



# NOTICE OF MEETING AND AGENDA REGULAR COUNCIL MEETING

Monday, December 2, 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**

<b>1. CALL TO ORDER</b>	
Meeting called to order by Mayor Talen	
Acknowledgement of Sts'ailes traditional territory.	
<b>2. INTRODUCTION OF LATE ITEMS</b>	
<b>3. APPROVAL OF AGENDA</b>	
<b>4. ADOPTION OF COUNCIL MINUTES</b>	
(a) THAT the Regular Council Meeting Minutes of November 18, 2024 be adopted.	Page 1
(b) THAT the Special Pre-Closed Council Meeting Minutes of November 25, 2024 be adopted.	Page 9
<b>5. BUSINESS ARISING FROM THE MINUTES</b>	
<b>6. CONSENT AGENDA</b>	
i. Bylaws	
ii. Agreements	
iii. Committee/ Commission Minutes	
iv. Correspondence	(a) Letter dated November 21, 2024 from the Village of Nakusp to Minister of Health Re: BC Alert-Ready Program to Include Health Services for Notification of Emergency Room Closures Page 11
<b>7. DELEGATIONS/PETITIONS</b>	
<b>8. CORRESPONDENCE</b>	
<b>9. BUSINESS ARISING FROM CORRESPONDENCE</b>	
<b>10. REPORTS OF COUNCILLORS, COMMITTEES, COMMITTEE OF THE WHOLE AND COMMISSIONS</b>	
<b>11. REPORTS FROM MAYOR</b>	
<b>12. REPORTS FROM STAFF</b>	

<p>(a) Report of Corporate Officer dated December 2, 2024 Re: Release of Closed Meeting Resolutions</p> <p>Recommendation:</p> <p>THAT the following closed meeting resolutions from the November 25, 2024 Special Closed Council Meeting be received for information at the December 2, 2024 Regular Council Meeting:</p> <p style="padding-left: 40px;"><i>THAT Margaret Shier be appointed to the Communities in Bloom Committee; and</i></p> <p style="padding-left: 40px;"><i>THAT John De Martin and Paul Kandt be appointed to the Environmental Advisory Committee; and</i></p> <p style="padding-left: 40px;"><i>THAT Thomas Redden be appointed as Fire Inspector and Fire Investigator for the Village of Harrison Hot Springs.</i></p>	Page 13
<p>(b) Report of Corporate Officer dated December 2, 2024 Re: Amended 2025 Regular Council Meeting Schedule</p> <p>Recommendation:</p> <p>THAT Council approve the amended Regular Council Meeting Schedule for 2025.</p>	Page 15
<p>(c) Report of Corporate Officer dated December 2, 2024 Re: BC Timber Sales Operating Plan #643-9 Referral Request</p> <p>Recommendations:</p> <p>THAT the Environmental Advisory Committee be directed to develop a recommended resolution for Council to submit to the Lower Mainland Local Government Association regarding watershed management and flood risk with respect to provincial logging operations.</p>	Page 17
<p>(d) Report of Community Services Manager dated December 2, 2024 Re: Bear Smart Program</p> <p>Recommendations:</p> <p>THAT staff be directed to draft updates to Waste Collection and Disposal Bylaw No. 1172, 2022 with respect to provisions for the timeframe of placing waste containers out for collection and storage of waste bins; and</p> <p>THAT staff be directed to include seasonal Bear Smart messaging in their communications planning.</p>	Page 21

**13. BYLAWS**

(a) Report from Planning Consultant dated December 2, 2024  
Re: Draft Advisory Planning Commission Bylaw No. XXXX, 2024

Page 25

Recommendation:

THAT draft Advisory Planning Commission Bylaw No. XXXX, 2024 be referred to the Advisory Planning Commission for their input.

**14. NEW BUSINESS**

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

**16. ADJOURNMENT**



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Amanda Graham  
Corporate Officer



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

**DATE:** Monday, November 18, 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  
Community Services Manager, Christy Ovens  
Fire Chief, Curtis Genest

**ABSENT:**

**1. CALL TO ORDER**

Mayor Talen called the meeting to order at 7:01 p.m.

Mayor Talen acknowledged the traditional territory of Sts'ailes.

**2. INTRODUCTION OF LATE ITEMS**

None.

**3. APPROVAL OF AGENDA**

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the agenda be approved.

**CARRIED  
UNANIMOUSLY**  
*RC-2024-11-18*

**4. ADOPTION OF COUNCIL MINUTES**

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Public Hearing Record dated November 4, 2024 be received.

**ERRORS AND OMISSIONS**

**Amendment moved by Councillor Facio**  
**Seconded by Councillor Jackson**

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 18, 2024

THAT the Public Hearing Record be amended by adding, after Mr. Allen's remarks on page 7, that the CAO stated that the Ministry of Transportation and Infrastructure had reduced the developer's setback requirements to 2 meters.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-19

Council voted on the motion as amended.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-20

**Moved by Councillor Facio**  
**Seconded by Councillor Schweinbenz**

THAT the Regular Council Meeting Minutes of November 4, 2024 be adopted.

**ERRORS AND OMISSIONS**

**Amendment moved by Councillor Vidal**  
**Seconded by Councillor Schweinbenz**

THAT the Regular Council Meeting Minutes be amended to reflect that Councillor Vidal did not have a report for Agassiz-Harrison Healthy Communities on page 5.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-21

Council voted on the motion as amended.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-22

**Moved by Councillor Jackson**  
**Seconded by Councillor Vidal**

THAT the Special Council Meeting Minutes of November 8, 2024 be adopted.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-23

**5. BUSINESS ARISING FROM THE MINUTES**

None.

**6. CONSENT AGENDA**

- iv. (a) Email dated October 30, 2024 from Provincial Director of Child Welfare and Provincial Director of Adoption  
Re: Adoption and Permanency Awareness Month

**Moved by Councillor Jackson**  
**Seconded by Councillor Schweinbenz**

THAT the consent agenda be received.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-24

**7. DELEGATIONS/PETITIONS**

- (a) Superintendent Davy Lee, RCMP – Upper Fraser Valley Regional Detachment  
Re: Upper Fraser Valley Regional Detachment Strategic Plan

Superintendent Davy Lee provided a PowerPoint presentation on the Upper Fraser Valley Regional Detachment 2024-2027 Strategic Plan.

**8. CORRESPONDENCE**

None.

**9. BUSINESS ARISING FROM CORRESPONDENCE**

None.

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

**Councillor Facio**

- Fraser Valley Regional District Board (Municipal Director)
  - Attended a meeting on November 14, 2024
- Fraser Valley Regional Library Board (Alternate Municipal Director) – No Report
- Attended the 75<sup>th</sup> Anniversary Event at the Harrison Hot Springs Elementary School on November 15, 2024

**Councillor Vidal**

- Corrections Canada Citizen's Advisory Committee
  - Attended a meeting on November 6, 2024
- Agassiz-Harrison Healthy Communities – No Report
- Kent Harrison Joint Emergency Program Committee – No Report
- Attended a Committee of the Whole Meeting on November 8, 2024
- Attended a Lets'emot C2C Meeting on November 13, 2024

*Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 18, 2024*

**Councillor Jackson**

- Fraser Valley Regional Library Board (Municipal Director) – No Report
- Tourism Harrison – No Report
- Attended a Committee of the Whole Meeting on November 8, 2024
- Attended the 75<sup>th</sup> Anniversary Event at the Harrison Hot Springs Elementary School on November 15, 2024
- Attended the Legacy of Lightfoot Concert at Memorial Hall on November 15, 2024

**Councillor Schweinbenz**

- Agassiz-Harrison Historical Society
  - Attended a meeting on November 13, 2024
- Community Futures North Fraser Board of Directors
  - Attended a meeting on October 14, 2024
- Met with Kyle Wang from BC Timber Sales regarding forestry practices on November 11, 2024

**11. MAYOR'S REPORT**

- Met with the owner and general manager of the Harrison Hot Springs Resort, with the CAO, regarding the public hot springs on November 7, 2024
- Attended a Committee of the Whole Meeting on November 8, 2024
- Attended the Remembrance Day Ceremony at the Agassiz Cenotaph on November 11, 2024
- Attended the Chamber of Commerce Annual General Meeting at the Fraser River Lodge on November 12, 2024
- Met with a Provincial Inspector for Natural Resources investigating the public hot springs at the Resort on November 13, 2024
- Attended the Lets'emot C2C Meeting on November 13, 2024
- Attended the Fraser Valley Health Foundation Gala fundraiser on November 15, 2024

**12. REPORTS FROM STAFF**

- (a) Report of Chief Administrative Officer dated November 18, 2024  
Re: Release of Closed Meeting Resolutions

**Moved by Councillor Facio**

**Seconded by Councillor Schweinbenz**

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

*THAT staff be directed to seek a written agreement from Fraser Health outlining their commitment to providing primary care services in the Village; and*

*THAT staff be directed to seek a lease agreement for the available unit at 160 Lillooet Avenue for a term of three or four years with the option to purchase at a later date, to be funded by taxation subject to Fraser Health providing a written commitment; and*



Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 18, 2024

*THAT staff be directed to move forward with the four-office renovation plan as provided by Kurts Construction to be funded by surplus, subject to the agreements with Fraser Health and the property owner.*

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-25

- (b) Report of Community Services Manager dated November 18, 2024  
Re: Curbside Collection Contract Award

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

THAT the Community Services Manager's Report dates November 18, 2024 be received for information.

**CARRIED  
UNANIMOUSLY**  
RC-2024-11-26

- (c) Report of Community Services Manager dated November 18, 2024  
Re: 2024 Community Wildfire Resiliency Plan

**Moved by Councillor Facio**  
**Seconded by Councillor Schweinbenz**

THAT the 2024 Community Wildfire Resiliency Plan be adopted with the following amendments:

Decreasing the priority level of recommendation #18 from Moderate to Low; and

Increasing the priority level of recommendation #19 from Moderate to High; and

Updating recommendation #25 (Maintain Fire Department Training) to read 'Fire Department Training & Resources' and include in the recommendation to continue working towards the completion of a Structure Protection Unit Trailer and ensuring that fire department resources are reviewed regularly.

**Amendment moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT the motion be amended by removing the following sentence: "Decreasing the priority level of recommendation #18 from Moderate to Low".

**CARRIED**  
**OPPOSED BY MAYOR TALEN AND COUNCILLOR SCHWEINBENZ**  
RC-2024-11-27

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 18, 2024

**Amendment moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT the motion be amended by removing the following sentence: "Updating recommendation #25 (Maintain Fire Department Training) to read 'Fire Department Training & Resources' and include in the recommendation to continue working towards the completion of a Structure Protection Unit Trailer and ensuring that fire department resources are reviewed regularly".

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-11-28*

Council voted on the main motion as amended, with the final wording being:

THAT the 2024 Community Wildfire Resiliency Plan be adopted with the following amendment:

Increasing the priority level of recommendation #19 from Moderate to High.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-11-29*

**13. BYLAWS**

- (a) Report from Community Services Manager dated November 18, 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 adopted.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-11-30*

**14. NEW BUSINESS**

None.

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

Questions from the public were entertained.

Village of Harrison Hot Springs  
Minutes of the Regular Council Meeting  
November 18, 2024

**Moved by Councillor Vidal**  
**Seconded by Councillor Facio**

THAT the meeting be adjourned at 8:49 p.m.

**CARRIED**  
**UNANIMOUSLY**  
*RC-2024-11-31*

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Fred Talen  
Mayor

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Amanda Graham  
Corporate Officer

DRAFT



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

**DATE:** Monday, November 25, 2024

**TIME:** 9:00 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 9:00 a.m.  
Mayor Talen acknowledged the traditional territory of Sts'ailes.

**2. INTRODUCTION OF LATE ITEMS**

None.

**3. APPROVAL OF AGENDA**

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the agenda for the Special Pre-Closed Council Meeting of November 25, 2024 be approved.

**CARRIED  
UNANIMOUSLY**  
SC-2024-11-01

**4. ADJOURN TO SPECIAL CLOSED COUNCIL MEETING**

**Moved by Councillor Vidal**  
**Seconded by Councillor Jackson**

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  
November 25, 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)(c) - labour relations or other employee relations;
- 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)(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-2024-11-02*

**Moved by Councillor Facio**  
**Seconded by Councillor Vidal**

THAT the Special Pre-Closed Council Meeting of November 25, 2024 be adjourned at 9:03 a.m.

**CARRIED  
UNANIMOUSLY**  
*SC-2024-11-03*

\_\_\_\_\_  
Fred Talen  
Mayor

\_\_\_\_\_  
Amanda Graham  
Corporate Officer



November 21, 2024

Honourable Josie Osborne  
Minister of Health  
PO Box 9050  
STN PROV GOVT  
Victoria BC, V8W 9E2  
HLTH.Minister@gov.bc.ca

To Honorable Josie Osborne, Minister of Health,

**RE: BC Alert-Ready Program to include Health Services for notification of Emergency Room Closures**

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Citizens within our small rural community are outraged by the Health Authority's lack of communication when the Emergency Room at our local hospital unexpectedly closes. Rural communities are left in life-or-death situations when an ER is unexpectedly closed and effective notification is not issued. If our residents serviced by the Arrow Lakes Hospital arrive to find the ER closed, the next closest ER is two and a half (2.5) hours away. Knowing ahead of time the Arrow Lakes Hospital ER is closed allows people to respond appropriately in a time of crisis. Knowing they must travel to another hospital will save valuable time when it matters most.

We know we are not the only community in BC affected by sudden ER closures that occur without adequate public notice. However, we acknowledge that the province already has a tool to provide the public with the necessary notifications. The Province's Alert-Ready system can notify citizens and other emergency service providers about ER closures. This will save lives and ensure people are not wasting valuable time by travelling to an ER that is temporarily closed.

The Province's Alert-Ready program states that the alert must meet the following criteria before proceeding:

- There is a threat to human life
- The threat is immediate
- There are recommended actions that may save lives.

An emergency room closure, whether planned or unplanned, threatens human life. The threat is immediate, and there is a recommended action that can save lives.

On October 16, 2024, Council for the Village of Nakusp resolved the following R232/24:

***THAT staff be directed to write a letter to the Provincial Government requesting they include the Provincial Health Services in their Alert Ready program to communicate with the public and advise of Emergency Room closures.***



THE VILLAGE OF  
**NAKUSP**

With best regards,

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**Tom Zeleznik**  
**Village of Nakusp, Mayor**

Cc:  
Honourable Garry Begg, Minister of Public Safety and Solicitor General  
MLA Brittany Anderson  
All BC Municipalities



File No: 0560-01  
Date: December 2, 2024

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

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## RECOMMENDATION

THAT the following closed meeting resolutions from the November 25, 2024 Special Closed Council Meeting be received for information at the December 2, 2024 Regular Council Meeting:

THAT Margaret Shier be appointed to the Communities in Bloom Committee; and

THAT John De Martin and Paul Kandt be appointed to the Environmental Advisory Committee; and

THAT Thomas Redden be appointed as Fire Inspector and Fire Investigator for the Village of Harrison Hot Springs.

## SUMMARY

To release resolutions passed at the Special Closed Council Meeting held on November 25, 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 November 25, 2024 Special Closed Council Meeting.

Respectfully submitted:

Reviewed by:



Amanda Graham  
Corporate Officer



Tyson Koch  
Chief Administrative Officer



File No: 0550-01  
Date: December 2, 2024

To: Mayor and Council  
From: Amanda Graham, Corporate Officer  
Subject: Amended 2025 Regular Council Meeting Schedule

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## RECOMMENDATION

THAT Council approve the amended Regular Council Meeting Schedule for 2025.

## SUMMARY

To present an amended 2025 meeting schedule for Council's consideration.

## BACKGROUND

At the October 7, 2024 Regular Council Meeting, Council approved a 2025 Regular Council Meeting Schedule. While preparing the required public notice of the schedule, staff noted errors in the months of June and December 2025. The original schedule had meetings on June 9 and 13 and December 8 and 22, 2025. However, in accordance with the Village's Council Procedure Bylaw No. 1164, 2021, those dates should be June 2 and 16 and December 1 and 15, 2025. Additionally, at the time the schedule was prepared, the date of the Local Government Leadership Academy Forum was unknown and therefore not incorporated. Attached to this report is an amended schedule rectifying the errors and including the forum dates.

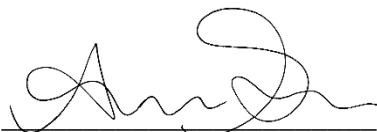
## FINANCIAL CONSIDERATIONS

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

Attachment: Amended 2025 Regular Council Meeting Schedule

VILLAGE OF HARRISON HOT SPRINGS - REGULAR COUNCIL MEETING

# 2025

## January

S	M	T	W	T	F	S
					1	2
	6	7	8	9	10	11
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

## February

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	23	24	25	26	27	28

## March

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	23	24	25	26	27	28
	30	31				

## April

S	M	T	W	T	F	S
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30		

## May

S	M	T	W	T	F	S
	4	5	6	7	8	9
	11	12	13	14	15	16
	18	19	20	21	22	23
	25	26	27	28	29	30
						31

## June

S	M	T	W	T	F	S
	1	2	3	4	5	6
	8	9	10	11	12	13
	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30				

## July

S	M	T	W	T	F	S
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30	31	

## August

S	M	T	W	T	F	S
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					

## September

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29	30			

## October

S	M	T	W	T	F	S
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

## November

S	M	T	W	T	F	S
	2	3	4	5	6	7
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	24	25	26	27	28
	30					

## December

S	M	T	W	T	F	S
	7	8	9	10	11	12
	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29	30	31		

Regular Council Meetings  
 Statutory Holidays Observed

LMLGA Conference – May 7 - 9, 2025 (Harrison Hot Springs)  
 FCM Conference – May 29 - June 1, 2025 (Ottawa)  
 LGMA Conference & AGM – June 10 - 12, 2025 (Kelowna)  
 UBCM Convention – September 22 - 26, 2025 (Victoria)  
 LGL Academy - March 12-14, 2025 (Richmond)

File No: 0400-20-02  
Date: December 2, 2024

To: Mayor and Council  
From: Amanda Graham, Corporate Officer  
Subject: BC Timber Sales Operating Plan #643-9 Referral Request

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## RECOMMENDATION

THAT the Environmental Advisory Committee be directed to develop a recommended resolution for Council to submit to the Lower Mainland Local Government Association regarding watershed management and flood risk with respect to provincial logging operations.

## SUMMARY

To provide Council with information regarding the BC Timber Sales Operating Plan #643-9.

## BACKGROUND

At the October 21, 2024 Regular Council Meeting a letter from the Ministry of Forests dated October 7, 2024 was received as correspondence. The letter included links to BC Timber Sales Operating Plan (OP) #643-9 and requested feedback within 60 days of receipt. The original email from BC Timber Sales requested comments by no later than December 7, 2024 although in subsequent conversations with them, they have advised that this deadline can be flexible if Council requires more time to consider the plan. Council referred the letter back to staff for more information.

BC Timber Sales is an organization within the BC Ministry of Forests, Lands and Natural Resource Operations responsible for managing 20% of the province's annual public timber. OP #643-9 is BC Timber Sales' proposed harvesting and road construction plan set to take place between 2024 and 2028 in the Chilliwack Natural Resource District. There are 20 cut block locations with most requiring road construction. The attached map outlines the proposed cut blocks in red. Several of the proposed cut blocks are located on the west side of Harrison Lake just north of Echo Island. Additionally, there are five locations located on the eastern side between Harrison Lake and Highway 1.

## DISCUSSION

Although these cut blocks are not located within Village boundaries, there has been some discussion by Council about watershed management with respect to forestry practices in the province. Harrison Lake is the Village's water source; however, it is unclear what impact these particular cut blocks could potentially have on Harrison Lake.

On November 26, 2024 staff discussed the operating plan and more generally, forest stewardship with staff from BC Timber Sales. Operating Plans are developed to comply with the BC Timber Sales' Forest Stewardship Plan which is informed by provincial legislation including the *Wildfire Act*, *Forest and Range Practices Act* and the *Riparian Areas Protection Act* and their associated regulations. More information on Forest Stewardship Plans can be found on the province's website. Throughout the process of developing an operating plan, various assessments may be conducted with respect to terrain stability, eco system classification, visual impact, Indigenous cultural assessment, watershed, invasive species and endangered or at-risk species. Site plans for each individual cut block can be found on BC Bid once the cut block is put up for sale. These site plans include all the assessments conducted for a particular cut block. The assessments are done specifically in order to comply with provincial legislation and regulations.

If Council's primary concern with provincial logging operations is in relation to provincial regulation, legislation or policy changes, staff recommend that this matter be referred to the Environmental Advisory Committee to assist in the development of a recommended resolution to be put forward to the Lower Mainland Local Government Association for consideration. Staff from BC Timber Sales also advised that they may be able to attend a Council or Committee meeting, or a public event such as an open house, to provide more information if required.

## FINANCIAL CONSIDERATIONS

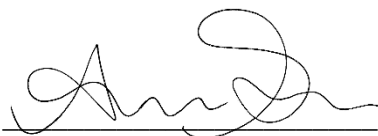
There are no financial considerations associated with this report.

## POLICY CONSIDERATIONS

### 2023 Strategic Plan Priorities

Environmental Protection – To restore and protect the environment for future generations.

Respectfully submitted:



Amanda Graham  
Corporate Officer

Reviewed by:



Tyson Koch  
Chief Administrative Officer

Attachment: BCTS Information Sharing Operating Plan #643-9 Overview Map dated September 9, 2024



**BCTS**  
BC Timber Sales  
Chinook

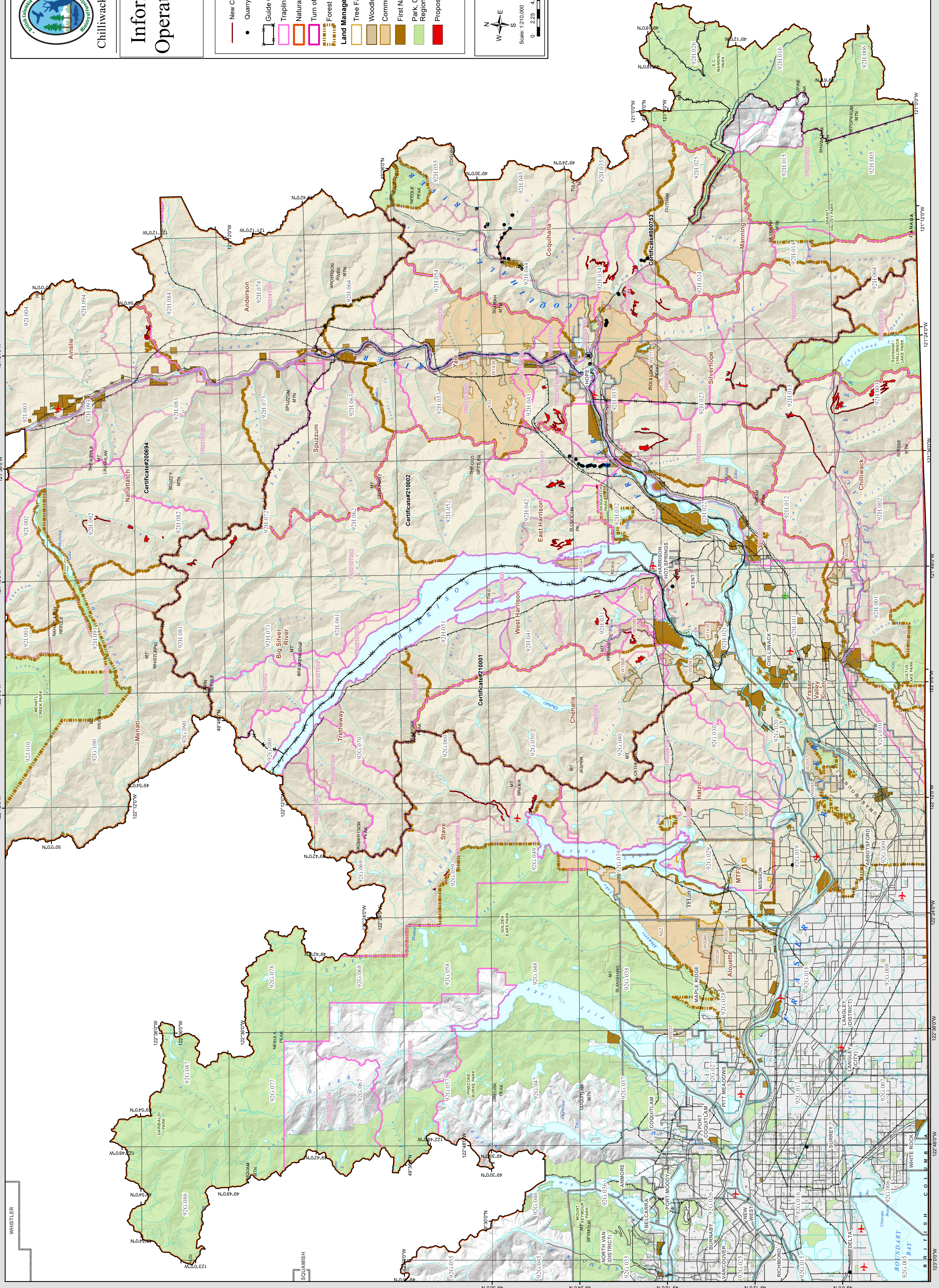
Chilliwack Natural Resource District

# Information Sharing Operating Plan #643-9 Overview

	New Construction/Proposed & Reconstruction Roads
	Quarry
	Guide Outfilter Boundary
	Trapline Boundary
	Natural Resource District
	Turn off: BCTS Operating Areas
	Forest Development Units
	<b>Land Management</b>
	Tree Farm Licence
	Woodlot
	Community Forest
	First Nation Reserve
	Park, Conservancy, Ecological Reserves and Regional Parks
	Proposed 2024-2028 cut-blocks

Produced By: BCTS Chinook  
Projection: BC Albers  
Datum: NAD83

Scale: 1:210,000  
Date: Monday, September 09, 2024







File No: 3900-01  
Date: December 2, 2024

To: Mayor and Council  
From: Christy Ovens, Community Services Manager  
Subject: Bear Smart Program

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## RECOMMENDATIONS

THAT staff be directed to draft updates to Waste Collection and Disposal Bylaw No. 1172, 2022 with respect to provisions for the timeframe of placing waste containers out for collection and storage of waste bins; and

THAT staff be directed to include seasonal Bear Smart messaging in their communications planning.

## SUMMARY

To provide background information on the Bear Smart Community Program which was designed by the Ministry of Environment and Climate Change Strategy in partnership with the BC Conservation Foundation and the Union of British Columbia Municipalities.

## BACKGROUND

At the November 1, 2024 Regular Council Meeting, the following resolutions were passed:

THAT staff investigate the adoption of Bear Smart policies for the Village; and

THAT staff engage with the District of Kent regarding the Bear Smart program.

*RC-2024-11-15*

## DISCUSSION

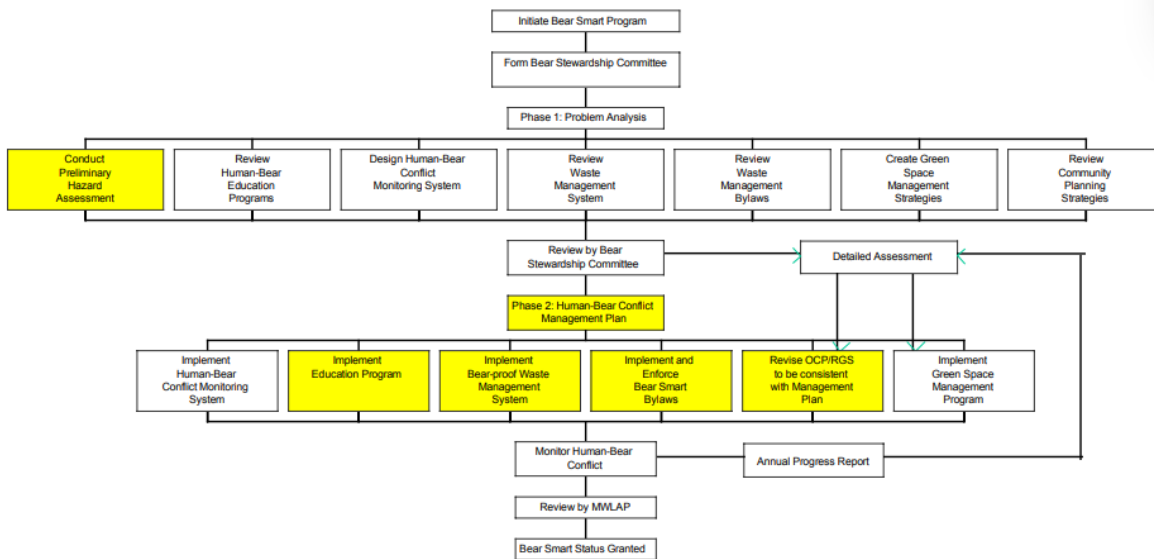
The Bear Smart Community Program is a proactive conservation initiative that encourages efforts by communities, businesses and individuals to reduce human-bear conflicts (Bear Smart Communities, British Columbia Conservation Officer Service). The Bear Smart Community Program is based on a series of established criteria which include:

- Prepare a bear hazard assessment;
- Prepare a bear / human conflict management plan;
- Revise planning and decision making documents;
- Implement a continuing education program;
- Develop and maintain a bear proof waste management system; and

- Implement Bear Smart bylaws

The below flow chart of recommended steps is located in the Bear Smart Community Program: Background Report, found on the Ministry [website](#):

*“Bear Smart” – Background Report*



**Figure 1. Flow chart of recommended steps in the process of becoming a “Bear Smart” Community. Highlighted boxes are required criteria.**

A report gathered with data from the Ministry of Environment and Climate Change ([www.thefurbearers.com](http://www.thefurbearers.com)) indicated that between 2015 – 2022 there were two bears killed by conservation officers in the Harrison Hot Springs community. Compared to other municipalities that are currently recognized as Bear Smart, these statistics demonstrate that human-bear conflict within the Village is very low. (Mission- 24, Squamish- 65, Coquitlam- 73, Whistler- 36). 2023 saw a record number of black bears killed in the province, however, no bears have been killed in Harrison Hot Springs in 2023 or 2024 to date.

Municipalities such as the City of Coquitlam have an Urban Wildlife team of staff that are working on implementing Bear Smart practices. The Fraser Valley Regional District used to have a WildSafe program in place supporting the region, but it appears that it hasn't been active the last few years. The Village does not currently have the capacity to direct a team of staff to seek to implement this program. Given the very low number of bear-human conflicts within the Village, staff do not feel that there is a need to collaborate with the District of Kent at this time.

Although implementing a full Bear Smart program is cost prohibitive and not justified by the statistics on human-bear conflicts in the area, there are still changes the Village can make to ensure that residents can continue to peacefully coexist with local wildlife. This can include

amending the Village's Waste Collection and Disposal Bylaw No. 1172 for more clarity on storage of waste bins and the time when bins can be placed at the curbside to deter animal attractants. Additionally, the Village can increase communications with respect to Bear Smart messaging on the Village's website, notice boards, social media and newsletters.

There are currently provisions within the Waste Collection and Disposal Bylaw No. 1172 requiring residents to place their waste out on collection day no later than 7:00 a.m. Staff are recommending that the language in the bylaw be clarified to ensure that containers are only put out for collection on collection day and work in additional language with respect to storage of waste bins.

Currently, under the Village's Bylaw Notice Enforcement Bylaw No. 855, any infractions of Waste Collection and Disposal Bylaw No. 1172 are subject to a \$100 fine. Staff are conducting a review of Bylaw Notice Enforcement Bylaw No. 855 in its entirety and may also recommend associated updates to the fee schedule.

### **FINANCIAL CONSIDERATIONS**

There are currently no grant funding programs in place to support the implementation of the Bear Smart Community Program. There are no financial considerations associated with the recommendations from staff in this report.

### **POLICY CONSIDERATIONS**

#### 2023 Strategic Plan Priorities

Environmental Protection – To restore and protect the environment for future generations.

Public Safety – To ensure and enhance public safety.

Respectfully submitted:



\_\_\_\_\_  
Christy Ovens  
Community Services Manager

Reviewed by:



\_\_\_\_\_  
Tyson Koch  
Chief Administrative Officer



File No: 3900-02  
Date: December 2, 2024

To: Mayor and Council  
From: Ken Cossey, Planning Consultant  
Subject: Draft Advisory Planning Commission Bylaw No. XXXX

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## RECOMMENDATION

THAT draft Advisory Planning Commission Bylaw No. XXXX be referred to the Advisory Planning Commission for their comment and input.

## SUMMARY

To refer an updated APC Bylaw to the APC.

## BACKGROUND

At the January 26, 2023 Committee of the Whole Meeting, Council directed staff to review and update all land development bylaws. As part of this process, the current Advisory Planning Commission Bylaw No. 1006, 2012 was noted as one of the many bylaws to be updated. An updated bylaw has been prepared, however, APC member comments and input are recommended before the bylaw is given first reading.

## FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

## POLICY CONSIDERATIONS

There are no policy considerations associated with this report.

Respectfully submitted:



Ken Cossey, MCIP, RPP  
Planning Consultant

Reviewed by:



Tyson Koch  
Chief Administrative Officer

Attachment: Draft APC Bylaw No. XXXX



VILLAGE OF HARRISON HOT SPRINGS  
BYLAW NO. XXXX, 2024

**A bylaw for the purpose of establishing an Advisory Planning Commission**

**WHEREAS** the Village of Harrison Hot Springs has deemed it advisable to update the current bylaw and to continue with the use of an Advisory Planning Commission;

**AND WHEREAS** Section 461(1) of the *Local Government Act*, as amended from time to time, indicates that a council may, by bylaw, establish an Advisory Planning Commission;

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

**1.0 ADMINISTRATION**

**1.1 Title**

- a) This Bylaw may be cited for all purposes as the “*Village of Harrison Hot Springs Advisory Planning Commission Bylaw No. XXXX, 202X.*”

**1.2 Purpose**

- a) The Advisory Planning Commission has been created to advise the Council on various land use planning matters referred to the Commission by the Council; and
- b) any other land use issue as referred by Council from time to time.

**1.3 Definitions**

- a) Unless otherwise defined below, the definitions in this Bylaw have the same meaning as outlined in the *Village of Harrison Hot Springs Zoning Bylaw No. 1115, 2017*, as amended from time to time;
- b) In this Bylaw the following definitions also apply:

**Chair**

means the Commission Member selected as Chair in accordance section 8(a) of this Bylaw

**Commission**

means the Advisory Planning Commission

### **Commission Member**

means an individual appointed to the Commission by Council in accordance with section 2(b) of this Bylaw

### **Corporate Officer**

means the Corporate Officer for the Village or their designate, appointed under section 148 of the *Community Charter*

## **1.4 Severability**

- a) If any section, subsection, sentence, paragraph, schedule or form forming part of this Bylaw is for any reason held to be invalid by the decision of any Court of competent jurisdiction, the section, subsection, sentence, paragraph, schedule or form may be severed from the Bylaw without affecting the validity of the Bylaw or any portion of the Bylaw remaining or any remaining forms.

## **2.0 APPOINTMENT TO THE ADVISORY PLANNING COMMISSION**

- a) Council may request that the Chief Administrative Officer to post a call for individuals to apply for any vacant position on the Commission.
- b) Council may, by resolution, appoint up to seven (7) members ~~and the Chair~~ to the Commission ~~who must serve without remuneration~~.
- c) The members of the Commission will serve without remuneration but may be remunerated for out-of-pocket expenses with the approval of Council.
- d) The appointment of the ~~respective Commission Members~~ ~~Commissioners~~ remains in effect until revoked by Council or if the Commission member ~~Commissioner~~ resigns or is unable to serve.
- e) Council ~~shall~~ ~~must~~ not appoint to the Commission any person as a member:
  - (i) who is an ~~elected representative~~ Council member of the Village of Harrison Hot Springs ~~or is a regional director of the Fraser Valley Regional District Board~~;
  - (ii) an employee or officer of the Village of Harrison Hot Springs; or
  - (iii) the Approving Officer of the Village of Harrison Hot Springs.

## **3.0 ADVISORY PLANNING COMMISSION ATTENDENCE TO MEETINGS**

- a) If a Commission Member fails to attend two consecutive meetings of the Commission without leave of the Chair, the Commission Member ~~shall~~ ~~must~~ be deemed to have resigned and Council ~~shall~~ ~~must~~ appoint a replacement.
- b) A Commission Member may apply for leave from the Chair with respect to their non-attendance at a Commission meeting by notifying the Chair, within one week ~~from~~ ~~of~~ the date of the meeting for which leave is sought, setting forth grounds for their non-attendance.

- c) Where a member fails to apply for leave as set forth in sub-section (b) above (e)(ii) the non-attendance shall must be deemed to be without leave and shall must be noted as such in the minutes of the meeting.

#### 4.0 STAFF SUPPORT

- a) The Chief Administrative Officer and other staff approved by the Chief Administrative Officer may attend Commission meetings as a liaison and provide technical advice as required.
- b) The Chief Administrative Officer must ensure that there is a staff member responsible for providing administrative support for the Commission including:
- (i) organizing and preparing meeting agendas;
  - (ii) providing notice of and distributing the agenda to Commission Members;
  - (iii) presenting technical information to the Commission relevant to the subject matter on the agenda; and
  - (iv) record the minutes of all meetings and forward to the Corporate Officer for inclusion on the Council Agenda.

~~2. The Harrison Hot Springs Advisory Planning Commission does not have delegated authority and is advisory to Council on:~~

- ~~(a) Official Community Plan, and proposed amendments~~
- ~~(b) Zoning Bylaw and proposed amendments~~
- ~~(c) Neighbourhood plans~~
- ~~(d) Land use policy issues; and~~
- ~~(e) any other land use issue as referred by Council from time to time. (Addressed in s 1.2 above)~~

~~3. The Commission must consider and report on all matters referred to it by the Council. (Already implied in the referral sent to the Commission)~~

~~4. The Commission must report to the Council within the time designated by the Council. If the report is not provided within the time designated then the Council may:~~

- ~~(a) extend the time within which the report is to be provided; or~~
- ~~(b) determine the matter without the report (Already addressed in the Development Procedures Bylaw – 21 days and can be extended another 30 days)~~

~~5. In complying with the request of the Council for recommendations under Section 3, and in the general execution of its duties, the Commission must have as its objective the systematic and orderly growth of the Village for the ultimate benefit of the community. (Cannot tell or direct the Commission members to vote a certain way)~~

#### 5.0 COMMISSION MEETINGS

- a) The Commission shall must set its regular meeting dates and meeting times.



- b) In addition to regular meetings, the Commission may meet at any time at the call of its Chair to consider matters.
- c) Whenever the regularly scheduled meeting of the Commission falls ~~upon~~ on a statutory holiday the Commission ~~shall~~ must meet on the next following day ~~which is not a holiday~~.
- d) The Commission ~~shall~~ must hold its meetings at the ~~Municipal Village Office, Harrison Hot Springs,~~ unless otherwise duly directed by its Chair.
- e) The Commission ~~shall~~ must keep minutes of its proceedings and must read and adopt the minutes of each meeting at the next following meeting.
- f) The Commission ~~shall~~ must communicate its recommendation to the Council in writing.
- g) The Commission ~~shall~~ must decide all questions by a majority vote of those members present.
- h) All points of procedure not provided for in this bylaw must be decided in accordance with the provisions of the Village of Harrison Hot Springs Council Procedure Bylaw No. 1164, 2021, ~~as amended or replaced from time to time~~.
- i) Four members ~~shall~~ constitutes a quorum of the Commission.

## 6.0 SELECTION OF A CHAIR AND A MEETING CHAIR

- a) ~~At the initial meeting of the Commission, the members must select a Commission Chair by resolution.~~
- b) If the Chair ~~person~~ is absent from a meeting, the members present must choose a temporary Chair ~~person~~ who ~~shall~~ must preside at that meeting.

## 7.0 DUTIES OF THE CHAIR

- a) The Chair ~~shall~~ must maintain order at all times.
- b) The Chair ~~shall~~ must determine all points of order as they arise.
- c) The Chair ~~shall~~ must have the same right of vote as the other members of the Commission and in case of equality of the votes for or against a question, the question must be negated and the Chair must so declare.

~~10. The Commission must keep minutes of its proceedings and must read and adopt the minutes of each meeting at the next following meeting.~~

~~11. The Commission must communicate its recommendation to the Council in writing.~~

~~12. The Commission must decide all questions by a majority vote of those members present.~~

~~13. All points of procedure not provided for in this bylaw must be decided in accordance with the provisions of the Village of Harrison Hot Springs Council Procedure Bylaw.~~

## 8.0 REPEAL

a) The Village of Harrison Hot Springs Bylaw No. 1006, 2012 is hereby repealed, effective the date of the adoption of this Bylaw.

**10.0 EFFECTIVE DATE**

This Bylaw takes effect upon the date of its adoption by Council.

READ A FIRST TIME THIS \_\_\_ DAY OF \_\_\_\_, 202X

READ A SECOND THIS \_\_\_ DAY OF \_\_\_\_, 202X

READ A THIRD TIME THIS \_\_\_ DAY OF \_\_\_\_, 202X

ADOPTED THIS \_\_\_ DAY OF \_\_\_\_, 202X

\_\_\_\_\_

Mayor

\_\_\_\_\_

Corporate Officer

DRAFT