINGS  
MINUTES OF THE COMMUNITIES IN BLOOM COMMITTEE**

**DATE:** May 23, 2013  
**TIME:** 2:00 p.m.  
**PLACE:** Council Chambers, Harrison Hot Springs, BC

**IN ATTENDANCE:** Allan Jackson, Chair  
 Maureen Wendt  
 Jane Kivett  
 Heather Coxon  
 Kitty Niiranen  
  
 Recording Secretary, Krystal Sobie

**ABSENT:**

**1. CALL TO ORDER**

The Chair called the meeting to order at 2:00 p.m.

**2. LATE ITEMS**

- Garden of the Week
- Volunteering at Tourism Harrison
- Adopt -a- Road

**3. APPROVAL OF AGENDA**

Moved by Maureen Wendt  
Seconded by Jane Kivett

THAT the agenda be approved as amended.

**CARRIED  
UNANIMOUSLY**

**4. ADOPTION OF MINUTES**

☐ Adoption of Minutes  
 April 23, 2013

Moved by Heather Coxon  
Seconded by Kitty Niiranen

THAT the minutes of the April 23, 2013 Communities in Bloom meeting be adopted.

**CARRIED  
UNANIMOUSLY**

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING**  
**MAY 23 2013**  
**PAGE (2)**

**5. BUSINESS ARISING FROM THE MINUTES**

**6. ITEMS FOR DISCUSSION**

☐ **Hydro Boxes/Lift Stations** Andre Isakov, Manager of Planning and Community Services provided an update of the hydro box/lift station wrap coverings throughout the Village. The Chamber has agreed to sponsor and pay for the wraps for two hydro boxes in the plaza. Council has funding for four wraps to cover lift stations throughout the Village.

Examples of pictures for the wrap coverings were shown to the Committee by power point for comment. The Committee chose five images that they would be in favour of for the coverings.

☐ **Spring Park** The Committee received a letter from Mayor Facio requesting the Committee to submit a proposal to Council outlining the work the Committee intends to complete in Spring Park.

☐ **Oral History** Maureen Wendt expressed that this workshop is not necessary for this Committee at this time.

☐ **Relay for Life** The event is taking place on June 1, 2013 and the setup will be very similar to last year.

☐ **Sasquatch Days** Sasquatch Festival will be held on June 8<sup>th</sup> and 9<sup>th</sup> at St. Alice.

☐ **July 1, 2013** Everything is on track for another great event. The Communities in Bloom will be putting a float in again this year.

☐ **New Business** Wildlife signs

Andre Isakov, Manager of Planning and Community Services, noted that the Village is looking at putting up a code of conduct sign and the next step will be environmental signs. At this time there is no RMI money to put up further signs.

It was noted that there should be a sign at the 200 block trail to let people know that it is not private property.

Tourism Society

Tourism Harrison has designed a sasquatch stuffed toy that will be in stores throughout the Village.

**VILLAGE OF HARRISON HOT SPRINGS**  
**MINUTES OF COMMUNITIES IN BLOOM COMMITTEE MEETING**  
**MAY 23 2013**  
**PAGE (3)**

Garden of the Week

There has been an improvement in businesses and would like to start to award them with garden of the week in the near future.

Volunteering

It would be great if the Committee as a group could volunteer on events that they endorse.

Adopt-a-Road

The two year time limit on roads should be taken out of the agreement/contract.

6.

**ADJOURNMENT**

**Moved by Maureen Wendt**  
**Seconded by Heather Coxon**

The meeting adjourned at 3:05 p.m.

---

Allan Jackson  
Chair

---

Debra Key  
Corporate Officer





**fraserhealth** Better health.  
Best in health care.

June 23, 2013

Mayor Leo Facio and Council  
Village of Harrison Hot Springs

Dear Mayor Facio and Council:

On behalf of Fraser Health I would like to extend a sincere thank you to all Mayors, Councillors, municipal staff, and community agencies who participated in the 2013 Trade Show on Friday May 24th. The success of this event was the result of the time and effort contributed by each municipality.

Thank you to all municipal staff in facilitating the development of the display booths showcasing the immense amount of collaborative initiatives that are happening in each municipality.

The Trade Show provided municipalities in the Fraser Health region with an opportunity to network and share ideas in the area of healthy living, healthy public policy and healthier community partnership models. Feedback from those who attended was extremely positive.

For those of you that missed the Healthier Community Partnership Video - here is the link.  
<http://youtu.be/01dazFIKZHY>

Community Initiatives were highlighted in a tool kit. A USB with links to all the supporting documents for each of the initiative highlighted in the toolkit has been provided to the municipal contacts that hosted the booths.

Additionally Sam Bradd created a beautiful graphic recording of the event.  
<https://www.dropbox.com/sh/go7751qi3u1hyc2/ADHvb7dQmX/Healthy-Living-WEB.jpg?m>

All the great work happening in cities is highlighted on our Facebook, Twitter and YouTube page links at [www.fraserhealth.ca](http://www.fraserhealth.ca)

We look forward to working with your communities to continue to enhance our efforts.

Sincerely,

Dr. Paul Van Buynder  
VP, Public Health &  
Chief Medical Health Officer

**VP Public Health**  
**Chief Medical Health Officer**  
Fraser Health

400 – 13450 102<sup>nd</sup> Avenue  
Surrey, BC V3T 0H1  
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Tel: (604) 930-5404  
Fax: (604) 930-5414  
[www.fraserhealth.ca](http://www.fraserhealth.ca)





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council **DATE:** July 2, 2103

**FROM:** Dale Courtice, CGA **FILE:** 0530-01  
Director of Finance

**SUBJECT:** Change in Signing Authorities

---

#### ISSUE:

Signing authorities need to be updated with the appointment of Ian Crane as Chief Administrative Officer

#### BACKGROUND:

Effective July 1, 2013 Ian Crane is the new Chief Administrative Officer for the Village of Harrison Hot Springs.


#### RECOMMENDATION:

THAT one of each of the following groups be authorized as signing officers for the Village of Harrison Hot Springs:

Mayor Leo Facio, Councillor Allan Jackson, Councillor Zoltan Kiss, Councillor Sonja Reyerse, Councillor John Buckley

Chief Administrative Officer, Ian Crane, Deputy Chief Administrative Officer/Corporate Officer, Debra Key; Director of Finance, Dale Courtice; Manager of Revenue Services, Marguerite Parberry.

Respectfully submitted for your consideration;

  
\_\_\_\_\_  
Dale Courtice, CGA  
Director of Finance

#### CHIEF ADMINISTRATIVE OFFICER COMMENTS:

  
\_\_\_\_\_  
Ian Crane  
Chief Administrative Officer





**VILLAGE OF HARRISON HOT SPRINGS****REPORT TO COUNCIL**

**TO:** Mayor and Council **DATE:** July 2, 2013

**FROM:** Andre Isakov,  
Manager, Planning & Community Services **FILE:** 1855-03-27

**SUBJECT:** Community Recreation Program Grant

---

**ISSUE:**

Staff are seeking Council's direction regarding the re-scope of the Community Recreation Program grant for the redevelopment of the beach washroom and change room facility.

**BACKGROUND:**

In early 2012 the Village of Harrison Hot Springs received a \$400,000 grant from the Community Recreational Program for the Civic Centre proposal that was submitted. However, subsequently the municipality was unable to raise the necessary funds in order to move forward with the proposed Civic Centre development.

The provided grant was based on the 80% provincial 20% municipal project funding sharing formula. The original proposal was for what at the time was anticipated to be an indoors flexible recreation space which was envisioned to be part of the new Civic Centre complex.

Since the Civic Centre development is currently on hold with no immediate plans for development and since grant funds must be spent for the purposes outlined in the grant proposal by March 31, 2015, this may be a good opportunity to work with the Ministry of Community, Sport, and Cultural Development to re-scope the nature of the grant application in order to utilize the funding for a local recreation project that can be completed within the restraints of the grant criteria.

Municipal staff have had informal grant re-scope discussions with Ministry staff. Based on those discussions, grant criteria, and the Village's anticipated needs. Staff would like to propose that the grant re-scope application should focus on the redevelopment of washroom and change room facilities on the beachfront. The upgraded facility would feature expanded facilities with exercise equipment provided on or near the site –possibly on the rooftop with rain cover provided. As a popular tourist destination, staff feel that

these upgrades would facilitate and encourage all year round active living for residents and visitors alike. The facility would be designed to be fully accessible, and with electricity and water conservation measures.

Staff will provide further information regarding the project as the design and engineering planning work takes place following the re-scope approval.

**RECOMMENDATION:**

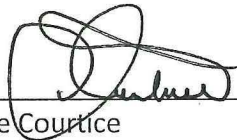
THAT Council approve the re-scope of the Community Recreation Program grant in the amount of \$400,000 for the redevelopment of the beach washroom and change room facility.

Respectfully submitted for your  
consideration;




Andre Isakov  
Manager of Planning and Community Services

**DIRECTOR OF FINANCE COMMENTS:**



Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**



Ian Crane  
Chief Administrative Officer

**VILLAGE OF HARRISON HOT SPRINGS****REPORT TO COUNCIL**

**TO:** Mayor and Council **DATE:** July 4, 2013  
**FROM:** Debra Key, Deputy Chief **FILE:** 7200-01  
Administrative Officer/CO  
**SUBJECT:** Fire Department Remuneration Policy 3.1

---

**ISSUE:** Increase of firefighter's callout, practices and training rates

**BACKGROUND:**

At the time the Union Collective Agreement was ratified by its members, a 1.75% increase was approved by Council to be effective January 1, 2012. The intent at that time was to also include an equal increase for the Fire Department members for their callout, practices and training rate.

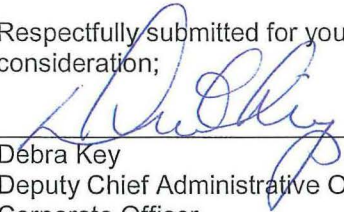
The increase to the current Fire Department Remuneration Policy was inadvertently omitted and therefore it is staff's recommendation that Policy 3.1 Fire Department Remuneration be amended accordingly for the year 2012.

**RECOMMENDATION:**


THAT Policy 3.1 Fire Department Remuneration be amended to reflect an increase for callouts, practices and training rates for the following year: 2012 at 1.75% = \$18.32 per hour; and

THAT this increase be retroactive to January 1, 2012.

Respectfully submitted for your  
consideration;

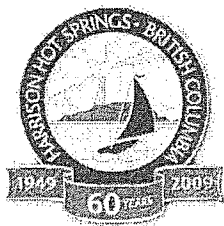
  
Debra Key  
Deputy Chief Administrative Officer/  
Corporate Officer

**DIRECTOR OF FINANCE COMMENTS:**

  
Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**

  
Ian Crane  
Chief Administrative Officer



## VILLAGE OF HARRISON HOT SPRINGS

### POLICY

#### SUBJECT

HARRISON HOT SPRINGS FIRE DEPARTMENT -  
REMUNERATION

POLICY NUMBER

3.1

DATE ADOPTED

November 2, 2009

AMENDED

July 9, 2012

#### 1. PURPOSE

Council of the Village of Harrison Hot Springs deems it necessary to adopt a policy for training and call out rates for the Village of Harrison Hot Springs on-call fire fighters.

#### 2. REMUNERATION

The officers and members of the Village of Harrison Hot Springs Fire Department shall receive annual remuneration as follows:

Fire Chief	\$5,000
Deputy Fire Chief	\$2,500
Captain	\$1,000
Secretary/Treasurer	\$ 250

Payout shall be remitted semi-annually, June 30 and December 31 of each year.

#### 2. CALLOUTS AND TRAINING RATES

- a) In addition to remuneration noted in 2 above, POC fire fighters of the Village of Harrison Hot Springs Fire Department shall receive pay for attendance at call outs, practices, duty rosters and annual building fire inspections at the rate of \$18.00 per hour.
- b) Any member attending training sessions, seminars or workshops shall be paid \$18.00 per hour to a maximum of \$75.00 per day not including travel time.





**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1031**

**A bylaw to establish Fire Department Regulations**

---

**WHEREAS** the Mayor and Council has deemed it advisable to establish a bylaw to regulate and establish provision of firefighting services;

**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 Fire Department Regulation Bylaw No. 1031, 2013.

**2. INTERPRETATION**

**2.1 In this Bylaw:**

**"ADMINISTRATOR"** means the Chief Administrative Officer of the Village of Harrison Hot Springs;

**"APPARATUS"** means any vehicle provided with machinery, devices, equipment or materials for fire protection and assistance response as well as vehicles used to transport fire fighters or supplies;

**"AUXILIARY"** means a firefighter who receives some form of remuneration for training, firefighting or related activities common to Fire Department operations;

**"COUNCIL"** means the Council of the Village of Harrison Hot Springs;

**"EQUIPMENT"** means any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency;

**"EXECUTIVE"** means the Fire Chief, Deputy Fire Chief and up to two Captains.

**"FIRE CHIEF"** means the person appointed by Council, from time to time, as the Fire Chief of the Village of Harrison Hot Springs;

**"FIRE DEPARTMENT"** means the Harrison Hot Springs Fire Department;

**"FIRE PROTECTION"** means all aspects of fire safety including but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training and other staff development and advising;

**"INCIDENT"** means a fire or a situation where a fire or explosion is imminent and includes assistance response circumstances described in section 10 of this bylaw;

**"MEMBER"** means a person who recruited and trained by the Fire Chief and having received appropriate training, becomes either a paid on call (POC) firefighter or a volunteer firefighter of the Village of Harrison Hot Springs Fire Department. A "member" is deemed to be a Municipal Officer as defined in the *Local Government Act*.

**"OFFICER"** means a member who is specifically authorized to assist the Fire Chief in his duties, specifically Deputy Fire Chief, Captains and Lieutenant;

**"POC"** means a member who is a paid-on-call firefighter.

**"VILLAGE"** means the Village of Harrison Hot Springs.

**"VOLUNTEER"** means a firefighter who has elected to serve on a purely volunteer basis, without receiving any remuneration.

- 2.2 Except as otherwise defined herein, words and phrases in this Bylaw are to be construed in accordance with their meanings under the *Community Charter*, *Local Government Act*, *Fire Code*, *Fire Services Act* or the *Interpretation Act*, as the context and circumstances may require. A reference to a statute refers to a statute of the Province of British Columbia unless otherwise indicated, and a reference to any statute, regulation, bylaw or code refers to that enactment as it may be amended or replaced from time to time. Words in the singular include the plural and gender specific terms include both genders. Headings are for convenience only and must not be construed as defining or limiting the scope or intent of this Bylaw. If any part of this Bylaw is held to be invalid by a court of competent jurisdiction, then that invalid part is severed and the remainder of this Bylaw continues to be valid and applicable.

### 3. ADOPTION OF FIRE CODE AND OTHER STANDARDS

- (a) The substantive regulations (but not the procedural or remedial provisions) of the British Columbia Fire Code are hereby adopted and made part of this Bylaw such that every provision of the British Columbia Fire Code shall be considered a provision of this Bylaw.
- (b) Standards of the National Fire Protection Association as issued from time to time are hereby adopted as applying to the Fire Department.

- (c) Water supply requirements for public fire protection as issued by the Fire Underwriters Survey and updated from time to time, are made part of this Bylaw such that every requirement shall be considered a provision of this Bylaw.

#### **4. ESTABLISHMENT**

- 4.1 The Village of Harrison Hot Springs Fire Department as previously established is hereby continued to provide fire suppression and prevention services and other related services within the Village and, for any area outside the boundaries of the Village, only in accordance with section 10 of this bylaw.

- 4.2 The Fire Department consists of the following positions, ranked in descending order:

- (a) The Fire Chief;
- (b) The Deputy Fire Chief;
- (c) Up to 2 (two) Captains;
- (d) Up to 3 (three) Lieutenants; and
- (e) Up to 16 (sixteen) Firefighters,

With the total number of Officers and members not to exceed 23 (twenty-three).

- 4.3 The Fire Chief:

- (a) shall be appointed by resolution of Council and the appointment is subject to annual review by the Administrator.
- (b) reports to the Administrator in respect of the management of the Fire Department and the condition of buildings, apparatus and equipment under the control of the Fire Department and Fire Department budget.
- (c) in consultation with the Administrator, recommend to Council the appointment of the Deputy Fire Chief. The members may elect up to two members as Captains and up to three members as Lieutenants. Members who have been elected as Captains shall serve in that capacity as part of the Executive.

#### **5. APPOINTMENT AND ELECTION OF OFFICERS**

- 5.1 Captains and Lieutenants of the Fire Department shall be elected by its members through an election held every two years, at the first meeting of the membership at large in each calendar year. For the purposes of this election, the quorum for voting shall be seven (7) members.
- 5.2 Each duly elected Captain and Lieutenant shall continue in office until new officers are elected.

- 5.3 A vacancy occurring on the Executive during any term of office may be filled by an appointment by the Fire Chief, in consultation with the Administrator, until a by-election for the position can be held.
- 5.4 Notwithstanding subsections 5.1 through 5.3 above, all elections and appointments of officers shall be subject to the ratification by the Administrator.

## **6. MEMBERSHIP**

- 6.1 A person is qualified to be appointed a member of the Department for fire fighting duties who:
- (a) Is at least 18 years of age;
  - (b) Is of good character;
  - (c) Passes such, training aptitude and other tests as may be required by the Fire Chief.
- 6.2 A person appointed as a member of the Department for fire fighting duties shall be on probation for a period of one year during which period he shall take such training and examinations as may be required by the Fire Chief.
- 6.3 If a probationary member appointed for fire fighting duties fails any such examination:
- (a) He may be dismissed; or
  - (b) His probationary period may be extended for a further six months by the Fire Chief or, in his absence, by the Deputy Fire Chief.

## **7. REMUNERATION**

- 7.1 The remuneration and expenses of all members other than volunteers is contained in Schedule "A" attached hereto and forming part of this bylaw.

## **8. POWERS OF FIRE CHIEF**

- 8.1 A Fire Chief may
- (a) Make reasonable rules and regulations for the proper and efficient administration and operation of the Fire Department and may change, replace or withdraw the rules as he or she considers necessary;
  - (b) Make reasonable rules and regulations or take measures respecting the discipline of members of the Fire Department;



- (c) Enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
- (d) Take measures to prevent and suppress fires, including, in relation to an incident, cause or direct the demolition of buildings and other structures, which the Fire Chief believes should be demolished in order to prevent the spread of fire or to prevent damage to property, injury to persons, or loss of life;
- (e) Order an owner or Occupier of real property to undertake any actions directed by the Fire Chief or other authorized person authorized by the Administrator for the purpose of removing or reducing any thing or condition that person considers is a fire hazard or increases the danger of fire;
- (f) Provide assistance in response to an incident;
- (g) exercise the following powers under section 25 of the *Fire Services Act*:
  - i. if an emergency arising from a fire hazard or from a risk of explosion causes the Fire Chief to be apprehensive of an imminent and serious danger to life or property, or of a panic, may immediately take steps the Fire Chief considers advisable to remove the hazard or risk;
  - ii. if the Fire Chief believes that conditions exist in or near a hotel or public building that, in the event of a fire, might seriously endanger life or property, may immediately take action the Fire Chief considers advisable to remedy the conditions to eliminate the danger and may evacuate and close the hotel or public building; and

without limiting the foregoing, for these purposes the Fire Chief may evacuate a building or area, and may call of police and other fire prevention authorities who have jurisdiction to provide assistance;
- (h) enforce this Bylaw and other municipal bylaws, rules, orders and regulations respecting fire prevention and suppression and the protection of life and property;
- (i) inquire into, investigate and record the causes of fires in the Village or have a member designated to do so;
- (j) collect and disseminate information in regard to fires in the Village;
- (k) investigate and hold inquiries into such fires;
- (l) study methods of fire prevention; and

- (m) provide advice and make recommendations to the Chief Administrative Officer, other officers and employees of the Village and the public in relation to:
  - (i) the establishment and administration of fire brigades and departments;
  - (ii) the provision for adequate water supply and pressure;
  - (iii) the installation or maintenance of automatic or other fire alarms systems and fire extinguishment equipment;
  - (iv) the enforcement of measures for the prevention or suppression of fire and the protection of life and property; and
  - (v) fire prevention generally.

## 9. **FALSE REPRESENTATION**

- 9.1 A person must not falsely represent himself as the Fire Chief or a member, or wear or display any Fire Department badge, cap, button, insignia or other part of a uniform or piece of equipment that would tend to mislead as to his identity, role or position.

## 10. **TERRITORIAL JURISDICTION**

- 10.1 The services provided by the Fire Department are limited to the boundaries of the Village, and no part of its equipment may be used or members employed or retained outside the Village except as follows:
- (a) as expressly authorized by written agreement with the municipality, regional district or government agency having jurisdiction over the area to be served;
  - (b) in response to a specific incident, by resolution of Council and with the consent of the municipality or regional district of the area to be served; or
  - (c) in response to a request for assistance in accordance with the *Emergency Program Act*.
- 10.2 The Mayor and Corporate Officer, after consultation with the Fire Chief and on the recommendation of the Administrator, are hereby authorized to enter and execute such agreements or other instruments as may be required to give full force and effect to this section.

# **11. FIRE PROTECTION AND AID AGREEMENTS**

- 11.1 The Council of the Village of Harrison Hot Springs may enter into fire protection and aid agreements for the provision of fire protection by, for, or on behalf of the owners or occupiers of property situated within or outside of the municipality, with any person, firm, corporation, municipality, Crown Provincial or Crown Federal or other properly constituted authority and for the paying or collecting, as the case may be, of such charges therefore as may be agreed upon.

# **12. OFFENCE AND PENALTY**

- 12.1 Every person who violates section 9 of this Bylaw, or who suffers or permits any act or thing to be done in violation of section 9 of this Bylaw, or who neglects to or refrains from doing anything required to be done by section 9 of this Bylaw, commits an offence against this Bylaw and each day that a violation continues to exist is deemed to be a separate offence.
- 12.2 On being convicted of an offence under this Bylaw, a person is liable to pay a fine of up to ten thousand (\$10,000) dollars.

# **14. REPEAL**

"The Fire Department Regulation Bylaw No. 923" is hereby repealed in its entirety.

READ A FIRST TIME THIS DAY OF JULY, 2013

READ A SECOND TIME THIS DAY OF JULY, 2013

READ A THIRD TIME THIS DAY OF JULY, 2013

ADOPTED THIS DAY OF 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

## **SCHEDULE "A"**

### **REMUNERATION**

Members, excluding volunteers, are entitled to the following remuneration:

- (a) All members will be paid a firefighter rate of \$18.32 per hour for practices, training and callouts;
- (b) A member who is in Command at a scene/accident will be paid a 10% hourly rate premium for the duration of that incident;
- (c) All members will receive a meal allowance if on an incident scene beyond six (6) hours in accordance with the Council policy.
- (d) In recognition of the administrative duties and the need to attend meetings, Officers are entitled to the following honorariums to be paid semiannually:

Fire Chief	\$5,000.00
Deputy Fire Chief	\$2,500.00
Captain	\$1,000.00
Lieutenant	\$ 500.00
Treasurer	\$ 250.00

### **EXPENSES**

- (a) Members may receive travel expenses, mileage, meals and accommodations in accordance with the Council Policy.
- (b) Members who attend training sessions will be paid the firefighter rate to a maximum of 8 hours.
- (c) All claims for travel expense outside of the Fraser Valley Regional District shall be approved by the Chief Administrative Officer.



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 923**

**A bylaw to establish services with respect to provisions for fire fighting  
services within the Village of Harrison Hot Springs**

---

**WHEREAS** the Mayor and Council has deemed it advisable to establish a bylaw to regulate and establish provision of fire fighting services;

**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 Fire Department Establishment Bylaw No. 923, 2009.

**2.     DEFINITIONS**

**"ADMINISTRATOR"** means the Chief Administrative Officer of the Village of Harrison Hot Springs;

**"APPARATUS"** means any vehicle provided with machinery, devices, equipment or materials for fire protection and assistance response as well as vehicles used to transport fire fighters or supplies;

**"COUNCIL"** means the Council of the Village of Harrison Hot Springs;

**"EQUIPMENT"** means any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency;

**"FIRE CHIEF"** means the person appointed by Council, from time to time, as the Fire Chief of the Village of Harrison Hot Springs and any officer or member authorized by Council, to act on behalf of the Fire Chief in his absence;

**"FIRE DEPARTMENT"** means the Harrison Hot Springs Fire Department;

**"FIRE PROTECTION"** means all aspects of fire safety including but not limited to, fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training and other staff development and advising;

**"INCIDENT"** means a fire or a situation where a fire or explosion is imminent and includes assistance response circumstances described in section 9 of this bylaw;

**"MEMBER"** means a person that is recruited and trained by the Fire Chief and following appropriate training, becomes a paid on call (POC) firefighter of the Village of Harrison Hot Springs Fire Department by ratification of Council. A "member" is deemed to be a Municipal Public Officer as defined in the *Community Charter*.

**"OFFICER"** means a member appointed by Council and given specific authority to assist the Fire Chief in his duties, specifically Deputy Fire Chief and Captains.

**"POC"** means paid-on-call.

### 3. ADOPTION OF FIRE CODE AND OTHER STANDARDS

- (a) The substantive regulations (but not the procedural or remedial provisions) of the British Columbia Fire Code are hereby adopted and made part of this Bylaw such that every provision of the British Columbia Fire Code shall be considered a provision of this Bylaw.
- (b) Standards of the National Fire Protection Association as issued from time to time are made part of this Bylaw such that every provision shall be considered a provision of this Bylaw.
- (c) Water supply requirements for public fire protection as issued by the Fire Underwriters Survey and updated from time to time, are made part of this Bylaw such that every requirement shall be considered a provision of this Bylaw.

### 4. ESTABLISHMENT

- (a) The Village of Harrison Hot Springs Fire Department is hereby established to provide fire suppression and prevention services and other related services within the Village and by written agreement, written contract or by a resolution of Council outside the Village's boundaries.
- (b) The Fire Chief shall be appointed by resolution of Council following a competitive selection process where experience, knowledge, skills and abilities are assessed and considered. The Fire Chief shall retain his position through successful, annual performance reviews.

- (c) The Fire Chief reports to the Chief Administrative Officer in respect of the management of the Fire Department and the condition of buildings, apparatus and equipment under the control of the Fire Department and Fire Department budget.
- (d) The Fire Chief has full authority to appoint his executive through collaboration with POC members, Section 5, and appropriate evaluation of knowledge, skills and ability. The Executive shall receive ratification of Council through the Fire Chief.
- (e) The Fire Department shall consist of:
  - 1 (one) Fire Chief
  - 1 (one) Deputy Fire Chief
  - 2 (two) Captains
  - 14 (fourteen) or more members
- (f) Officers and members shall be appointed to the Fire Department in accordance with these policies and shall carry out the duties and responsibilities assigned to the Fire Department by Council.

## 5. **APPOINTMENT AND ELECTION OF OFFICERS**

- (a) The Executive of the Fire Department shall comprise of the following officers:
  - Fire Chief
  - Deputy Fire Chief
  - Captain (2)

and election of officers to the Executive shall be from the membership at large.
- (b) Election of Officers shall be held every two years at the first meeting of the membership at large in each calendar year, and for the purposes of this election a quorum shall be seven (7) eligible members.
- (c) The duly elected officers of the previous year shall continue in office until new officers are elected.
- (d) A vacancy occurring on the Executive during any term of office shall be filled by an appointment by the Fire Chief, until a by-election for the position can be held.
- (e) Notwithstanding sections (a), (b), (c), (d) above, all elections and appointments of officers shall be subject to the ratification of Council.

**6. MEMBERSHIP**

- (a) A person is qualified to be appointed a member of the Department for fire fighting duties who:
  - (i) Is not less than 18 years of age;
  - (ii) Is of good character;
  - (iii) Passes such, training aptitude and other tests as may be required by the Fire Chief.
- (b) A person appointed as a member of the Department for fire fighting duties shall be on probation for a period of six months during which period he shall take such training and examinations as may be required by the Fire Chief.
- (c) If a probationary member appointed for fire fighting duties fails any such examination, he may be dismissed, or their probationary period may be extended for a further six months by the Fire Chief or by the Executive.

**7. REMUNERATION**

The remuneration of all members for training and call outs shall be established by Village Policy upon the recommendation of the Fire Chief and Administrator.

**8. POWERS OF FIRE CHIEF**

A Fire Chief may

- (a) Make rules and regulations for the proper and efficient administration and operation of the Fire Department and change, replace or withdraw the rules as he or she considers necessary;
- (b) Make rules and regulations or take measures respecting the discipline of members of the Fire Department;
- (c) Enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire;
- (d) Take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fires;



- (e) Order an owner or Occupier of real property to undertake any actions directed by the Fire Chief or other authorized person authorized by Council by name of office or otherwise for the purpose of removing or reducing any thing or condition that person considers is a fire hazard or increases the danger of fire;
- (f) Provide Assistance response;
- (g) Exercise some or all of the powers of a Fire Commissioner under Section 25 of the *Fire Services Act*, and for these purposes that section applies;
- (h) Enforce municipal bylaws, rules, orders and regulations respecting fire prevention and suppression and the protection of life and property;
- (i) Inquire into, investigate and record the causes of fires in the Village;
- (j) Collect and disseminate information in regard to fires in the Village;
- (k) Investigate and hold inquiries into such fires;
- (l) Study methods of fire prevention; and
- (m) Provide advice and make recommendations to Council, other officers and employees of the Village and the public in relation to:
  - (i) The establishment and administration of fire brigades and departments;
  - (ii) The provision for adequate water supply and pressure;
  - (iii) The installation or maintenance of automatic or other fire alarms systems and fire extinguishment equipment;
  - (iv) The enforcement of measures for the prevention or suppression of fire and the protection of life and property;
  - (v) Fire prevention generally

## 9. FALSE REPRESENTATION

No person shall falsely represent himself as the Fire Chief or a member, or wear or display any Fire Department badge, cap, button, insignia or other part of a uniform or piece of equipment for the purpose of false representation.

## **10. TERRITORIAL JURISDICTION**

- (a) The limits of the jurisdiction of the Fire Department extend to the boundaries of the Village of Harrison Hot Springs and no part of the Fire Department equipment and members shall be used outside the Village without:
  - (i) The express authorization of a written agreement, written contract or resolution of Council providing for the supply of Fire Equipment and members outside the Village's boundaries;
  - (ii) A request for assistance in accordance with the *Emergency Program Act* (British Columbia) as amended or re-enacted from time to time.
  - (iii) The Mayor and Chief Administrative Officer, after consultation with the Fire Chief, are hereby authorized to execute such documentation as may be required to give full force and effect to this section.

## **11. FIRE PROTECTION AND AID AGREEMENTS**

The Council of the Village of Harrison Hot Springs may enter into fire protection and aid agreements for the provision of fire protection by, for, or on behalf of the owners or occupiers of property situated within or outside of the municipality, with any person, firm, corporation, municipality, Crown Provincial or Crown Federal or other properly constituted authority and for the paying or collecting, as the case may be, of such charges therefore as may be agreed upon.

## **12. OFFENCE AND PENALTY**

Every person who violates any provision of this Bylaw, or who suffers or permits any act or thing to be done in violation of any provision of this Bylaw, or who neglects to or refrains from doing anything required to be done by an provision of this Bylaw, is guilty of an offence against this Bylaw and is liable to the penalties imposed under this Bylaw and each day that a violation continues to exist is deemed to be a separate offence against the Bylaw.

## **13. SEVERABILITY**

If any section, subsection, clause or phrase of this Bylaw is held invalid by a Court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed section, subsection, clause or phrase.

**14. REPEAL**

"The Corporation of the Village of Harrison Hot Springs Bylaw No. 424" and "The Corporation of the Village of Harrison Hot Springs Bylaw No. 824" are hereby repealed in their entirety.

**16. READINGS AND ADOPTION**


READ A FIRST TIME THIS 2<sup>nd</sup> DAY OF NOVEMBER, 2009

READ A SECOND TIME THIS 2<sup>nd</sup> DAY OF NOVEMBER, 2009

READ A THIRD TIME THIS 2<sup>nd</sup> DAY OF NOVEMBER, 2009

ADOPTED THIS 16<sup>th</sup> DAY OF NOVEMBER, 2009.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Corporate Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

**TO:** Mayor and Council  
**FROM:** Andre Isakov  
 Manager of Planning and Community Services  
**DATE:** July 2, 2013  
**FILE:** 3900-01  
**SUBJECT:** Official Community Plan Amendment Bylaw No. 1035, 2013  
 Zoning Bylaw Amendment Bylaw No. 1036, 2013  
 District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257

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#### ISSUE:

Staff are seeking Council direction on both the Official Community Plan Amendment Bylaw No. 1035, 2013 and the Zoning Bylaw Amendment Bylaw No. 1036, 2013.

#### BACKGROUND:

The Village of Harrison Hot Springs has received an application for an Official Community Plan (OCP) text amendment and rezoning for a property located on the west side parallel Rockwell drive – the site of the current Harrison Hot Springs Marina. Please refer to the maps attached to Bylaws for detailed information on the property location.

The proposal seeks to amend the OCP and rezone the property in question in order to facilitate a comprehensive development that could include a marina with up to 15 floating homes; two condominium buildings with 51 multi-family units, 892 m<sup>2</sup> of commercial/office space, 233 m<sup>2</sup> of restaurant space, and 232 m<sup>2</sup> of communal amenity space.

The property in question is located within the Lakeshore Special Planning Area as outlined in Section 4 of the OCP (page 26). Lakeshore Special Planning Area has several outlined future use designations, one of which is the Lakeshore Marine Tourist Commercial. The OCP Amendment Bylaw No. 1035 proposes text amendments to the policies outlined within the Lakeshore Marine Tourist Commercial designation. The primary focus of these text amendments is to explicitly facilitate residential development while preserving the marine-oriented tourism as well as public use components within the Lakeshore Marine Tourist Commercial designation.

The property in questions is within the Geotechnical Hazard Development Permit Area as outlined within Section 9 of the OCP. As such, the property will be required to have a site

specific Geotechnical Report provided by a certified geotechnical engineer at a later subdivision or building permit stages.

The Zoning Bylaw Amendment Bylaw No. 1036 proposes to rezone the property in question from Marine Commercial C-6 to Comprehensive Development Zone 4 – CD-4. The rezoning would facilitate a multifaceted mixed-use development. The development is envisioned to have two components. First, includes two mixed-use buildings connected by a restaurant in the middle (described as Lot A on the Comprehensive Development Plan). One of the buildings would be about 6.5 stories in height and would feature a single level of commercial space, the other building would not feature the commercial space and would thus be 5.5 stories in height. This entire complex is proposed to feature an at grade parkade, with additional parking spaces available outside of the buildings. Second component features additional upgraded marina space to facilitate boat moorage and up to 15 floating homes (Lot B). In the proposal the marina is design to facilitate an access channel for the Village owned waterlot which currently accommodates the Harrison Yacht Club.

A public boardwalk is proposed to connect the development to the Village Centre. All permitted uses within the CD-4 zone will need to be connected to the Village community water system and sanitary sewer system.

The development proponent is offering a community amenities package as part of the rezoning proposal. Additionally, the development is projected to contribute about \$837,000 in Development Cost Charges.

At the Regular Council meeting of June 3, 2013 Council read Bylaw No. 1035 and Bylaw No. 1036 a first time. Furthermore, Council referred both bylaws to

- a) the Village Engineer;
- b) the Fire Chief;
- c) the Advisory Planning Commission;
- d) the Ministry of Transportation and Infrastructure;
- e) the School District; and
- f) the Fraser Valley Regional District,

for comment pursuant to the consultation requirements of Section 879 of the Local Government Act prior to the bylaws being considered for second reading.

The referrals have all been mailed out. The Advisory Planning Commission reviewed the proposal at the June 13, 2013 APC meeting and is recommending the proposal to Council as presented. The referrals from the Fire Chief and the FVRD did not raise any major concerns or objections over the proposed bylaws. The Ministry of Transportation and Infrastructure response provided further setback information which had been communicated to the proponent and which the proponent feels could be met relatively easily.

At the Regular Council meeting of June 17, 2013 Council set the date of the public hearing for both bylaws for July 8, 2013.

**Attachments:**

1. Official Community Plan Amendment Bylaw No. 1035;
2. Zoning Bylaw Amendment Bylaw No. 1036;
3. 11x17 print of Schedule 1 of Bylaw No. 1036;
4. Development Agreement;
5. Sustainable Harrison Strategic Question Assessment;
6. Responses to referrals.

**RECOMMENDATION (subject to outcome of Public Hearing):**

**THAT** Official Community Plan Amendment Bylaw No. 1035, 2013 be read a second and third time; and

**THAT** Zoning Bylaw Amendment Bylaw No. 1036, 2013 be read a second and third time.

**Respectfully submitted for your consideration;**



Andre Isakov  
Manager of Planning and Community Services

**DIRECTOR OF FINANCE COMMENTS:**


Dale Courtice  
Director of Finance

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:**


Ian Crane  
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. 1035, 2013".

**II. TEXT AMENDMENT**

- A. That Table 1: Future Land Use Designation of the Village of Harrison Hot Springs Official Community Plan No. 864 (page 25), be amended with a replacement of the Lakeshore Marine Tourist Commercial section as follows:

**TABLE 1: FUTURE LAND USE DESIGNATIONS**

<b>Purpose</b>	<b>Rationale</b>	<b>Future Land Use Permitted</b>
<b>Lakeshore Marine Tourist Commercial</b> To develop an area of marine-oriented tourism with residential as well as public use components and pedestrian connections to Esplanade Avenue.	This area is the main focus of boating and moorage activities for the village. It has the potential for a mixture of residential, public, recreation and marine tourism uses on lakeshore lands adjacent to Rockwell Drive.	Marinas, restaurants, related retail services and other uses permitted in the C-6 and P-1 zones and as prescribed within the Zoning Bylaw, with provisions for small hotel or residential development.

- B. That Section 4.2.4 Lakeshore Marine Tourist Commercial Area of the Village of Harrison Hot Springs Official Community Plan No. 864 (page 32), be amended with a replacement section as follows:

**4.3.4 Lakeshore Marine Tourist Commercial Area**

Within this area, a range of marine-oriented tourism uses such as marinas, restaurants, retail services, small hotels or residential developments are permitted. This development provides for 'marina accommodation' that caters to the boating tourist, boating residential tourist, and recreational development. Hotels or residential developments integrated with marina operations may be considered. Public community space and a public community facility are to be encouraged within this area.

The Lakeshore Marine Tourist Commercial area is located within Development Permit Area Number 1. In addition to consideration of the Development Permit guidelines set out in 4.4, special attention in Development Permits for this area will be applied to pedestrian accessibility to the lakefront area and connection to the pedestrian promenade along the remainder of the lakefront as described in Section 4.3.1 above.

Developments within this area are required to consult, and obtain all applicable approvals, with appropriate Provincial and Federal Government Agencies.

***Re-designation Criteria***

Proposals for redesignation of the Lakeshore Marine Tourist Commercial area to Waterfront Commercial by application for Plan amendment will be considered by Council on the basis of the following:

- a) A study by a qualified geotechnical engineer confirms acceptability of the proposed commercial development within the area proposed for re-designation with regard to natural hazards;
- b) A study by a qualified traffic engineer confirms suitability of the site for the proposed estimated traffic volumes and parking requirements and provides a conceptual design with regard to safe access and egress from Highway 9;
- c) The Ministry of Highways endorses in principle the proposed re-designation with regard to effects on Highway 9;
- d) A study by a qualified professional biologist confirms that the proposed commercial development will have no significant adverse impact on fish habitat and such uses are acceptable in principle to the Department of Fisheries and Oceans and the B.C. Ministry of Environment;
- e) Conceptual design of proposed development outlining building siting, form and character and landscaping and the manner in which the development will be consistent with the objectives of the Lakeshore Development Permit

Area 1;

- f) A study by a qualified engineer assessing the implications of re-designation for upgrading sewer and water services to serve the proposed commercial land uses;
- g) Proponents of the re-designation consult with property owners in the Waterfront Commercial Area and with the District of Kent and provide a report to Council on the views of those consulted; and
- h) Consideration of submissions to a public hearing on the proposed amendment of the Official Community Plan.

READ A FIRST TIME THIS 3<sup>rd</sup> DAY OF JUNE, 2013

A PUBLIC HEARING WAS HELD ON THE 8<sup>th</sup> DAY OF JULY, 2013

READ A SECOND TIME THIS     DAY OF     , 2013

READ A THIRD TIME THIS     DAY OF     , 2013

ADOPTED THIS     DAY OF     , 2013

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Mayor

---

Corporate Officer



**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1036**

**A bylaw to amend Village of Harrison Hot Springs  
Zoning Bylaw 1020, 2012**

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**WHEREAS** the Mayor and Council has deemed it advisable to amend the Village of Harrison Hot Springs Zoning Bylaw No. 1020, 2012, the Zoning Bylaw for the Village of Harrison Hot Springs, as adopted January 7th, 2013;

**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 Zoning Bylaw Amendment Bylaw No. 1036, 2013**".

**II. TEXT AMENDMENT**

That the Village of Harrison Hot Springs Zoning Bylaw Number 1020, 2012, be amended by:

- A. Inserting the following new sub-section: "VI. 4). (9) Comprehensive Development Zone 4 – CD-4"; and
- B. Inserting the above sub-section within the Table of Contents.

**"VI. 4). (9) COMPREHENSIVE DEVELOPMENT ZONE 4 – CD-4**

**.1) Intent**

This zone is intended to provide for a marine-oriented development. The development is to feature space for marina boat moorage, multi-unit dwellings, restaurants, recreational and public amenities, and related retail services on the property legally described as District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257, containing about 7,568 m<sup>2</sup> of land area (upland), and Block A of District Lot 7211, Group 1, New Westminster Land District, containing about 4.3 hectares of waterlot (waterlot lease 232640)

.2) Permitted Uses

The following uses and no others are permitted in the CD-4 zone:

Principal Uses

- .1 Marina;
- .2 Multi-family dwellings;
- .3 Public community facility.

Accessory Uses

- .1 Offices (maximum 900 m<sup>2</sup> in combination with retail stores);
- .2 Restaurants and Retail space (maximum 1000 m<sup>2</sup>);
- .3 Home Occupations;
- .4 Parking areas and Parking garage;
- .5 Marina fuel sales and services (maximum 1);
- .6 Indoor recreation facilities;
- .7 Outdoor recreation facilities;
- .8 Entertainment facilities;
- .9 Floating homes (maximum 15 units).

.3) Conditions on Use

- .1 All permitted uses shall be connected to the Village of Harrison Hot Springs community water system and sanitary sewer system.
- .2 Multi-family dwellings use must:
  - (a) Be located above the first floor;
  - (b) Have entrances leading directly to the street and the separate entrances shall be divided from other uses by walls;
  - (c) Provide common amenity areas of no less than 225 m<sup>2</sup>;
  - (d) Provide private amenity areas of no less than 10 m<sup>2</sup> for each dwelling unit.

.4) Regulations

On a *parcel* zoned CD-4, no *building or structure* will be constructed, located or altered and no plan of subdivision will be approved which contravenes the regulations set out in the following table in which Column I sets out the matter to be regulated and Column II sets out the regulations.

COLUMN I	COLUMN II
Minimum <i>Lot Size</i>	2200 m <sup>2</sup>
Minimum <i>Setback</i> <ul style="list-style-type: none"> <li>• <i>front parcel line</i></li> <li>• <i>interior parcel line</i></li> <li>• <i>exterior parcel line</i></li> <li>• <i>rear parcel line</i></li> </ul>	3 metres 1.2 metres 3 metres 2.5 metres
Maximum <i>Residential Density</i>	100 units per hectare
Accessory Building and Structures Minimum Setback <ul style="list-style-type: none"> <li>• <i>front parcel line</i></li> <li>• <i>side parcel line</i></li> <li>• <i>rear parcel line</i></li> </ul>	3 metres 3 metres 2 metres
Maximum <i>Lot Coverage</i>	50%
Maximum <i>Building Height</i>	7 storeys or 30 metres, whichever is lesser
<i>Parking and Loading</i>	1.5 spaces per multi-family unit 1 space per floating home 1 space per 30 m <sup>2</sup> of office/retail space 1 space per 16 m <sup>2</sup> of restaurant space 1 space per 3 berths in the marina

.5) Community Amenities

On a parcel zoned CD-4, no building or structure shall be constructed until the following community amenity has been provided to the Village:

1. the offered \$375,000.00 community amenity contribution as outlined within the Development Agreement;
2. the offered easement on Block A of District Lot 7211, Group 1, New Westminster Land District waterlot to facilitate access and moorage for Block D of District Lot 5784 and 7211, Group 1, New Westminster District waterlot as outlined within the Development Agreement.

.6) Comprehensive Development Plan

On a parcel zoned CD-4, no building or structure shall be constructed, located or altered and no plan of subdivision approved which is not generally in accordance with the Comprehensive Development Plan which forms an integral component of this zone as Schedule 1.

III. MAP AMENDMENT

- A. That Schedule A, the Zoning Map of the Village of Harrison Hot Springs Bylaw No. 1020, be amended by rezoning the property located on property legally described as District Lot 5031, Group 1, New Westminster Land District, PID 002-410-257 (upland) and Block A of District Lot 7211, Group 1, New Westminster Land District (waterlot lease 232640), and as outlined in heavy black outline and cross-hatched on Schedule 2 of this Bylaw, from the **Marine Commercial (C-6) to Comprehensive Development Zone 4 (CD-4)**.
- B. That the map appended hereto designated as Schedule 2 showing such amendment is an integral part of this Bylaw.

READ A FIRST TIME THIS 3<sup>rd</sup> DAY OF JUNE, 2013.

A PUBLIC HEARING WAS HELD ON THE 8<sup>th</sup> DAY OF JULY, 2013.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 2013.

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 2013.

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_, 2013.

\_\_\_\_\_  
Mayor

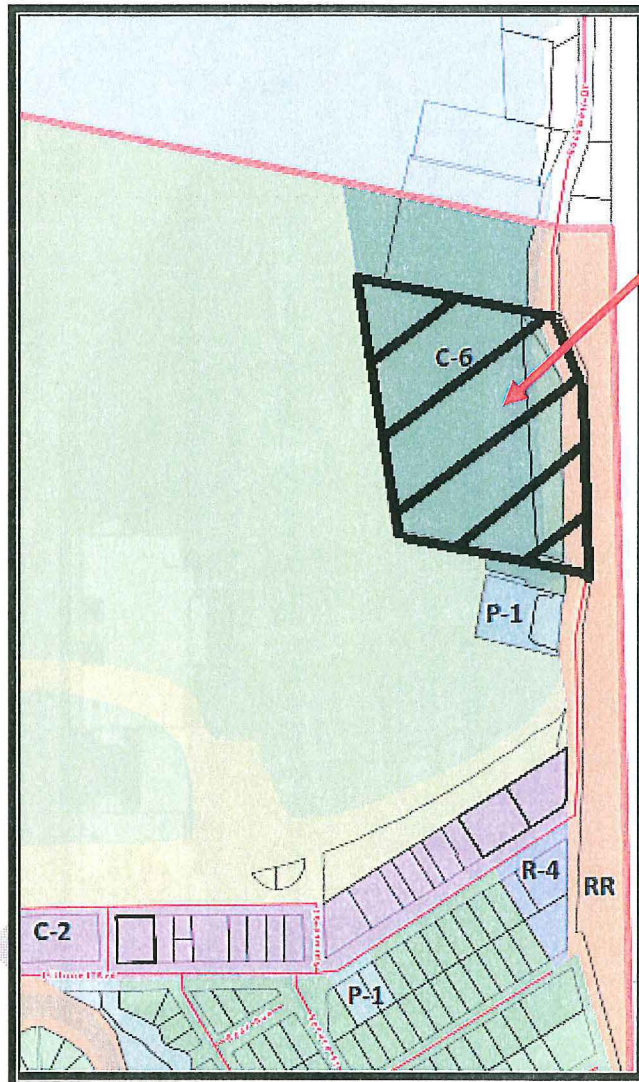
\_\_\_\_\_  
Corporate Officer







## Schedule 2 of Bylaw 1036



Marine Commercial (C-6) to  
Comprehensive Development  
Zone 4 (CD-4)

LAND TITLE ACT  
FORM C

Section 219.81)  
Province of British Columbia

GENERAL INSTRUMENT – PART 1

(This area for Land Title Office Use)

Page 1 of 13 pages

1. APPLICATION: (Name, address, phone number and signature of applicant, applicant's solicitor or agent)

signature of applicant, applicant's solicitor or agent

2. PARCEL IDENTIFIER(S) AND LEGAL DESCRIPTION(S) OF LAND:

(PID)

(LEGAL DESCRIPTION)

002-410-257

District Lot 5031, Group 1, New Westminster District

3. NATURE OF INTEREST:

DESCRIPTION

DOCUMENT REFERENCE

PERSON ENTITLED TO INTEREST

SEE SCHEDULE

(page and paragraph)

4. TERMS: Part 2 of this instrument consists of (select only one)

(a) Filed Standard Charge Terms

☐

D.F. No.

(b) Express Charge Terms

☒

Annexed as Part 2

(c) Release

☐

There is no Part 2 of this instrument

A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument. If (c) is selected, the charge described in Item 3 is released or discharged as a charge on the land described in Item 2.

5. TRANSFEROR(S):

**HARRISON HOT SPRINGS MARINA LTD., INC. NO. 693712**

**BUSINESS DEVELOPMENT OF CANADA (as to priority)**

**KERRY FINANCIAL CORP. Inc. No. BC0367459 (as to priority)**

**KILKENNY ESTATES LTD. Inc. No. BC0141397 (as to priority)**

**CHRIS O'TOOLE ( as to an undivided 1/2 interest) (as to priority)**

**MARIE O'TOOLE ( as to an undivided 1/2 interest) (as to priority)**

**GALWAY CAPITAL CORP. Inc. No. 536192 (as to priority)**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

**VILLAGE OF HARRISON HOT SPRINGS, P.O. Box 160, 495 Hot Springs Road, Harrison Hot Springs, B.C.  
V0M 1K0**

7. ADDITIONAL OR MODIFIED TERMS: N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date

Party(ies) Signature(s)

Y	M	D

**VILLAGE OF HARRISON HOT  
SPRINGS** by its authorized  
signatories:

SOLICITOR/NOTARY  
PUBLIC/COMMISSIONER  
(as to both signatures)  
Print Name and Address:

Print Name:

Print Name:

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies that the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT  
FORM D

EXECUTIONS CONTINUED

Page 2 of 13 pages

Execution  
Date

Officer Signature(s)

Y M D

Transferor/Borrower/Party  
Signature(s)

**HARRISON HOT SPRINGS MARINA  
LTD. INC. NO 693712** by its authorized  
signatory(ies):

Print Name:

Print Name:

**BUSINESS DEVELOPMENT BANK OF  
CANADA** by its authorized signatory(ies):

Print Name:

Print Name:

SOLICITOR/NOTARY PUBLIC/COMMISSIONER  
(as to both signatures)  
Print Name and Address:

SOLICITOR/NOTARY PUBLIC/COMMISSIONER  
(as to both signatures)  
Print Name and Address:

LAND TITLE ACT  
FORM D

EXECUTIONS CONTINUED

Page 3 of 13 pages

Execution  
Date

Officer Signature(s)

Y

M

D

Transferor/Borrower/Party  
Signature(s)

**KERRY FINANCIAL CORP.** by its  
authorized signatory(ies):

\_\_\_\_\_  
SOLICITOR/NOTARY PUBLIC/COMMISSIONER  
(as to both signatures)  
Print Name and Address:

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Print Name:

**KILKENNY ESTATES LTD.** by its  
authorized signatory(ies):

\_\_\_\_\_  
SOLICITOR/NOTARY PUBLIC/COMMISSIONER  
(as to both signatures)  
Print Name and Address:

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Print Name:

LAND TITLE ACT  
FORM D

EXECUTIONS CONTINUED

Page 4 of 13 pages

Officer Signature(s)	Execution Date			Transferor/Borrower/Party Signature(s)
	Y	M	D	
<hr/>				<hr/>
SOLICITOR/NOTARY PUBLIC/COMMISSIONER (as to both signatures) Print Name and Address:				CHRIS O'TOOLE
<hr/>				<hr/>
				MARIE O'TOOLE
<hr/>				<hr/>
SOLICITOR/NOTARY PUBLIC/COMMISSIONER (as to both signatures) Print Name and Address:				GALWAY CAPITAL CORP. by its authorized signatory(ies):
<hr/>				<hr/>
				Print Name:
<hr/>				<hr/>
				Print Name:

OFFICER CERTIFICATION: Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT  
FORM E

SCHEDULE

Page 5 of 13 pages

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE  
FREEHOLD TRANSFER FORM, MORTGAGE FORM OR GENERAL DOCUMENT FORM

3. NATURE OF INTEREST:

Description	Document Reference (page and paragraph)	Person Entitled to Interest
Section 219 Covenant	Pages 6 to 8	Transferee
Priority Agreement granting Section 219 Covenant No. _____ Priority over Mortgage No. CA1109201 and Assignment of Rents No. CA1109202	Page 9	Transferee
Priority Agreement granting Section 219 Covenant No. _____ Priority over Mortgage No. CA1921609 and Assignment of Rents No. CA1921610	Page 10	Transferee
Priority Agreement granting Section 219 Covenant No. _____ Priority over Mortgage No. CA2163967 and Assignment of Rents No. CA2163968	Page 11	Transferee
Priority Agreement granting Section 219 Covenant No. _____ Priority over Mortgage No. CA2420284 and Assignment of Rents No. CA24220285	Page 12	Transferee
Priority Agreement granting Section 219 Covenant No. _____ Priority over Mortgage No. CA2995555 and Assignment of Rents No. CA2995556	Page 13	Transferee

TERMS OF INSTRUMENT - PART 2

This Covenant granted the \_\_\_\_ day of \_\_\_\_\_, 2013.

BETWEEN:

**HARRISON HOT SPRINGS MARINA LTD.  
INC. NO. 693712**  
204-1548 Johnston Road  
White Rock, BC  
V4B 3Z8

(the "Covenantor")

AND:

**VILLAGE OF HARRISON HOT SPRINGS**  
P.O. Box 160, 495 Hot Springs Road  
Harrison Hot Springs, B.C.  
V0M 1K0

(the "Village")

WHEREAS the Covenantor is the owner in fee-simple of that certain parcel or tract of land and premises, situate, lying and being in the Village of Harrison Hot Springs, Province of British Columbia, and more particularly known and described as:

Parcel Identifier: 002-410-257

District Lot 5031, Group 1, New Westminster District

(the "Lands");

AND WHEREAS Section 219 of the *Land Title Act* R.S.B.C. 1996, c. 250 provides that the Covenantor may grant a covenant to the Village of a negative or positive nature respecting the use of the Lands;

NOW THEREFORE in consideration of the premises contained herein and the sum of One Dollar (\$1.00), now paid by the Village to the Covenantor, the receipt and sufficiency whereof is hereby acknowledged, the Covenantor covenants and agrees as follows:



1. The Covenantor covenants and agrees that it shall not use or occupy or permit or allow the use or occupancy of any building or structure to be built, erected or placed on the Lands for any use except in compliance with the terms of this covenant.
2. The Covenantor acknowledges and agrees that it holds an interest pursuant to waterlot lease 232640 containing approximately 4.3 hectares of a water lot, known as Block A of District Lot 7211, Group 1, New Westminster Land District, (the "water lot") which is adjacent to the Lands and that it shall only use the Lands in an integrated manner with the water lot.
3. Without limiting the generality of the foregoing the Covenantor acknowledges and agrees that it shall not commence building or permit commencement of the building of a new marine oriented development on the Lands unless and until:
  - (a) a community amenity contribution of \$375,000 is paid to the Village; and
  - (b) the Covenantor grants an easement over the water lot to facilitate access and moorage for Block D of District Lot 5784 and 7211, Group1, New Westminster District, to the satisfaction of the Village.
4. The Covenantor covenants and agrees with respect to the voluntary amenity contribution referred to in Section 3 (a), that \$50,000 of the full amount shall be paid prior to adoption of bylaws by the Village to allow for a new marine oriented development.
5. The Covenantor covenants and agrees that unless and until the Lands are fully serviced in accordance with the Village's bylaws or a works and services agreement has been entered into and security provided, that it shall not apply for or be entitled to a development permit to construct any building or structure on the Lands.
6. This covenant is granted voluntarily by the Covenantor to the Village pursuant to Section 219 of the *Land Title Act* of the Province of British Columbia and shall run with the Lands.
7. The Covenantor hereby releases, indemnifies and saves the Village and its officers, employees, agents and elected officials (the "Indemnified Parties") harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands

(the "Claims") whatsoever by any person, arising out of or in any way due to the granting or existence or enforcement of this Covenant.

8. Nothing in this Covenant affects the Village's rights and powers in the exercise of its statutory functions under its statutes, bylaws, resolutions, orders and regulations, all of which may be fully exercised in relation to the Lands as if this Covenant had not been granted.

9. The Covenantor shall, forthwith after execution hereof by it, do or cause to be done all acts or things reasonably necessary to give proper effect to the intentions of this Covenant and to ensure that this may be registered against the title to the Lands in the Lower Mainland Land Title Office with priority over all financial charges and encumbrances.

10. Whenever the singular or masculine is used herein, the same shall be construed as meaning the plural, feminine or body corporate or politic where the context or the parties so require; this Covenant runs with the Lands; every reference to each party hereto shall be deemed to include the officers, employees, elected officials, agents, servants, successors and assigns of that party; this covenant and each and every provision hereof shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns, as the case may be, NOTWITHSTANDING any rule of law or equity to the contrary; and if any section, subsection, clause or phrase of this Covenant is for any reason held to be invalid by the decision of a Court of competent jurisdiction the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.

**Memorandum as to Encumbrances, Liens and Interests**

Mortgage No. CA1109201  
and  
Assignment of Rents No. CA1109202

**BUSINESS DEVELOPMENT BANK OF CANADA**

**CONSENT TO PRIORITY**

**BUSINESS DEVELOPMENT BANK OF CANADA**, being the holder of the encumbrance and entitled to the interests referred to in the memorandum above written, in consideration of the payment of One Dollar (\$1.00) by the Village and other good and valuable consideration, hereby approves of, joins in and consents to the granting of the within Section 219 Covenant and does covenant and agree that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the above noted Mortgage No. CA1109201 and Assignment of Rents No. CA1109202 in the same manner and to the same effect as if it had been dated and registered prior to the said Mortgage No. CA1109201 and Assignment of Rents No. CA1109202.

In witness whereof, **BUSINESS DEVELOPMENT BANK OF CANADA** hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

**Memorandum as to Encumbrances, Liens and Interests**

Mortgage No. CA1921609  
and  
Assignment of Rents No. CA1921610

**KERRY FINANCIAL CORP.**

**CONSENT TO PRIORITY**

**KERRY FINANCIAL CORP.**, being the holder of the encumbrance and entitled to the interests referred to in the memorandum above written, in consideration of the payment of One Dollar (\$1.00) by the Village and other good and valuable consideration, hereby approves of, joins in and consents to the granting of the within Section 219 Covenant and does covenant and agree that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the above noted Mortgage No. CA1921609 and Assignment of Rents No. CA1921610 in the same manner and to the same effect as if it had been dated and registered prior to the said Mortgage No. CA1921609 and Assignment of Rents No. CA1921610.

In witness whereof, **KERRY FINANCIAL CORP.** hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

**Memorandum as to Encumbrances, Liens and Interests**

Mortgage No. CA2163967  
and  
Assignment of Rents No. CA2163968

**KILKENNY ESTATES LTD.**

**CONSENT TO PRIORITY**

**KILKENNY ESTATES LTD.**, being the holder of the encumbrance and entitled to the interests referred to in the memorandum above written, in consideration of the payment of One Dollar (\$1.00) by the Village and other good and valuable consideration, hereby approves of, joins in and consents to the granting of the within Section 219 Covenant and does covenant and agree that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the above noted Mortgage No. CA2163967 and Assignment of Rents No. CA2163968 in the same manner and to the same effect as if it had been dated and registered prior to the said Mortgage No. CA2163967 and Assignment of Rents No. CA2163968.

In witness whereof, **KILKENNY ESTATES LTD.** hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

**Memorandum as to Encumbrances, Liens and Interests**

Mortgage No. CA2420284  
and  
Assignment of Rents No. CA2420285

**CHRIS O'TOOLE AS TO AN UNDIVIDED ½ INTEREST  
AND  
MARIE O'TOOLE AS TO AN UNDIVIDED ½ INTEREST**

**CONSENT TO PRIORITY**

**CHRIS O'TOOLE AS TO AN UNDIVIDED ½ INTEREST AND MARIE O'TOOLE AS TO AN UNDIVIDED ½ INTEREST**, being the holder of the encumbrance and entitled to the interests referred to in the memorandum above written, in consideration of the payment of One Dollar (\$1.00) by the Village and other good and valuable consideration, hereby approves of, joins in and consents to the granting of the within Section 219 Covenant and does covenant and agree that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the above noted Mortgage No. CA2420284 and Assignment of Rents No. CA2420285 in the same manner and to the same effect as if it had been dated and registered prior to the said Mortgage No. CA2420284 and Assignment of Rents No. CA2420285.

In witness whereof, **CHRIS O'TOOLE AS TO AN UNDIVIDED ½ INTEREST AND MARIE O'TOOLE AS TO AN UNDIVIDED ½ INTEREST** hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

**Memorandum as to Encumbrances, Liens and Interests**

Mortgage No. CA2995555  
and  
Assignment of Rents No. CA2995556

**GALWAY CAPITAL CORP.**

**CONSENT TO PRIORITY**

**GALWAY CAPITAL CORP.**, being the holder of the encumbrance and entitled to the interests referred to in the memorandum above written, in consideration of the payment of One Dollar (\$1.00) by the Village and other good and valuable consideration, hereby approves of, joins in and consents to the granting of the within Section 219 Covenant and does covenant and agree that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the above noted Mortgage No. CA2995555 and Assignment of Rents No. CA2995556 in the same manner and to the same effect as if it had been dated and registered prior to the said Mortgage No. CA2995555 and Assignment of Rents No. CA2995556.

In witness whereof, **GALWAY CAPITAL CORP.** hereby acknowledges that this agreement has been duly executed and delivered by executing the Form D attached hereto.

**END OF DOCUMENT**





## SustainableHarrison Strategic Question Assessment

### 1. Does the project move Harrison toward our shared Vision of Success ?

This project is most directly associated with moving Harrison toward which of the following Community Priorities?

☒ Enriching Community Life

☒ Ensuring Economic Viability

☐ Enhancing the Visitor Experience

☐ Protecting the Environment

\*choose all that apply

Which Descriptions of Success most strongly support the implementation of your proposed project:

Buildings and Sites

1st Statement

A diverse mix and adequate supply of housing provides livable options for residents of all ages, incomes and needs.

Land Use and Natural Areas

4th Statement

Compact, livable and mixed-use development is promoted and supported.

Buildings and Sites

8th Statement

Buildings and sites avoid continuous encroachment on nature and protect natural areas within and around them as much as possible.

Which Descriptions of Success potentially conflict with the implementation of your proposed project:

Energy, Waste and Water Systems

9th Statement

Harrison's water source is protected as the community's water source through the careful management of access, activities, and other potential impacts.

(STRATEGY AREAS)

Select DOS Statement

n/a

Select DOS Statement

n/a

#### Descriptions of Success - Reference Links

Arts, Culture, Recreation & Leisure  
Buildings and Sites  
Economy and Tourism  
Education, Health & Social Services  
Energy, Waste and Water Systems

DOS
DOS
DOS
DOS
DOS

Food  
Land Use and Natural Areas  
Transportation and Mobility

DOS  
DOS  
DOS

Are there potential mitigations for these apparent conflicts?

☒ Yes ☐ No

CD-4 Zoning is proposed to increase the density and to minimize the impact on the environment and to minimize the ecological footprint. Careful management of water runoff is required. Some shoreline restoration of natural habitat may be required.

### 2. Does the project move Harrison toward our Sustainability Objectives?



To reduce, and eventually eliminate Harrison's contribution to the systematic increase in the build up of substances taken from the earth's crust.

Examples

away

To reduce, and eventually eliminate Harrison's contribution to the systematic increase in the build up of substances produced by society.

Examples

away

To reduce, and eventually eliminate Harrison's contribution to the systematic degradation of natural systems by physical means.

Examples

away

To reduce, and eventually eliminate Harrison's contribution to systematically

Examples

toward slowly

### 3. Does the project ensure flexibility for further movement toward SustainableHarrison?

This project incorporates substantial social and economic benefits to the community. This high density mix-use development will provide tourism attraction in a form of a board walk connection to town. Moreover, the proposal is a highly compact infill development. These benefits must be weight in the context of potential environmental impact.

### 4. Does the project ensure that financial resources are applied strategically?

If possible, place a value on the increased level of service that this project would provide to residents, businesses and institutions e.g. what are they willing to pay for it through fees or taxes?

\$ n/a

Will the project reduce/increase current operating or maintenance expenses? Estimate the annual savings or costs (-)

\$ n/a

Considering new revenue/savings and additional operational costs /savings what is the approximate simple pay-back period on the invested capital?

n/a

Are there other justifications for this project being considered a particularly good financial investment? e.g. ROI, IRR, mandatory for compliance etc.

The development will result in DCC revenue, and ongoing tax revenue for the community.

Given the long-term costs/savings, revenue streams and enduring benefits associated with the proposed project, please confirm whether or not you feel that the proposed concept is a good use of limited financial resources:

☒ Yes ☐ No



## Krystal Sobie

---

**To:** Andre Isakov  
**Subject:** RE: OCP Amendment and Rezoning Application District Lot 5031

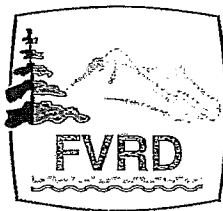
**From:** Harrison Hot Springs Fire Department [<mailto:generaldeliveryhhsfd@shaw.ca>]  
**Sent:** June-18-13 8:42 PM  
**To:** Andre Isakov  
**Subject:** OCP Amendment and Rezoning Application District Lot 5031

Hi Andre

I have review OCP amendment and rezoning application – District Lot 5031 file number 3360-20-22/6520-20-11 and have no concerns.

FYI

Don Labossiere  
Fire Chief  
Harrison Hot Springs



## FRASER VALLEY REGIONAL DISTRICT

45950 Cheam Avenue, Chilliwack, British Columbia V2P 1N6

Phone: 604-702-5000

Toll Free: 1-800-528-0061 (BC only)

Fax: 604-792-9684

website: [www.fvrd.bc.ca](http://www.fvrd.bc.ca)

e-mail: [info@fvrd.bc.ca](mailto:info@fvrd.bc.ca)

June 18, 2013

File No. 6935-15-006

By e-mail: [aisakov@harrisonhotsprings.ca](mailto:aisakov@harrisonhotsprings.ca)

Mr. Andre Isakov  
Manager of Planning and Community Services  
Village of Harrison Hot Springs  
P.O. Box 160, 495 Hot Springs Road  
Harrison Hot Springs, B.C. V0M 1K0

Dear Mr. Isakov:

**Re: Official Community Plan Amendment Bylaw No. 1035, 2013 and Zoning Bylaw Amendment Bylaw No. 1036, 2013.**

The Fraser Valley Regional District (FVRD) would like to thank you for the opportunity to review and comment on the Village of Harrison Hot Springs referral regarding an OCP Amendment and Rezoning Application for District Lot 5031, Group 1, New Westminster Land District, PID: 002-410-257.

### **Electoral Area Services:**

No comments

### **Regional Growth Strategy:**

The subject property is located outside of, but immediately adjacent to, the FVRD's Urban Growth Boundary. Given the property's location in close proximity to the Harrison Hot Springs promenade and District of Kent municipal boundary, its high density and mix of uses, and pedestrian connections to the promenade, we see it supporting the concept of a complete community. As part of the ongoing RGS review, as the opportunity arises, the Urban Growth Boundary should be adjusted to reflect this change.

Thank you again for the opportunity to review and comment on the proposed amendments to the OCP and Zoning Bylaw. Please note that these are staff comments and have not been reviewed by the Regional Board. Please do not hesitate to contact me if you have any comments or concerns.

Yours truly,

Siri Bertelsen,  
Director of Regional Programs



The Best Place on Earth

File: 2013-02802

July 2, 2013

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

Attention: Andre Isakov, Manager of Planning and Community Services

**Re: OCP Amendment and Rezoning Application – District Lot 5031, Group 1, NWD, PID: 002-410-257 Your file: 3360-20-22/6520-20-11 Bylaws: 1035 & 1036, 2013**

In response to the above noted referral, I provide the following:

1. The applicant/developer will be required to have a Engineer Licenced to practice in the Province of British Columbia complete an access review for the development. Left turn lanes on Rockwell Drive will need to be considered as part of this review.
2. The Ministry of Transportation and Infrastructure parking requirements must be met.
3. Minimum Magazine Storage for parking is required to be met. None is provided as shown on the plan.
4. Access site lines need to be reviewed by the engineer.
5. The proposed development must meet the minimum no build Provincial setback of 4.5 meters from property line to any buildings or parking.

Should you have any questions, please contact the undersigned at (604) 795-8217.

Yours truly,

**Original Signed by**

Jon Crump  
Operations and Development Technician  
e-mail: Jon.Crump@gov.bc.ca







**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1039**

**A bylaw to provide for the licencing, control and impoundment of Dogs**

**WHEREAS** the *Community Charter* enables Council to establish regulations and fees for the licensing and control of animals within its jurisdiction;

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

**CITATION**

1. This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "Animal Control and Licence Bylaw No. 1039, 2013".

**DEFINITIONS**

2. In this Bylaw:

"Altered Dog" means a Dog that has been spayed or neutered;

"Animal Control Facility" means the premises used to keep and maintain animals pursuant to this Bylaw;

"At Large" means being elsewhere than on the lands or premises of the owner of the animal and is not under the immediate control of a responsible person and not on a leash;

"Beach Lagoon Area" means the southernmost portion of the sand beach up to the grassed area and the entire body of water in the lagoon, as designated and marked in Schedule "B" attached hereto and forming part of this Bylaw; except the gravel/paved walkway;

"Bylaw Enforcement Officer" means the person appointed by the Council as a Bylaw Enforcement Officer from time to time and includes a Peace Officer;

"Council" means the municipal Council of the Village of Harrison Hot Springs;

"Critical distress" means distress in an animal of such a nature that:

- (a) Immediate veterinary treatment cannot prolong the animal's life;
- (b) Prolonging the animal's life would result in the animal suffering unduly, or
- (c) Immediate veterinary intervention is necessary to prevent the imminent death of the animal.

- (c) Immediate veterinary intervention is necessary to prevent the imminent death of the animal.

“Dangerous Dog” means a Dog that:

- (a) has killed or seriously injured a person;
- (b) has killed or seriously injured a domestic animal, while in a public place or while on private property, other than property owned or occupied by the person responsible for the Dog;
- (c) any Dog with a known propensity or disposition to attack other animals or persons; or,
- (d) a Dog, which has, without provocation, attacked or aggressively pursued or bitten a person or another animal;

“Dog” means an animal of the canine species and excludes any Dog under the age of four (4) months;

“Enclosure” means a structure at least 1.8 metres (5.90') in height having a concrete or asphalt floor and wire or steel mesh sides and roof, constructed to prevent the entry of young children or the escape of a Dog;

“Impound” means to seize or receive a Dog or take a Dog to the Animal Control Facility and place in the custody of the poundkeeper;

“Kennel” means any facility or premises where more than three (3) Dogs are kept, trained, cared for, bred, treated or boarded for remuneration or for the purpose of sale;

“Leash” means a line, thong, chain or material of sufficient strength that does not exceed 183 centimeters (6 feet) in length and that is suitable for control of a Dog;

“Licence” means a Licence issued by the Village and paid for the current licence year;

“Licence Year” means the time period from January 1st to December 31st, inclusive, in each and every year;

“Livestock” means cattle and other animals of the bovine species, horses, donkeys, mules, llamas, ostrich, sheep, goats, swine;

“Owner” means and includes any person who owns, or has in their possession, a Dog, or any person harbouring or allowing a Dog to remain about their house or premises;

“Premises” means a building, portion of a building or an area of land and structures thereon;



"Poultry" means any fowl including a chicken, turkey, duck, goose, swan or peafowl but excludes a bird commonly kept indoors;

"Poundkeeper" means the person or persons deemed to be Poundkeeper for the Village and includes the duly authorized agent of any Corporation or Society with whom the Council has entered into an agreement to act as Poundkeeper;

"Service or Guide Dog" means a Dog trained and certified to assist people with mobility impairments or other disabilities;

"Unaltered Dog" means a Dog that is not spayed or neutered;

"Unlicensed Dog" means any that is not licensed by the Village of Harrison Hot Springs or is not wearing valid Dog licence tag either affixed to a collar securely fastened around the Dog's neck or to a harness securely fastened about the Dog; and,

"Village" means the Village of Harrison Hot Springs or the area within the municipal boundaries as the context requires.

## **APPLICATION**

### Authority of Bylaw Enforcement Officer

3. Every Bylaw Enforcement Officer is authorized to enter at all reasonable times upon any land in the Village for the purpose of ascertaining whether the requirements of this Bylaw are being observed.

### Obstruction of Bylaw Enforcement Officer

4. No person shall hinder, impede, delay or obstruct the Bylaw Enforcement Officer or designate in the execution of their duties for any purpose relating to this Bylaw, including seizing, detaining or impounding any Dog or other animal.

## **ANIMALS**

5. No person shall harbour livestock, poultry, fur-bearing animals or wild animals within the Village.

## **PROHIBITIONS**

### At Large

6. The Owner of a Dog must not allow or permit a Dog to be At Large on any highway or public place within the municipality; except a Service or Guide Dog.

7. The Owner of a Dog must not allow or permit a Dog, at any time, to be upon or in the beach lagoon area as described and outlined in Schedule "B", except the area marked thereto as designated gravel/paved walkway.

#### Animal Waste

8. The Owner of a Dog must not allow or permit the Dog to leave or deposit excrement on any public place or on private property other than the property of the Owner, unless the Owner immediately takes steps to remove such excrement and to dispose of it in a sanitary manner in a suitable refuse container.

#### Noise

9. The Owner of a Dog must not allow or permit the Dog by its barks, cries, or other noises to disturb the quiet, peace, rest, enjoyment, comfort or convenience of persons residing in the vicinity of where the Dog is kept.
10. The Owner of a Dog must not allow or permit the Dog to call, cry or bark continuously or sporadically for 5 minutes or more, in such a way that the noise is audible outside the parcel where the Dog is kept.

#### Prohibition of Cruelty to Animals

11. No person shall keep any animal in the Village unless the animal is provided with:
  - a. Clean, potable drinking water and sufficient food;
  - b. Sanitary food and water receptacles;
  - c. The opportunity for periodic exercise sufficient to maintain the animal's good health;
  - d. Clean bedding material and an area maintained at a temperature warm and dry enough to prevent the animal from suffering discomfort; and
  - e. The necessary veterinarian care when the animal exhibits signs of pain, suffering or disease.
12. No person shall keep any animal outside for extended periods of time unless the animal is provided with shelter capable of protecting the animal from heat, cold, puddles, rain and the direct rays of the sun.
13. No person shall keep any animal confined in an enclosed space, including motor vehicle, without sufficient ventilation to prevent the animal from suffering from the heat or causing critical stress.

14. No person shall keep any animal hitched, tied or fastened to a fixed object where a choke collar or choke chain forms part of the securing apparatus, or where a rope or cord is tied directly around the animal's neck.
15. No person shall keep any animal hitched, tied or fastened to a fixed object as the primary means of confinement for an extended period of time.
16. If the Bylaw Enforcement Officer believes, on reasonable grounds that there is an animal in critical distress in any premises, other than a dwelling house, or in any vehicle, aircraft or vessel, may enter the premises, vehicle, aircraft or vessel without a warrant for the purpose of taking any action authorized by this bylaw to relieve that critical distress.

### **LICENSING OF DOGS**

17. No person shall own, keep, harbour or have in his possession any Dog over the age of four (4) months unless a Dog Licence has been issued by the Village and the owner has paid a Dog Licence fee as provided in Schedule "A" attached hereto and forming part of this Bylaw.
18. An owner of a Dog must, on or before the first day of January each year, or as soon thereafter as such Dog attains the age of four (4) months, cause the Dog to be registered and licensed with the Village. All Dogs within the Village require an annual licence.
19. Upon payment of the appropriate Dog licence fee, the Village will issue to the Owner a Dog licence and Dog licence tag which must be securely fastened to a collar or harness worn by the Dog at all times except when the Dog is penned or enclosed on the Owner's land or premises.
20. Where the dog licence tag issued with any Dog licence pursuant to this bylaw is lost or stolen or otherwise rendered unusable, the holder of such licence may apply for the issuance of a replacement tag and upon proof of the licence issued and payment of the specified fee therefor, a replacement tag may be issued.
21. Where an Owner of a licenced Dog has a change of address within the Village, the Owner must promptly notify the Village of their new address.
22. A Dog Licence and Dog licence tag will be provided at no charge to registered service or guide Dogs upon presentation of appropriate documentation.

### **MAXIMUM NUMBER OF DOGS ALLOWED**

23. No person shall keep or harbour more than three (3) Dogs over the age of four (4) months at any residence including any premises that houses a suite, boarder or tenant.

## **DOG IN HEAT**

24. The owner of a female Dog shall, at all times when that Dog is in heat, keep that Dog securely confined indoors or within a building or enclosure that will prevent the escape of that Dog or the entry of other Dogs.

## **DANGEROUS DOG**

25. Where a Bylaw Enforcement Officer deems a Dog to be a Dangerous Dog, the Bylaw Enforcement Officer shall advise the Owner in writing of this designation and requirements of this Bylaw.
26. Every Owner of a Dangerous Dog must at all times keep the Dog:
  - (a) securely confined indoors such that the Dog cannot escape;
  - (b) in an enclosed pen or other enclosure which prevents the entry of young children and prevents the Dog from escaping; and
  - (c) on a Leash and muzzled and under the immediate control of a competent person while in a public place, or any other place that is not owned or controlled by that person to prevent the Dog from biting another Animal or person.
27. Where a Bylaw Enforcement Officer deems a Dog to be a Dangerous Dog and that Dangerous Dog is At Large or in a place prohibited under section 6 of this Bylaw, a Bylaw Enforcement Officer may, alone or with others, seize and impound the Dangerous Dog at the Animal Control Facility.
28. The Owner of a Dangerous Dog must within three (3) working days of selling, giving or otherwise transferring the Dangerous Dog, provide the Village with the name, address and telephone number of the Dangerous Dog's new owner, and provide the new owner with notice of the Dangerous Dog's designation as a Dangerous Dog and of the requirements and conditions for keeping a Dangerous Dog.
29. The Owner of a Dangerous Dog must display at each entrance to the parcel of land which, and the building or structure in which, the Dangerous Dog is kept a sign containing the words "WARNING DANGEROUS DOG ON PREMISE" measuring at least six (6) centimeters high and twenty (20) centimeters wide. This sign must also include a realistic picture of the head of a Dog with bared teeth measuring at least fourteen (14) centimeters high and fourteen (14) centimeters wide.

30. Where a Dog that has been deemed a Dangerous Dog attacks and injures another Animal or human the Owner of the Dangerous Dog must surrender the Dangerous Dog to the Bylaw Enforcement Officer for impoundment pending application to have the Dangerous Dog destroyed.

## **SEIZURE AND IMPOUNDING OF DOGS AND OTHER ANIMALS**

31. A Bylaw Enforcement Officer may, alone or with others, seize, detain and impound at the Animal Control Facility any Dangerous Dog found in the Village or any Unlicensed Dog found in the Village, or any licensed Dog or other Animal found to be running At Large contrary to this Bylaw in the Village.
32. Where a Bylaw Enforcement Officer has reason to believe that an Unlicensed Dog has taken refuge on any premises, no person shall interfere with the Bylaw Enforcement Officer in seizing such Dog.
33. Where a Dog is impounded under this Bylaw, the Bylaw Enforcement Officer shall record the date and hour of impounding, a description of the Dog, and the Dog's Licence Tag.
34. Where a Dog is impounded under this Bylaw, the Bylaw Enforcement Officer must take reasonable efforts to find and notify the Owner of the Dog's impoundment. Where a Dog with a License is impounded, that Dog shall not be sold, relocated or destroyed until written notice is hand delivered to the Owner or posted at the Owner's residence as described on the Village's Licence application. This notice shall state if the Dog is not claimed within a specified time that the Dog may be sold, relocated or destroyed.
35. Where a Dog is impounded under this Bylaw, the Bylaw Enforcement Officer must retain the Dog for a period of seventy-two (72) hours unless it is sooner reclaimed.
36. If the impounded Dog or is not claimed and redeemed within seventy-two (72) hours of its impoundment, then the Bylaw Enforcement Officer may, alone or with others, sell, relocate or destroy the Dog.
37. The Owner of an impounded Dog may redeem it from the Animal Control Facility within seventy-two (72) hours of impoundment by paying to the Bylaw Enforcement Officer the applicable impoundment and round-up/transportation fees set out in Schedule "A", together with a licence fee if the impounded Dog is an unlicensed Dog.
38. Where a Dog is redeemed or destroyed under this Bylaw, the Bylaw Enforcement Officer shall record a description of the Dog, the Dog's Licence Tag, the date and the hour of redemption or destruction, the name of the redeeming party and the applicable Schedule "A" fees.

39. When a Dog has been impounded and it is found that the Dog is suffering from injury, disease or sickness and would not survive the injury, disease or sickness, the Bylaw Enforcement Officer, in his or her discretion, and in consultation with a veterinarian, may immediately cause the Dog to be destroyed.
40. When a Dog has been impounded and it is found that the Dog is suffering from injury or sickness such that in the opinion of the Bylaw Enforcement Officer the services of a veterinarian are required and obtained, the Bylaw Enforcement Officer shall be entitled to demand and receive from the Owner, an amount equivalent to the veterinarian's services.
41. Any person who takes or rescues a Dog from the Animal Control Facility without the consent of a Bylaw Enforcement Officer shall be guilty of an offence under this Bylaw.

#### **SEVERABILITY**

42. If any portion of this Bylaw is for any reason found invalid by decision of a court of competent jurisdiction such decision shall not affect the validity of the remaining portions of this Bylaw.

#### **ENFORCEMENT AND PENALTY**

43. Every person who violates any of the provisions of this Bylaw, or who allows or permits any act or thing to be done in contravention of any of the provisions of this Bylaw, or who neglects to do, or refrains from doing, anything required to be done by any of the provisions of this Bylaw, or who does any act which violates any of the provisions of this Bylaw, will be guilty of an infraction and will be liable to the penalties imposed this Bylaw.
44. A disabled person shall not be liable for penalties under this bylaw for failing to remove excrement left or deposited by their assistance Dog when no other person is present to assist them.

#### **REPEAL**

45. "The Corporation of the Village of Harrison Hot Springs Dog Control Bylaw No. 524, 1990 (Livestock Protection Act)" is hereby repealed.
46. "The Corporation of the Village of Harrison Hot Springs Dog Licencing, Control and Impounding Bylaw No. 653, 1995" and all amendments thereto are hereby repealed in their entirety.

READ A FIRST TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

AMENDED AND READ A SECOND TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

READ A THIRD TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

ADOPTED THIS DAY OF , 2013

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

### SCHEDULE "A"

#### Bylaw No. 1039

#### **Dog Licence Fees**

- |                            |          |
|----------------------------|----------|
| 1. For any dangerous Dog   | \$500.00 |
| 2. For altered Dog         | \$ 20.00 |
| 3. Unaltered Dog           | \$ 40.00 |
| 4. Replacement licence tag | \$ 5.00  |

#### **Impoundment Fees**

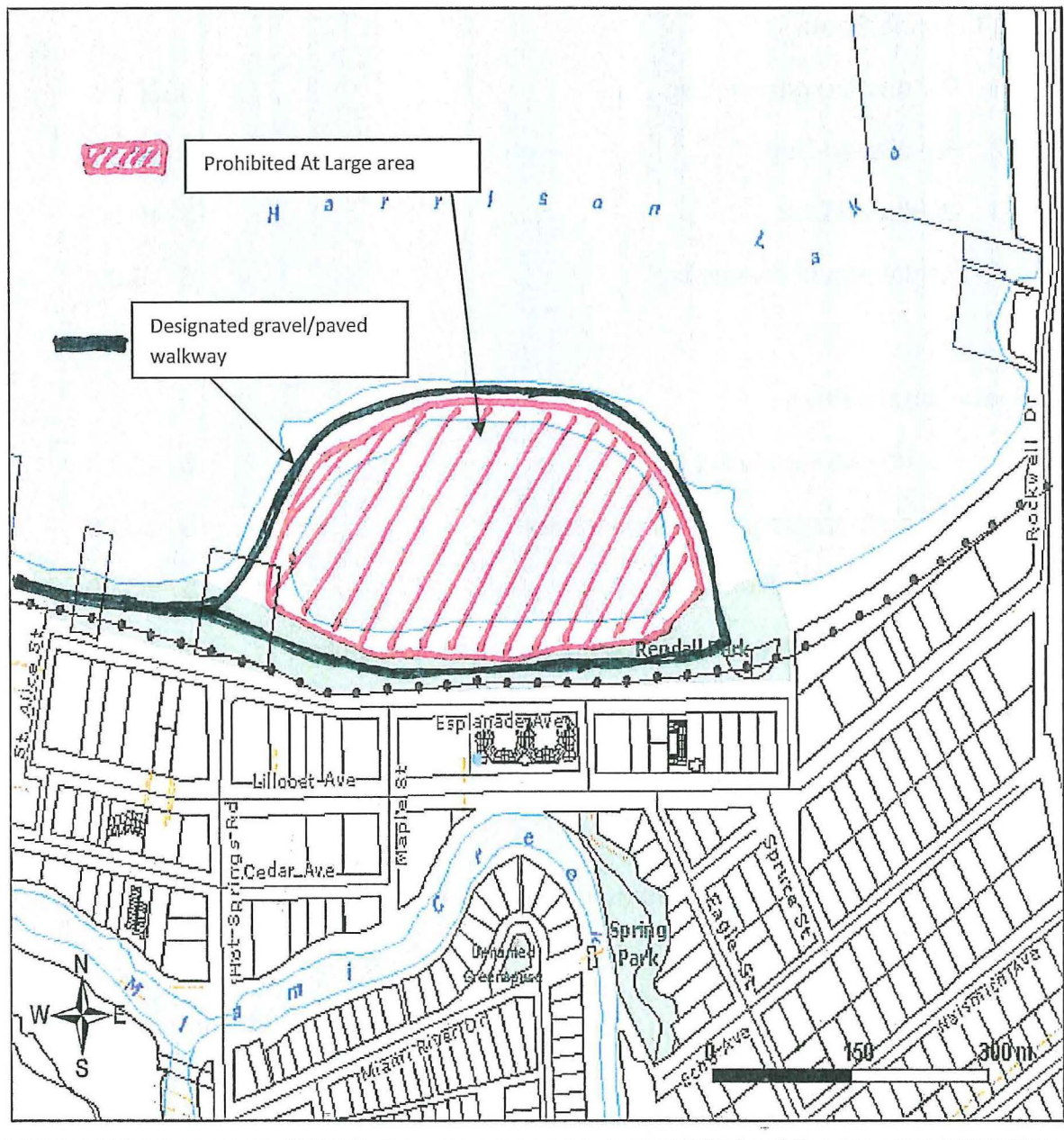
- |  |           |
|--|-----------|
| 1. For any licenced Dog                                  | \$ 25.00  |
| 2. For each subsequent impoundment                       | \$ 35.00  |
| 3. For any unlicenced Dog                                | \$ 50.00  |
| 4. Maintenance fee for each day or part day of detention | \$ 20.00  |
| 5. Dangerous Dog   | \$ 500.00 |

#### **Euthanasia and disposal:**

The owner of any Dog that is impounded and is not redeemed and is destroyed is liable to pay the following fees:

- |               |          |
|---------------|----------|
| a. Large Dog  | \$ 90.00 |
| b. Medium Dog | \$ 75.00 |
| c. Small Dog  | \$ 50.00 |

## SCHEDULE "B"







**VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. 1041**

**A bylaw to provide for the delegation of powers, duties and functions of Council**

**WHEREAS** the *Community Charter* empowers Council, by bylaw, to delegate its powers, duties and functions, to the extent provided in section 154 and elsewhere, to its Council Members, Council Committee, officers, employees, or another body established by Council;

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

**CITATION**

1. This Bylaw may be cited for all purposes as the Village of Harrison Hot Springs "*Delegation of Powers, Duties and Functions Bylaw No. 1041, 2013*".

**INTERPRETATION**

2. In this Bylaw

"Agreement" means any agreement, contract or letter of understanding;

"Chief Administrative Officer" means the person appointed by Council as the Chief Administrative Officer or pursuant to s. 147 of the *Community Charter*, or in his or her absence, the person appointed as deputy chief administrative officer;

"Council" means the Council of the Village;

"Corporate Officer" means the person assigned the responsibility of corporate administration for the Village pursuant to s. 148 of the *Community Charter*;

"Financial Officer" means the person assigned the responsibility of financial administration for the Village pursuant to s. 149 of the *Community Charter*;

"Manager" means an employee of the Village who has been appointed by the Chief Administrative Officer to be responsible for an operation or program of the Village;

"Officer" means a person holding any of the Officer positions established under "*Officer Establishment Bylaw No. 929, 2009*"; and

"Village" means the Village of Harrison Hot Springs.

- 2.2 A reference to a statute in this bylaw refers to a statute of the Province of British Columbia and a reference to any statute, regulation, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time.

## **PURCHASING DECISIONS**

- 3.1 Council hereby delegates the authority to Officers to acquire and purchase goods and services on behalf of the Village and to enter and execute agreements to do so, subject to:
- (a) the provisions and limits pursuant to the Purchasing and Procurement Policy as adopted by Council and amended from time to time; and
  - (b) the Village's annual financial plan, as adopted by Council and amended from time to time; and
  - (c) any restrictions or conditions in the *Community Charter, Local Government Act*, and in this or another Village bylaw or other applicable enactment.
- 3.2 Subject to subsection 3.1(b), Officers may acquire and purchase goods and services of up to 50% of the budget prior to adoption of the annual financial plan each year.
4. As a general limit on the powers exercisable under Section 3 of this Bylaw, any transaction that could incur a liability for more than 5 years, or that could exceed a period of 5 years by exercising rights of renewal or extension must be approved in advance by Council.

## **MUNICIPAL HIGHWAY DECISIONS**

5. In relation to highways within the Village's jurisdiction Operations Manager may approve or refuse, and impose conditions and requirements for public safety and convenience as to the following,:
- (a) applications for temporary uses;
  - (b) temporary restrictions or prohibitions of any type of traffic; and,
  - (c) the placing of traffic and information signs

in accordance with the *Highway and Traffic Bylaw* and any other applicable bylaws of the Village.

## **DECISION TO GRANT, REFUSE, SUSPEND OR REVOKE A BUSINESS LICENCE**

6. The Manager of Revenue Services may grant, refuse, suspend or revoke a business licence for reasonable cause.

## **CHIEF ADMINISTRATIVE OFFICER**

- 7.1 The Chief Administrative Officer may:

- (a) hire employees and appoint persons to fill Officer positions;
- (b) suspend and terminate an employee of the Village other than the Corporate Officer or Financial Officer;
- (c) suspend any Officer.

- 7.2 In consultation with the Financial Officer, the Chief Administrative Officer may conclude and execute agreements for the use or occupation of the Village's property for up to 5 years, except where the instrument:

- (a) would result in a disposal of real property of the Village, unless Council has approved of the disposition; or
- (b) is required by an enactment to be adopted by Council.

## **DISPOSAL OF VILLAGE PROPERTY**

8. Subject to any conditions or restrictions of the *Community Charter*, the *Local Government Act*, or any other applicable enactment:

- (a) the Chief Administrative Officer and Financial Officer may negotiate agreements for the disposition of real property owned or held by the Village; and
- (b) provided that Council has approved the proposed disposition, including, without limitation, the proposed price and any other consideration, the following persons may execute such agreements:
  - i. the Mayor and Corporate Officer; or
  - ii. the Chief Administrative Officer and Financial Officer.

## **GRANTS AND FUNDING APPLICATIONS, MEMORANDA OF UNDERSTANDING AND OTHER AGREEMENTS**

9. The Chief Administrative Officer or Corporate Officer may prepare, negotiate, enter into and execute, on behalf of the Village, any of the following:
- (a) grant applications and grant funding agreements;

- (b) Memoranda of Agreement and Memoranda of Understanding between the Municipality and
  - (i) a union of employees;
  - (ii) the Province of British Columbia;
  - (iii) the Federal Government;
  - (iv) another Municipality; or
  - (v) a School District;
- (c) mutual aid agreements and agreements relating to Emergency Services; and
- (d) servicing agreements and consulting contracts; agreements or other instruments relating to the specific functions and responsibilities of the Chief Administrative Officer or Corporate Officer, as applicable

#### **FINANCIAL OFFICER**

- 10. The Financial Officer may negotiate, prepare, enter into and execute the following kinds of agreements or other instruments on behalf of the Village:
  - (a) agreements or other documents related to borrowing, raising money, banking, grants, taxation, assessment, damage claims and the Municipal Finance Authority;
  - (b) acquisition of vehicles and equipment;
  - (c) agreements or other instruments relating to the specific functions and responsibilities of the Financial Officer;
  - (d) Memoranda of Agreement and Memoranda of Understanding between the Municipality and an employees' union, employment or personnel agreements other than a collective agreement, and other agreements or instruments relating to the specific functions and responsibilities of the Human Resources Officer

#### **OPERATIONS MANAGER**

- 11. The Operations Manager may enter into and sign the following agreements or other on behalf of the Village in relation to Village utility services:
  - (a) agreements for providing water or sewer services;
  - (b) prepare, sign and submit grant applications,
  - (c) grant funding agreements,

- (d) consulting contracts; and,
- (e) applications and agreements for water licences and other water rights.

#### **EXECUTION BY AUTHORIZED SIGNATORIES**

12. Subject to compliance with any applicable requirements of the *Community Charter*, *Local Government Act*, or any other applicable enactment, any agreements or other instrument which the Village has the authority to make or enter into shall be deemed to be properly executed if:
  - (a) the instrument is signed by one of the Officers or Managers authorized by this Bylaw to sign such agreements or other documents: or
  - (b) the instrument is signed by the Mayor and Corporate Officer.

#### **DELEGATION TO PERSONS HOLDING POSITIONS**

13. Where this Bylaw delegates a power, duty or function to a named position, the delegation of a power, duty or function is to the person who, from time to time, holds the position and to any person who, in their absence, is authorized to act on their behalf.

#### **SCOPE OF BYLAW**

14. The delegation of powers, duties and functions of Council in this Bylaw does not limit the authority of Council to make decisions within the scope of Council's authority in the absence or stead of the delegate or where a decision is subject to reconsideration by Council under an enactment or as otherwise lawfully authorized.

#### **SEVERABILITY**

15. If any section, subsection, paragraph, subparagraph or clause of this bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

READ A FIRST TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

READ A SECOND TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

READ A THIRD TIME THIS 19<sup>th</sup> DAY OF JUNE, 2013

ADOPTED THIS            DAY OF            , 2013

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer





## VILLAGE OF HARRISON HOT SPRINGS

### REPORT TO COUNCIL

TO: Mayor and Council                      DATE: July 5, 2013

FROM: Debra Key, Deputy Chief              FILE: 3900-01  
Administrative Officer/CO

SUBJECT: Bylaw No. 1042 Bylaw Notice Enforcement Amendment

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#### ISSUE:

Bylaw No. 1042 Bylaw Notice Enforcement Amendment to receive three readings.

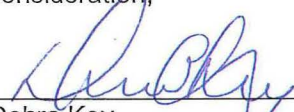
#### BACKGROUND:

With the introduction of a new Animal Control and Licence Bylaw, Zoning Bylaw and amendments made to the Park Regulation Bylaw, it is necessary to replace provisions and make amendments in the Bylaw Notice Enforcement Bylaw to implement new penalties for enforcement of these provisions.

#### RECOMMENDATION:

THAT Bylaw No. 1042 Bylaw Notice Enforcement Amendment be received for first, second and third reading.

Respectfully submitted for your consideration;

  
Debra Key  
Deputy Chief Administrative Officer/CO

#### DIRECTOR OF FINANCE COMMENTS:

  
Dale Courtice  
Director of Finance

#### CHIEF ADMINISTRATIVE OFFICER COMMENTS:

  
Ian Crane  
Chief Administrative Officer







## VILLAGE OF HARRISON HOT SPRINGS

### BYLAW NO. 1042

#### A bylaw to amend the Bylaw Notice Enforcement Bylaw No. 855

**WHEREAS** the Village of Harrison Hot Spring has deemed it advisable to amend Bylaw Notice Enforcement Bylaw No. 855 by replacing the Schedule of Designated Bylaw Contraventions and Penalties;

**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 Bylaw Notice Enforcement Amendment Bylaw No. 1042, 2013".

**2.** Schedule "A" Schedule of Designated Bylaw Contraventions and Penalties is attached hereto and forms part of this bylaw.

**3. REPEAL**

Schedule "A" to Bylaw No. 855, Schedule of Designated Bylaw Contraventions and Penalties" and Bylaw Notice Enforcement Bylaw No. 1012 are hereby repealed in their entirety.

READ A FIRST TIME THIS DAY OF ,2013

READ A SECOND TIME THIS DAY OF ,2013

READ A THIRD TIME THIS DAY OF ,2013

ADOPTED THIS DAY OF , 2013

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
<b>Animal Control and Licence Bylaw No. 1039</b>	4	Obstruct Bylaw Enforcement Officer	100.00	90.00	110.00
	5	Harbor livestock, poultry, fur-bearing or wild animals	50.00	40.00	60.00
	6	Permit dog at large on highway or public place	100.00	90.00	110.00
	7	Permit dog on or in beach lagoon area	100.00	90.00	110.00
	8	Permit dog to leave or deposit excrement	100.00	90.00	110.00
	9	Permit dog to bark, cry or other noise that disturbs	100.00	90.00	110.00
	10	Permit dog to call, cry or bark continuously or sporadically for 5 minutes or more	100.00	90.00	110.00
	11(a),(b),(c) (d), (e)	Keep animal without clean water, food, exercise, warm and dry bed	50.00	40.00	60.00
	12	Keep animal outside for extended period of time	50.00	40.00	60.00
	13	Keep animal confined in enclosed space, including motor vehicle	50.00	40.00	60.00
	14	Keep animal hitched, tied or fastened to fixed object where choke collar, chain or rope or cord tied around animal's neck	50.00	40.00	60.00
	15	Keep animal hitched, tied or fastened to fixed object as primary confinement for extended period	50.00	40.00	60.00
	17	No dog licence	50.00	40.00	60.00
	23	Harbor more than three (3) dogs over four (4) months	50.00	40.00	60.00
	24	Failure to secure dog in heat	50.00	40.00	60.00
	26(a)	Failure to secure dangerous dog securely confined	100.00	90.00	110.00
	26(c)	Failure to keep dangerous dog on leash and muzzled	100.00	90.00	110.00
	27	Dangerous dog at large or in prohibited place	100.00	90.00	110.00
	29	Failure to post warning of dangerous dog	100.00	90.00	110.00
	30	Failure to surrender dangerous dog	100.00	90.00	110.00
	41	Take or rescue dog from Animal Control Facility without consent of Bylaw Enforcement Officer	100.00	90.00	110.00
<b>Building Regulation Bylaw No. 965</b>	69	No Building Permit	500.00	490.00	510.00
	122	Occupy building or structure without Occupancy Permit	500.00	490.00	510.00
	141 (1)	Reverse, alter, deface, cover, remove, or tamper with a construction identification placard stop work order, certificate or notice posted on or affixed to a building or structure.	500.00	490.00	510.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	141 (2)	Vary description, plans and supporting documents for the building, structure or work for which a permit has been issued.	500.00	490.00	510.00
	141(8)	Occupy or permit occupancy of a building or structure or part of a building or structure without final inspection	500.00	490.00	510.00
<b>Business Licensing and Regulation Bylaw No. 945</b>  <b>Business Licencing and Regulation Bylaw Amendment No. 998</b>	3 (a)	Carry on business without a licence	200.00	190.00	210.00
	Buskers 21 (b)i	Perform busking without licence	200.00	190.00	210.00
	21(b)ii	Busking with amplified music	200.00	190.00	210.00
	21(b)iii	Vending goods or wares	400.00	390.00	410.00
	21(b)iv	Busking outside hours of 11:00 a.m. and 9:00 p.m.	200.00	190.00	210.00
	21(b) viii	Promoting "cause" or any issue of a controversial nature	400.00	390.00	410.00
	Vendors 25(h)	Selling prohibited goods	400.00	390.00	410.00
	25(n)	Vend on the beach outside hours of 11:00 a.m. and 8:00 p.m.	100.00	90.00	110.00
<b>Fireworks Regulation Bylaw No. 871</b>	1.2.1	Possess fireworks without permit	100.00	90.00	110.00
	1.2.2	ignite, explode, set off or detonate fireworks in such a manner as may endanger or create a nuisance	100.00	90.00	110.00
<b>Abatement and Control of Noise Bylaw No. 474</b>	4	Disturb the peace with excessive noise	100.00	90.00	110.00
	4(a)	Disturb the peace with radio noise, stereo noise or other amplified noise between 11:00 p.m. and 7:00 a.m.	100.00	90.00	110.00
	4(b)	Disturbing the peace with bird or animal noise in excess of one-half hour	100.00	90.00	110.00
	4(c)	Operate power lawnmower or power saw between the hours of 10:00 p.m. and 8:00 a.m.	100.00	90.00	110.00
	4(h)	Motor vehicle which disturbs	100.00	90.00	110.00
	4(i)	Erect, demolish, construct, alter or repair of any building or structure on Sunday or weekdays between the hours of 10:00 p.m. and 8:00 a.m.	100.00	90.00	110.00
<b>Highway and Traffic Bylaw No. 974</b>	16(d)	Interfere with any traffic control device	200.00	190.00	210.00
	16e	Fail to comply with any lawful direction, command or order of a Bylaw Enforcement Officer, Peace Officer or a member of the Fire Department	100.00	90.00	110.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	16(f)	Commercial vehicles in excess of 5500 kg (tare weight) on residential street	300.00	290.00	310.00
<b>27a Unless permitted by a traffic control device no person shall stop, stand or park a motor vehicle</b>					
	27(b)	Fail to park in designated parking between lines or markings	25.00	15.00	35.00
	27(c)	Park in loading zone and beyond maximum of 30 minutes	50.00	40.00	60.00
	27(d)	Park in bus zone	25.00	15.00	35.00
	27(e)	Park in designated physically disabled motorist stall without valid placard	50.00	40.00	60.00
	27(f)	Park on side walk or boulevard	25.00	15.00	35.00
	27(g)	Park in front of a public or private driveway	50.00	40.00	60.00
	27(h)	Park within 5 meters of a hydrant	25.00	15.00	35.00
	27(i)	Park on crosswalk or within 5 meters of the approach side of a crosswalk	25.00	15.00	35.00
	27(j)	Park within 6 meters of either side of an entrance to or exit from public meeting place fire hall or playground	25.00	15.00	35.00
	27(k)	Obstruct traffic alongside or opposite of highway excavation or obstruction	25.00	15.00	35.00
	27(l)	Park on highway side of a motor vehicle stopped or parked parallel to the curb side of a highway	25.00	15.00	35.00
	27(m)	Park on a bridge or other elevated structure on a highway	25.00	15.00	35.00
	27(n)	Park which obstructs the visibility of traffic of a traffic control device			
	27(o)	Park on cycle path on any portion of a highway for a longer period of time that indicated on the traffic control device	25.00	15.00	35.00
	27(p)	Park on a highway or a continuous period exceeding 48 hours without movement.	50.00	60.00	40.00
	27(q)	Commercial vehicle parked longer than 24 hours in a given area	100.00	110.00	90.00
	27(r)	Park adjacent to a yellow curb	25.00	15.00	30.00
	27(s)	Face wrong direction from the normal flow of traffic on the highway	25.00	15.00	30.00
	27(t)	Park where prohibited	40.00	30.00	50.00
	27(u)	Park in lane less than 3.5 meters of the travelled portion of the lane for other vehicle	40.00	30.00	50.00
	27(v)	Park in boat launch area without permit	40.00	30.00	50.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	27(w)	Park in close proximity to other vehicle to obstruct or unduly restrict movement	40.00	30.00	50.00
	<b>29 Non Commercial Vehicles, Trailers, Recreational Vehicles and Cycles</b>				
	29(a)ii	Exceed total weight of the vehicle and/or trailer in excess of 5500 kg and is in a residential zone between the hours of 7:00 p.m. and 7a.m.	100.00	90.00	110.00
	29(b)	Recreational vehicle parked on any street in excess of 8 hours regardless if it is moved or not to another location	100.00	90.00	110.00
	29(c)	Park unattached utility, boat or RV trailer on any street	50.00	40.00	60.00
	<b>31 Time Limited</b>				
	31a	Park a vehicle in a stall for a period of time greater than the time indicated by the traffic control device	25.00	15.00	35.00
<b>Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 829</b>	3	Disconnect meter	500.00	490.00	510.00
	5	Divert or Install Exhaust Fans	500.00	490.00	510.00
	6	Store or use dangerous goods	500.00	490.00	510.00
	7	Construct or install Trap	500.00	490.00	510.00
	8	Construct or install Obstruction to an Exit	500.00	490.00	510.00
	10(1)	Interfere or Obstruct Inspector	500.00	490.00	510.00
	10(2)	Remove, Alter, Mutilate, Notice Posted	500.00	490.00	510.00
	11	Allow growth of mould or fungus	500.00	490.00	510.00
	12(1)	Cause or Permit a Nuisance	500.00	490.00	510.00
	12(2)	Cause or Permit Water, Rubbish or unsightly matter to accumulate	500.00	490.00	510.00
	13	Cause or Permit a Noxious or Offensive Trade	500.00	490.00	510.00
	16(1)	Fail to Inspect Residential premises subject to Tenancy agreement	500.00	490.00	510.00
	16(2)(a)	Failure to give written notice of contravention	500.00	490.00	510.00
	16(2)(b)	Failure to Comply with Notice	500.00	490.00	510.00
<b>Outdoor Campfire Regulation Bylaw No. 916</b>	3.1	Outdoor fire without a permit	50.00	40.00	60.00
	5.4	Burn rubbish, refuse, tires, oil, plastics, synthetics, or construction material of any kind	100.00	90.00	110.00
	5.5	Fire within 10 metres of building or property line	100.00	90.00	110.00
	5.6	Fire within 20 metres of municipal road	100.00	90.00	110.00
	5.8	Open fire on the beach	100.00	90.00	110.00
	5.9	Allow fire to spread causing damage to property			
	5.10	Fire during high winds	200.00	190.00	210.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	5.11	Leave fire unattended	200.00	190.00	210.00
	5.12	Fail to extinguish fire	100.00	90.00	110.00
<b>Littering and Dumping and Snow Bylaw No. 870</b>	2, 9, 11	Dispose or deposit garbage or rubbish in a public place	50.00	40.00	60.00
	2(c)	Deface, damage any property owned by or in care of the Village	100.00	90.00	110.00
	3	Damage or kill a tree, shrub, turf, and flower in a public place.	100.00	90.00	110.00
	4 (b)	Fail to remove snow, ice and litter from any sidewalk in front of or adjacent property no later than 4:00 p.m.	100.00	90.00	110.00
	7	Deface, destroy any building, structure, facility, fence, sign, seat or bench or ornament on public property	100.00	90.00	110.00
<b>Waste Collection and Disposal Bylaw No. 959</b>	3(b)	dump or dispose of any waste	100.00	90.00	110.00
	3(c)	deposit or use waste for lot filling or leveling purposes	100.00	90.00	110.00
	3(d)	allow waste of any kind whatsoever to leak, spill, blow drop from any vehicle or container onto any street with the Village.	100.00	90.00	110.00
	3(e)	place or cause to be placed any waste upon any street or public land other than in accordance with the Residential Waste Collection Service conditions.	100.00	90.00	110.00
	3(f)	Dispose of Waste into a Container belonging to another person unless given the authority to do so by the owner or occupier of the premises.	100.00	90.00	110.00
<b>Park Regulation Bylaw No. 915</b>	3	Enter public beach or park after curfew	100.00	90.00	110.00
	4	Set up or occupy shelter in park, on street or public property	100.00	90.00	110.00
	5	Carry in or set up camping equipment	100.00	90.00	110.00
	6	Remove gravel, sand or earth from beach or shore	100.00	90.00	110.00
	7	Litter on beach or in water	100.00	90.00	110.00
	8	Move or remove buoys, rafts, signs from any beach or from water	100.00	90.00	110.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
<b>Park Regulation Amendment Bylaw No. 1040</b>	9	Kindle, build, light, maintain any fire, barbeque, hibachi or any other form of cooking apparatus that uses wood, charcoal, briquettes or any other form of natural burning product on any beach or park	100.00	90.00	110.00
	10	Operate water vehicle inside buoyed areas	100.00	90.00	110.00
	10	Operate water vehicle in excess of buoy signs	100.00	90.00	110.00
	12	Occupy roof of building in park	50.00	40.00	60.00
	13	Occupy building, swimming pool, tennis court or other structure in park outside posted hours	100.00	90.00	110.00
	14	Break, injure or damage locks, gates, bolts, fences, seats, benches, buildings, structures or other property in public area on beaches, boulevards or in parks or grounds	100.00	90.00	110.00
	15	Willfully destroy, mutilate, efface, deface or remove posted sign	100.00	90.00	110.00
	16	Bark, break, peel, cut, deface, remove, injure, root up or other damage trees, shrubs, flowers, roots or grass planted or growing in public areas, beaches, boulevards or in parks or grounds	100.00	90.00	110.00
	17(a)	Smoke in buildings or any public park where prohibited	100.00	90.00	110.00
	17(b)	Possess open liquor in park	100.00	90.00	110.00
	18	Play or practice golf in public park	50.00	40.00	60.00
	19	Cause or permit horses or other animals in park or on beach	100.00	90.00	110.00
	21	Ride or drive any horse in, upon or through public areas, parks, boulevards or beaches	100.00	90.00	110.00
	22	Ride or drive any carriage, wagon, bicycle, motorcycle, scooter, rollerblades, skateboards, automobile, sleigh, snowmobile, all terrain vehicle or other vehicle in public areas, parks or grounds	100.00	90.00	110.00
	23	Break, injure, dig or destroy any tree, sod, grass of any boulevard or any box, stake or guard which protects	100.00	90.00	110.00
	24	Park unhitched trailers, boats, RV's or any other equipment at any boat launch ramp or designated parking area within the Village	100.00	90.00	110.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
<b>Tree Management and Preservation Bylaw No. 1015</b>	6(a)	Remove tree without permit	200.00	190.00	210.00
<b>Unsightly Premises Bylaw No. 741</b>	4.1	Permit property or premises owned or occupied to become or remain unsightly	500.00	490.00	510.00
	4.2	Cause or permit unwholesome matter to collect or accumulate around premises	500.00	490.00	510.00
	4.3	Deposit or throw bottles, broken glass or other rubbish in any open space	500.00	490.00	510.00
	4.4	Place graffiti on walls, fences or elsewhere on or adjacent to public place	500.00	490.00	510.00
	4.5	Fail to keep property clear of brush and/or noxious weeds as defined under the <i>Weed Act</i>	500.00	490.00	510.00
	4.6	Fail to prevent infestation of caterpillars' and other noxious or destructive insects; Fail to clear property of caterpillars' and other noxious or destructive insects	200.00	190.00	210.00
	4.7	Fail to remove unsightly accumulate of filth, discarded materials, rubbish or graffiti	500.00	410.00	510.00
<b>Sign Bylaw No. 987</b>	4.7	Sign not maintained in a good state of repair pursuant to the Village's Sign Design Guidelines.	200.00	190.00	210.00
	5.1 (a)	Billboard signs prohibited	500.00	490.00	510.00
	5.1(b)	Sign located on a balcony or roof of a building	500.00	490.00	510.00
	5.1(c)	Sign in residential Zones	200.00	190.00	210.00
	5.1(d)	Sign erected on Village property or highway	200.00	190.00	210.00
	5.1(e)	Signage that exhibits writing or pictures or words which are indecent or tend to corrupt or demoralize or insulting, immoral or indecent	500.00	490.00	510.00
	7.1	No sign permit	500.00	490.00	510.00
	7.2	Fail to remove sign erected when no longer required	100.00	90.00	110.00
	7.5	Fail to comply with BC Building Regulation for freestanding signs and structures	500.00	490.00	510.00
	9.1 (a)	Sign extended beyond the property line and interferes with public safety	200.00	190.00	210.00



**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	9.3(a)	Exceed allowable sandwich sign limit	200.00	210.00	190.00
	9.3(b)	Sandwich board displayed beyond 300 meters of business owner's property	200.00	210.00	190.00
	9.3(c)	Sign nuisance/impede/unsafe for vehicle or pedestrian traffic	300.00	310.00	290.00
	9.3(e)	Unkempt or disrepair sandwich board	100.00	90.00	110.00
	9.5 (a)i	Third party sign in prohibited area	400.00	390.00	410.00
	9.5(a)ii	Third party sign exceeds limit for business activity	400.00	390.00	410.00
	9.5(a)iii	Exceed maximum third party limit on vacant property	400.00	390.00	410.00
	9.5(a)v	Third party sign copy area greater than 4 sq. meters	400.00	390.00	410.00
	9.5(a)vi	All third party signs must be renewed annually.	400.00	390.00	410.00
	9.6(a)ii	Promotional sign displayed more than 30 days prior to the event and not removed 4 days following the event.	200.00	190.00	210.00
	9.8(a)ii	Election sign on civic property not removed within 7 days after the election.	200.00	190.00	210.00
<b>Sign Bylaw Amendment No. 1009</b>	4.9	Elections signs on Village Office or Memorial Hall property exceeding 100 meters	200.00	190.00	210.00
<b>Municipal Docks Bylaw No. 991</b>	11	Possess an open container of liquor on a dock	100.00	90.00	110.00
	15	Deposit or leave garbage, refuse, bottles, cans, paper, animal excrement or other waste material on a dock or in the water surrounding a dock	100.00	90.00	110.00
	18	Cause a vessel, watercraft or seaplane to remain moored in a posted loading zone for a period in excess of 60 minutes unless otherwise authorized by the Village	100.00	90.00	110.00
<b>Municipal Docks Bylaw Amendment No. 1008</b>	21(1)(a) (b)	Moor a vessel, watercraft or seaplane at a dock for a period in excess of 12 hours and moored overnight unless approved by special permit issued by the Village	500.00	450.00	510.00
<b>Zoning Bylaw No. 1020</b>	V.5)(2)(a)	No permit to erect short-term building or structure	50.00	40.00	60.00
	V.6)(1)(a)	Exceed 60 day limit for shipping container	50.00	40.00	60.00
	V.6)(1)(a)	Exceed length of 15m	50.00	40.00	60.00
	V.6)(1)(b)	Shipping container not properly screened	50.00	40.00	60.00

**SCHEDULE "A" TO BYLAW NO.1042**  
**SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES**

BYLAW	SECTION	DESCRIPTION	A1	A2	A3
	V.8)(4)	Use exceeds maximum 30m <sup>2</sup>	50.00	40.00	60.00
	V.8)(8)	Improper display of principal or approved use	50.00	40.00	60.00
	V.10)(2)	Exceed permitted secondary suite per parcel	50.00	40.00	60.00
	V.10)(3)	Exceed permitted total floor area	50.00	40.00	60.00
	V.14)	Obstruct vision	50.00	40.00	60.00
	V.15)(.1)	Exceed maximum height of fence or retaining wall	50.00	40.00	60.00
	V.15)(.2)	Prohibited fence	50.00	40.00	60.00
	V.17)	Keep, store or park derelict vehicle or trailer, recreational vehicle, boat or vessel or aircraft, or engine, frame, chassis, body, box or van unit	200.00	190.00	210.00
	VI.2)(2)(f)	Lot siting less than prescribed setback	50.00	40.00	60.00
	VI.3)(1)	Prohibited use in Zone	100.00	90.00	110.00
	VI.3)(2) & (3)	Exceed maximum development regulations	100.00	90.00	110.00
	VII.8)	Exceed permitted number of vehicles parked or stored on one parcel	100.00	90.00	110.00