



NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, November 4, 2024, 7:00 PM
Memorial Hall, 290 Esplanade Avenue,
Harrison Hot Springs, BC V0M 1K0

THIS MEETING WILL BE CONDUCTED IN-PERSON AND VIA ZOOM VIDEO CONFERENCE

1. CALL TO ORDER	
Meeting called to order by Mayor Talen	
Acknowledgement of Sts'ailes traditional territory.	
2. INTRODUCTION OF LATE ITEMS	
3. APPROVAL OF AGENDA	
4. ADOPTION OF COUNCIL MINUTES	
(a) THAT the Special Pre-Closed Council Meeting Minutes of October 18, 2024 be adopted.	Page 1
(b) THAT the Regular Council Meeting Minutes of October 21, 2024 be adopted.	Page 3
5. BUSINESS ARISING FROM THE MINUTES	
6. CONSENT AGENDA	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	(a) Age-Friendly Committee Meeting Minutes dated August 15, 2024 Page 13
iv. Correspondence	(a) Letter dated September 23, 2024 from Youth Parliament of BC Re: Alumni Society Page 17
	(b) Email dated October 16, 2024 from Marianne Charney Re: Harrison Watersports Tenure Page 19
	(c) Public Concern Form dated October 16, 2024 from Marianna Charney Re: Harrison Watersports Tenure Page 21
	(d) Public Concern Form dated October 16, 2024 from Guy Charney Re: Harrison Watersports Tenure Page 23
7. DELEGATIONS/PETITIONS	
(a) Gwen Schmidt, Community Futures North Fraser Re: Community Futures North Fraser Overview	Page 25

8. CORRESPONDENCE	
(a) Email dated October 17, 2024 from Ed Wood Re: Closure of the North McCombs Bridge for Safety Concerns	Page 41
(b) Email dated October 17, 2024 from the Ministry of Transportation and Infrastructure Re: UBCM Meeting 2024	Page 43
(c) Email dated October 18, 2024 from the Ministry of Municipal Affairs Re: UBCM Meeting 2024	Page 45
(d) Letter dated October 23, 2024 from Bruce Garrod Re: Pay Parking Enforcement	Page 47
9. BUSINESS ARISING FROM CORRESPONDENCE	
10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS	
11. REPORTS FROM MAYOR	
12. REPORTS FROM STAFF	
(a) Report of Corporate Officer dated November 4, 2024 Re: Release of Closed Meeting Resolutions Recommendation: THAT the following closed meeting resolutions from the October 18, 2024 Special Closed Council Meeting be received for information at the November 4, 2024 Regular Council Meeting: THAT Shell de Martin and Geraldine Mailhot be appointed to the Accessibility Committee. THAT the 2024 Starlight Skating Rink Operations and Concession bid be awarded to Harrison Eco Tours.	Page 49
(b) Report of Corporate Officer dated November 4, 2024 Re: Fraser Valley Regional Library Council Appointments Recommendations: THAT Councillor Jackson be appointed as the Council representative to the Fraser Valley Regional Library Board for 2024-2025; and THAT Councillor Facio be appointed as the alternate Council representative to the Fraser Valley Regional Library Board for 2024-2025.	Page 51

<p>(c) Report of Corporate Officer dated November 4, 2024 Re: Council Meeting Locations</p> <p>Recommendation:</p> <p>THAT all Regular Council Meetings be held at Memorial Hall with the exception of July, when the meeting will be held at the Village Office.</p>	<p>Page 53</p>
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<p>(d) Report of Community Services Manager dated November 4, 2024 Re: Community Emergency Preparedness Fund Grant Program Opportunities & Progress Update</p> <p>Recommendations:</p> <p>THAT staff be authorized to prepare and submit a grant application for the Community Emergency Preparedness Fund: Emergency Operations Centres Equipment and Training Stream up to a maximum of \$40,000; and</p> <p>THAT staff be authorized to prepare and submit a grant application for the Community Emergency Preparedness Fund: Emergency Support Services Equipment and Training Stream up to a maximum of \$40,000.</p>	<p>Page 57</p>
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13. BYLAWS

<p>(a) Campground, Holiday Park and Mobile Home Regulation Repealing Bylaw No. 1213, 2024</p> <p>Recommendation:</p> <p>THAT Campground, Holiday Park and Mobile Home Regulation Repealing Bylaw No. 1213, 2024 be adopted.</p>	<p>Page 61</p>
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14. NEW BUSINESS

<p>(a) New Business from Councillor Schweinbenz Re: BearSmart</p> <p>Recommendation:</p> <p>THAT staff investigate the adoption of BearSmart policies for the Village.</p>
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15. QUESTIONS FROM THE PUBLIC (pertaining to agenda items only)

16. ADJOURNMENT



Amanda Graham
Corporate Officer

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE SPECIAL
(PRE-CLOSED) MEETING OF COUNCIL**

DATE: Friday, October 18, 2024

TIME: 10:00 a.m.

PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Fred Talen
Councillor Allan Jackson
Councillor Leo Facio
Councillor Mark Schweinbenz
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch
Chief Financial Officer/Deputy CAO, Scott Schultz
Corporate Officer, Amanda Graham

ABSENT:

1. CALL TO ORDER

Mayor Talen called the meeting to order at 10:00 a.m.
Mayor Talen acknowledged the traditional territory of Sts'ailes.

2. INTRODUCTION OF LATE ITEMS

Late item from Councillor Schweinbenz requesting to add section 90(1)(e) of the *Community Charter* under the reasons for closing in item 4.

3. APPROVAL OF AGENDA

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the agenda for the Special Pre-Closed Council Meeting of October 18, 2024 be approved as amended.

**CARRIED
UNANIMOUSLY**
SC-2024-10-01

4. ADJOURN TO SPECIAL CLOSED COUNCIL MEETING

Moved by Councillor Vidal
Seconded by Councillor Schweinbenz

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

*Village of Harrison Hot Springs
Minutes of the Special (Pre-Closed) Council Meeting
October 18, 2024*

- Section 90(1)(a) - personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- Section 90(1)(e) - the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- Section 90(1)(g) - litigation or potential litigation affecting the municipality;
- Section 90(1)(i) - the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- Section 90(1)(j) - information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- Section 90(1)(k) - negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality.

**CARRIED
UNANIMOUSLY**
SC-2024-10-02

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

THAT the Special Pre-Closed Council Meeting of October 18, 2024 be adjourned at 10:03 a.m.

**CARRIED
UNANIMOUSLY**
SC-2024-10-03

Fred Talen
Mayor

Amanda Graham
Corporate Officer

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

DATE: Monday, October 21, 2024
TIME: 7:00 p.m.
PLACE: Council Chambers, Memorial Hall
290 Esplanade Avenue, Harrison Hot Springs, BC

IN ATTENDANCE: Mayor Fred Talen
Councillor Leo Facio
Councillor Allan Jackson
Councillor Mark Schweinbenz
Councillor Michie Vidal

Chief Administrative Officer, Tyson Koch
Corporate Officer, Amanda Graham
Chief Financial Officer, Scott Schultz
Community Services Manager, Christy Ovens
Planning Consultant, Ken Cossey

ABSENT:

1. CALL TO ORDER

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

Mayor Talen acknowledged the traditional territory of Sts'ailes.

2. INTRODUCTION OF LATE ITEMS

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT a Report of Chief Administrative Officer Re: Responsible Conduct Framework for Local Government Elected Officials be added as Staff Report item 12(d).

**CARRIED
UNANIMOUSLY**
RC-2024-10-31

3. APPROVAL OF AGENDA

Moved by Councillor Vidal
Seconded by Councillor Schweinbenz

THAT the agenda be approved as amended.

**CARRIED
UNANIMOUSLY**
RC-2024-10-32

Village of Harrison Hot Springs
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October 21, 2024

4. **ADOPTION OF COUNCIL MINUTES**

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Regular Council Meeting Minutes of October 7, 2024 be adopted.

**CARRIED
UNANIMOUSLY**
RC-2024-10-33

5. **BUSINESS ARISING FROM THE MINUTES**

None.

6. **CONSENT AGENDA**

- iii. (a) Advisory Planning Commission Meeting Minutes dated August 26, 2024
- (b) Accessibility Committee Meeting Minutes dated September 4, 2024

Moved by Councillor Jackson
Seconded by Councillor Schweinbenz

THAT the consent agenda be received.

**CARRIED
UNANIMOUSLY**
RC-2024-10-34

7. **DELEGATIONS/PETITIONS**

- (a) Deb Zemanek, B.A. Blackwell
Re: Community Wildfire Resiliency Plan

Deb Zemanek provided a PowerPoint presentation on the Community Wildfire Resiliency Plan including goals, objectives, project phases, key findings and recommendations.

Moved by Councillor Facio
Seconded by Councillor Schweinbenz

THAT the Community Wildfire Resiliency Plan be referred to a future Committee of the Whole Meeting.

**CARRIED
UNANIMOUSLY**
RC-2024-10-35

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- (b) Shannon Story, Lower Mainland Local Government Association
Re: LMLGA Membership Overview

Shannon Story provided a PowerPoint presentation on the Lower Mainland Local Government Association including governance, purpose and advocacy.

- (c) Peg Francis, Willy Pederson and Kevin Penney, UNITE HERE Local 40
Re: Ongoing Labour Dispute with the Harrison Hot Springs Resort

Peg Francis, Willy Pederson and Kevin Penney spoke to Council on the current labour dispute between the Union employees and the Harrison Hot Springs Resort and Spa.

8. CORRESPONDENCE

- (a) Letter dated October 7, 2024 from BC Timber Sales Office
Re: Proposed BC Timber Sales Operating Plan 643-9
- (b) Email dated October 13, 2024 from Rod & Sheila Blundell
Re: Harrison Watersports
- (c) Email dated October 14, 2024 from Giuseppe Corrado
Re: Harrison Watersports
- (d) Letter dated October 14, 2024 from Robert Hanbury
Re: Harrison Watersports
- (e) Letter dated October 14, 2024 from Ministry of Housing
Re: UBCM Summary and Response
- (f) Email dated October 16, 2024 from Alkarim and Joy Amersi
Re: Harrison Watersports
- (g) Letter dated October 16, 2024 from Chantal Lamb
Re: Harrison Watersports
- (h) Letter dated October 16, 2024 from John Allen
Re: Release of Contracts
- (i) Letter dated October 16, 2024 from John Allen
Re: Reading Public Letters
- (j) Public Concern form dated October 16, 2024 from Natasha Yakub
Re: Harrison Watersports

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the letter dated October 7, 2024 from BC Timber Sales Office, the email dated October 13, 2024 from Rod & Sheila Blundell, the email dated October 14, 2024 from Giuseppe Corrado, the letter dated October 14, 2024 from Robert Hanbury, the letter dated October 14, 2024 from the Ministry of Housing, the email dated October 16, 2024 from Chantal Lamb, the letters dated October 16, 2024 from John Allen, and the public concern form dated October 16, 2024 from Natasha Yakub be received.

**CARRIED
UNANIMOUSLY**
RC-2024-10-36

9. BUSINESS ARISING FROM CORRESPONDENCE

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT the correspondence item 8(a) from BC Timber Sales be referred to staff for research and a report to Council.

**CARRIED
UNANIMOUSLY**
RC-2024-10-37

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

Councillor Vidal

- Community Futures North Fraser Board of Directors
 - No Report
- Corrections Canada Citizen's Advisory Committee
 - No Report
- Agassiz-Harrison Healthy Communities
 - Attended a meeting on October 17, 2024
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended the Community Seniors Collaborative Network Conference at the Memorial Hall on October 9, 2024
- Attended a Lower Mainland Local Government Association Executive Board Meeting on October 18, 2024

Councillor Facio

- Fraser Valley Regional District Board (Municipal Director)
 - Attended a meeting on October 4, 2024
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended a webinar for the Disability Alliance of British Columbia on October 7, 2024
- Attended the Accessibility Committee Meeting on October 9, 2024

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Councillor Jackson

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – No Report

Councillor Schweinbenz

- Agassiz-Harrison Historical Society – No Report

11. MAYOR'S REPORT

- Reported on the Seniors Collaborative Network Conference on October 9, 2024
- Reported on an informal meeting with Mayor Pranger of the District of Kent
- Advised that there will be an engine boss course this weekend that the Fire Department is taking part in
- Reported that Public Works Supervisor Todd Kafi was recently recognized and given an award for outstanding Public Works Employee by the Public Works Association of British Columbia

Moved by Mayor Talen

Seconded by Councillor Facio

THAT Council send a letter of recognition to Public Works Supervisor Todd Kafi congratulating him on his award.

**CARRIED
UNANIMOUSLY**
RC-2024-10-38

12. REPORTS FROM STAFF

- (a) Report of Community Services Manager dated October 21, 2024
Re: Accessibility Plan

Moved by Councillor Vidal

Seconded by Councillor Facio

THAT Council adopt the Village of Harrison Hot Springs 2024 Accessibility Plan as presented.

**CARRIED
UNANIMOUSLY**
RC-2024-10-39

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- (b) Report of Chief Administrative Officer dated October 21, 2024
Re: Council Retreat and Strategic Planning

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the Council Retreat and Strategic Planning Session with Council, staff, the Planning Consultant and Ron Poole be held at a location outside of Harrison Hot Springs to be funded by surplus at a cost of up to \$15,000.

MOTION FAILED

OPPOSED BY MAYOR TALEN, COUNCILLORS SHCWEINBENZ AND VIDAL

Moved by Mayor Talen
Seconded by Councillor Vidal

THAT the Council Retreat and Strategic Planning Session with Council, staff, the Planning Consultant and Ron Poole be held at a location within Harrison Hot Springs to be funded by surplus at a cost of up to \$4,000.

CARRIED

OPPOSED BY COUNCILLORS FACIO AND JACKSON

RC-2024-10-40

- (c) Report of Planning Consultant dated October 21, 2024
Re: Review of the FVRD Electoral Area C OCP Bylaw No. 1747, 2024

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT staff be authorized to inform the Fraser Valley Regional District Board that the Village of Harrison Hot Springs has reviewed their Official Community Plan for Portions of Electoral Area C – Lake Errock and Harrison Mills Bylaw No. 1747, 2024 and has deemed the Village's interests to be unaffected.

CARRIED

UNANIMOUSLY

RC-2024-10-41

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- (d) Report of Chief Administrative Officer dated October 21, 2024
Re: Responsible Conduct Framework for Local Government Elected Officials – Council Submittal

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Council authorize staff to submit their responses to the discussion paper Potential for Change - Responsible Conduct Framework for Local Government Elected Officials as prepared by the Union of British Columbia Municipalities (UBCM) and the Local Government Management Association (LGMA) found in this report.

**CARRIED
UNANIMOUSLY**
RC-2024-10-42

13. BYLAWS

- (a) Report of Community Services Manager dated October 21, 2024
Re: Park Regulation Amendment Bylaw No. 1212, 2024

Moved by Councillor Facio
Seconded by Councillor Vidal

THAT Park Regulation Amendment Bylaw No. 1212, 2024 be introduced and given first reading.

**CARRIED
UNANIMOUSLY**
RC-2024-10-43

Moved by Councillor Vidal
Seconded by Councillor Schweinbenz

THAT Park Regulation Amendment Bylaw No. 1212, 2024 be given second and third readings.

**CARRIED
UNANIMOUSLY**
RC-2024-10-44

- (b) Development Approval Information Bylaw No. 1210, 2024

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Development Approval Information Bylaw No. 1210, 2024 be adopted.

Moved by Councillor Schweinbenz
Seconded by Councillor Facio

Village of Harrison Hot Springs
Minutes of the Regular Council Meeting
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THAT Development Approval Information Bylaw No. 1210, 2024 be referred to the Council Retreat for further discussion.

**CARRIED
UNANIMOUSLY**
RC-2024-10-45

- (c) Report of Planning Consultant dated October 21, 2024
Re: Campground, Holiday Park and Mobile Home Regulation Repealing Bylaw No. 1213, 2024

Moved by Councillor Facio
Seconded by Councillor Jackson

THAT Campground, Holiday Park and Mobile Home Regulation Repealing Bylaw No. 1213, 2024 be introduced and given first reading.

**CARRIED
UNANIMOUSLY**
RC-2024-10-46

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Campground, Holiday Park and Mobile Home Regulation Repealing Bylaw No. 1213, 2024 be given second and third reading.

**CARRIED
UNANIMOUSLY**
RC-2024-10-47

14. NEW BUSINESS

- (a) New Business from Mayor Talen
Re: Councillor Appointments

Moved by Councillor Vidal
Seconded by Councillor Jackson

THAT Councillor Schweinbenz be appointed as Council Liaison to Community Futures North Fraser.

**CARRIED
UNANIMOUSLY**
RC-2024-10-48

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

Questions from the public were entertained.

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Moved by Councillor Facio
Seconded by Councillor Jackson

THAT the meeting be adjourned at 9:22 p.m.

CARRIED
UNANIMOUSLY
RC-2024-10-49

Fred Talen
Mayor

Amanda Graham
Corporate Officer

DRAFT

**VILLAGE OF HARRISON HOT SPRINGS
MINUTES OF THE AGE-FRIENDLY COMMITTEE**

DATE: Thursday, August 15, 2024
TIME: 2:00 p.m.
PLACE: Council Chambers, Village Office
495 Hot Springs Road, Harrison Hot Springs, BC

IN ATTENDANCE: Deputy Mayor Leo Facio (Chair)
Alison Douglas
Audrey Johnstone
Laura Lanfranchi
Karen Seraphim

Amanda Graham, Corporate Officer
Christy Ovens, Community Services Manager

ABSENT: Sonya Boizard
Lise Reimer

1. CALL TO ORDER

Deputy Mayor Facio called the meeting to order at 2:00 pm.
Deputy Mayor Facio acknowledged the traditional territory of Sts'ailes.

Deputy Mayor Facio reported that Peggy Arndt resigned from the Committee on July 20, 2024.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved by Laura Lanfranchi
Seconded by Karen Seraphim

THAT the agenda be approved.

**CARRIED
UNANIMOUSLY**
AFC-2024-08-01

4. ADOPTION OF MINUTES

Moved by Karen Seraphim
Seconded by Audrey Johnstone

THAT the minutes of the July 18, 2024 Age-Friendly Committee Meeting be adopted.

**CARRIED
UNANIMOUSLY**
AFC-2024-08-02

5. ITEMS FOR DISCUSSION

(a) Update from the August 12, 2024 Regular Council Meeting

The Corporate Officer provided a verbal report that the Committee's recommendations regarding the Age-Friendly Open House were unanimously approved by Council with the amendment that the event be held in October instead of September.

(b) Age-Friendly Grant 2024

The Community Services Manager reported that Council has authorized staff to apply to the BC Healthy Communities 2024 Age-Friendly Grant for up to \$15,000. Some potential projects in this application include:

- Expansion of the Community Gardens fence and an art project along the fence
- Six-week recreation instructor
- Age-Friendly bingo cards and prizes
- The Age-Friendly Open House

(c) Age-Friendly Open House

The Community Services Manager advised that October 24, 2024 has been scheduled as a tentative date for the Age-Friendly Open House. There are other current Village projects with engagement components including the Parks and Trails Master Plan. The consultant on that project would like to engage residents at the event for input on long-term planning of the Village's parks and trails.

There will be Emergency Preparedness resources and representatives from community partners. Agassiz Harrison Community Services will attend to provide information on their programs and services, and hopefully recruit volunteers. There will be food and giveaways. The Committee requested that Earthwise Society be invited to attend and agreed that the name of the event should be changed to Community Open House.

(d) Update from BC Transit

The Community Services Manager contacted BC Transit and reported that people riding the bus can ask the driver to be dropped off directly at the Agassiz Community Recreation and Cultural Centre. Local governments can request additional service from BC Transit who will then look into the impact and cost. BC Transit advised that in order to obtain a permanent route to the Recreation Centre, the next best step would be to contact the Fraser Valley Regional District.

Moved by Audrey Johnstone
Seconded by Alison Douglas

THAT Council consider sending a letter to the Fraser Valley Regional District requesting that BC Transit Service add a permanent route to the Agassiz Community Recreation and Cultural Centre; and

*Village of Harrison Hot Springs
Minutes of the Age-Friendly Committee
August 15, 2024*

THAT Council consider requesting a letter of support from the District of Kent.

**CARRIED
UNANIMOUSLY**
AFC-2024-08-03

(e) Emergency Preparedness Resource Guide and Prepared BC Materials

The Community Services Manager reported that the resident's brochure was brought forward to the Kent-Harrison Joint Emergency Planning Committee and was positively received. The District of Kent and Seabird Island Band are interested in being involved in its production. The goal is to have brochures ready for the Community Open House. The Community Services Manager brought in samples of the "HELP/OK" signs from Prepared BC that can be placed in windows. These resources will be available at the Community Open House as well.

(f) Rock Painting / Locating Contest

The Community Services Manager reported on the Harrison Hot Springs Rocks contest. It is a two-part engagement project. The public will be invited to bring in a painted rock to receive a small prize. The rocks will then be hidden throughout the Village for people to find and be entered to win a grand prize.

(g) Pumpkin Carving

Karen Seraphim reported on a pumpkin event that she had done previously. The Committee agreed that having free pumpkins at the Community Open House for people to take home could help bring people in. Some Committee members advised that they have contacts who may be willing to donate pumpkins.

(h) Verbal Report from Deputy Mayor Facio

Deputy Mayor Facio advised that he has been receiving requests regarding health services and grocery stores in the Village. He further reported that he is exploring partnerships with the goal of hopefully having a doctor or nurse practitioner in the Village a few days per week.


6. ADJOURNMENT

Moved by Alison Douglas
Seconded by Laura Lanfranchi

THAT the meeting be adjourned at 3:08 p.m.

*Village of Harrison Hot Springs
Minutes of the Age-Friendly Committee
August 15, 2024*

**CARRIED
UNANIMOUSLY**
AFC-2024-08-04



Leo Facio, Chair
Age-Friendly Committee



Amanda Graham
Corporate Officer



23 September 2024

Dear Mayor and Council,

Re: British Columbia Youth Parliament, 96th Parliament

The British Columbia Youth Parliament will hold its 96th Parliamentary Session in Victoria at the Provincial Legislative Chambers from December 27 to 31, 2024.

The Youth Parliament is a province-wide non-partisan organization for young people ages 16 to 21. It teaches citizenship skills through participation in the parliamentary session in December and continuing involvement in community service activities throughout the year. **Youth Parliament is a one-year commitment.**

I invite you to encourage eligible youth from your municipality or region to apply to sit as members of the Youth Parliament. BCYP is non-partisan, and applicants need only be interested in learning more about the parliamentary process and in serving their community. If your municipality sponsors a “youth of the year” award or has a municipal youth council, young people with that sort of initiative and involvement are ideal candidates for BCYP.

Each applicant who is accepted to attend as a member of BCYP must pay a **\$455** registration fee. Thanks to private donations and fundraising, a portion of the cost of transportation and accommodation is covered for all members. We encourage municipalities or youth councils to contribute towards the application fee for applicants who are in financial need. If the approval of financial support causes any delay, we encourage the applicant to send in their forms on time along with a note saying that the cheque will arrive after the deadline. In this case, if we receive the completed form and personal statement before the deadline, it will be considered received on time. If you are not able to aid, a limited number of bursaries are available for applicants who cannot meet the expense of the registration fee. Requesting financial assistance will not affect an applicant’s chance of being selected as a member. (See <https://bcyp.org/session>)

Members will sit and debate in the Legislative Chambers for five days and will be accommodated for four nights at the Marriott Hotel in Victoria. During that time, participants are supervised by members of the Board of Directors of the Youth Parliament of B.C. Alumni Society and other youth parliament alumni. In addition, transportation to and from Victoria will be provided for all members who require it.

I have enclosed an application form and a brochure about BCYP. I encourage you to make the application form and brochure available to interested young people and to make copies of the forms as needed. A soft copy of the form, brochure and poster are available from our website at <https://bcyp.org/session>.

All application forms must be received by November 1, 2024. Selected applicants will be notified in mid November. If you require more information, please contact me by e-mail as indicated above. You may also visit our website at www.bcyp.org.

Yours truly,

Ambrose Yung
Registrar, Youth Parliament of BC Alumni Society

Amanda Graham

Subject: Building another dock

From: Marianne Charney [REDACTED]

Sent: October 16, 2024 9:53 PM

To: Vivian Li <info@harrisonhotsprings.ca>

Subject: Building another dock

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#) | [Report](#)

As a new resident of Harrison Hot springs, it grieves me that the community would want an even busier waterfront.

With the building of another dock. The nature landscape will be forever lost and it will negatively impact the trout and other fish in the lake.

I can't imagine how another dock would make Harrison a more peaceful tranquil experience?

Marianne Charney

Concerns/Requests/Information Form: Submission #248

View



HTML

Table

Plain text

The **View** page displays a submission's general information and data. [- Watch video](#)

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Submission information

name

Guy Charney

address

[REDACTED]
Harrison Hot Springs, Bc. V0M 1K 0

Email

Phone Number

Date

2024-10-16

Location of Concern

Aqua Shores Beach Front

Details of Concern/Request

Harrison Hot Springs takes my breath away! Nature at its most raw form!
The proposal for yet another dock. Bringing more motorized, noisy vessels is not a peaceful way to enjoy my retirement years.
I am against disrupting the beauty around us, at Alice Beach.

{Empty}

Concerns/Requests/Information Form: Submission #247

View



HTML

Table

Plain text

The **View** page displays a submission's general information and data. [- Watch video](#)

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Submission information

name

Marianne Charney

address

[REDACTED]
Harrison Hot Springs, BC. V0M 1K0

Email

Phone Number

Date

2024-10-16

Location of Concern

Alice Beach

Details of Concern/Request

Concern for the waterfront of the proposed new dock that will drastically affect the area,

{Empty}



1

Who Are We

Non-Profit organization funded by PacifiCan a Regional Development Agency of the Federal Government.

34 Community Futures (CF) Offices in BC

4 Indigenous specific offices in BC
Locally Stó:lō Community Futures

269 CF offices across Canada

2

Our Why

Our Mandate

To help entrepreneurs and businesses start, grow and succeed

We work to support a positive business environment

Our Vision

Economic wellness for all businesses and communities in our service area



3

What We Do

Help small businesses and entrepreneurs



4

What We Do

Assist at all levels - starting, buying, expanding, managing your business or succession planning

Offer free advisory services, self-employment program, and no cost specialized business training

100's of training courses available



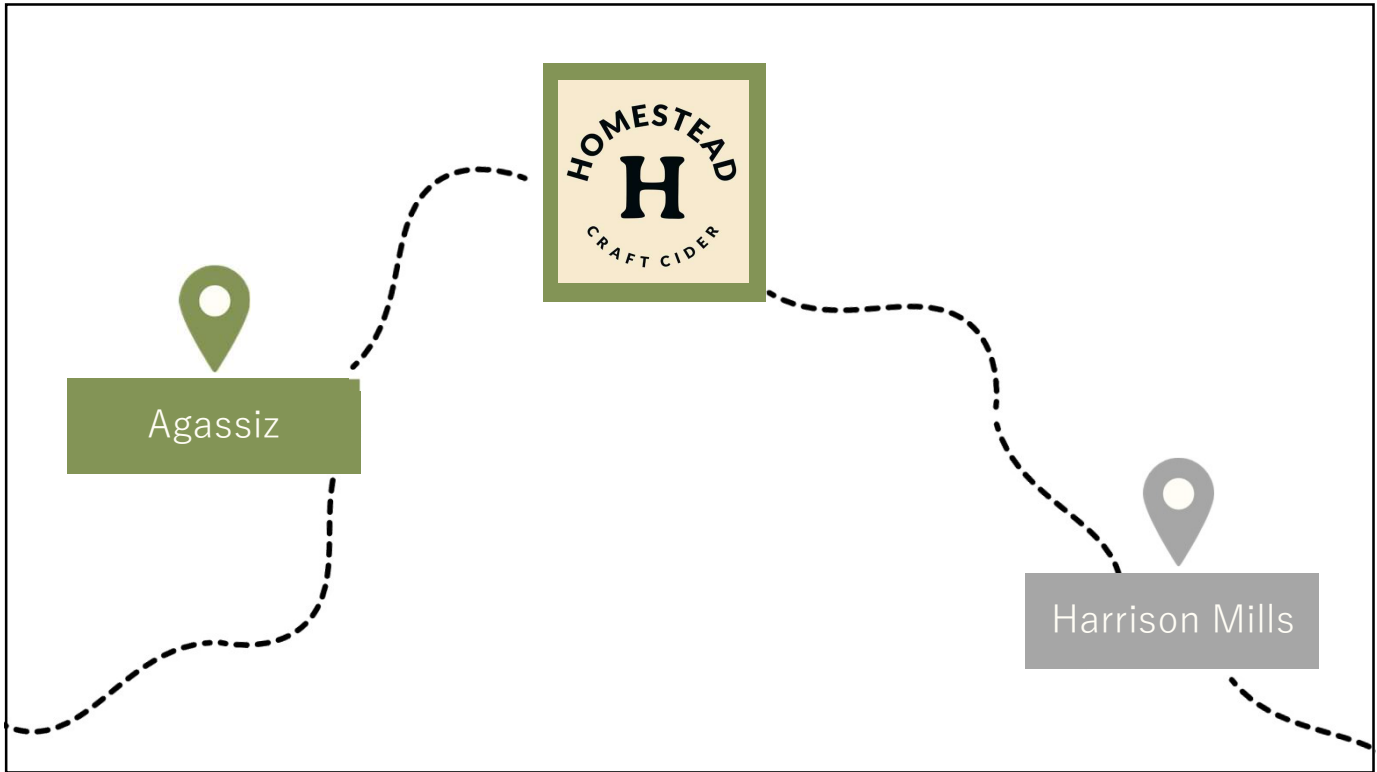
5

Where We Serve

City of Mission



6



7



8

Evoke Wellness Center



Cimtex



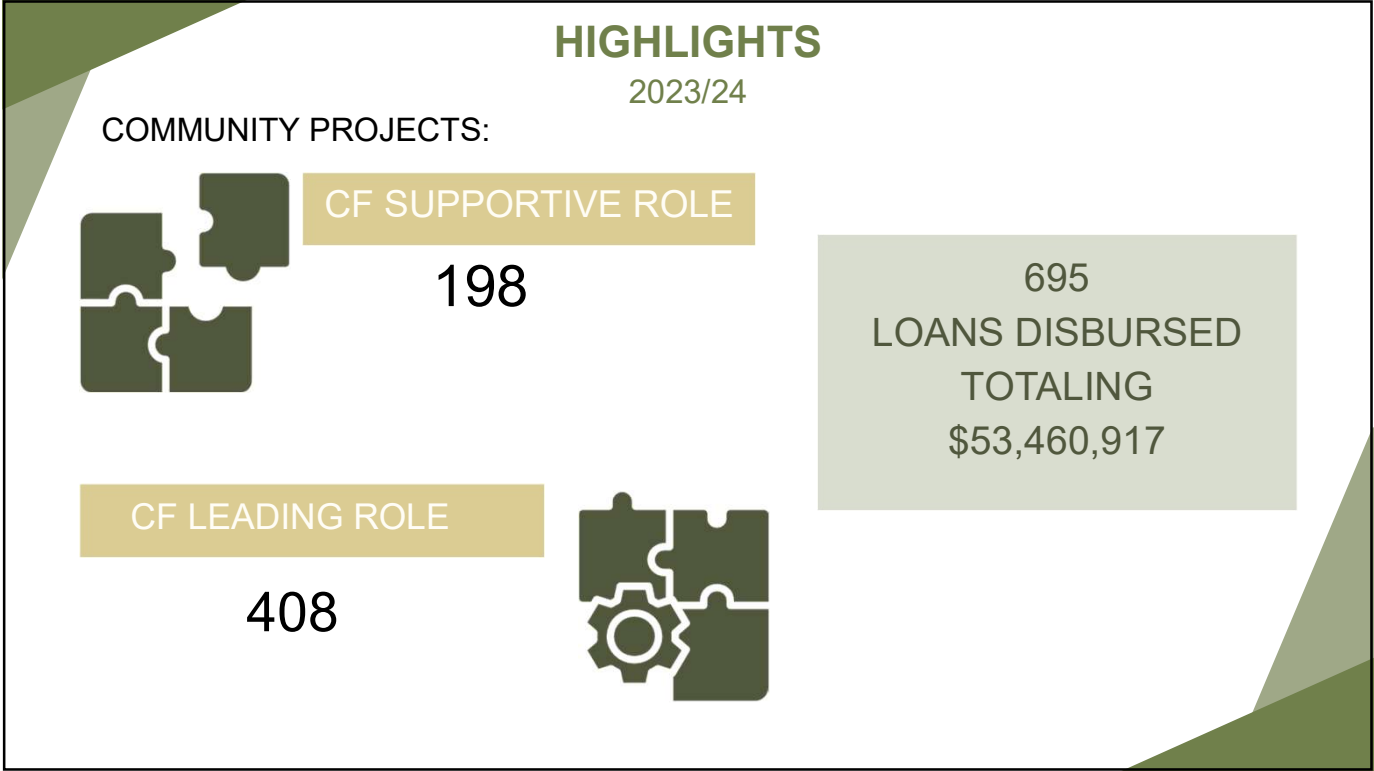
Wild Forager
Catering



Community Futures British Columbia

PROVINCIAL HIGHLIGHTS

2023/24



11



12

Community Futures

South Fraser • North Fraser • Stó:lō

REGIONAL HIGHLIGHTS FRASER VALLEY

2023/24

13

HIGHLIGHTS

2023/24

INVESTMENTS IN THE REGION

\$2,328,500

DISBURSED IN LOANS

37

LOANS PROVIDED

281

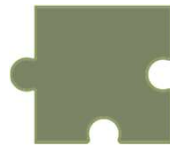
JOB'S CREATED AND MAINTAINED

3262

BUSINESS ADVISORY SERVICES

\$2,109,820

LEVERAGED FOR ECONOMIC DEVELOPMENT



956

BOARD HOURS CONTRIBUTED



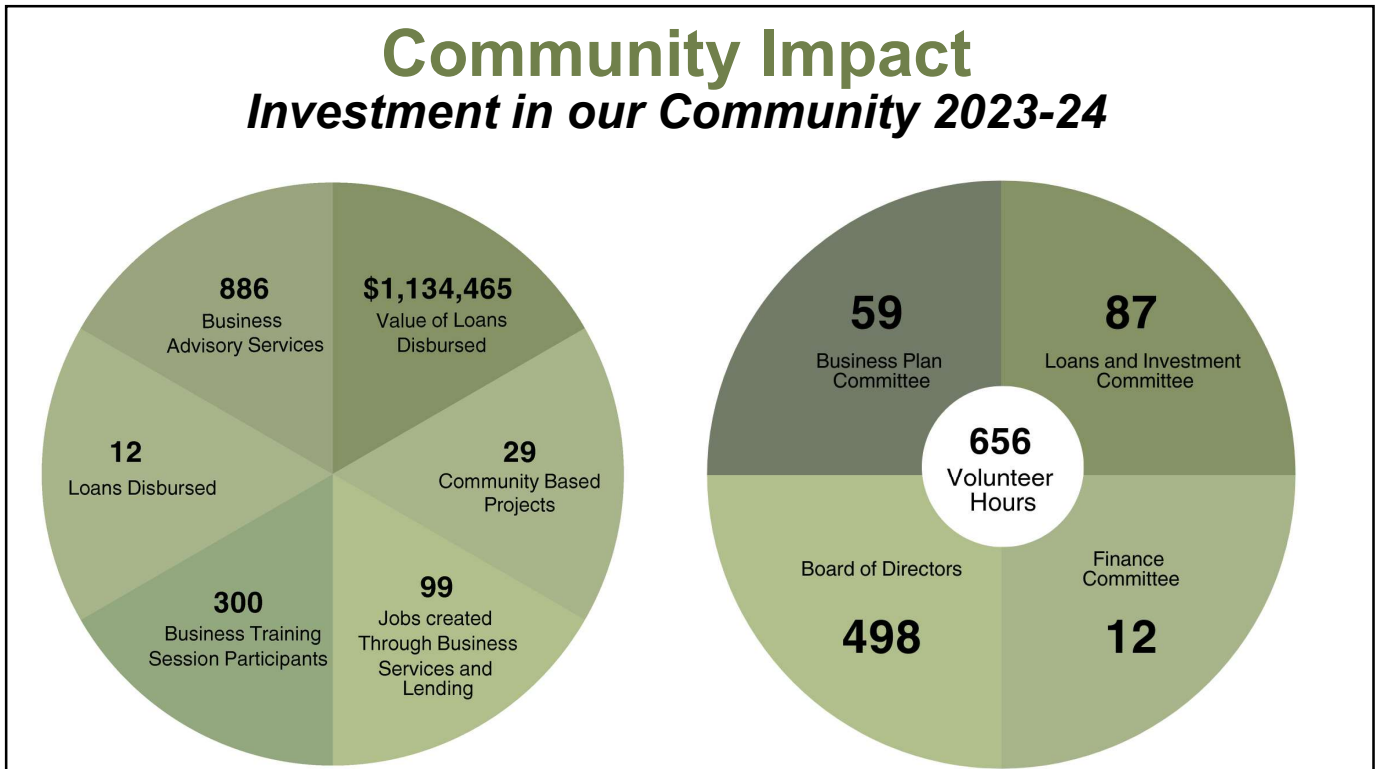
113

CED PROJECTS

14



15



16

HIGHLIGHTS

2023/24



17

Developmental Lending



Specific loans funds for:

18



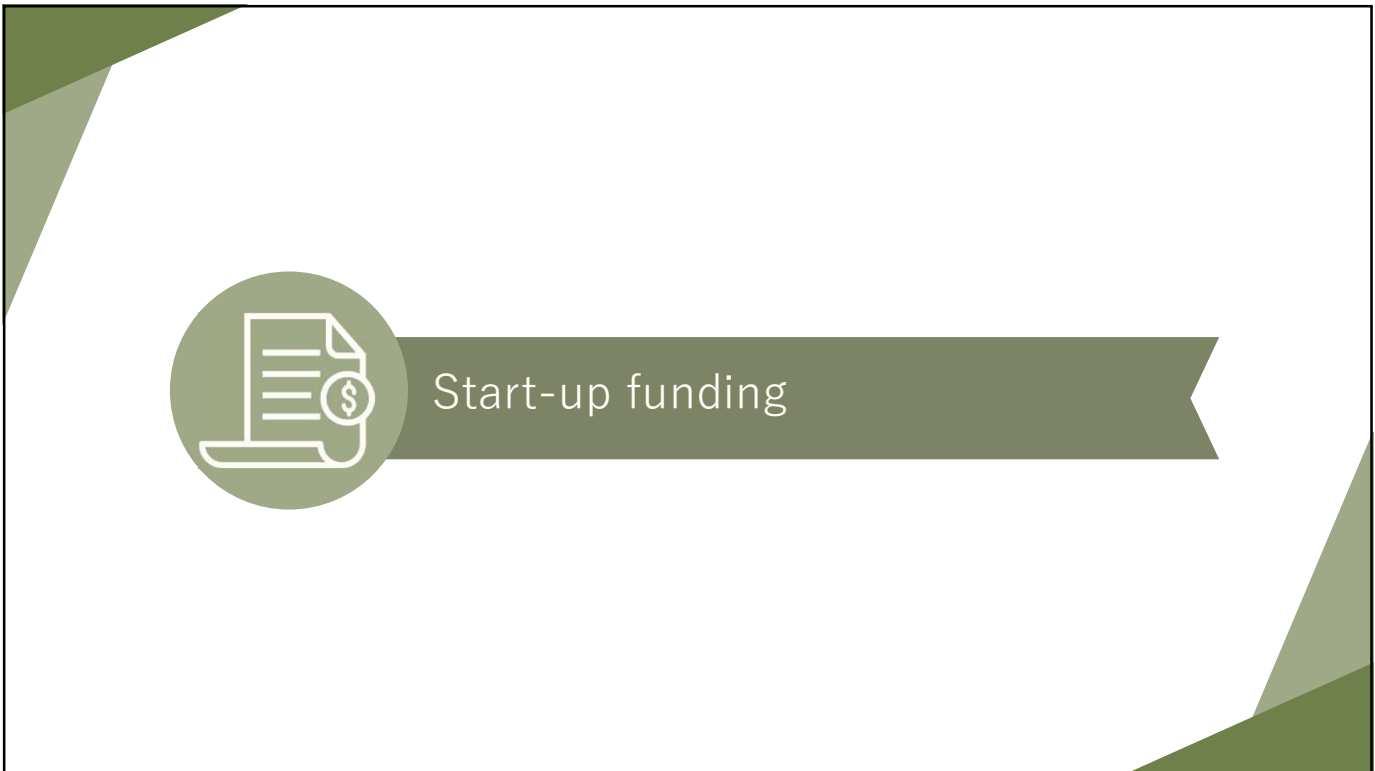
19



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21



22

We Do it Differently

Community Futures Focuses On:



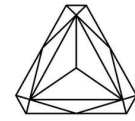
23

Community Partners



24

Community Projects



INCLUSIVE
EMPLOYER
EXCELLENCE
—AWARDS—

HARRISON
FESTIVAL
SOCIETY

WORLD MUSIC & ART:
SMALL TOWN ROOTS



TEDx
Abbotsford
x = independently organized TED event



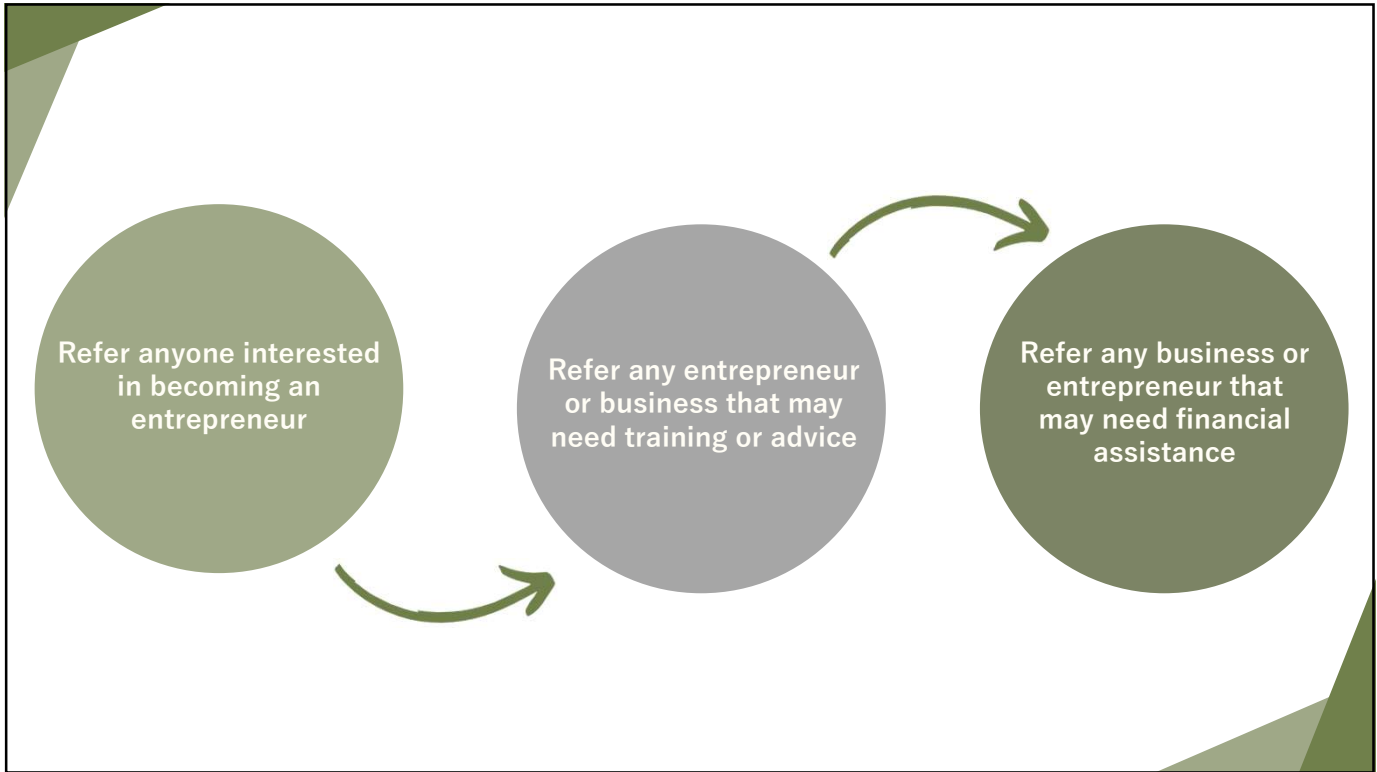
Building trails. Building communities.



25

How can you help us ?

26



27

Community Futures North Fraser

Gwen Schmidt - Executive Director
604.826.6252
gschmidt@northfraser.org
<https://northfraser.org/>

28



Thank
you!



From: [REDACTED]
To: [Fred Talen](#); [Mark Schweinbenz](#); [Allan Jackson](#); [Leo Facio](#); [Michie Vidal](#)
Cc: [Amanda Graham](#)
Subject: Closure of the north McCombs Bridge for Safety concerns
Date: October 17, 2024 9:01:15 AM
Attachments: [2020.02.25 RBAT Master Plan.pdf](#)

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Good morning Mayor and council

In light of the atmospheric rainfall that has been forecasted for this weekend, the subsequent closure of part of the north McCombs bridge, and my observation of this morning where the north east no post is just newly found to be unsupported to the river below possible due to the recent rain.

I am respectfully suggesting, as a Marine Engineer, that this bridge be closed for at least this weather event and that a weight restriction be immediately put in place.

I realize that council, through a bylaw, has delegated full authority to the operations manager to close or restrict the bridge. I am not aware that our operations manager has the qualifications to make this discission, this is in no disrespect to the operations manager.

It should also be noted that there is a drinking water main and sanitary sewer pressure main that is at risk of failure.

Per attached active transportation plan of 2020:

5.4.3 McCombs Drive – North Bridge In general, the newer concrete bridge structure appeared to be in good condition as there were no obvious signs of distress or deterioration. In general, the existing timber substructure appeared to be in poor to very poor condition with movement being evident. Localized settlement was noted at the approach at the north/east corner of the bridge (App. E – Photo 3). Barriers along the north east section are leaning and are only partially bearing. Road, Bridge, and Active Transportation Plan July 2019 – Page 25 The condition of the treated timber piles of the abutments appeared to be good while the condition of the untreated timber piles of the wing walls varied between fair to very poor as some of these piles were observed being severely worn, weathered, leaning, and/or have partially failed (App. E – Photo 5). The cap beams on both abutments were observed to be in poor condition as they were heavily deteriorated and not sitting level on top of the piles and are leaning in the opposite direction of the piles (App. E – Photo 6 and 7). The timber ballast boards of the abutment appeared to be in fair condition while the timber ballast boards of the wingwall appeared to be in poor condition as they were heavily deteriorated. Plywood sheets have been added to the logs behind the piles near the upper portion of the abutment wall assembly to close gaps within the wall, likely an attempt to mitigate sloughing soil.

Overall the timbers in the abutments and wingwalls exhibit severe decay, stress, and vulnerability to ongoing movement. It is the opinion of CWMM that the primary evidence of movement to be seen has already occurred during the construction phase of the new bridge, likely during compaction of the new approach fill material. Some ongoing movement since construction of the new bridge is evident at the road surface through localized settlement of the asphalt at the north/east bridge corner. The existing timber bridge structure is unstable and will continue to exhibit ongoing movement. Such movement will likely result in the need for ongoing maintenance requirements at the road surface of the bridge approach. The timber structure is expected to fail, though failure will likely occur slowly through continued deterioration and movement of timber members, as has been the case since the construction of the new bridge. As the new bridge structure is supported on steel piles, a failure of the timber bridge structure will not impose an immediate stability risk to the new bridge structure. Instead, a failure of the timber bridge structure would result in backfill materials to spill into the creek and an accelerated erosion of approach fill materials causing settlement of the approach roadway. The expected eventual failure of the timber bridge structure will need to be addressed in the not too distant future. The difficulty of removing the existing timber bridge structure and providing support for the bridge approach has been significantly magnified with the new bridge being constructed while leaving the existing timber bridge structure in place. There is no easy solution to remediate this issue. A workable solution to this problem will require input including but not limited to structural, hydrological, geotechnical, and environmental expertise.

Recommendation · CWMM recommends inspecting the timber substructure on an annual basis for ongoing deterioration and movement

5.4.4 McCombs Drive – South Bridge

The timber of the abutment piles appears to be in poor to very poor condition while the piles along the wingwalls appear to be in good to fair condition. The timber piles at the abutments are severely leaning, split or cracked (App. F – Photo 4 and 5). The cap beams on both abutments were observed to be in poor to very poor condition. They are not sitting level on top of the piles and are leaning in the opposite direction of the piles (App. F – Photo 2). In addition, the cap beams toward the west half of the north and south abutment are no longer bearing on top of the piles and are severely split (App. F – Photo 5 and 6). The ballast boards behind the piles at the abutments are separating and partially caving as piles have moved and no longer provide support for the ballast boards. Overall the timbers in the abutments exhibit severe decay, stress, and vulnerability to ongoing movement. It is the opinion of CWMM that the primary evidence of movement to be seen has

Ed Wood



October 17, 2024

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

Reference: 328783

Dear Mayor Talen:

Re: UBCM Meeting 2024

I am writing to thank you and your staff for taking the time to meet with the former Minister of Transportation and Infrastructure and me during the 2024 Union of British Columbia Municipalities (UBCM) Convention.

I am glad there was an opportunity to discuss your concerns about the Agassiz-Rosedale Bridge, as well as your support for improving safety along Rockwell Drive and your concerns about active transportation user and pedestrian safety along Harrison Hot Springs Road and Lillooet Avenue.

Ministry staff remain committed to identifying solutions to enhance safety at Agassiz-Rosedale Bridge and will reach out to you directly to discuss this matter in more detail. We will also look more closely at options for improving safety at the bluff on Rockwell Drive, as well as continue to work with you on opportunities to increase active transportation user and pedestrian safety along Harrison Hot Springs Road and Lillooet Avenue.

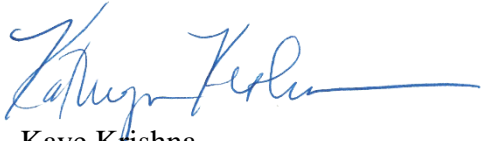
Please do not hesitate to contact Executive Director Ashok Bhatti directly at 604 219-7874 or Ashok.Bhatti@gov.bc.ca if you have any questions in the meantime, as he would be pleased to assist you.

Each September, the UBCM gathering serves as an important opportunity to bring together our two levels of government so we can highlight and advance our communities' transportation priorities. Following the election, your thoughts and suggestions will be shared with the incoming Minister of Transportation and Infrastructure.

.../2

Thank you for your hard work in supporting your community.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kaye Krishna', with a long horizontal flourish extending to the right.

Kaye Krishna
Deputy Minister

Copy to: Kevin Richter, Associate Deputy Minister
Highways and Regional Services Division

Kevin Volk, Assistant Deputy Minister
Integrated Transportation and Infrastructure Services Division

Ashok Bhatti, Executive Director
South Coast Region



October 18, 2024

Ref: 275312

Tyson Koch, Chief Administrative Officer
and Members of Council
Village of Harrison Hot Springs
PO Box 160
Harrison Hot Springs BC V0M 1K0

Dear Chief Administrative Officer Koch and Councillors:

Thank you for bringing a delegation to meet with ministry representatives during this year's Union of British Columbia Municipalities (UBCM) Convention. As Deputy Minister, I am writing to acknowledge the topics raised during the meeting with the Minister of Municipal Affairs, including your challenges with governance and the legislative framework outlined in the *Community Charter*.

We heard the need for potential amendments to the *Community Charter*, particularly in relation to governance, responsible conduct, and the roles of elected officials, and the unique challenges faced by local governments, especially smaller communities.

The ministry was pleased to support the Village in 2023 with a contracted Municipal Advisor who provided council with a final report and recommendations to improve governance. I recognize the steps the council has taken so far to work together to implement those recommendations and to make decisions in the best interests of your community. I understand that council will continue this work with your new council colleagues.

As discussed, the continued collaboration of staff from UBCM, the Local Government Management Association (LGMA), and the Ministry of Municipal Affairs, through the Working Group on Responsible Conduct, continues to support and advance the responsible conduct of B.C.'s local elected officials and staff. UBCM and LGMA recently released a discussion paper exploring mandatory codes of conduct and the administration and enforcement of those codes to help support discussions among local elected officials and staff on this important topic. To provide feedback on this discussion paper, the Village of Harrison Hot Springs can contact Paul Taylor, Director of Communications, UBCM, by email at: ptaylor@ubcm.ca.

If you have any specific questions regarding the governance challenges you are facing, I encourage you to contact Michelle Dann, Executive Director of Governance and Structure Branch, by email at: Michelle.Dann@gov.bc.ca, or by telephone at: 778 698-3261.

.../2

Tyson Koch, Chief Administrative Officer
and Members of Council
Page 2

Now that we are in the election period, issues regarding future funding programs and other policy decisions must be deferred until after the election is complete and the incoming government is in place. All topics brought up in your meeting will be shared with the incoming minister.

Thank you, again, to your delegation for the meeting. With compliments, enclosed is your picture with the Minister at the 2024 Convention.

Sincerely,



Okenge Yuma Morisho
Deputy Minister

Enclosure

pc: Michelle Dann, Executive Director of Governance and Structure Branch

Amanda Graham

Subject: Disrespecting the people who drive the local economy

From: Fred Talen <ftalen@harrisonhotsprings.ca>

Sent: October 24, 2024 10:33 AM

To: [REDACTED]

Cc: Tyson Koch <tkoch@harrisonhotsprings.ca>

Subject: Re: your email of October 23

Mr. Garrod

Thank you for email of October 23, 2024 concerning parking enforcement.

Pay parking, and the enforcement of parking infractions can raise concerns like those you referred to.

The actions of municipal bylaw enforcement officers is to see that Harrison Hot Springs bylaws are complied with.

Pay parking in Harrison Hot Springs attempts to realize several objectives. One of these objectives is have users of the beach front area contribute (through parking fees) to the cost of maintaining that area. I might add that there are several 15 minute free parking spots near restaurants that are intended to facilitate quick stop and grab a coffee.

I will ask Village Administration that your email be included in the correspondence received section of our next Council meeting package along with this response

I would be happy to discuss this further with you if you'd like.

Fred Talen

Mayor

Village of Harrison Hot Springs
Resort Municipality

T: 604-796-2171

W: harrisonhotsprings.ca

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



From: [REDACTED]

Sent: Wednesday, October 23, 2024 4:21 PM

To: Fred Talen <ftalen@harrisonhotsprings.ca>

Subject: Disrespecting the people who drive the local economy

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Hello Mayor Talen. Congratulations on your recent victory.

My family and I were in Harrison Hot Springs shortly before your election. There were 18 of us celebrating my daughter's wedding. At its surface, the unique style of the Esplanade area was attractive. The many shops and restaurants overlooking families playing on the beach was a mix of idyllic and Floridian tourist destination.

Circumstances lead to me being on the Esplanade on at least 5 occasions over three different days. As a resident in a small town, I understand the need to generate non-tax revenue and recognized the need to charge visitors parking fees. Each time I was on the avenue, I readily paid.

While visiting, it was easy to notice the parking enforcement officer. While I appreciate the service is outsourced to a 3rd-party, it's a service for the town and, ultimately, a portion of the fees collected through the by-law enforcement fees are directed to the town. The individual doing the enforcement was what could best be described as aggressive or predatory. She (I only witnessed women doing the job) constantly patrolled the area and was very quick to assign tickets.

I eventually became aware of the free parking slightly outside of the Esplanade area. There is no doubt that local residents would not park in the prime areas. The enforcement was, therefore, clearly targeting visitors. Given there is minimal other businesses in the Harrison Hot Spring area, I assume it's safe to say tourism is a major economic driver and employer of area residents. It seemed odd to me to aggressively pursue the people who drive the local economy.

The most egregious example was on a quiet Sunday morning when we walked to a restaurant from our hotel. With very few vehicles in the area, there the officer was targeting people (tourists) who had stopped in to quickly grab a coffee.

While I received a parking ticket on a busy Saturday for parking in an area designated for the boat launch, the \$100 fine is a drop-in-the-bucket vs the amount we spent in B.C. That said, a bylaw notification should be used to correct behaviour. \$100 is outrageous. In my opinion it is nothing more than a tax grab from the people who are visiting the town. It appears that the goal is to maximize the amount collected to support local operations, from people who are likely transient and unlikely to bother contesting the infraction notice.

I would like this email to be included under correspondences in a Council meeting in November please. I've settled my personal infraction notice so this email is irrelevant to that issue. My goal is to highlight the disrespectful approach taken with the people Harrison Hot Springs most relies on for its local economy.

I recognize this email will simply be received for information and nothing will be done. That said, your Council and anyone reading the agenda/minutes need to be aware that the disrespect shown to visitors will have a negative impact when 18 visitors write reviews or provide suggestions to friends considering visiting Harrison Hot Springs. I certainly will not encourage my friends to add Harrison Hot Springs to their list of destinations in beautiful British Columbia.

Respectfully,
Bruce Garrod

File No: 4200-01
Date: November 4, 2024

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

RECOMMENDATION

THAT the following closed meeting resolutions from the October 18, 2024 Special Closed Council Meeting be received for information at the November 4, 2024 Regular Council Meeting:

THAT Shell de Martin and Geraldine Mailhot be appointed to the Accessibility Committee.

THAT the 2024 Starlight Skating Rink Operations and Concession bid be awarded to Harrison Eco Tours.

SUMMARY

To release resolutions passed at the Special Closed Council Meeting held on October 18, 2024.

BACKGROUND

Many subjects requiring the confidentiality of a closed meeting only require it for a limited period of time. It is important that local governments have a process in place to regularly review the information produced at closed meetings. Information that would no longer undermine the reason for discussing it in a closed meeting should be released as soon as practicable. The above resolutions have been released from the October 18, 2024 Special Closed Council Meeting.

Starlight Skating Rink

The Starlight Skating Rink is a Resort Municipality Initiative (RMI) project included in the Village's current Resort Development Strategy. As a result of the provincial RMI funding agreement, the Village is contractually obligated to set up and make the rink available for use. To enhance visitor experience for both tourists and residents alike, a skate rental and concession stand have been operated in the past. There have been challenges in previous years in securing a contractor or staff member to work at the Skating Rink. There has been some discussion at the Council table previously that this might present an opportunity for a local business to be involved.

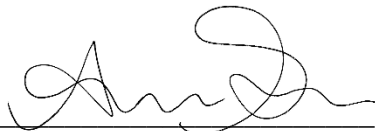
On August 12, 2024, staff posted a Request for Proposals (RFP) for the Starlight Skating Rink Operations and Concession on BC Bid with a closing date of September 3, 2024. No

submissions were received, therefore, the RFP was re-issued on September 13, 2024 with a new closing date of September 23, 2024. During this second round of bidding, one (1) submission was received from Harrison Eco Tours.

For a cost of \$10,800 plus GST, Harrison Eco Tours will operate the rink and concession from November 22, 2024 to January 5, 2025 on Fridays and Saturdays from 2:00 to 8:00 pm and on Sundays from 1:00 to 7:00 pm. Additionally, the rink will be staffed on all statutory holidays and School District #78 non-instructional and vacation days during that period with the exception of Christmas Eve and Christmas Day. The concession stand will feature warm beverages, water, pop, popcorn and mini donuts. The first \$5,000 in profits from the concession and skating rink rentals will go to the Village, after which the Village will retain 75% of the profits with the remaining 25% going to the contractor. Harrison Eco Tours will be handling all point-of-sale needs and submitting weekly sales reports to the Village.

The 2024 Financial Plan allocated \$4,000 in budgeted funds for the operation of the skating rink. As this proposal required an additional \$6,800 to be budgeted, it was presented to Council for their consideration in accordance with Purchasing and Procurement Bylaw No. 1.08. Revenues of \$5,000 have been projected in 2024 for the rink.

Respectfully submitted:



Amanda Graham
Corporate Officer

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO

File No: 0550-01
Date: November 4, 2024

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Fraser Valley Regional Library Council Appointment

RECOMMENDATIONS

THAT Councillor Jackson be appointed as the Council representative to the Fraser Valley Regional Library Board for 2024-2025; and

THAT Councillor Facio be appointed as the alternate Council representative to the Fraser Valley Regional Library Board for 2024-2025.

SUMMARY

To appoint members of Council to the regional library board as required by the *Library Act*.

BACKGROUND

The Village is party to the Fraser Valley Regional District Library bylaw. Sections 16 and 17 of the *Library Act* require that Council appoint one member and an alternate to the board at the first Council meeting each November. Councillors Jackson and Facio have been appointed as the representative and alternate since the start of this Council term respectively and have both indicated their willingness to continue in those roles.

Respectfully submitted:

Reviewed by:



Amanda Graham
Corporate Officer



Tyson Koch
Chief Administrative Officer

File No: 0530-01
Date: November 4, 2024

To: Mayor and Council
From: Amanda Graham, Corporate Officer
Subject: Council Meeting Locations

RECOMMENDATION

THAT all Regular Council Meetings be held at Memorial Hall with the exception of July, when the meeting will be held at the Village Office.

SUMMARY

To provide Council with options for Regular Council Meeting locations during the months of July, August and September.

BACKGROUND

The location of Regular Council Meetings has been before Council on numerous occasions since 2020.

At the May 4, 2020 Regular Council Meeting, Council passed the following resolution:

THAT Meetings of Council be relocated to Memorial Hall until such time as the need for physical distancing related to the COVID19 Pandemic are no longer deemed necessary; and

THAT an expenditure of up to \$30,000, to be funded from surplus, be approved to fund the installation of audio/visual improvements to Memorial Hall to facilitate the holding of public meetings.

At the October 18, 2021 regular Council Meeting, Council passed the following resolution:

THAT Council Meetings and public hearings remain at Memorial Hall until further decision of Council.

At the January 16, 2023 Regular Council Meeting, Council passed the following resolution:

THAT Council Meetings be permanently relocated to the Village Office as soon as possible with up to \$5,000 allocated to relocate audio visual equipment to the Village Office to be funded from taxation and up to \$15,000 to purchase furnishings for Council Chambers, to be funded from office equipment reserves.

At the October 16, 2023 Regular Council Meeting, Council passed the following resolution:

THAT the matter of moving Council Meetings back to the Memorial Hall be referred to the next Committee of the Whole meeting.

At the November 7, 2023 Committee of the Whole Meeting, Council passed the following resolution:

THAT Council meetings be moved back to Memorial Hall as soon as possible without upgrading the audio/visual and move back to the Village Office Council Chambers for the summer months.

At the October 7, 2024 Regular Council Meeting, Council passed the following resolution:

THAT the matter of Council meeting locations for the months of July, August and September be referred to staff to bring a report to Council.

DISCUSSION

In July, August and September of this year, the Village held Regular Council Meetings at the Village Office. The idea behind this was to make the Hall as available for use as possible during the summer for public and private events. To facilitate this, the public was asked to register for a seat in advance by phone, email or in-person. 18 seats were available for registration. In July, 12 people registered, in August, 18 people registered and 3 were placed on a wait list and in September, 15 people registered. For each meeting, there ended up being enough seating for all who attended including those who did not register in advance. Previously, set up at Memorial Hall for Monday evening Regular Council Meetings took place on the preceding Friday thereby occupying the space for the weekend and resulting in a loss of revenue. This practice is no longer in place, and meetings held at Memorial Hall are set up on the same day as the meeting.

There has been some discussion at the Council table regarding holding Regular Council Meetings at the Harrison Hot Springs Elementary School gym. Staff do not recommend this option due to challenges relating to audio visual equipment. Currently, the Village does not own portable audio-visual equipment. The equipment at Memorial Hall and the Village Office is permanently installed in those two locations and is not transferable to other locations. Meetings held in the school gym would not be livestreamed on Zoom or recorded for YouTube. For context, the Village typically sees 30 electronic participants on average for each meeting and 200 views per video on YouTube.

Staff are recommending that the August and September meetings be held at Memorial Hall. The Harrison Festival Society historically has rented the hall for three weeks in July, which conflicts with the Village's Regular Council Meeting day that month. For the month of July, staff are recommending that the Village hold the Regular Council Meeting at the Village Office.

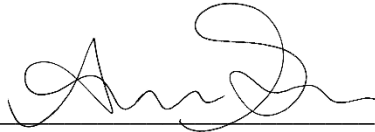
FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

POLICY CONSIDERATIONS

There are no policy considerations associated with this report.

Respectfully submitted:



Amanda Graham
Corporate Officer

Reviewed by:



Tyson Koch
Chief Administrative Officer

File No: 1855-03
Date: November 4, 2024

To: Mayor and Council
From: Christy Ovens, Community Services Manager
Subject: CEPF Grant Program Opportunities & Progress Updates

RECOMMENDATIONS

THAT staff be authorized to prepare and submit a grant application for the Community Emergency Preparedness Fund: Emergency Operations Centres Equipment and Training Stream up to a maximum of \$40,000; and

THAT staff be authorized to prepare and submit a grant application for the Community Emergency Preparedness Fund: Emergency Support Services Equipment and Training Stream up to a maximum of \$40,000.

SUMMARY

To provide an update to Council on the 2024 Community Emergency Preparedness Fund (CEPF) Grant projects and seek support to apply for the 2025 streams.

BACKGROUND

The Union of British Columbia Municipalities (UBCM) supports a variety of funding opportunities including the Community Emergency Preparedness Fund (CEPF) streams.

“An Emergency Operations Centre (EOC) is a designated facility established by an organization or jurisdiction to coordinate the overall organizational or jurisdictional response and support to an emergency response (UBCM, EOC Funding Guide)”. The Village’s designated EOC site is the upstairs room of the Fire Hall, with equipment allowing for mobile operations if needed.

Emergency Support Services (ESS) volunteers are coordinated by the Village’s Joint Emergency Program Coordinator, Ryan Chiarot. Memorial Hall is planned to be the site for ESS response if required to be activated in the community.

DISCUSSION

Emergency Operations Centres (EOC) Funding Stream:

The Village was successful in its 2024 grant application for the amount requested, \$18,524. Through this grant, Village Management staff completed several Emergency Management training courses including an in-person Emergency Operations Centres Essentials course in partnership with the District of Kent and Seabird Island. Additional emergency management

courses completed included Introduction to Emergency Management in Canada, Community Evacuations, and EOC position training. Along with these courses, grant funds supported the installation of window coverings at the EOC and EOC vests and supplies.

Emergency Support Services (ESS) Funding Stream:

The Village was successful in its 2024 grant application for the amount requested, \$9,471. This grant supported the purchase of signicade folding signs that can be utilized by the ESS team in the event of activation of the reception centre. Vests were also purchased for the ESS team to identify the volunteers upon activation. Members of the management team completed Incident Command Systems Level 100 training, and an ESS volunteer attended the 2024 NESST (Network of Emergency Support Services Teams) conference. The role of ESS was highlighted at the Emergency Management Open House and resources are currently being finalized to highlight to residents the roles and organizations that support emergency response in our community.

In discussion with the Kent Harrison Joint Emergency Program Coordinator, focuses for the Village's 2025 applications are planned to include:

- Supplies and equipment for ESS responders to utilize during mobilization which support the modernization of the ESS program as well as safety of ESS volunteers (laptops, personal protective equipment, first aid kits, etc);
- Additional EOC and Emergency Management Training Courses and applied workshops for Village staff, and wages to support training;
- Reviewing the feasibility for a portable air conditioner for the EOC; and
- Electrical upgrades at the Village Office to allow for the use of a portable generator which will support and allow business continuity in the event of a major disaster and EOC activation.

FINANCIAL CONSIDERATIONS

The Community Emergency Preparedness Fund grant streams allow for training, staff time, and emergency response supplies and equipment that would otherwise have to be funded from other sources.

POLICY CONSIDERATIONS

2023 Strategic Plan Priorities

Public Safety – To ensure and enhance public safety.

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

Respectfully submitted:



Christy Ovens
Community Services Manager

Reviewed by:



Tyson Koch
Chief Administrative Officer

Financial Considerations Reviewed by:



Scott Schultz
Chief Financial Officer, Deputy CAO



VILLAGE OF HARRISON HOT SPRINGS
BYLAW NO. 1213, 2024

A bylaw to repeal the Corporation of the Village of Harrison Hot Springs “Campground, Holiday Park, and Mobile Home Regulation Bylaw No. 481, 1988”

WHEREAS the Mayor and Council of the Village of Harrison Hot Springs has deemed it advisable to repeal the Corporation of the Village of Harrison Hot Springs “Campground, Holiday Park and Mobile Home Regulation Bylaw No. 481, 1988” as adopted July 26, 1988;

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

CITATION

1. This Bylaw may be cited for all purposes as the "**Village of Harrison Hot Springs Campground, Holiday Park, and Mobile Home Regulation Repealing Bylaw No. 1213, 2024**".

REPEAL CLAUSE

2. “Campground, Holiday Park, and Mobile Home Regulation Bylaw No. 481, 1988”, and all amendments thereto, in their entirety are hereby repealed, as of the date of this Bylaw’s adoption.

READ A FIRST TIME THIS 21st DAY OF OCTOBER, 2024.

READ A SECOND TIME THIS 21st DAY OF OCTOBER, 2024.

READ A THIRD TIME THIS 21st DAY OF OCTOBER, 2024.

ADOPTED THIS _____ DAY OF _____, 2024.

Fred Talen
Mayor

Amanda Graham
Corporate Officer