



VILLAGE OF HARRISON HOT SPRINGS

NOTICE OF MEETING AND AGENDA

REGULAR COUNCIL MEETING

Date: Monday, January 7, 2019
Time: 7:00 p.m.
Location: Council Chambers, 495 Hot Springs Road
 Harrison Hot Springs, British Columbia

1. CALL TO ORDER		
Meeting called to order by Mayor Facio.		
2. INTRODUCTION OF LATE ITEMS		
3. APPROVAL OF AGENDA		
4. ADOPTION OF COUNCIL MINUTES		
(a) Minutes of the Regular Council Meeting of December 3, 2018		Item 4(a) Page 1
5. BUSINESS ARISING FROM THE MINUTES		
6. CONSENT AGENDA		
i. Bylaws		
ii. Agreements		
iii. Committee/ Commission Minutes		
iv. Correspondence	(a) Letter dated December 13, 2018 from Agassiz-Harrison Chambers of Commerce Re: Contribution towards Light Display (b) Letter dated December 26, 2018 from Bert and Cherry Hooper Re: 2018 Christmas and Seasonal Lighting at Harrison Hot Springs	Item 6.vi(a) Page 5 Item 6.vi(b) Page 7
7. DELEGATIONS/PETITIONS		
8. CORRESPONDENCE		
(a) Letter dated December 7, 2018 from Agassiz-Harrison Museum Re: Request for support in the amount of \$10,000		Item 8(a) Page 9
(b) Letter dated December 17, 2018 from Tourism Harrison Hot Springs Re: Request for additional storage space in Public Works		Item 8(b) Page 11
(c) Letter dated December 21, 2018 from the District of Kent Re: Request for a Letter of Support for Indoor Aquatic Facility: Investing in Canada Infrastructure Program		Item 8(c) Page 13

9. BUSINESS ARISING FROM CORRESPONDENCE

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

11. REPORTS FROM MAYOR

Award presentation to the winners of the 2018 Light Up Contest in the residential and the commercial division.

12. REPORTS FROM STAFF

- (a) Report of the Infrastructure Manager – December 11, 2018
Re: Sanitary Sewer user fees do not represent cost recovery
- Item 12(a)
Page 17

Recommendation

THAT amendments to Sewer Regulation Bylaw No. 980 be drafted to increase the metered discharge rate to \$1.10 per cubic meter in 2019 and that the rate be increased by two percent (2%) per year in the years 2020 through 2023;

AND THAT the residential and commercial sanitary sewer service user fees be increased by ten percent (10%) in 2019, and rise by two percent per year in the years 2020 through 2023.

- (b) Report of the Infrastructure Manager – December 21, 2018
Re: Rural & Northern Communities Grant for Sanitary Sewer Lift Station #7
- Item 12(b)
Page 19

Recommendation

THAT the Village apply to the Investing in Canada Infrastructure – Rural and Northern Communities Program for up to \$1,500,000 to fund the construction of Sanitary Sewer Lift Station #7 and the replacement of the sanitary sewer line which crosses the Miami River along Hot Springs Road; and

THAT Council supports the construction of Lift Station #7, subject to adequate funding.

- (c) Report of the Chief Administrative Officer – January 2, 2019
Re: 1941 International Fire Truck – Offer for Sale
- Item 12(c)
Page 21

Recommendation

THAT the Village advertise the 1941 International Fire Truck for sale to the public by sealed bid.

- (d) Report of the Deputy Chief Administrative Officer/CO – January 2, 2019
Re: Harrison Tourism Society Building and Operations Lease Renewal
- Item 12(d)
Page 23

Recommendation

THAT the Building and Operations Lease between Harrison Tourism Society and the Village of Harrison Hot Springs be entered into for the period January 1, 2019 to December 31, 2023 at a remuneration amount of \$21,000.00 per annum.

- (e) Report of Chief Administrative Officer – January 2, 2019
Re: New Public Building Design Plans & CCR Application
- Item 12(e)
Page 33

Recommendation

THAT the Village apply to the Canada Infrastructure Program's Community, Culture and Recreation Program for up to \$4,000,000 in support of a new multi-purpose public culture hub building.

- (f) Report of the Planning Consultant – January 7, 2019
Re: To start Development Permit process for property located at 102 Rockwell Drive

Item 12(f)
Page 45

Recommendation

That staff be authorized to start work on application 3060-20-DP08/18 for land legally described as:
DL 5031, Group 1, New Westminster District.

13. BYLAWS

- (a) Report of the Deputy Chief Administrative Officer/CO – December 18, 2018
Re: Park Regulation Amendment Bylaw No. 1130, 2018

Item 13(a)
Page 51

Recommendation

THAT Park Regulation Amendment Bylaw No. 1130, 2018 be given first, second and third reading.

- (b) Report of the Deputy Chief Administrative Officer/CO – January 3, 2019

Item 13(b)
Page 55

Recommendation

THAT Bylaw Notice Enforcement Amendment Bylaw No. 1131, 2018 be given first, second and third reading.

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

15. ADJOURNMENT

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

DATE: Monday, December 3, 2018
TIME: 7:00 p.m.
PLACE: Council Chambers
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Leo Facio
Councillor Ray Hooper
Councillor Gerry Palmer
Councillor Samantha Piper
Councillor Michie Vidal

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

ABSENT:

Recording Secretary: Nicole Sather

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

None

3. APPROVAL OF AGENDA

Moved by Councillor Piper
Seconded by Councillor Palmer

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
RC-2018-12-01

4. ADOPTION OF COUNCIL MINUTES

Moved by Councillor Palmer
Seconded by Councillor Piper

THAT the Regular Council Meeting Minutes of November 19, 2018 be adopted, as amended.

**CARRIED
UNANIMOUSLY**
RC-2018-12-02

Errors and Omissions:

On page 3, under the Report from Councillor Vidal, remove last bullet as it is redundant to bullet point 3.

*Village of Harrison Hot Springs
Minutes of the Council Meeting
December 3, 2018*

5. BUSINESS ARISING FROM THE MINUTES

None

6. CONSENT AGENDA

i. (a) Miscellaneous Fee Amendment Bylaw No. 1129, 2018

Moved by Councillor Piper

Seconded by Councillor Vidal

THAT the Miscellaneous Fee Amendment Bylaw No. 1129, 2018 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2018-12-03

7. DELEGATIONS/PETITIONS

Friends of Agassiz and Harrison Hot Springs, Harold Bruins
Re: Update on activities and future actions

Harold Bruins presented a PowerPoint Presentation regarding recent and ongoing efforts of the Friends of Agassiz and Harrison Hot Springs members.

8. CORRESPONDENCE

None

9. BUSINESS ARISING FROM CORRESPONDENCE

None

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

Councillor Piper

- Attended the Elected Officials' Legal Orientation seminar held on November 23, 2018
- Attended the opening ceremony for Lights on the Lake held on November 24, 2018
- Thanked local businesses and residents for their efforts in decorating for the season
- Thanked staff for erecting the Village's light display
- Attended the Lower Mainland Local Government Association meeting held on December 3, 2018

Councillor Palmer

- Attended the opening ceremony for Lights on the Lake held on November 24, 2018

Councillor Hooper

- Attended the Seniors Health and Wellness Fair held on November 20, 2018
- Attended the opening ceremony for Lights on the Lake held on November 24, 2018
- Attended the Elected Officials' Legal Orientation seminar held on November 23, 2018
- Attended the District of Kent's Council Meeting held on November 26, 2018
- Attended the Magic of Christmas held on December 1, 2018

*Village of Harrison Hot Springs
Minutes of the Council Meeting
December 3, 2018*

Councillor Vidal

- Attended the Elected Officials' Legal Orientation seminar held on November 23, 2018
- Attended the opening ceremony for Lights on the Lake held on November 24, 2018
- Attended the Inaugural meeting of the Fraser Valley Regional District Board held on November 27, 2018
- Attended Fraser Valley Regional District Directors orientation seminar held on November 29, 2018
- Attended the Agassiz Harrison Historical Society fundraiser event held on November 24, 2018
- Attended the Magic of Christmas held on December 1, 2018

11. MAYOR'S REPORT

- Attended the opening ceremony for Lights on the Lake held on November 24, 2018
- Attended the Magic of Christmas held on December 1, 2018
- Attended the Salvation Army Kettle Drive held on December 1, 2018
- Reported on an interview conducted by "Still Standing" producer held on December 2, 2018
- Announced an opportunity to nominate a community member for the BC Community Achievement Award. Deadline is January 15, 2019
- Attended the Inaugural meeting of the Fraser Valley Regional District Board held on November 27, 2018
- Reported on a letter received from the Honourable Selina Robinson, Minister of Tourism, Arts and Culture congratulating him on his re-election
- Attended the Elected Officials' Legal Orientation seminar held on November 23, 2018

12. REPORTS FROM STAFF

- (a) Report of the Deputy Chief Administrative Officer/Corporate Officer – December 3, 2018
Re: Advisory Planning Commission

The Corporate Officer reported out to the public by releasing a motion of Council that appointed Sonja Reyerse as a member of the Advisory Planning Commission.

- (b) Report of the Chief Administrative Officer/Corporate Officer – November 29, 2018
Re: Community Cultural and Recreation Grant – Building Design

Moved by Councillor Piper
Seconded by Councillor Palmer

THAT up to \$18,000 in surplus funds be approved to pay for design work to include a schematic floor plan and exterior concept of a new multi-use public building for Council's consideration and review.

**CARRIED
UNANIMOUSLY**
RC-2018-12-04

- (c) Report of the Chief Administrative Officer/Corporate Officer – November 29, 2018
Re: Boat Launch Surcharge for Search and Rescue

*Village of Harrison Hot Springs
Minutes of the Council Meeting
December 3, 2018*

The Chief Administrative Officer reported on an initiative, in partnership with the Fraser Valley Regional District, regarding the Boat Launch additional charge to support the Kent Harrison Search and Rescue (KHSAR). This additional fee generated five thousand nine hundred ninety dollars (\$5,990) to KHSAR.

Report received and filed.

13. BYLAWS

- (a) Report of the Deputy Chief Administrative Officer/Corporate Officer – November 29, 2018
Re: Park Regulation Amendment Bylaw No. 1130, 2018

Moved by Councillor Piper
Seconded by Councillor Vidal

THAT Park Regulation Amendment Bylaw No. 1130, 2018 be given first, second and third reading.

Moved by Councillor Palmer
Seconded by Councillor Vidal

THAT the report be referred back to staff to address terminology used within the Bylaw.

**CARRIED
UNANIMOUSLY**
RC-2018-12-05

- (b) Report of the Deputy Chief Administrative Officer/Corporate Officer – November 29, 2018
Re: Amendments to the Bylaw Notice Enforcement Bylaw No. 855, 2006

Corporate Officer requested withdrawal of the report as it relates to previous report.

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

Questions from the public were entertained.

15. ADJOURNMENT

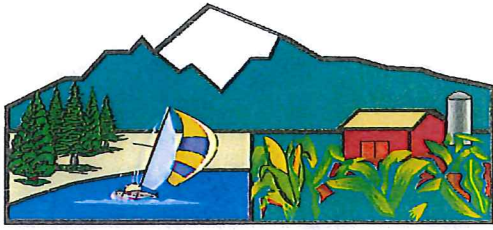
Moved by Councillor Palmer
Seconded by Councillor Piper

THAT the meeting be adjourned at 8:12 p.m.

**CARRIED
UNANIMOUSLY**
RC-2018-12-06

Leo Facio
Mayor

Debra Key
Corporate Officer



Harrison Agassiz Chamber of Commerce
The Voice of Business for Harrison Hot Springs
The District of Kent and surrounding area

6.vita

RECEIVED
DEC 17 2018

BY VILLAGE OF HARRISON HOT SPRINGS

December 13, 2018

Madeline McDonald
Village of Harrison Hot Springs
Box 160
Harrison Hot Springs, BC V0M 1K0

Dear Madeline,

Please find enclosed a cheque in the amount of \$500.00 from the Harrison Agassiz Chamber of Commerce as a contribution toward the purchase of Christmas lights for the Village.

For a number of years the Chamber has been a partner with the Village in expanding the display of Christmas lights within the Village. The Chamber's goal from the beginning has been to create something that would draw people into the Village during the Christmas season and this year with the involvement of Tourism Harrison it looks like this goal has been achieved.

On behalf of the Chamber let the best to Village Council and staff for the wonderful Christmas season.

Ed Stenson, Secretary
Harrison Agassiz Chamber of Commerce

FILE #	DATE
1770-01	2018-12-18
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ITEM	A B C
COUNCIL AGENDA	
DATE	Jan 7 / 18
INITIAL	<input checked="" type="checkbox"/>
ITEMS: A-REQ, ACTION:	
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6.vi(b)

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JAN 01 2019

BY VILLAGE OF HARRISON HOT SPRINGS

Albert (Bert) & Cherry Hooper

Agassiz, BC. V0M 1A1

Harrison Hot Springs Municipal Office
P.O.Box 160,
495 Hot Springs Road
Harrison Hot Springs, BC
V0M 1K0

Attention:- Mayor Leo Facio

Re:- 2018 Christmas & Seasonal Lighting at Harrison Hot Springs.

Dear Mayor Facio,

This is an open letter to yourself, the entire Municipal Council & staff, and all those responsible for the extremely beautiful display of Christmas & Seasonal Lighting that has adorned Harrison Hot Springs during the holidays this year.

As we live in Agassiz, we often visit Harrison at many times throughout the year, to visit the beaches, the restaurants & coffee shops, and often make purchases in many of the shops.

What we noticed this Christmas Season was the huge abundance of visitors, of all ages, wandering around and enjoying the lights.

There were line-ups for people to buy ice cream, chocolates, hot drinks, and all the restaurants, cafes, and coffee shops appeared to be full, with people waiting.

Even on evenings with rain, the damp streets multiplied the number of lights, and we saw families still wandering around with umbrellas.

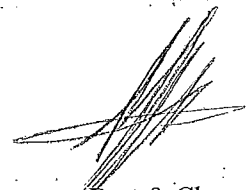
In Chilliwack, Hope, Abbotsford, and Mission, we have spoken with friends about the lights in Harrison this year, and most already knew.

The knowledge that the word of mouth, and no doubt social media, has spread the news far and wide, is testament to the progressive thinking that created this display.

One can only imagine the huge boost to tourism for this entire region, as visitors return home and further spread the good news.

Congratulations to all of you for a fantastic job well done, we believe that nothing but good will be your reward during 2019 and beyond.

Happy New Year!
Yours sincerely



Bert & Cherry Hooper

cc: Agassiz Harrison Observer

FILE #	DATE
0220-01	Jan 1 / 19
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COUNCIL AGENDA	
DATE	Jan 7 / 19
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ITEMS: A-REQ, ACTION:	
B - INFO - W/REP;	
C - INFO ONLY	

26th December 2018



December 7, 2018

Mayor and Council
Village of Harrison Hot Springs
P.O. Box 160
Harrison Hot Springs, BC
V0M 1K0

RE: Letter of Support Request – 2019

Dear Mayor Facio and Council Members;

I am writing on behalf of the Board of Directors of the Agassiz-Harrison Historical Society to request assistance with maintaining and strengthening our Museum. We suggest support in the amount of \$10,000.00 for the upcoming year in order to continue to provide the communities of the Village of Harrison Hot Springs and the District of Kent with continued access to, and engagement with, their museum. The Agassiz-Harrison Museum preserves the history and heritage of both communities.

The Society currently receives \$25,000.00 from the District of Kent to manage the Museum as well as the Agassiz Visitor Information Center. The recent contribution of \$15,000.00 from Tourism Harrison assists in providing continued visitor support. The funding received from our municipalities covers the salary of our full-time professional Manager/Curator, who is working closely with the Board of Directors, to re-evaluate our mission and vision and to develop a five-year strategic plan; acquire grants and support from all levels of government; train and mentor volunteers and students in archival and collections management and conservation; and to strengthen existing and develop new ties with individuals and organizations within our community.

The Society's archives record and care for items that are the communities' inheritances within the former Agassiz CPR Station. The Society has been collecting and documenting community memories for over 30 years. We are a volunteer driven organization currently employing a full-time Manager/Curator and seasonal students. Our active volunteers put in over 2,000 hours of service annually. Although our Museum is closed to drop-in public during the winter season, we use this quiet time to revitalize our galleries, thus making room to tell more of our community stories; we do conduct visits by appointment throughout this time. A variety of research requests from individuals, as well as *The Agassiz-Harrison Observer* staff, continue year-round.

This winter the main gallery will be reorganized to allow its use as a meeting space by other organizations within the community. We have recognized that meeting space is at a premium and would love the opportunity to have more people occupy our museum and showcase our unique heritage. In the spring of 2019, an emphasis will be placed on developing new educational programming that compliments the BC Curriculum and encourages greater interaction with our local schools. Public programming opportunities will also be recognized and

Agassiz-Harrison Historical Society
7011 Pioneer Drive, P.O. Box 313, Agassiz, BC, V0M 1A0
www.agassizharrisonmuseum.org
agassizharrisonmuseum@shawbiz.ca

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DEC 13 18

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ITEM B C

COUNCIL AGENDA

DATE Jan 7/19

INITIAL ☐

ITEMS: A-REQ, ACTION:
B - INFO - W/REP;
C - INFO ONLY



developed to encourage additional community member presence in our facility. New initiatives include opening the Museum to the public during the Agassiz Fall Fair, the CPR Christmas Holiday Train in December, as well as during National Heritage Week in February.

Our Board of Directors meets monthly on the 2nd Tuesday at 9:00 am. The Board presently has 11 voting members as well as two non-voting representatives from the District of Kent and one non-voting member from Tourism Harrison. We would be pleased to invite a member of both the Village of Harrison Hot Springs Council and Village staff to attend our meetings. The interaction of ideas provided by this cross-section of interested parties will increase our shared goal of presenting this area's heritage to both visitors and the resident community population.

We look forward to your support and thank you for your consideration of our request.

Yours Truly;

Gina Reimer
President,
Agassiz-Harrison Historical Society
reimer.g@shaw.ca

CC: Madeline McDonald/CAO
Village of Harrison Hot Springs



TOURISM HARRISON HOT SPRINGS

8(b)

December 17, 2018

Mayor and Council
cc. Madeline McDonald
Village of Harrison Hot Springs
495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

RECEIVED

DEC 18 2018

BY VILLAGE OF HARRISON HOT SPRINGS

RE: Additional Storage Space in Public Works

Dear Mr. Mayor and Councillors,

Lights by the Lake has been an extremely successful event. This is in no small part thanks to the great work done by Public Works staff and the enthusiasm that Council has shown over the years for investing in Christmas light decorations.

Tourism Harrison partnered with the Village to create the beautiful displays that were custom built to depict the Sasquatch in various Harrison type activities. These displays will be stored and cared for by the manufacture when not in use. However, Tourism Harrison has in addition purchased a substantial number of Christmas trees and other outdoor displays that do require local storage. Unfortunately, at this point our current container situated in the public works yard is full. Accordingly, we are looking to purchase a second container. As was discussed with Ms. McDonald and public works earlier in the year the best location for this container would be next to our current container however there is an old fire truck currently situated in that location. Tourism Harrison believes that truck should be moved and either made into display vehicle for the Harrison Fire Department or donated to a restoration organisation.

Alternatively, if no quick decision can be made regarding the disposal of the vehicle Tourism Harrison is asking Council to approve moving it somewhere else in the public works yard so that Tourism Harrison can place a new container next to its current container before the end of January at which time we will need to store our new Lights on the Lake assets.

Sincerely,

Robert Reyerse
Executive Director
Tourism Harrison

FILE #	DATE
6900-01	Dec 18/18
<input checked="" type="checkbox"/> CAO	<input type="checkbox"/> INFRA
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<input type="checkbox"/> COMM SERV	<input type="checkbox"/> COUNCIL
ITEM	(A) B C
COUNCIL AGENDA	
DATE	Jan 7/19
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ITEMS: A-REQ, ACTION: B - INFO - W/REP; C - INFO ONLY	

Find Nature... Just up the Road

499 Hot Springs Road
Harrison Hot Springs, BC, V0M 1K0



December 21, 2018

Mr. Leo Facio, Mayor
Village of Harrison Hot Springs
495 Hot Springs Rd
Harrison Hot Springs, BC
V0M 1K0

Dear Mr. Facio:

RE: Letter of Support for Indoor Aquatic Facility: Investing in Canada Infrastructure Program.

The District of Kent (District) is seeking a letter of support from the Village of Harrison Hot Springs (Village) to accompany the District's application for an Indoor Aquatic Facility through the Investing in Canada Infrastructure Program (ICIP), due on January 23, 2019.

For more than a decade, the District of Kent has been exploring the viability of an indoor aquatics facility to serve Kent residents, Harrison Hot Springs, surrounding areas and our Indigenous communities. Due to the aging infrastructure of the Ferny Coombe Pool, which is now 40 years old and well past its lifespan, an indoor pool would replace the outdoor pool infrastructure and services.

Conceptually, a new indoor aquatics facility would be connected to the south side of the Community Recreation and Cultural Centre and be operated by the District of Kent in conjunction with existing recreation facilities. The proposed amenities would include an accessible 25 metre, 6 lane tank, zero depth leisure pool, hot tub, changeroom/shower area and lifeguard staff room. The existing administration area would be enhanced to service both the pool and community centre public access. Photos of a similar indoor pool design, nearing completion is attached.

On October 22, 2018 Kent Council approved the District's application of an indoor aquatic facility to the ICIP grant funding program. The District will be applying through the Community, Culture and Recreation Stream in both the main application program (up to 73.33% of costs) and the Rural and Northern Communities Program (up to 90% of costs).

FILE #	DATE
0400-01	Dec 21/18
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ITEM	A E C
COUNCIL AGENDA	
DATE	Jan 7/19.
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ITEMS: A-REQ, ACTION:	
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C - INFO ONLY	

8(c)
RECEIVED

DEC 24 2018

BY VILLAGE OF HARRISON HOT SPRINGS

7170 Cheam Avenue
PO Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel; (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca

File: 1855-03

A recent Indoor Aquatics Facility Preliminary Analysis Report, provided by RC + PERC to the District, outlines that a medium sized indoor aquatic facility constructed with the aforementioned amenities would cost approximately \$15 million dollars.

Such a significant community wide initiative would not be possible without the support of our surrounding communities; therefore, the District is seeking a letter of support from the Village to demonstrate the strong desire for an indoor aquatic facility in our region.

During the application process with ICIP, our staff will be proceeding with finalizing the architectural design, consulting with communities, and firming up costs for the future.

For more information, please contact Ms. Jennifer Thornton, Director of Community Services and Projects at jthornton@kentbc.ca or 604-796-2235.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pranger', with a stylized flourish at the end.

Sylvia Pranger
Mayor

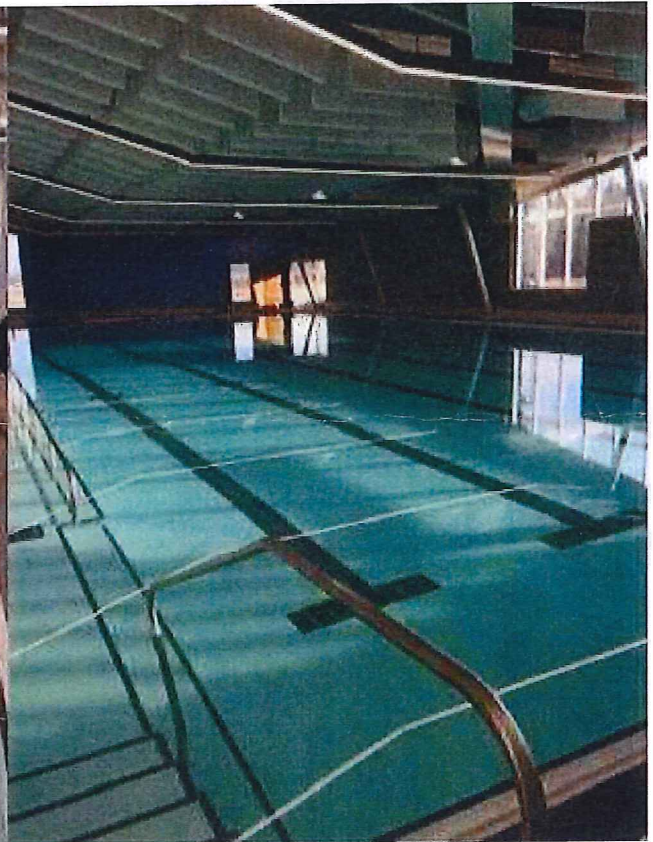
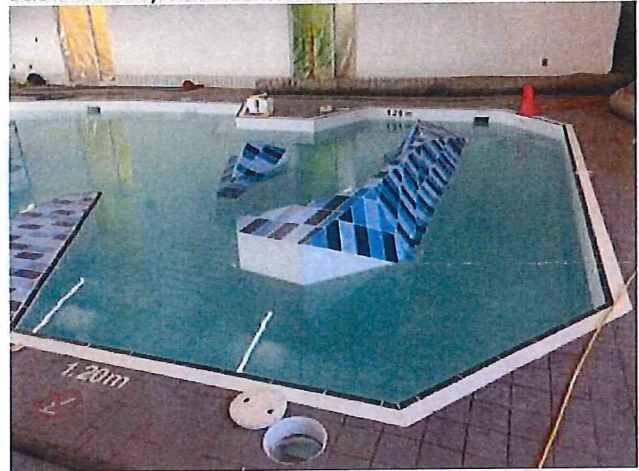
Pc: W. Mah, Chief Administrative Officer
J. Thornton, Director of Community Services & Projects
J. Lewis, Director of Financial Services

Vanderhoof Aquatic Facility – Pool Photos *(for conceptual purposes only)*

Photos of Vanderhoof Aquatics Centre, nearing completion. District of Kent Indoor Aquatic Facility would be of similar design and amenities including 25 m, 6 lane main tank, leisure pool and hot tub.



Below is the lazy river at the end of the Leisure Pool.





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: December 11, 2018

FROM: Troy Davis
Infrastructure Manager

FILE: 5340-01

SUBJECT: Metered Sanitary Sewer Rate Increase

ISSUE: Sanitary Sewer user fees do not represent cost recovery

BACKGROUND:

Sanitary Sewer User fees, as regulated by Sewer Regulation Bylaw No. 980, were last increased in 2012. With rising energy and insurance costs, aging infrastructure and higher maintenance costs associated with a new (2014) sewage treatment plant, sewer user fee revenues have not kept pace. The 2019 budget anticipates a revenue shortfall of approximately \$104,000 for this service.

There are two types of expenses in the wastewater treatment budget – operational and capital. Revenue from the Sanitary Sewer Service User Fee funds operational expenses, and the Sanitary Sewer Service Utility Fee (frontage tax) is used for capital projects. A shortfall in the operational budget results in funds from the Sanitary Sewer Service Utility Fee (i.e. capital projects) being redirected to the operational budget. There are over three million dollars of sewer lift station upgrades required over the next few years. It is therefore prudent to undertake planning related to capital funding for these projects.

FINANCE:

The current Metered Discharge Rate for a cubic meter of sanitary waste is \$0.62 per cubic meter. However, the current cost to treat a cubic meter is approximately \$1.10 per cubic meter. Metered effluent is significant in that it constitutes 22-24% of the Village's sanitary sewage by volume. Increasing the rate to \$1.10 per cubic meter would generate approximately \$68,000 and reduce the 2019 budget deficit from \$104,000 to \$36,000.

In addition to raising the metered rate to \$1.10/cubic meter in 2019, it is recommended that the metered rate be increased by 2% per year starting in 2020 to meet inflationary costs. To meet the remainder of the shortfall, (i.e. \$36,000) staff are recommending that all other fees in the bylaw be increased by 10% in 2019, and rise by 2% every year after.

The result of the 10% increase in 2019 would be an increase of less than \$2.00 per month for a residential property, and will ensure that as costs rise revenue from the Sanitary Sewer Service Fee (i.e. capital) is not redirected to cover operational costs.

The table below shows two scenarios. The first is if revenue is not increased and the second scenario is if rates are increased as recommended.

	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
				\$1.10 cubic/meter & 10% user fees increase	+2% user fee increase	+2% user fee increase	+2% user fee increase
Operational Expense	\$523,954	\$611,389	\$588,980	\$641,360	\$653,000	\$666,000	\$679,882
Revenue w/o increase	\$517,845	\$544,245	\$537,118	\$537,118	\$537,118	\$537,118	\$537,118
Difference w/o increase	-\$6,109	-\$67,144	-\$51,862	-\$104,242	-\$115,882	-\$128,882	-\$142,764
Revenue w/ increase				\$641,360	\$653,000.00	\$666,000.00	\$679,792
Difference w/ increase				\$0	\$0	\$0	-\$90

RECOMMENDATIONS:

THAT amendments to Sewer Regulation Bylaw No. 980 be drafted to increase the metered discharge rate to \$1.10 per cubic meter in 2019 and that the rate be increased by two percent (2%) per year in the years 2020 through 2023;

AND THAT the residential and commercial sanitary sewer service user fees be increased by ten percent (10%) in 2019, and rise by two percent per year in the years 2020 through 2023.

Respectfully submitted;

Troy Davis

Troy Davis
Infrastructure Manager

REVIEWED BY: (if applicable)

Tracey Jones

Tracey Jones
Financial Officer

REVIEWED BY:

Madeline McDonald

Madeline McDonald
Chief Administrative Office



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** December 21, 2018

FROM: Troy Davis **FILE:** 5340-02
Infrastructure Manager

SUBJECT: Rural & Northern Communities Grant for Sanitary Sewer Lift Station #7

ISSUE: Approval to apply for funding from the Rural & Northern Communities Program for the construction of Sanitary Sewer Lift Station #7.

BACKGROUND:

At the December 7, 2018 Closed Meeting of Council, staff recommended the rejection of all tenders received for the replacement of Sanitary Sewer Lift Station #3 and construction of Sanitary Sewer Lift Station #7, based on all quotes being over budget. Lift Station #3, considered the more urgent of the two improvements, is being retendered as a stand-alone project. As a new project, Lift Station #7 may be eligible for partial funding through the Rural and Northern Communities Program (RNCP). RNCP will fund up to 100% of eligible expenses for projects that meet program requirements. The Village would be applying under the Environmental Quality Outcomes criteria.

There have been ongoing complaints from residents living near the location of Miami River Drive and Hot Springs Road about the odour from an existing sanitary sewer siphon, which would be replaced by Lift Station #7. The second environmental concern is that the sanitary sewer line crosses under the Miami River at that location. The underwater pipe is difficult to monitor and its condition is unknown. This project would see the replacement of the siphon with an engineered sanitary sewer lift station as well as the replacement of the existing sewer line with a line suspended under the bridge at that location.

RECOMMENDATIONS:

THAT the Village apply to the Investing in Canada Infrastructure – Rural and Northern Communities Program for up to \$1,500,000 to fund the construction of Sanitary Sewer Lift Station #7 and the replacement of the sanitary sewer line which crosses the Miami River along Hot Springs Road; and

THAT Council supports the construction of Lift Station #7, subject to adequate funding.

Respectfully submitted;

Troy Davis

Troy Davis
Infrastructure Manager

REVIEWED BY:

Tracey Jones

Tracey Jones
Financial Officer

REVIEWED BY:

Madeline McDonald

Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

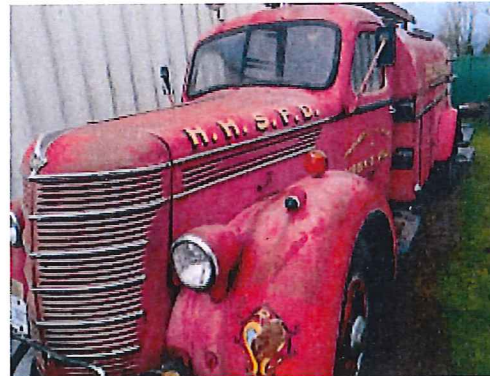
TO: Mayor and Council **DATE:** January 2, 2019

FROM: Chief Administrative Officer **FILE:** 1090-02

SUBJECT: 1941 International Fire Truck – Offer for Sale

ISSUE:

The Village has a non-operational 1941 International Fire Truck parked in the Public Works Yard. The space currently occupied by the old Fire Truck is needed for an additional storage container to accommodate Festival of Lights equipment on a year round basis.



BACKGROUND:

The 1941 International Fire Truck is currently covered for theft & fire under an insurance storage policy. It is no longer road worthy and cannot be driven, even to public events such as parades or the Canada Day Breakfast at the Fire Hall.



Unfortunately the truck is currently parked out of doors and is subject to weathering damage from the elements. The Village does not have covered storage available for the truck either within the Public Works Yard or at the Fire Hall.

The value of the truck is in its antique heritage value and it may be of interest to a collector for the purpose of restoration.

RECOMMENDATION:

THAT the Village advertise the 1941 International Fire Truck for sale to the public by sealed bid.

Respectfully submitted:

Madeline McDonald
Chief Administrative Officer



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council **DATE:** January 2, 2019

FROM: Debra Key **FILE:** 0870-30-02
Deputy Chief Administrative Officer/CO

SUBJECT: Harrison Tourism Society Building and Operations Lease
Renewal

ISSUE: Renewal of Building and Operations Lease

BACKGROUND:

The Village of Harrison Hot Springs leases the Visitor Information Centre and land to the Harrison Tourism Society (the Society) through a Building and Operations Lease. The Tenants manage the Tourist Information Centre within the Building to provide activities and tourist services. The Tenants also operate a Museum within the Building.

The Village currently provides remuneration to Tourism Harrison in an amount of \$31,000 per annum for the operation of the Tourist Information Centre.

Since the annual contribution amount of \$31,000 was established 2008, additional revenue has been channeled to the Society through the Municipal Regional District Tax (MRDT). The MRDT covers, in part, administration and marketing expenses associated with the operation of the Visitor Centre.

The Village is in receipt of a letter requesting funding for the Agassiz-Harrison Museum in an amount of \$10,000 and staff is suggesting that the remuneration to operate the Tourist Information Centre be reduced to \$21,000 to offset the requested contribution for the Agassiz-Harrison Historical Society.

The current Building and Operations Lease expired December 31, 2018 which now requires renewal which will commence January 1, 2019 through to December 31, 2023. Accordingly, the draft Building and Operations Lease is attached with an annual contribution for services from the Village to the Society in the amount of \$21,000.00.

RECOMMENDATION:

THAT the Building and Operations Lease between Harrison Tourism Society and the Village of Harrison Hot Springs be entered into for the period January 1, 2019 to December 31, 2023 at a remuneration amount of \$21,000.00 per annum.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key
Deputy Chief Administrative Officer/
Corporate Officer

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

Building and Operations Lease

THIS LEASE dated for reference the 1st day of _____, 2019

BETWEEN:

HARRISON TOURISM SOCIETY

Box 255, 499 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

(the "**Tenants**")

AND:

VILLAGE OF HARRISON HOT SPRINGS,

a municipal corporation incorporated under the *Local Government Act* and *Community Charter* (British Columbia) and having an address of Box 160, 495 Hot Springs Road, Harrison Hot Springs, BC V0M 1K0

(the "**Landlord**")

RECITALS:

- A. The Landlord is the registered owner in fee simple of that parcel of land in the Village of Harrison Hot Springs, British Columbia being legally described as *PID: 011-438-479, Lot 9, Block 2, Plan 9786 New Westminster District* and shown outlined on the attached Schedule "A" (the "**Land**").
- B. The building, commonly referred as the "Visitor Information Centre" and "Museum" shown outlined and labeled "Visitor Information Centre and Museum" on the attached Schedule "A" (the "**Building**"), is situated on the Lands and is owned by the Landlord.
- C. A Britco Portable Trailer, shown outlined and labeled "Visitor Information Centre Portable" on the attached Schedule "A" (the "**Portable**"), is situated on the Land and is owned by the Tenant.
- D. The Former Building and Operations Lease will terminate December 31, 2018 and the Landlord will grant a new lease to the Tenants for the Building and Land on the terms and conditions set out in this Lease.
- E. The Tenants have agreed to manage a Tourist Information Centre within the Building and Portable to provide activities and tourist services. The Tenants also operate a Museum within the Building.

THIS AGREEMENT is evidence that in consideration of the mutual promises contained in this Agreement and by the Tenants to the Landlord, the parties agree as follows:

1. **Lease** - The Landlord leases the Building and the Land to the Tenants for the Term described herein, on the terms and conditions of this Lease and for the purposes set out in this Lease. The Landlord further grants to the Tenants a non-exclusive license to enter onto and cross over the Land for access to and from the Building and to use those parts of the Land which are adjacent to the Building and required for the Tenants' purposes including parking.

2. **Term** - The Term of this lease is for a period commencing on January 1, 2019 and terminating on December 31, 2023 subject to earlier termination or renewal pursuant to the terms of this Lease ("**Term**").
3. **Renewal** - Provided all rent and other sums or charges due or payable by virtue of this Lease have been fully paid and the Tenants has faithfully observed and performed all the covenants, provisos, conditions and reservations in this Lease contained, and provided that the Tenants gives written notice to the Landlord not less than 30 days prior to expiry of the Term, the Tenants shall have the option to renew this Lease upon its expiration for an additional period of five (5) years on all the same terms and conditions of this Lease, SAVE AND EXCEPT THAT this covenant to renew shall be excluded from such terms and conditions.
4. **Rent** - The Tenants must pay the Landlord annual rent of Ten (\$10.00) Dollars plus all applicable taxes for the Term ("**Rent**"), payable on the first day of each year of the Term. Rent for any renewal period shall be determined by mutual agreement of the parties.
5. **Purpose** - The Tenants must only use and occupy the Building and Land for the purposes of operating a Tourist Information Centre and all associated and ancillary uses and purposes thereto and for no other purpose whatsoever.
6. **Reporting** - The Tenants shall report to the Landlord annually on the activities and functions of the Visitor Information Centre and agree to provide year-end financial statements and other financial documentation to the Landlord.
7. **Remuneration** - The Landlord agrees to provide remuneration to the Society of a total sum of \$21,000 per annum, to be paid on a monthly basis, for the operation of the Tourist Information Centre.
8. **Tenants' Covenants** - The Tenants covenant and agrees with the Landlord:
 - a) to promptly pay the Rent when due;
 - b) to provide all equipment, furnishings and supplies that may be required to furnish and operate the Building and Land for the purposes of the Tenants;
 - c) not to make improvements, extensions, installations, alterations, or additions to, in or about the Building without obtaining the Landlord's prior written consent;
 - d) not to do, suffer or permit any act or neglect that may in any manner directly or indirectly cause damage to the Building or to any fixtures or appurtenances thereon;
 - e) to pay all costs and expenses of any kind whatsoever associated with and payable in respect of the Tenants' use and occupation of the Building and Land including without limitation, levies, charges and assessments, permit and license fees, minor repair and maintenance costs, administration and service fees and payments for utilities, work and materials;

- f) to pay the Landlord all goods and services taxes which may be payable in respect of this Lease;
 - g) to maintain the Building and all fixtures and appurtenances thereon in a safe, clean and sanitary condition and to take all reasonable precautions to ensure the safety of all persons using the Building;
 - h) to carry on and conduct its activities from the Building in compliance with any and all statutes, enactments, bylaws, regulations and orders from time to time in force and to obtain all required approvals and permits; and
 - i) not to erect any sign on the exterior of, or visible from outside, the Building without the prior written consent of the Landlord.
 - j) to maintain the Trailer and all fixtures and appurtenances at their own expense and pay all costs and expenses of any kind whatsoever associated with use and occupation of the Trailer, including without limitation, levies, charges and assessments, permit and licence fees, minor and major repair, administration and service fees and payments for utilities, work and materials.
9. **Net Lease** - Without limiting any other provisions in this Lease, the Tenants agree that this Lease is absolutely net to the Landlord and the Tenants must promptly pay when due on its own account and without any variation, set-off, or deduction all amounts, charges, costs, duties, expenses, fees, levies, rates, sums and taxes and increases in any way relating to the Building and that to the extent any such amounts remain unpaid after they come due, such amounts shall be deemed as Rent and may be collected by the Landlord as Rent.
10. **Routine Repair and Maintenance** - The Tenants must keep the Building, and all fixtures and appurtenances thereon, in good repair consistent with standards of repair generally accepted in British Columbia with respect to a comparable Building and, the Tenants is responsible for and must do all routine maintenance and repairs with respect to the Building, necessary for the use, occupation and operation of the Building and upon written notice from the Landlord the Tenants must make such repairs as are required by the Landlord in the notice. At the end of the Term, the Tenants must surrender the Building to the Landlord in good repair, excepting reasonable wear and tear.
11. **Major Structural Alterations** – The Tenants must not make any structural changes or renovations to the Building without the prior written consent of the Landlord and if such consent is given, the Tenants must obtain the Landlord's prior approval of drawings and specifications for such work and must comply with any conditions the Landlord imposes with that approval.

For certainty, the Tenants acknowledge being aware of the current condition of the Building, including any structural deficiencies and accepts the grant of lease of the Building with full knowledge of its condition. The Tenants acknowledge and agree that the Landlord makes no representations or assurances that the Building is fit for its intended purpose and the Tenants further agree that Landlord shall have no obligations to undertake any major repairs, structural or otherwise of the Building. If at any time during the term the Building becomes unsound or inhabitable, then the lease shall be terminated and the Tenants shall have no claim for damages or compensation arising out of such termination.

12. **Minimum Work Standards** - The Tenants must ensure that any repairs or renovations with respect to the Building done by or on behalf of the Tenants do not affect any structural or foundation elements of the Building.
13. **Insurance Requirements** - Without limiting the Tenants' obligations and liabilities under this Agreement, the Tenants shall obtain, at its own expense, and keep in force a policy of comprehensive general liability insurance providing coverage for death, bodily injury, property loss, property damage and other potential loss and damage arising out of the Tenants' use and operation of the Land in an amount of not less than Five Million (\$2,000,000.00) Dollars inclusive per occurrence and the Landlord, and its elected officials, officers, employees, agents and others, shall be named as additional insured under the policy.
14. **Insurance Policies** - The Tenants shall ensure that all policies of insurance pursuant to this Agreement are:
 - (i) placed with insurers licensed in British Columbia;
 - (ii) are written in the name of the Tenants and with the Landlord as additional insured, with loss payable to them as their respective interests may appear;
 - (iii) contain a cross liability clause and a waiver of subrogation clause in favour of the Landlord;
 - (iv) primary and do not require the sharing of any loss by any insurer that insures the Landlord;
 - (v) contain a clause to the effect that any release from liability entered into by the Landlord prior to any loss shall not affect the right of the Tenants or the Landlord to recover;
 - (vi) endorsed to provide the Landlord with 30 day's advance notice in writing of cancellation or material change; and
 - (vii) otherwise on terms satisfactory to the Landlord, acting reasonably.
15. **Contents Insurance** – The Tenants shall also obtain, at its expense, insurance covering the loss of the Tenants' property, fixtures and Building contents to full replacement value against risk of fire, loss, theft and other risks against which a prudent owner would insure.
16. **Insurance Certificates** - The Tenants must obtain all required insurance at its sole expense and must provide the Landlord with certificates of insurance confirming the placement and maintenance of the insurance, promptly after a request to do so by the Landlord.
17. **Landlord May Insure** - If the Tenants fail to insure as required, the Landlord may, after 30 days notice to the Tenants, effect the insurance in the name and at the expense of the Tenants and the Tenants must promptly repay the Landlord all costs reasonably incurred by the Landlord in doing so, and such costs shall be deemed Rent and may be collected by the Landlord as Rent. For clarity, the Landlord has no obligation to insure the Building during the Term or any obligation to repair any improvements thereon.

18. **Landlord to Insure** - The Landlord shall be responsible for insuring the structure of the Building from fire and other risks against which a prudent owner would insure.
19. **Quiet Possession** - The Landlord covenants and agrees with the Tenants to permit the Tenants, so long as the Tenants are not in default of the Tenants' obligations under this Lease, to peaceably possess and enjoy the Building for the Term, without interference or disturbance from the Landlord or those claiming by, from or under the Landlord except for the Landlord's rights of inspection.
20. **Indemnity** - The Tenants must indemnify and save harmless the Landlord and its officials, officers, employees, agents, successors and assigns, from any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever in any way directly or indirectly arising from the occupation, activities or actions of the Tenants in, on or from the Building or anything done or maintained by the Tenants, excepting always liability arising out of the negligent acts of the Landlord or those for whom the Landlord is, in law, responsible.
21. **Survival of Indemnities** - The obligations of the Tenants under Section 18 survive the expiry or earlier termination of this Lease.
22. **Permission to Enter** - The Landlord or its authorized representative may enter the Building at all reasonable times, upon notice to the Tenants, for the purposes of inspection.
23. **Ownership of Improvements at Termination** - At the expiration of the Term or earlier termination of this Lease, the Building and Land, and any improvements, extensions, installations, alterations or additions to it, whether done by or on behalf of the Tenants or not, shall become the permanent property of the Landlord.
24. **No Assignment or Sublease** - The Tenants must not assign the Tenants' interest in this Lease or sublet the Building without the prior written consent of the Landlord, such consent to be at the sole and absolute discretion of the Landlord.
25. **Termination Due to Default** - If and whenever:
 - a) the Tenants are in default in the payment of Rent or any other amount payable under this Lease and the default continues for 30 days after written notice by the Landlord to the Tenants;
 - b) the Building, or any part of it, is destroyed or damaged by any cause so that in the opinion of the Landlord the Building is no longer reasonably fit for use by the Tenants for the purposes set out in this Lease for any period of time in excess of 10 days;
 - c) the Tenants do not fully observe, perform and keep each and every term, covenant, agreement, stipulation, obligation, condition and provision of this Lease to be observed, performed and kept by the Tenants and persists in such default for 30 days after written notice by the Landlord;

then the Landlord may, at its option, terminate this Lease and the Term then becomes immediately forfeited and void and the Tenants must immediately cease all use and occupation of the Building and must vacate and deliver up possession of the Building and the Landlord may re-enter the Building and repossess and enjoy the same.

26. **Holding Over** - If the Tenants continue to occupy the Building with the written consent of the Landlord after the expiration of the Term or earlier termination of this Lease, then, without any further written agreement, the Tenants shall be a monthly lessee paying monthly rent in an amount determined by the Landlord and subject always to the other provisions in this Lease insofar as the same are applicable to a month to month tenancy and a tenancy from year to year shall not be created by implication of law.
27. **Interpretation** - In this lease:
 - a) reference to the singular includes a reference to the plural and vice versa, unless the context requires otherwise;
 - b) section headings are inserted for ease of reference and are not to be used in interpreting this Lease;
 - c) a party is a reference to a party of this Lease;
 - d) time is of the essence; and
 - e) a reference to a party is deemed to include the heirs, executors, administrators, successors, assigns, servants, employees, agents, contractors, elected and appointed officials, officers, directors, licensees and invitees of such party where the context so requires and allows.
28. **Notices** - Where any notice, request, direction or other communication must be given or made by a party under the Lease, it must be in writing and is effective if delivered in person, sent by registered mail addressed to the party for who it is intended at the address set forth above in the Lease. Any notice, request, direction or other communication is deemed to have been given if delivered in person, when delivered; if by registered mail, when the postal receipt is acknowledged by the other party; and, if by facsimile, when transmitted. The address or facsimile number of a party may be changed by notice in the manner set out in this provision.
29. **No Effect on Laws or Powers** - Nothing contained or implied herein prejudices or affects the Landlord's right and powers in the exercise of its functions pursuant to the *Community Charter or Local Government Act* (British Columbia) or its rights and powers under any enactment to the extent the same are applicable to the Building, all of which may be fully and effectively exercised in relation to the Building as if this Lease had not been fully executed and delivered.
30. **Severance** - If any portion of this Lease is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid must not affect the validity of the remainder of the Lease.

31. **Binding on Successors** - This Lease ensures to the benefit of and is binding upon the parties and their respective successors and assigns, notwithstanding any rule of law or equity to the contrary.
32. **Law of British Columbia** - The Lease must be construed according to the laws of the Province of British Columbia.
33. **Whole Agreement** - The provisions in this Lease constitute the whole of the agreement between the parties and supersede all previous communications, representations, warranties, covenants and agreements, whether verbal or written, between the parties with respect to the subject matter of the Lease.
34. **Waiver or Non-Action** - Waiver by the Landlord of any breach of any term, covenant or condition of this Lease by the Tenants must not be deemed to be a waiver of any subsequent default by the Tenants. Failure by the Landlord to take any action in respect of any breach of any term, covenant or condition of this Lease by the Tenants must not be deemed to be a waiver of such term, covenant or condition.
35. **Not For Profit Society** - The Tenants represents and warrants to the Landlord that they are a not for profit society validly incorporated and in good standing under the laws of British Columbia and does not conduct its activities with a view to obtaining, and does not distribute profit or financial gain for its members.

VILLAGE OF HARRISON HOT SPRINGS

by its authorized signatories,

Print Name:

Print Name:

HARRISON TOURISM SOCIETY

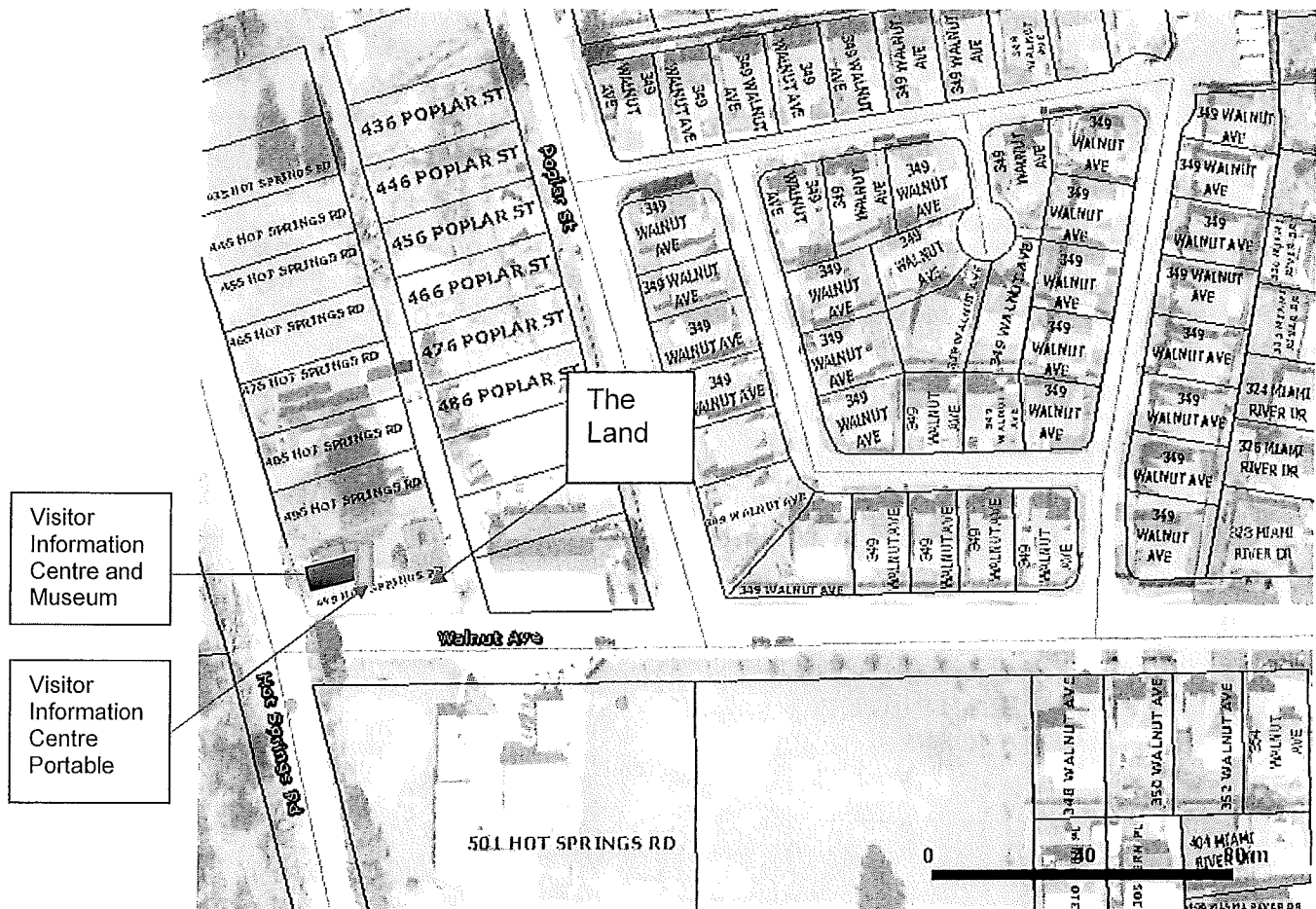
by its authorized signatories,

Print Name:

Print Name:

SCHEDULE "A"

MAP OF BUILDING and LAND LEASE AREA





VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: January 2, 2019
 FROM: Chief Administrative Officer FILE: 1855-03-17/0810-20-05
 SUBJECT: New Public Building Design Plans & CCR Application

ISSUE:

On December 3, 2018 Council directed staff to contract Craven Huston Powers Architects to draft conceptual drawings of a new multi-purpose public building, to include village office facilities, in support of an application to the Community Cultural and Recreation (CCR) Grant Program. Those drawings were received December 21, 2018 and are attached to the report for Council's review and consideration.

BACKGROUND:

Limitations of the current Village Office Facility

The MacPherson House, built in 1888, was donated to the Village in 1979 by the Chanasyk family and has been dedicated by bylaw as a heritage building. However, it is not listed in any provincial registry and as such there are no particular restrictions on renovations, which have been ongoing since the building was first commissioned as a Village Office in 1983. At that time, the Village had three regular inside employees and the House made for a viable work space. Since that time, the Village has grown and the scope of Village services has grown along with it. The employee roster, which is now at seven inside workers, eight outside workers, plus the Mayor, who also maintains an office on site. Contractors in planning and bylaw enforcement also require work space, as do any summer students or other consultants who may be on site from time to time.

There have been several renovations over the years which have included the decommissioning of a staff lunch room, the creation of offices within cramped storage spaces, and the relocation of archived files offsite to commercial storage in Agassiz, but the building still falls short as a village office. The two powder rooms that serve as staff washrooms are located directly inside our work space. There are no public washroom facilities on site. We have no meeting room other than the council chambers to meet with colleagues, contractors, or constituents. Our council chambers are too small to accommodate more than a few members of the public and there is no dedicated seating for staff, who, along with presenters and consultants, assemble around the table with Mayor and Council. Ten years ago the Village added a Britco trailer to the parking lot area where the offices of the CAO and the Infrastructure Manager are now located along with an ad-hoc map room. Proper storage for legal plans and infrastructure drawings is lacking. An accessibility

assessment was undertaken of the building in 2018 and the Village Office falls short in terms of meeting modern accessibility standards.

Culture Hub Opportunity

A new culture hub building creates the opportunity for new public gathering space, complete with washroom and kitchenette, to improve the community's sense of place and feeling of ownership over public facilities. The Village has also been approached by the Agassiz-Harrison Museum to provide room for pop up exhibits so that the Museum could reach out to our community and put some of their valuable heritage assets on display in a safe and accessible space in Harrison. A new space could also make room for our First Nations cultural connections, making space for informational and artistic displays.

If the new building goes forward, the McPherson House will be made available to other community cultural groups as office and administration space. The Harrison Arts Festival may want to take the opportunity to move their offices closer to their downtown venues and to their colleagues and partners at Tourism Harrison.

RECOMMENDATION:

THAT the Village apply to the Canada Infrastructure Program's Community, Culture and Recreation Program for up to \$4,000,000 in support of a new multi-purpose public culture hub building.

Respectfully submitted:

Madeline McDonald
Chief Administrative Officer

2019 Village of Harrison Hot Springs CCR Grant DRAFT Budget Proposal for a New Culture Hub Building							
PROJECT COMPONENT	COST	AMT	EXTENDED	% Eligible for CCR Funding		% Not Eligible	
	\$	SQ FEET		CCR COSTS		UNASSISTED COSTS	
Building construction	360	8000	\$ 2,880,000	75%	\$ 2,160,000	25%	\$ 720,000
Professional Services			\$ 490,000	75%	\$ 367,500	25%	\$ 122,500
Interior Finishing 2nd Floor			\$ 100,000	0%	\$ -	100%	\$ 100,000
Interior Finishing Public Space			\$ 50,000	100%	\$ 50,000	0%	\$ -
Green Energy Systems			\$ 500,000	100%	\$ 500,000	0%	\$ -
Parking & Paving & Landscaping			\$ 200,000	100%	\$ 200,000	0%	\$ -
Community Theatre Space			\$ 30,000	100%	\$ 30,000	0%	\$ -
2nd Flr Public Garden & Artists Outdoor Studio			\$ 10,000	100%	\$ 10,000	0%	\$ -
Elevator & Accessibility Features			\$ 150,000	100%	\$ 150,000	0%	\$ -
SUBTOTAL			\$ 4,410,000		\$ 3,467,500		\$ 942,500
<i>Contingency</i>			<i>\$ 441,000</i>	<i>75%</i>	<i>\$ 330,750</i>	<i>25%</i>	<i>\$ 110,250</i>
Total Project Cost			\$ 4,851,000	100%	\$ 3,798,250		\$ 1,052,750

VILLAGE FUNDING COMMITMENT		
27% SHARE OF ELIGIBLE CCR COSTS	\$	1,014,133
INELIGIBLE COSTS	\$	1,052,750
TOTAL VILLAGE COSTS REQUIRED	\$	2,066,883

9355 Young Road
Chilliwack, British Columbia
Canada V2P 4S3

Telephone: 604|793|9445
Facsimile: 604|793|9446
E-mail: chp@chparchitects.com

December 20, 2018

Craven|Huston|Powers|Architects

CHPA

- Ryan Huston Architect A.I.B.C.
- Alvin Bartel Architect A.I.B.C.
- Justin Dyck Architect A.I.B.C.

Re: Design Rationale for Proposed Harrison Civic Center

The proposed Harrison Civic Center is intended to provide a multifunctional use for the community including council chambers (theatre)/ mayor and administrative staff offices/ meeting rooms/ community multipurpose rooms. The two storey building is intended to be energy efficient and environmentally sensitive in its siting and form.

The roof planes borrow from and reflect some of the existing structure of the recently constructed waterfront performance shells which have become somewhat of an iconic element in the public realm. The pitch (angle) of the larger southern roof slope is positioned precisely to take advantage of maximum solar energy in the summer months to power an array of photovoltaic roof panels.

Generous north facing glazing allows adequate natural daylighting as well as reducing solar heat load and reducing summer time cooling costs. The curvilinear canopy is intended to mirror the many fluid forms evident in Harrison's natural surroundings and provide a singularly unique structure to support a drought tolerant green roof.

The planted berm formed along the south elevation mirrors the canopy shape while redirecting cooling breezes on to the solar roof panels and also providing a visual buffer from the adjacent heritage building.

Durable exterior cladding materials including cementitious panels applied in a sloped arrangement on the end elevations emphasise the roof structure and reflect some of the unique geo-strata formations found amongst the shorelines and islands of Harrison Lake.

Alvin Bartel, Architect AIBC
Partner
CHP Architects



CHP ARCHITECTS
Architecture - Landscape Architecture
www.chparchitects.com

RENDERING

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

SCALE
JOB NO. 18118

A5

ARCHITECTURE & LANDSCAPE ARCHITECTURE

CHP YOUNG ROAD
CHP ARCHITECTS
V2P 4S3 CANADA
TEL: 604 726 1845
FAX: 604 726 1846
EMAIL: chparchitects.com

CHPA
Crews | Heston | Pears | Architects



RENDERING

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

SCALE
JOB NO. 18118

A4

ARCHITECTURE & LANDSCAPE ARCHITECTURE

CHP ARCHITECTS INC.
2005 AVENUE 204C
CHATELAIN, QUEBEC
G1P 4S3
TEL: (514) 793-1843
FAX: (514) 793-1844
EMAIL: chparchitects.com

CHPA
Crawley | Heston | Powers Architects



RENDERING

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

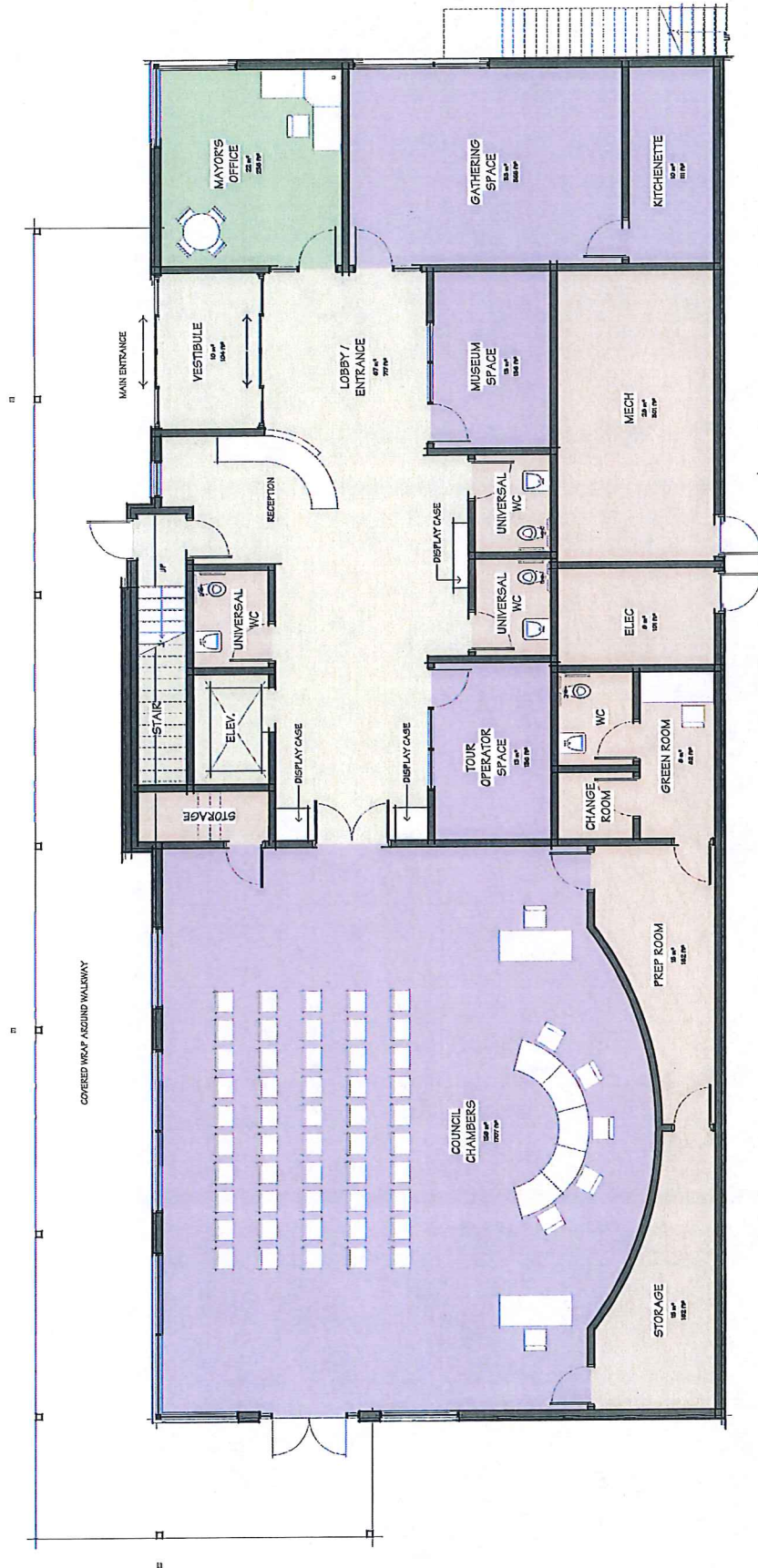
SCALE
 1/8" = 1'-0"

A7

ARCHITECTURE & LANDSCAPE ARCHITECTURE

1000 YONGE ST.
 SUITE 200
 CHICAGO, IL 60604
 TEL: 604.793.1040
 FAX: 604.793.1041
 EMAIL: info@chparchitects.com

CHPA
 CHAPMAN ARCHITECTS
 CHAPMAN ARCHITECTS



FIRST FLOOR PLAN

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

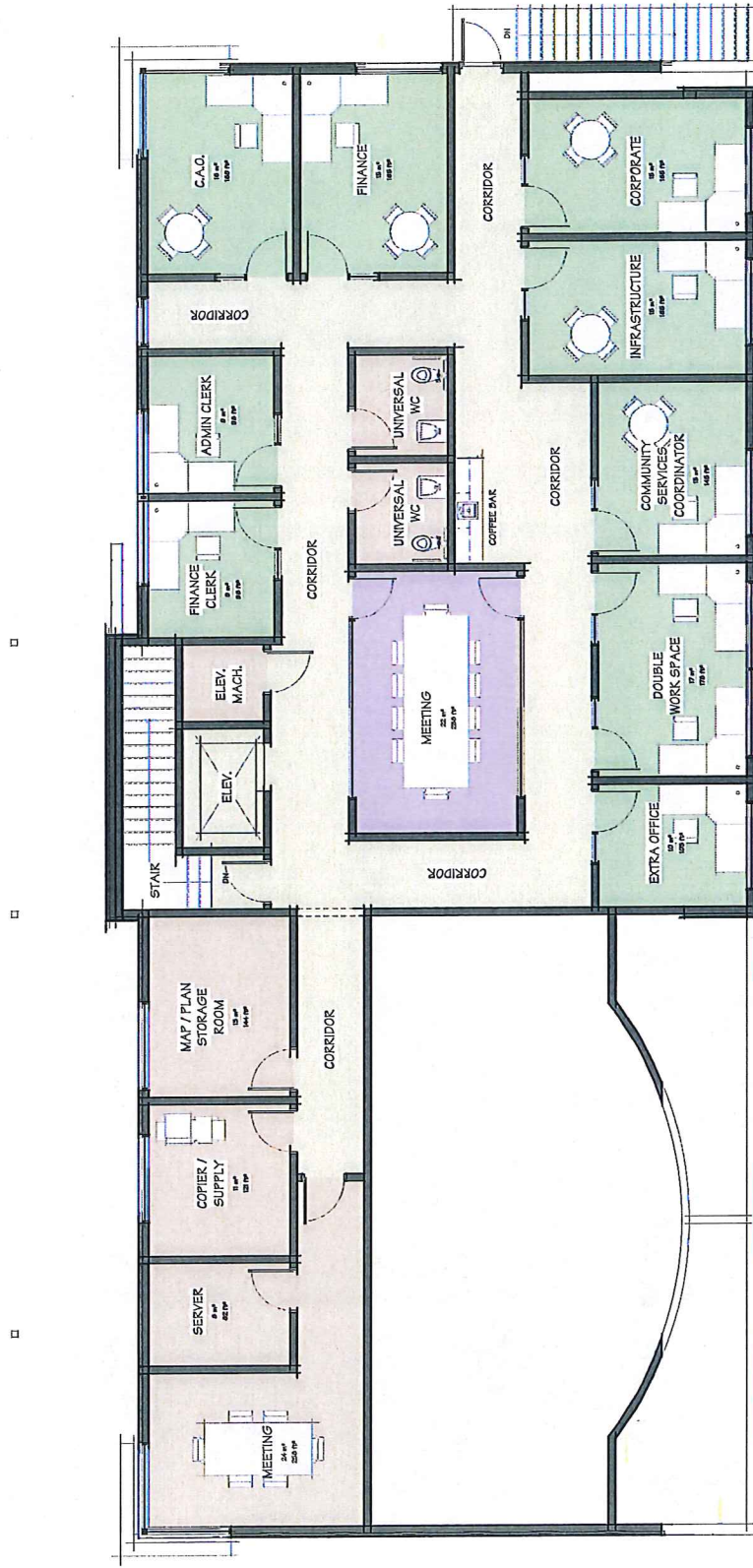
SCALE 1/20
JOB NO. 15118

A2

ARCHITECTURE & LANDSCAPE ARCHITECTURE

5555 YOUNG ROAD
CHILLIWACK, B.C. CANADA
V2P 4S3
TEL: 604 793 0445
FAX: 604 793 0445
EMAIL: info@chpa.ca

CHPA
Creative Interiors / Professional Architects



SECOND FLOOR PLAN

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

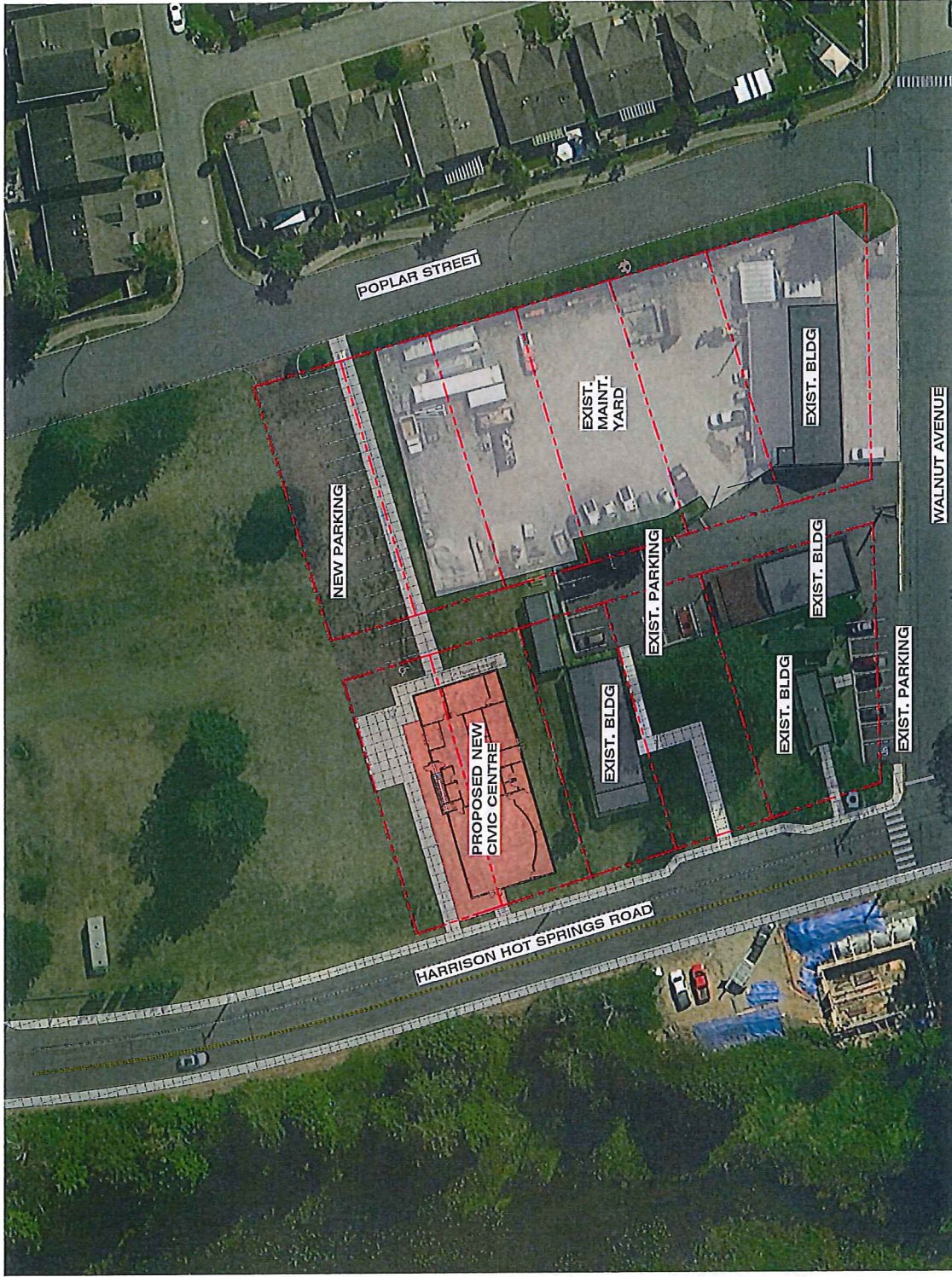
SCALE 1:30
JOB NO. 18118

A3

ARCHITECTURE & LANDSCAPE ARCHITECTURE

8025 YOUNG ROAD
VANCOUVER, BC CANADA
V6P 4S3
TEL: 604 792 1545
FAX: 604 792 1546
EMAIL: chpa@chpa.ca

CHPA
Crawford Heston Powers Architects



SITE PLAN

PROPOSED HARRISON HOT SPRINGS CIVIC CENTRE

SCALE: 1:300
JOB NO. 18118

A1

ARCHITECTURE & LANDSCAPE ARCHITECTURE

5555 YONGE ROAD
SUITE 100
SCARBOROUGH, ONTARIO M1V 4B5
TEL: 416-291-1444
FAX: 416-291-1445
EMAIL: info@chpa.ca

CHPA
Crawford Heston / Pearson Architects

VILLAGE OF HARRISON HOT SPRINGS



REPORT TO COUNCIL

TO: Mayor and Council DATE: January 7, 2019

FROM: Ken Cossey, MCIP, RPP FILE: 3060-20-DP08/18
(102 Rockwell Drive)

SUBJECT: To start the Development Permit process

ISSUE:

Seeking approval to start the Development Permit process.

BACKGROUND:

Based upon a review of the Village's OCP, the site is within the Marine Tourist Commercial designation and within the Lake Shore Development Permit Area 1. The guidelines for this DPA is as follows:

"4.4.4 Guidelines

Development Permits issued in this area shall be in accordance with the Village of Harrison Hot Springs Design Guidelines, forming Schedule 1-D of this plan. The design principles include:

- a) Architecture responsiveness to the medium density mixed-use context and integrated with neighbouring buildings of various ages.
- b) Site planning based on creating continuous street-orientated edges and intensifying pedestrian activity within the Lakeshore Special Planning Area.
- c) Protection of view corridors within the village towards Harrison Lake and the surrounding mountains.
- d) Respect for the natural setting should continue to dominate along the lakeshore.
- e) Variation on themes to result in a balance between continuity and a healthy diversity, both within a commercial, residential or mixed-use development and throughout the Village."

Under the Design Guidelines policies, the following summary points have been highlighted for your review, with staff comments after each section and or subsection:

A/ Lakeshore Special Planning Area DPA2

A1. Architecture

Building Heights – a recommended building height of 4 storeys is the policy. Please note that this is a recommendation only.

Building Forms and Massing – not applicable

Rooflines – not applicable

Orientation and Relationship to Streetscape – not applicable at this time, as there is no streetscape in this area and the site is located at least 200 M from the nearest Village Commercial zone. However, a promenade is being developed along the entire frontage of the uplands site, which can be a start of the pedestrian connection between the village and the northeastern portion of the village.

Entrances – not applicable

A2. Site Planning Guidelines

Building Setbacks – not applicable

Streetscape – not applicable

Parking – not applicable

A3. Signage

If any signs are to be erected, the proponent will be required to address the relevant requirements as outlined in new Sign Bylaw 1126, 2018.

Zoning and Parcel Size

The uplands site is approximately 7,500 M² (0.75 Ha) in size. The parcel is zoned C-4 and is bounded on the west by Harrison Lake and on the east by Rockwell Drive. The water lot lease area is approximately 43,459 M² (4.34 Ha) in size and may contain up to 114 new boat slips.

Current Uses

On the waterside is an existing marina and on the uplands side is a gravel parking lot that is also used as a temporary boat storage site.

Proposed Uses

The proposed development; will consist of a new marina on the waterside and on the uplands side a 60 unit apartment building, built over two phases, complete with a parkade. There is a community amenity contribution covenant registered on title, that addresses an issue dealing with a past rezoning application.

RECOMMENDATION:

- 1/. That staff be authorized to start work on application 3060-20-DP08/18 for land legally described as: DL 5031, Group 1, New Westminster District.

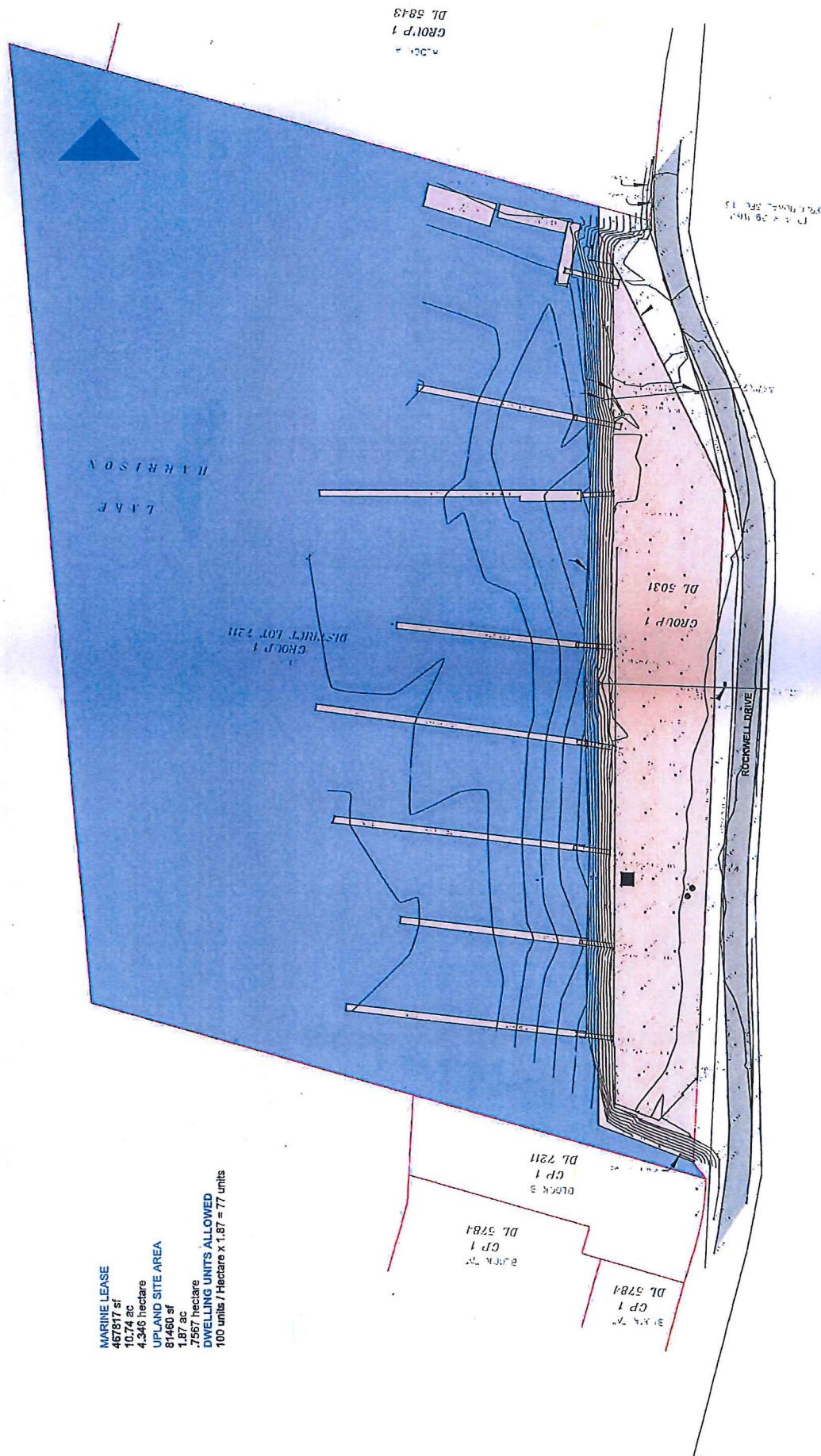
Respectfully submitted;

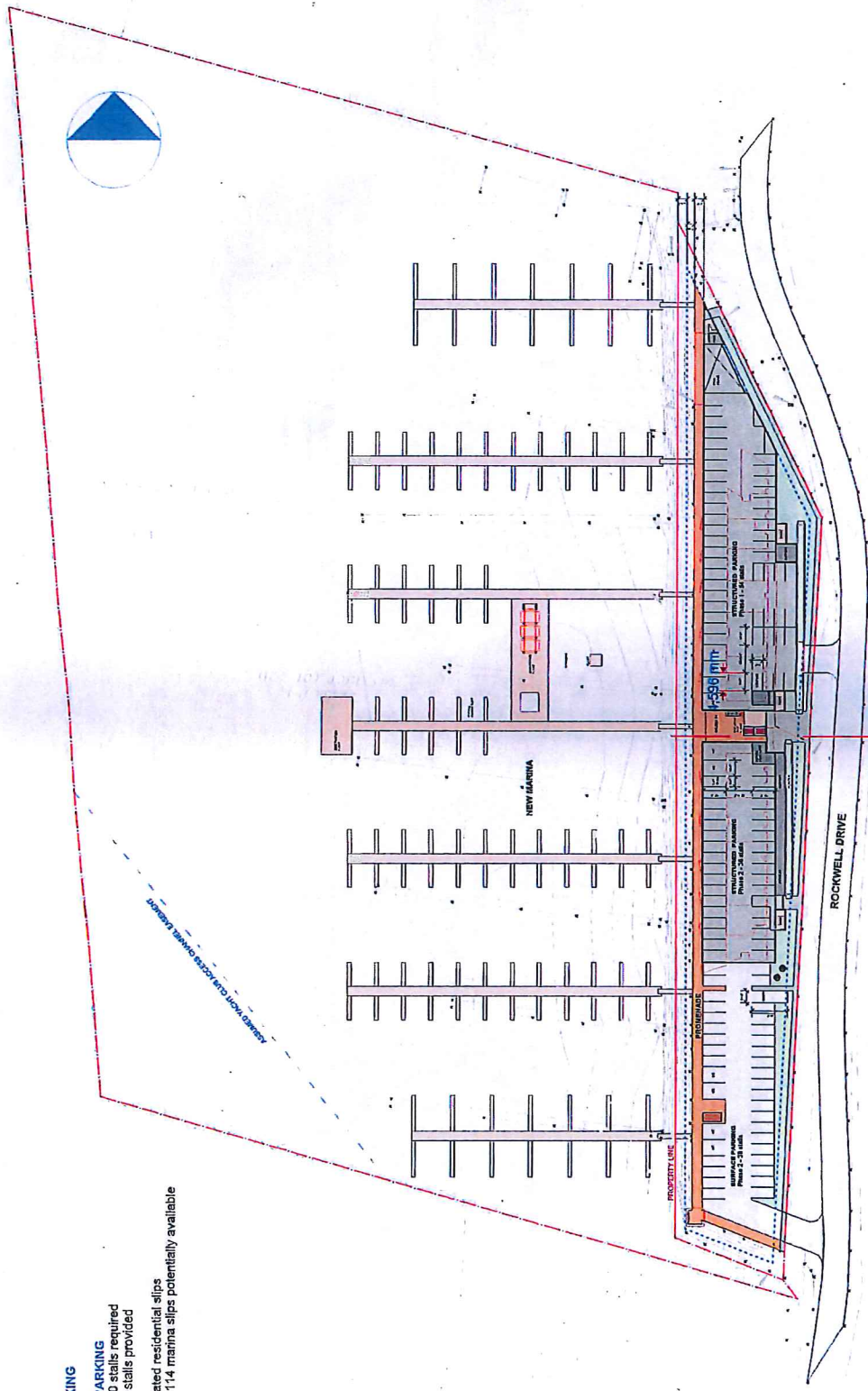
**REVIEWED BY and CONCURRENCE
with the RECOMMENDATIONS:**

Ken Cossey
Ken Cossey, MCIP, RPP,
Planning Consultant

Madeline McDonald
Madeline McDonald, CAO

Attachments (2) Site Plan – Conceptual Design





SURFACE PARKING
38 stalls
STRUCTURED PARKING
1.5 x 60 units = 90 stalls required
approximately 90 stalls provided
MARINA SLIPS
Assume 60 dedicated residential slips
Assume 3 x 35 = 114 marina slips potentially available



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council DATE: December 18, 2018

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

SUBJECT: Park Regulation Amendment Bylaw No. 1130, 2018

ISSUE: Amendments to Park Regulation Bylaw No. 915, 2009

BACKGROUND:

On November 19, 2018 a report was submitted to Council regarding proposed amendments to the Park Regulation Bylaw. Council referred the matter back to staff for further review.

Cannabis

The Federal Government legalized non-medical cannabis on October 17, 2018. With the Province of BC passing legislation to provide for legal, controlled access to non-medical cannabis, it also prohibited cannabis smoking and vaping everywhere tobacco smoking and vaping are prohibited. This also includes playgrounds, sports fields, skate parks and other places where children commonly gather, as well as the use of cannabis on school properties and in vehicles. It is therefore necessary to amend the Park Regulation Bylaw to include the prohibition of smoking cannabis in public spaces.

Public Land

The current Park Regulation Bylaw restricts the placement of structures, fixtures, furniture, shelter or apparatus for permanent or temporary uses on its municipal public space. It also prohibits the placing or occupation of recreational vehicles or other camping equipment in any park. "Park" is defined as any property owned by the Village, and includes park, playground, public square, pathways and other public places, including beaches. It doesn't, however, specifically prohibit the parking, storage, placement or abandonment of types of licenced or unlicenced vehicles, boats or other matter on municipal public land.

Accordingly provisions have been included in the bylaw to clearly define the prohibition of boats and vehicles, including golf carts, motor homes, motorcycles, off-road vehicles, trailers or other matter from any public land, unless specifically authorized by a Community Event permit or expressly authorized by the Village.

Language has also been included that will authorize the removal of such things from public land at the owner's expense.

RECOMMENDATION:

THAT Park Regulation Amendment Bylaw No. 1130, 2018 be given first, second and third reading.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key
Deputy Chief Administrative Officer/
Corporate Officer

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

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

WHEREAS the Village of Harrison Hot Springs has deemed it advisable to amend Park Regulation Bylaw No. 915, 2009 to include provisions to include a prohibition of smoking cannabis and the parking or placement of vehicles and objects on municipal public land;

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

1. This Bylaw may be cited as the Village of Harrison Hot Springs "Park Regulation Amendment Bylaw No. 1130, 2018".
2. "Park Regulation Bylaw No. 915, 2009" is hereby amended by adding definitions of "Boat", "Cannabis", "Golf Cart", "Motor Home", "Motor Vehicle", "Motorcycle", "Off-Road Vehicle" and "Trailer" under Section 2 as follows:

"Boat" means paddle boat, sailboat, canoe, kayak or motorboat;

"Cannabis" has the same meaning as in the *Cannabis Act* (Canada), subject to any prescribed modifications;

"Golf Cart" has the same meaning as defined in the *Motor Vehicle Act* of BC;

"Matter" means any substance that has mass and takes up space by having volume;

"Motor home" has the same meaning as defined in the *Motor Vehicle Act* of BC;

"Motor Vehicle" has the same meaning as defined in the *Motor Vehicle Act* of BC;

"Motorcycle" has the same meaning as defined in the *Motor Vehicle Act* of BC;

"Off-road vehicle" has the same meaning as defined in the *Motor Vehicle Act* of BC;

"Trailer" has the same meaning as defined in the *Motor Vehicle Act* of BC;

3. "Park Regulation Bylaw No. 915, 2009" is hereby amended by adding the following provision after section 5:

"6. No person shall park, store, place or abandon any licenced or unlicenced Boat, Golf Cart, Motor Home, Motor Vehicle, Motorcycle, Off-Road Vehicle, Trailer or other matter on any public land, unless specifically authorized by permit under a Community Event or unless expressly authorized by the Village, and;

Where the Village believes a Boat, Golf Cart, Motor Home, Motor Vehicle, Motorcycle, Off-Road Vehicle, Trailer or other matter has been parked, stored, placed or abandoned on public land or in violation of section 6, the Village may have it removed from the land at the owner's expense".

4. "Park Regulation Bylaw No. 915, 2009" is hereby further amended by deleting section 17(a) in its entirety and substituting it with the following:

"17(a) No person shall smoke any tobacco, cannabis, electronic cigarette, cigar, cigarello, pipe or ignite any cartridge of nicotine solution, vaporizing system or smoke any substance that replicates a smoking experience in any building, structure, park or public space within the Village of Harrison Hot Springs".

5. Said Bylaw is further amended by renumbering the remaining Sections accordingly.

READ A FIRST TIME THIS DAY OF JANUARY, 2019

READ A SECOND TIME THIS DAY OF JANUARY, 2019

READ A THIRD TIME THIS DAY OF JANUARY, 2019

ADOPTED THIS DAY OF JANUARY, 2019

Mayor

Corporate Officer

13(b)



VILLAGE OF HARRISON HOT SPRINGS

REPORT TO COUNCIL

TO: Mayor and Council

DATE: January 3, 2019

FROM: Debra Key

FILE: 3900-01

Deputy Chief Administrative Officer/CO

SUBJECT: Amendments to the Bylaw Notice Enforcement Bylaw No. 855, 2006

ISSUE: Amendments to Bylaw Notice Enforcement Bylaw No. 855, 2006

BACKGROUND:

On November 19, 2018 a report was submitted to Council regarding proposed amendments to the Park Regulation Bylaw. Council referred the matter back to staff for further review. Subsequently staff removed a report regarding amendments to the Bylaw Notice Enforcement Bylaw from the Agenda as it related to the Park Regulation Bylaw.

Staff has drafted an amendment to the Park Regulation Bylaw that includes provisions to prohibit cannabis smoking and vaping everywhere tobacco smoking and vaping are prohibited. In addition, provisions have been revised to prohibit the parking, storage, placement or abandonment of types of licenced or unlicenced vehicles, boats or other matter on municipal public land.

As a result of the new provisions introduced in the Park Regulation Amendment bylaw, it is necessary to update enforcement provisions in the Bylaw Notice Enforcement Bylaw.

Accordingly, the attached Bylaw Notice Enforcement Amendment Bylaw No. 1131, 2018 is attached for Council's consideration.

RECOMMENDATION:

THAT Bylaw Notice Enforcement Amendment Bylaw No. 1131, 2018 be given first, second and third reading.

Respectfully submitted:

REVIEWED BY:

Debra Key

Debra Key
Deputy Chief Administrative Officer/CO

Madeline McDonald

Madeline McDonald
Chief Administrative Officer

VILLAGE OF HARRISON HOT SPRINGS

BYLAW NO. 1131

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

WHEREAS the Village of Harrison Hot Springs 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. 1131, 2018".

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

3. REPEAL

That the Schedule of Designated Bylaw Contraventions and Penalties attached as Schedule "A" to the Village of Harrison Hot Springs Bylaw Notice Enforcement Bylaw No. 855 is hereby repealed in its entirety.

READ A FIRST TIME DAY OF JANUARY, 2019

READ A SECOND TIME THIS DAY OF JANUARY, 2019

READ A THIRD TIME THIS DAY OF JANUARY, 2019

ADOPTED THIS DAY OF JANUARY, 2019

Mayor

Corporate Officer

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Business Licencing and Regulation Bylaw No. 945	3(a)	Carry on business without a licence	200.00	190.00	210.00
	3(e)	Fail to secure premises; carry alcohol between premises, building and other locations	400.00	390.00	410.00
	Buskers 21(b)i	Perform busking without a licence	200.00	190.00	210.00
Business Licencing and Regulation Amendment Bylaw No. 1074	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
Business Licencing and Regulation Bylaw Amendment No. 998	25(n)	Vend on the beach outside hours of 11:00 a.m. and 8:00 p.m.	100.00	90.00	110.00
Fireworks Regulation Bylaw No. 871	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
Abatement and Control of Noise Bylaw No. 474	3	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)	Disturb 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 any of 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
Highway and Traffic Bylaw No. 974	16(d)	Interfere with any traffic control device	210.00	190.00	210.00
	16(e)	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
	16(f)	Commercial vehicles in excess of 5500 kg (tare weight) on residential street	300.00	290.00	310.00
	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

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	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 sidewalk 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 or a traffic control device	25.00	15.00	35.00
	27(o)	Park on cycle path on any portion of a highway for a longer period of time than indicated on the traffic control device	25.00	15.00	35.00
	27(p)	Park on a highway for a continuous period exceeding 48 hours without movement	50.00	40.00	60.00
	27(q)	Commercial vehicle parked longer than 24 hours in a given area	100.00	90.00	110.00
	27(r)	Park adjacent to a yellow curb	25.00	15.00	35.00
	27(s)	Face wrong direction from the normal flow of traffic on the highway	25.00	15.00	35.00
	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
	27(w)	Park in close proximity to other vehicle to obstruct or unduly restrict movement	40.00	30.00	50.00
	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 7:00 a.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
	31(a)	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
Nuisance, Noxious or	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

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Offensive Trades, Health and Safety Bylaw No. 829	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 posted notice	500.00	490.00	510.00
	11	Allow growth of mold 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
Open Burning and Outdoor Fire Regulation Bylaw No. 1110	3.1	Set, start or kindle fire or permit open burning of wood, wood pellets, rubbish, refuse, tires, oil, plastics, synthetics, asphalt shingles, battery boxes, or construction material or waste of any kind	500.00	490.00	510.00
	3.1.2	Light or burn a tiki torch	100.00	90.00	110.00
	3.1.3	Use or fly a sky lantern	100.00	90.00	110.00
	3.1.4	Use fireworks without display permit	100.00	90.00	110.00
	3.1.5	Use BBQ, hibachi using wood or charcoal briquettes on public property	100.00	90.00	110.00
	5.7	Communal Campfire exceeding allowable size	100.00	90.00	110.00
	5.8	Communal Campfire within 10 meters of building or property line	100.00	90.00	110.00
	5.10	Communal Campfire within 20 meters of municipal road	100.00	90.00	110.00
	5.11	Communal Campfire during high winds	200.00	190.00	210.00
	5.12	Communal Campfire to spread	200.00	190.00	210.00
	5.13	Leave Communal Campfire unattended	200.00	190.00	210.00
	5.14	Fail to extinguish Communal Campfire	100.00	90.00	110.00
Littering and Dumping and Snow Bylaw No. 870	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
Waste	3(b)	Dump or dispose of any waste	100.00	90.00	110.00
	3(c)	Deposit or use waste for lot filling or levelling purposes.	100.00	90.00	110.00

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
Collection and Disposal Bylaw No. 1100	3(d)	Allow waste of any kind whatsoever to leak, spill, blow, drop from any vehicle or container onto any street within 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
	3(g)	Open Container, add, disturb, tamper, handle, interfere with Container placed for collection	100.00	90.00	110.00
	4(f)(v)	Place any other Waste other than Domestic Waste, recyclable or organics/green waste into Container	100.00	90.00	110.00
Park Regulation Bylaw No. 915	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	<i>Park, store, place or abandon any unlicensed or licensed boat, golf cart, motor vehicle, motorcycle, off-road vehicle, trailer or other matter on any public land, unless expressly permitted</i>	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1040	7	Remove gravel, sand or earth from beach or shore	100.00	90.00	110.00
	8	Litter on beach or in water	100.00	90.00	110.00
	9	Move or remove buoys, rafts, signs from any beach or from water	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1060	10	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
	11	Operate water vehicle inside buoyed areas	100.00	90.00	110.00
	11	Operate water vehicle in excess of buoyed signs	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1106	13	Occupy roof of building in park	50.00	40.00	60.00
	14	Occupy building, swimming pool, tennis court or other structure in park outside posted hours	100.00	90.00	110.00
	15	Break, injure or damage locks, gates, bolts, fences, seats, benches, buildings, structures or other property in public areas on beaches, boulevards or in parks or grounds	100.00	90.00	110.00
Park Regulation Amendment Bylaw No. 1130	16	Willfully destroy, mutilate, efface, deface or remove posted sign	100.00	90.00	110.00
	17	Break, break, peel, cut, deface, remove, injure, root up or otherwise 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)	<i>Smoke any tobacco, cannabis, electronic cigarette, cigar, cigarillo, pipe or any substance that replicates smoking in buildings, structure, park or public space where prohibited</i>	100.00	90.00	110.00
	17(b)	Possess open liquor in park	100.00	90.00	110.00

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	18	Play or practice golf in public park	50.00	40.00	60.00
	19	Cause, allow or permit dogs in prohibited area	100.00	90.00	110.00
	20	Ride or drive any horse in, upon or through public areas, parks, boulevards or beaches	100.00	90.00	110.00
	21	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
	22	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
	23	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
	24	No person shall intentionally feed or attempt to feed, or otherwise use any attractant to encourage the feeding of any wild animal or bird, including a Canada Goose	100.00	90.00	110.00
Tree Management and Preservation Bylaw No. 1015	6(a)	Remove tree without permit	200.00	190.00	210.00
Property Maintenance Bylaw No. 1072	3(a)	Place graffiti on building, wall, fence sign or other structure	500.00	490.00	510.00
	3(b)i	Throw, deposit, leave or place rubbish in or upon any public space or private property	500.00	490.00	510.00
	3(b)ii	Allow accumulation of noxious weed or invasive plant or other material on public or private property that could cause infestation	200.00	190.00	210.00
	3(b)iii	Abandon vehicle, household appliance or furniture on any highway, sidewalk, ditch, parking lot, waterway, park or other public place or private property	500.00	490.00	510.00
	3(c)i	Cause or allow property or premises to become unsightly	500.00	490.00	510.00
	3(c)ii – a,b,c,d,e&f	Cause or permit accumulation of rubbish, broken or dilapidated furniture or bedding or appliances, vehicle parts or equipment, unused wood or wood products, construction materials or equipment, standing water where unsanitary conditions could develop or remain	500.00	490.00	510.00
	4(a)	Fail to brush vegetation and weed, remove invasive species	200.00	190.00	210.00
Sign Bylaw No. 1126	2.1a)	<i>Erect, place, construct or alter a sign without permit</i>	500.00	490.00	510.00
	2.1b)	<i>Maintain or allow sign to remain, be affixed to lands or building without a permit</i>	500.00	490.00	510.00

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	2.1e)	Sign located, erected or lighted that interferes with visibility of traffic control device or access/egress to highway	300.00	290.00	310.00
	2.1f)	Sign affixed to fence where not permitted	100.00	90.00	110.00
	2.1h)	Sign which obstructs doorway, window or sidewalk where prohibited	300.00	290.00	310.00
	2.1j)	Sign within 100 metres of prohibited area	500.00	490.00	510.00
	2.1k)	Sign left abandoned more than 30 days	50.00	60.00	40.00
	2.1l)	Sign attached to tree, light pole, provincial highway or utility pole	100.00	90.00	110.00
	2.1m)	Sign which contains holographic image or projection of image	100.00	90.00	110.00
	3a)	Erect, construct, place, alter or maintain sign where prohibited	500.00	490.00	510.00
	5.12a)i)	Fail to remove sign within specified time period of 7 days	200.00	190.00	210.00
	5.12a)ii)	Sign which interferes pedestrian movement or visibility of any Traffic Control Device	200.00	190.00	210.00
Municipal Docks Bylaw No. 991	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
Municipal Docks Bylaw Amendment No. 1008	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	490.00	510.00
Boat Launch and Regulation Bylaw No. 1075	12	Fail to properly display vehicle hanger	50.00	40.00	60.00
	14	Leave boat, tow vehicle, boat trailer or vehicle unattended at boat launch or on wharf	50.00	40.00	60.00
	15	Moor boat in excess of 15 minutes	40.00	30.00	50.00
	16	Accelerate boat motor while loading or unloading a boat on or off a trailer	200.00	190.00	210.00
Zoning Bylaw No. 1115	3.3a)	Keep or permit on any lot in any zone, object or chattel which is unsafe, unsightly, or adversely affects zone	500.00	490.00	510.00
	3.3b), c)	Use prohibited in Zone	500.00	490.00	510.00
	3.3d)	Land use that produces malodorous, toxic or noxious matter or generates vibrations, heat, glare or radiation discernible beyond boundaries of lot	200.00	190.00	210.00
	3.3e)	Tourist accommodation in residential zone	500.00	490.00	510.00

SCHEDULE "A" TO BYLAW NO. 1131
SCHEDULE OF DESIGNATED BYLAW CONTRAVENTIONS AND PENALTIES

BYLAW	SECTION	DESCRIPTION	A1 Penalty	A2 Early Payment	A3 Late Payment
	3.3f)	Operation of gaming and gambling establishments in any zone	500.00	490.00	510.00
	3.5b)	Use prohibited unless approved by Agricultural Land Commission or subject to Agricultural Land Commission Act	500.00	490.00	510.00
	3.6b)	Non-compliance of required setback and siting requirements	500.00	490.00	510.00
	3.7a)	Building or structure placed, constructed, sunk into, erected, moved, sited, altered or enlarged that exceeds height	200.00	190.00	210.00
	3.8a)	Sight line requirements at intersection exceeds height	100.00	90.00	110.00
	4.1a)	Use of Marihuana Facility and Marihuana Operation in any zone where prohibited	500.00	490.00	510.00
	4.1b)	Use of Medical Marihuana Production Facility in any zone where prohibited, except where authorized	500.00	490.00	510.00
	4.4c)	Use of barbed wire, razor wire, electric current or hazardous material where prohibited	200.00	190.00	210.00
	4.4d)	Retaining wall exceeds height	50.00	40.00	60.00
	4.5b)	Home Occupation that discharges or emits	100.00	90.00	110.00
	4.6	Temporary Building or structure that exceeds duration	50.00	40.00	60.00
	4.7b)i)	Intermodal storage container exceeds permitted number	50.00	40.00	60.00
	4.7b)ii)	Intermodal storage container in prohibited area	100.00	90.00	110.00
	4.7c)	Accessory storage building or structure not permitted	500.00	490.00	510.00
	6.7a)	Exceed number and type of motor vehicles permitted in residential zone	500.00	490.00	510.00

