

VILLAGE OF RADIUM HOT SPRINGS

AGENDA

REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

7:30 PM, WEDNESDAY, SEPTEMBER 7TH, 2022

7pm - Public Hearing for Zoning Bylaw No. 480, 2022

Zoom info: <https://zoom.us/>

Meeting ID: 882 123 4110

Passcode: Radium

Dial in: 1-204-272-7920

Meeting ID: 882 123 4110

Passcode: 600461

PRESENT:

1. ORDER:

LAND ACKNOWLEDGEMENT:

2. ADDITIONS TO AGENDA:

3. MINUTES:

- a) Adoption of Minutes from Regular Council Meeting held on August 10th, 2022

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Regular Council Meeting minutes from August 10th, 2022, as presented.

- b) Adoption of Minutes from Special Council Meeting held on August 24th, 2022

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Special Council Meeting minutes from August 24th, 2022, as presented.

4. DELEGATIONS:

5. COMMITTEE REPORTS:

6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:

- a) **Report to Council** – CAO Bergles – Fair Compensation Policy

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Fair Compensation Policy, as presented

7. BYLAWS:

- a) **Report to Council** - CAO Bergles – Bylaw No. 480, 2022 – Zoning Bylaw – Bylaw (Attachment “A” - online version can be found here:

<https://radiumhotsprings.ca/2022/08/24/draft-zoning-bylaw/>

Recommended Resolution:

That Council gives third reading to Zoning Bylaw No. 480, 2022, as presented

- b) **Report to Council** – CAO Bergles – Bylaw No. 481, 2022 Revitalization Tax Exemption Program Bylaw

Recommended Resolution:

That Council gives second and third readings to “*Revitalization Tax Exemption Program Bylaw No. 481, 2022*”, as presented.

- c) **Report to Council** – CAO Bergles – Bylaw No. 482, 2022 Council Remuneration Bylaw

Recommended Resolution:

That Council adopts “*Council Remuneration Bylaw No. 482, 2022*”, as presented.

8. MISCELLANEOUS CORRESPONDENCE & REPORTS:

9. NEW BUSINESS:

- a) **Report to Council** – CAO Bergles – Financial Sustainability Policy

Recommended Resolution:

That the Village of Radium Hot Springs Council adopts the Financial Sustainability Policy, as presented

10. ROUNDTABLE:

11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

12. ADJOURNMENT:

VILLAGE OF RADIUM HOT SPRINGS

MINUTES

REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

WEDNESDAY, AUGUST 10TH, 2022 at 7:30pm

COUNCIL PRESENT: Mayor Reinhardt, Councillors Logan, McCauley, Gray, Shudra

STAFF PRESENT: CAO Adrian Bergles, CO Jill Logan, CFO Karen Sharp, Bylaw Officer Kent Kebe

PUBLIC PRESENT: 5 in the gallery, 1 virtually on Zoom

1. ORDER: Mayor Reinhardt brought the meeting to order at 7:30 p.m.

LAND ACKNOWLEDGEMENT:

Mayor Reinhardt acknowledged the First Nation’s heritage for the lands upon which this meeting is being held.

2. ADDITIONS TO AGENDA:

Resolved, that we amend the Agenda as follows:

- a) Item 6a) – Fair Compensation Policy – tabled to a future meeting.
- b) Item 11 – Notice of Committee, Special & Closed Meetings – add that we go ‘in camera’ under s.90.1 of the *Community Charter* to discuss employee relations.

(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried.

Resolved, to accept the Agenda as amended.

(Moved by Councillor McCauley, Seconded by Councillor Logan) Carried.

3. MINUTES:

- a) Resolved, that the Village of Radium Hot Springs Council adopts the Regular Council Meeting minutes from July 13th, 2022, as presented.

(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried

4. DELEGATIONS:

- a) Sgt. Darren Kakuno presented his quarterly report, highlighting calls to Radium, detachment priorities and employee wellness.
- b) Jon Large and Kelsey Eade – Parks Canada Fire & Vegetation Specialist, discussed the upcoming Redstreak Mountain prescribed burn which could occur between August 15 and late October, if conditions are favourable.

5. COMMITTEE REPORTS:

6. UNFINISHED BUSINESS / BUSINESS ARISING FROM THE MINUTES:

Resolved:

- a) That the Village of Radium Hot Springs Council tables the Fair Compensation Policy until a future date.
(Moved by Councillor Gray, Seconded by Councillor Shudra) Carried
- b) That the Village of Radium Hot Springs Council directs staff to work with Alberta Conservation Association and the BC Ministry of Forests, Lands & Natural Resources, to live trap up to 75% of the resident wild turkey population, and transport same to Alberta.
(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried

7. BYLAWS

Resolved:

- a) That Council gives first reading to “*Revitalization Tax Exemption Program Bylaw No. 481, 2022*”, as amended, and instructs staff to provide public notice as required by legislation.
(Moved by Councillor Gray, Seconded by Councillor Shudra) Carried
Opposed: Councillor McCauley
- b) That Council gives three readings to “*Council Remuneration Bylaw No. 482, 2022*”, as amended.
(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried
Opposed: Councillor Shudra

8. MISCELLANEOUS CORRESPONDENCE & REPORTS:

Resolved:

- a) That the July 22nd correspondence from the Regional District of Nanaimo, requesting support for its UBCM resolution regarding modernization of the *Local Government Act*, be received for information
(Moved by Councillor Gray, Seconded by Councillor Logan) Carried

- b) That Council receives the Semi-Annual Finance Department Report, as presented, for information.
(Moved by Councillor Gray, Seconded by Councillor Logan) Carried

9. NEW BUSINESS:

Resolved:

- a) That Council cancels the September 14th Regular Council Meeting and sets September 7th, 2022 as the alternate September Regular Council Meeting and the Public Hearing at 7:00pm, for Village of Radium Hot Springs Zoning Bylaw No. 480, 2022.
(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried

10. ROUNDTABLE:

- Councillor Logan commented that the newly purchased chipper for the Community Garden is working well.
- Councillor McCauley expressed his safety concerns regarding the crosswalk from St. Joseph’s to Main St. East. Staff will follow up with the Ministry of Transportation regarding his concerns.
- Councillor Gray commended public works staff and the fire department for their quick response to the wildland fire adjacent to Ridge Road.
- Mayor Reinhardt met with the new Columbia Basin Trust representative for the area and commented on a new grant funding initiative for electric vehicles.
- Pioneer reporter Steve Hubrecht asked for clarification on Radium’s turkey issues.

11. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

Resolved that we go ‘in camera’ to discuss employee relations under Section 90.1 of the *Community Charter*.
(Moved by Councillor Gray, Seconded by Councillor McCauley) Carried.

12. ADJOURNMENT at 9:06pm

HEREBY CERTIFIED CORRECT:

Mayor Clara Reinhardt

Corporate Officer Jill Logan

VILLAGE OF RADIUM HOT SPRINGS

MINUTES

SPECIAL COUNCIL MEETING

COUNCIL CHAMBERS

WEDNESDAY, AUGUST 24TH, 2022 at 8:00AM

COUNCIL PRESENT: Mayor Reinhardt, Councillors Logan, Gray, McCauley and Shudra

STAFF PRESENT: CAO Adrian Bergles, Corporate Officer Jill Logan

PUBLIC PRESENT: 0

1. ORDER: Mayor Reinhardt brought the meeting to order at 8:00am.

LAND ACKNOWLEDGEMENT:

Mayor Reinhardt acknowledged the First Nation’s heritage for the lands upon which this meeting is being held.

2. ADDITIONS TO AGENDA:

Resolved, that there are no additions to the Agenda.

(Moved by Councillor Gray, Seconded by Councillor Logan)

Carried

3. NEW BUSINESS:

None

4. NOTICE OF COMMITTEE, SPECIAL & CLOSED MEETINGS:

Resolved to go ‘in camera’ to discuss personnel matters under Section 90.1 (a) of the *Community Charter*.

(Moved by Councillor Gray, Seconded by Councillor McCauley)

Carried

ADJOURNMENT: 8:01 a.m.

HEREBY CERTIFIED CORRECT:

Mayor Reinhardt

Corporate Officer Jill Logan

Meeting Type and Date: Meeting – September 7th, 2022
From: Adrian Bergles, Chief Administrative Officer
Prepared By: Adrian Bergles, Chief Administrative Officer
Subject: Fair Compensation Policy

Recommendation: That the Village of Radium Hot Springs adopt the Fair Compensation Policy, as presented.

Request for Decision ☒ **Department Report** ☐ **Information Report** ☐

Implications of Recommendation:

Asset Management: N
Financial: Y: Wages
OCP: N
Policy: Y: Policy Development
Strategic Plan: N

SUMMARY INFORMATION

This Fair Compensation Policy was first brought to Council at the July 13th Regular Council Meeting. After review, Council instructed staff to revise the policy.

A revised Fair Compensation Policy is presented for Council’s consideration. The intent per the policy draft is:

“The Village of Radium Hot Springs desires to remunerate all staff fairly and at a comparable wage to other municipal governments in the region. To this end annual wage analysis and, potentially, adjustments are necessary.”

To achieve this, the policy stipulates that cost of living adjustments will be made using the 12-month average index BC CPI information from BC Stats.

Further an annual wage review will be undertaken for all positions within the organization with the intention of having Village of Radium staff positions paid at a range between 90% and 110% of the Positional Average Wage for equivalent positions in other East Kootenay small municipalities -- per a methodology as defined in the policy.

OPTIONS FOR COUNCIL

- a) Adopt the Fair Compensation Policy as presented (recommended)
- b) Table and suggest additional changes to the Fair Compensation Policy which can be brought back at a future meeting
- c) Table the Fair Compensation policy and end discussion

Respectfully submitted:

Adrian Bergles
Chief Administrative Officer

Fair Compensation Policy

Intent

The Village of Radium Hot Springs desires to remunerate all staff fairly and at a comparable wage to other municipal governments in the region. To this end annual wage analysis and, potentially, adjustments are necessary.

Further, to recognize and incent strong performance, and retain key staff, the Village intends to compensate its staff members at a range between 90% and 110% of the Positional Average Wage for a given position.

Policy

Positional Average Wage

The Positional Average Wage shall be established as follows:

Using the best information available (Statements of Financial Information, CivicStats, etc.) wage rates for comparable positions from across small communities in the East Kootenays (Golden, Radium, Invermere, Canal Flats, Kimberley, Fernie, Elkford, and Sparwood) will be tabulated. The lowest and highest available figures will be removed from the calculation, as will figures for Radium Hot Springs. The resulting mean indicates the Positional Average Wage (hourly or salary, whatever the case may be) for that position across the East Kootenay Region.

Wage Review

Annually a wage review will be done for each staff position within the Village. In addition, performance evaluations will be carried out for all permanent staff members by the CAO or designate with cooperation and input from department managers.

It is the intention of the Village to compensate its staff – including the CAO – at a range between 90% and 110% of the Positional Average Wage for a given position. Factors determining precise pay rates will be: job performance; duration of tenure with the organization; level of that employee’s education / certifications relevant to the position; organizational suitability; and other factors as identified in performance evaluations.

The exact wage for each staff member is determined by the CAO following a performance evaluation each year.

Cost of Living Adjustment

Each December the most recent available annual BC consumer price index information -- typically from October of that year -- will be collected from the Province of British Columbia (BC Stats). Using the latest 12-month average index for the period ending October 31 of that year, a corresponding percentage cost of living adjustment will be made to wages of all current employees -- including Village of Radium Hot Springs Fire Brigade volunteers and library staff.

In the unlikely event that the latest 12-month average index is a negative number, no cost-of-living adjustment will be made to Village employees' salaries.

* The Annual Cost of Living Policy (December 10, 2003) is hereby repealed

Meeting Type and Date: Regular Council Meeting – September 7, 2022

From: Adrian Bergles, Chief Administrative Officer

Prepared By: Nancy Henderson, Senior Local Government Advisor, Urban Systems Ltd.

Subject: Comprehensive Zoning Bylaw Review

Recommendation: THAT Village of Radium Hot Springs Zoning Bylaw No. 480, 2022 be given third reading. (Attachment “A”).

Request for Decision X

Department Report ☐

Information Report ☐

Implications of Recommendation:

Asset Management: N

Financial: N

OCP: N

Policy: Y: Comprehensive Zoning Bylaw Review

Strategic Plan: N

SUMMARY INFORMATION

A new draft zoning bylaw is presented for Council’s consideration and attached to this report as Zoning Bylaw No. 480, 2022 (Appendix A). The bylaw is the result of a comprehensive review and consultation process geared towards achieving a modern and user-friendly update of the current Zoning Bylaw No. 338, 2007.

Revisions Following First and Second Council Reading

Zoning Bylaw No. 480, 2022 received first and second Council reading on July 13, 2022. Additional comments on the Zoning Bylaw were received following first and second reading. Based on the minor nature of the comments, amendments have been made to the Bylaw prior to third Council reading. The following is a summary of the revisions to the Zoning Bylaw. Detailed revisions to the relevant sections of the Zoning Bylaw are included in the Public Hearing Report.

1. Prohibited Uses in Home Occupations - Cannabis Retail Stores

- Added *Cannabis Retail Stores* as a prohibited use in *Home Occupations, Minor* (S. 3.8.2) and *Home Occupations, Major* (S. 3.9.4).

2. Institutional Uses – Daycare in P1 and C1 Zones

- Added *Childcare, Major* as a permitted use in Public Institutional (P1) and Highway Commercial (C1) zones accommodate additional daycare options in the community.

3. Assisted Living Residence Definition

- Amended the definition of *Assisted Living Residence* to broaden the definition and to not preclude a higher level of care by limiting the definition to only accommodate those who can live independently.
-

4. RTA – Residential Tourist Accommodation

- Updated the abbreviation of the Residential Tourist Accommodation from RTA to RTA1.

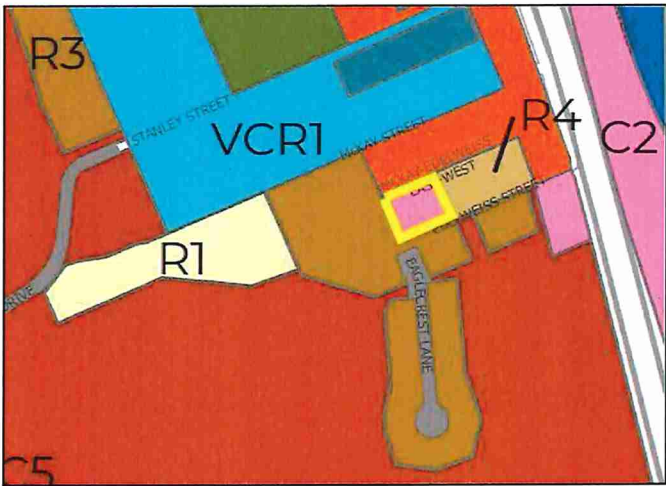
5. Zoning Map Revision

- Revised the zoning designation for the parcels legally describe as:
 - LOT 6 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852
 - LOT 5 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852
 - LOT 4 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852
 - LOT 3 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852
 - LOT 2 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852
 - LOT 1 DISTRICT LOT 2580 KOOTENAY DISTRICT PLAN EPP67852

from C2 – Pedestrian Commercial/Residential to R3 – Multiple Unit Residential Three to align with the existing residential uses. The maps below illustrate the location of the parcels (highlighted in yellow) and zoning designation update.

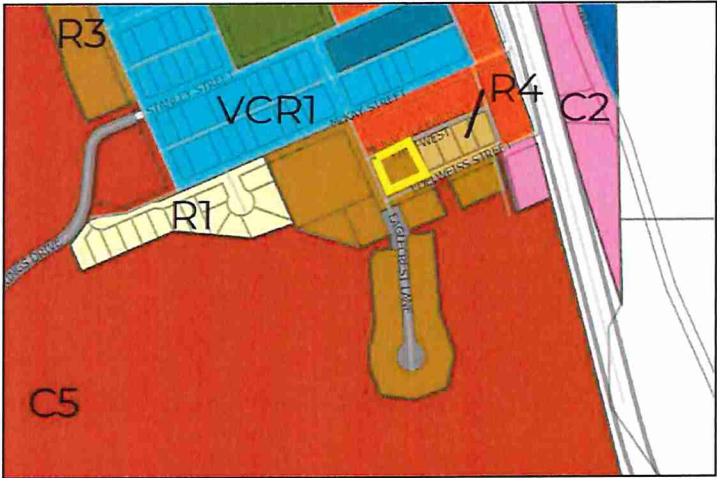
Draft Zoning Map (July 29)





















Subject parcels zoned C2 – Pedestrian Commercial/Residential



Revised Draft Zoning Map (August 22)

Subject parcels zoned R3 – Multiple Unit Residential Three



Legend	
	AR - Agricultural and Rural Residential
	C1 - Highway Commercial
	C2 - Pedestrian Commercial/Residential
	C4 - Recreation Vehicle Park
	C5 - Golf Course
	I1 - Light Industrial
	I2 - Heavy Industrial
	P1 - Public Institutional
	P2 - Parks and Open Space
	R1 - Single Detached Residential
	R1(MH) - Single Detatched Residential, MH
	R2 - Two Unit Residential
	R3 - Multiple Unit Residential Three
	R4 - Multiple Unit Residential Four
	RTA1 - Residential Tourist Accommodation
	VCR1 - Village Core Mixed Residential
	VCR2 - Village Core Infill Residential
	VCR3 - Village Core Multiple Unit Residential
	PR - Private Road
	RPE - Road Path or Easement

Public Hearing

A Public Hearing was held on September 7, 2022 for public review.

NEXT STEPS

Staff direct Council to send Zoning Bylaw 480, 2022 to the Ministry of Transportation and Infrastructure (MOTI) for approval.

CONCLUSION

In conclusion, drafting Zoning Bylaw No. 480 included a comprehensive internal and technical review process, consideration of best practices, and extensive consultation with the public and stakeholders. Staff support the bylaw and advise Council to proceed as outlined in the recommendation.

OPTIONS FOR COUNCIL

- a) Read the bylaw as presented and direct staff to deliver Zoning Bylaw 480, 2022 to the Ministry of Transportation and Infrastructure (MOTI) for approval (recommended)
- b) Defer bylaw reading and refer draft bylaw back to staff for additional information

Respectfully submitted:

Adrian Bergles
Chief Administrative Officer

Meeting Type and Date:

Meeting – September 7th, 2022

From:

Adrian Bergles, Chief Administrative Officer

Prepared By:

Adrian Bergles, Chief Administrative Officer

Subject:

Revitalization Tax Incentive Bylaw

Recommendation:

THAT Council of the Village of Radium Hot Springs gives second and third readings of the Village of Radium Hot Springs Revitalization Tax Exemption Program Bylaw No. 481, 2022

Request for Decision ☒

Department Report ☐

Information Report ☐

Implications of Recommendation:

Asset Management: N

Financial: Y: Municipal Taxation

OCP: N

Policy: Y: Bylaw

Strategic Plan: N

SUMMARY INFORMATION

Changes since first reading on August 10, 2022:

1. Added a sunset clause – section 5.3 – the bylaw expires on December 31st, 2032 – Any Tax exemptions in effect on this date will continue until they lapse.
2. Removed any reference to renovation costs – clause 7.5 (b) – the incentive will be for new construction only with a minimum value \geq \$100,000.
3. Under clause 4.1 - Definitions - Remediation Costs (b) – added *‘incurred after February 1, 2021’* – this is the date the new provincial legislation came into effect regarding contaminated sites. This meets the intent of the bylaw: to incent development of lands that now need an environmental certificate of compliance, which came into effect on Feb. 1, 2021.

The public notice that Council was considering this bylaw – as is required for Taxation Revitalization Bylaws -- was advertised in the August 25th and September 1st editions of the CV Pioneer, as per S. 94 of the *Community Charter*.

OPTIONS FOR COUNCIL

- a) Give second and third readings to the bylaw (recommended)
- b) Table the bylaw

Respectfully submitted:

Adrian Bergles, CAO

Village of Radium Hot Springs

Bylaw No. 481, 2022

A bylaw to establish a revitalization tax exemption program

WHEREAS Council may, by bylaw, establish a revitalization tax exemption program to encourage community revitalization to achieve a range of economic and environmental objectives, pursuant to the *Community Charter*;

AND WHEREAS Council has given notice of the proposed bylaw in accordance with the *Community Charter*;

NOW THEREFORE the Council of the Village of Radium Hot Springs, in an open meeting, enacts as follows:

1. CITATION

This bylaw may be cited as “**Village of Radium Hot Springs Revitalization Tax Exemption Program Bylaw No. 481, 2022**”.

2. SEVERABILITY

If any part, section, subsection, clause, or sub clause of this bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

3. ADMINISTRATION

The Chief Administrative Officer, or designate, is authorized to administer this bylaw.

4. DEFINITIONS

4.1 In this bylaw:

“Brownfield Redevelopment” means the construction of a commercial or residential development on a Parcel when preceded by the submission of a site disclosure statement by the Parcel owner declaring a prior *Environmental Management Act Contaminated Sites Regulation* Schedule 2 use *and* the issuance of a certificate of compliance for the Parcel by the director of contaminated sites under the *Environmental Management Act*.

“Building Permit Value” means the Construction Value as stated on a printed building permit.

“Exemption Certificate” means a revitalization tax exemption certificate issued by the Village under this bylaw in respect of an eligible Parcel.

“Municipal Property Tax” means the property taxes Council has imposed pursuant to the Village of Radium Hot Springs annual tax rates bylaw for the applicable taxation year.

“Non-Market Change” means the change, as determined by the British Columbia Assessment Authority under the *Assessment Act*, to the improvements portion of a parcel’s assessed value after issuance of a building permit for construction that is eligible under part 7 of this bylaw and is not due to real estate market fluctuations or conditions.

“Occupancy Permit” means an occupancy permit as defined under the *Village of Radium Hot Springs Building and Plumbing Bylaw No. 392, 2013*.

“Parcel” means a lot, block, or other area in which land is held, or into which land is subdivided, of which at least 50% of the area is within the Brownfield Redevelopment Investment Incentive Area (as outlined on Schedule “A” which is attached to and forms part of this bylaw).

“Program” means the initiative established by the *Village of Radium Hot Springs Revitalization Tax Exemption Program Bylaw No. 481, 2022*.

“Project” means an eligible Brownfield Redevelopment as outlined in part 7 of this bylaw and does not include any construction that is outside the scope of this bylaw.

“Remediation Costs” means costs which are:

- (a) for activities necessary to obtain a certificate of compliance under the *Environmental Management Act* including costs for assessments, ministry fees, and remediation; and

- (b) incurred after February 1, 2021.

“Tax Exemption” means a revitalization tax exemption pursuant to this bylaw.

“Village” means the Corporation of the Village of Radium Hot Springs.

5. ESTABLISHMENT OF A REVITALIZATION TAX EXEMPTION PROGRAM

5.1 Pursuant to the *Community Charter* there is hereby established the Brownfield Redevelopment Investment Incentive Area as outlined on Schedule “A”, which is attached to and forms part of this bylaw. Schedule “A” is a representation of the Village of Radium Hot Springs Brownfield Redevelopment Investment Incentive Area.

5.2 Pursuant to the *Community Charter* there is hereby established a revitalization tax exemption Program for the Brownfield Redevelopment Investment Incentive Area, providing a Tax Exemption for Parcels with Projects meeting Program requirements.

5.3 Subject to section 5.2, this bylaw expires on December 31, 2032.

5.4 Subject to section 5.3, any Tax Exemption in effect on the date of expiry of this bylaw will remain in effect for the duration of the term specified on the Exemption Certificate.

6. PROGRAM REASONS AND OBJECTIVES

6.1 A Program is hereby established to encourage Brownfield Redevelopment.

7. ELIGIBLE PROJECTS

7.1 The Project must be situated on a Parcel within the Brownfield Redevelopment Investment Incentive Area.

7.2 A building permit must have an issue date no earlier than that the date of adoption of this bylaw.

7.3 The Parcel owner must have been issued an Occupancy Permit in respect to the Project.

7.4 The Project must meet all program criteria and comply with all applicable land use and other Village of Radium Hot Springs regulations.

7.5 The Project must be one or more of the following types:

- (a) New construction with a Building Permit Value greater than or equal to \$100,000.

8. TAX EXEMPTION

8.1 The terms and conditions upon which an Exemption Certificate may be issued are as set out in this bylaw. The Application for Tax Exemption (as shown in Schedule "B") and the Exemption Certificate (as shown in Schedule "C") are attached to, and form part of, this bylaw.

8.2 An Exemption Certificate shall apply to a Parcel after the following conditions are met:

- (a) The owner of the Parcel has met all applicable provisions of this bylaw;
- (b) All property taxes, including penalties and interest, due and owing in respect to the Parcel must be fully paid;
- (c) The owner has provided a copy of the certificate of compliance issued by the director of contaminated sites under the *Environmental Management Act* for the Parcel for which the owner is seeking a Tax Exemption;
- (d) The owner has provided receipts and other financial statements to provide evidence of payment of Remediation Costs on the Parcel for which the owner is seeking a Tax

Exemption;

(e) The owner has made an Application for Tax Exemption and an Exemption Certificate has been issued for the Parcel by the Village; and

(f) The owner of the Parcel has met all terms and conditions as set out in this bylaw.

8.3 The Tax Exemption is equivalent to 100% of the Municipal Property Tax payable on the amount of Non-Market Change attributed to the Project, as specified in Part 7 of this bylaw and where all conditions as stated in Part 8 of this bylaw have been met for a total of seven (7) calendar years.

8.4 For a Tax Exemption to commence in any given year, an owner must submit an Application for Tax Exemption to the Village of Radium Hot Springs by July 1st of the preceding year.

8.5 An Exemption Certificate may be revoked and Tax Exemption terminated if:

(a) The owner breaches any covenant, condition, or obligation as set out in the Exemption Certificate;

(b) The Parcel is put to any use that is not permitted or fails to meet any of the Project eligibility requirements as outlined in Part 7 of this bylaw;

(c) The owner breaches:

1. Any enactments, laws, statutes, regulations, or orders by any authority having jurisdiction, including bylaws of the Village; or

2. Any federal, provincial, or municipal environmental licences, permits, or approvals.

8.6 If a Parcel that has benefitted from a Tax Exemption has its Exemption Certificate revoked all Municipal Property Taxes which were exempted in respect of that Parcel shall be repaid, plus interest, as if those Municipal Property Taxes had never been exempted and the collector shall add those Municipal Property Taxes to the roll for that Parcel.

9. EXTENT OF TAX EXEMPTIONS

9.1 Notwithstanding anything in this bylaw, if further improvements are made to a property during the term of a Tax Exemption, those further improvements are not eligible for another Tax Exemption under this bylaw.

9.2 Parcels for which a site disclosure statement has been submitted to the relevant authority and no certificate of compliance has been issued for the Parcel by the director of contaminated sites under the *Environmental Management Act*, for any reason, are not eligible for a Tax Exemption under this bylaw.

READ A FIRST TIME this 10TH day of August, 2022

READ A SECOND AND THIRD TIME THIS _____ day of September, 2022

RECONSIDERED AND ADOPTED this _____ day of September, 2022.

Mayor Clara Reinhardt

Corporate Officer Jill Logan

Hereby certified a true copy of the Village of Radium Hot Springs Revitalization Tax Exemption Program Bylaw No. 481, 2022:

Corporate Officer Jill Logan

Schedule “A”

Revitalization Tax Exemption Program Bylaw No. 481, 2022

Brownfield Redevelopment Investment Incentive Area

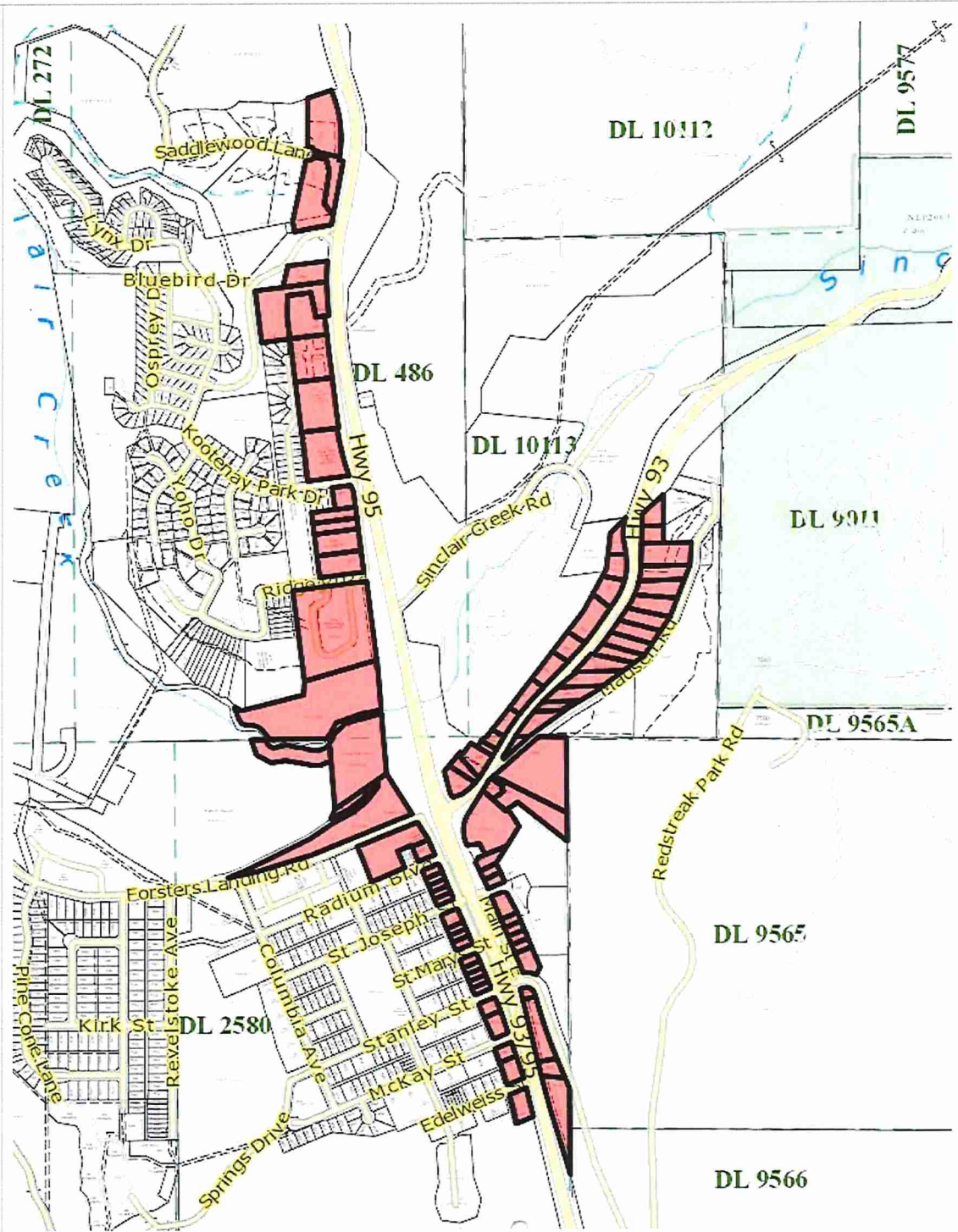
Main St. E and W., Highway 93 & Highway 95

MAP ATTACHED

VILLAGE OF
RADIUM HOT SPRINGS

Legend

- Lot Line
- - - Right of Way
- District Lot



Notes:

500 0 250 500 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
RDEK GeoViewer - 8-4-2022 2:25 PM

Scale = 1: 20,000



THIS MAP IS NOT TO BE USED FOR NAVIGATION

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Schedule “B”

Revitalization Tax Exemption Program Bylaw No. 481, 2022

Village of Radium Hot Springs

Development Services Department

Application for Tax Exemption

Date: Folio Number: Tax Exemption Number:

APPLICANT INFORMATION		OWNER INFORMATION	
NAME:		NAME:	
ADDRESS:		ADDRESS:	
CITY:	POSTAL CODE:	CITY:	POSTAL CODE:
PHONE:		PHONE:	

PARCEL INFORMATION
CIVIC ADDRESS OF PARCEL
LEGAL DESCRIPTION OF PARCEL

CERTIFICATION AND SIGNATURE	
I hereby certify that:	
a) A Project has been constructed or renovated upon the above referenced Parcel and is fully operational; and	
b) That the total cost of construction was \$ [attach documentary evidence in support]	
Applicant’s Signature	Date
THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT	
Registered owner of Parcel	Date
*WHERE THE APPLICANT IS NOT THE REGISTERED OWNER THE APPLICATION MUST BE SIGNED BY THE REGISTERED OWNER	

Schedule “C”

Revitalization Tax Exemption Program Bylaw No. 481, 2022

Village of Radium Hot Springs

Development Services Department

Tax Exemption Certificate

Date: Folio Number: Tax Exemption Certificate Number:
Term: Date of Expiry:

ELIGIBLE PARCEL AND PROJECT
CIVIC ADDRESS OF PARCEL
LEGAL DESCRIPTION OF PARCEL

CERTIFICATION
<p>THIS CERTIFICATE IS TRANSFERRABLE UPON THE SALE OF THE ELIGIBLE PARCEL AND IMPROVEMENTS.</p> <p>Conditions:</p> <p>1. This Tax Exemption Certificate is subject to the condition that:</p> <p>a) The owner of the Eligible Parcel continually meets all terms and condition of this bylaw and this Certificate.</p> <p>2. If this Certificate is revoked all Municipal Property Taxes which were exempted shall be repaid, plus interest, as if those Municipal Property Taxes had never been exempted and the collector shall add those Municipal Property Taxes to the roll for that Parcel.</p> <p>Effective Date: This Certificate does not apply to Municipal Property Tax in a calendar year unless it is issued on or before October 31st of the preceding year.</p>
<div>Chief Financial Officer, Village of Radium Hot Springs</div> <div>Date</div>

Meeting Type and Date: Meeting – September 7th, 2022
From: Adrian Bergles, Chief Administrative Officer
Prepared By: Jill Logan, Corporate Officer
Subject: Council Remuneration Bylaw No. 482, 2022

Recommendation: That “Council Remuneration Bylaw No. 482, 2022” be adopted.

Request for Decision ☒ Department Report ☐ Information Report ☐

Implications of Recommendation:

Asset Management: N
Financial: Y: Remuneration pay increase
OCP: N
Policy: Y: Remuneration Bylaw
Strategic Plan: N

SUMMARY INFORMATION

At the August 10th Regular Council Meeting, staff received instruction from Council to make an amendment to Clause 5 of the Bylaw. That amendment, which changes the payment schedule to quarterly for the remainder of 2022, and then monthly beginning in 2023, has now been incorporated into the Bylaw.

OPTIONS FOR COUNCIL

- a) Adopt the Bylaw, as amended (recommended);
- b) Do not adopt the Bylaw.

Respectfully submitted:

Jill Logan, Corporate Officer

VILLAGE OF RADIUM HOT SPRINGS

BYLAW NO. 482, 2022

A bylaw to provide for remuneration for members of Council.

WHEREAS Section 12(2) of the *Community Charter* authorizes the Council to establish any terms and conditions it considers appropriate;

AND WHEREAS Council considers appropriate the establishment of remuneration for members of Council in their exercise of duties on behalf of Council;

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

1. This Bylaw may be cited as “Council Remuneration Bylaw No. 482, 2022”.

2. REMUNERATION

2.1 The Mayor shall be paid an annual remuneration of \$18,444.00.

2.2 Each Councillor shall be paid an annual remuneration of \$10,036.00.

2.3 Council members would be compensated an additional \$100/month for each committee meeting attended (up to 5 committees), provided that the committee appointments are confirmed by council resolution.

2.4 Each December the most recent available annual BC consumer price index information -- typically from October of that year -- will be collected from the Province of British Columbia (BC Stats). Using the latest 12-month average index for the period ending October 31 of that year, a corresponding percentage adjustment will be made to the remuneration of Mayor and Councillors.

In the unlikely event that the latest 12-month average index is a negative number, no adjustment will be made to the remuneration.

2.5 The annual remuneration shall be paid quarterly until December 31st, 2022, and then monthly beginning in January, 2023.

3. OTHER BENEFITS

Accidental Death & Dismemberment Insurance Coverage with a principal sum of no less than \$250,000 shall be extended to all members of Council and the cost of such coverage will be paid by the Municipality.

4. Bylaw No. 447,2018 cited as “Council Remuneration Bylaw No. 447, 2018” is repealed.

5. This bylaw shall come into full force and effect upon the date of final passage.

Read a FIRST, SECOND AND THIRD time this 10th day of AUGUST, 2022.

RECONSIDERED AND ADOPTED THIS DAY OF SEPTEMBER, 2022.

Mayor Clara Reinhardt

Corporate Officer Jill Logan

Hereby certified a true copy of Bylaw No. 482,2022:

Corporate Officer Jill Logan

Meeting Type and Date:	Regular Council Meeting – September 7 th , 2022
From:	Adrian Bergles, Chief Administrative Officer
Prepared By:	Adrian Bergles, Chief Administrative Officer
Subject:	Financial Sustainability Policy
Recommendation:	THAT Council for the Village of Radium Hot Springs adopts the Financial Sustainability Policy as presented.

Request for Decision <input checked="" type="checkbox"/>	Department Report <input type="checkbox"/>	Information Report <input type="checkbox"/>
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Implications of Recommendation:

Asset Management: Y: This draft policy will inform capital replacement reserve contributions

Financial: Y: Future sustainability

OCP: N

Policy: Y: Policy development, Asset Management Policy (existing)

Strategic Plan: Y: This is a policy referred to in the CAO Priority Project list

SUMMARY INFORMATION

The Financial Sustainability Policy, if adopted, will guide current and future administration (staff and council) in budgeting for the annual five-year financial plan bylaw.

A policy such as this was included in the management letter included with the 2021 audit management letter.

Key takeaways are:

1. A set minimum 2% annual increase for residential properties assessed at market value after considering non-market changes on annual assessments in order to limit tax hike shocks over time;
 2. Codifies Radium's truly amazing, unique and key advantage into policy: Contributing to dedicated replacement reserves (TCA Reserves) by matching the prior year amortization expense; and
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3. Contributing at least 5% of prior year's surplus (if any) to the dedicated 'New Capital Reserve'.

OPTIONS FOR COUNCIL

1. Adopt the Financial Sustainability Policy as presented (recommended).
2. Table and suggest changes to the Financial Sustainability Policy which can be brought back at a future meeting (not recommended).
3. Table the Financial Sustainability Policy and end discussion. (Not recommended as in contravention of 2021 audit management letter)

Respectfully submitted:

Adrian Bergles
Chief Administrative Officer

Financial Sustainability Policy

Intent

The Financial Sustainability Policy provides financial management principles for council and staff to consider when undertaking financial recommendations and decisions. The policy is intended to enhance Financial Sustainability in the Village and inform annual five-year financial planning (A.K.A. the budget).

Definitions

Financial Sustainability means being able to manage likely development and expected financial needs in future periods without having to introduce substantial and economically significant revenue, expenditure, or service level adjustments.

Village means the Village of Radium Hot Springs.

Policy

Guiding Principles

1. Resilience – The Village shall operate in a manner that will allow it to successfully adapt to future challenges or events.
2. Flexibility – Financial decisions ensure future flexibility to adapt to opportunities and changing circumstances.
3. Fairness – As far as is reasonably possible, the Village shall operate in a manner that considers the financial effects on future generations as well as on the distributional impact on the current population.
4. Value – The Village shall ensure that it provides value for money, that public resources are put to the best possible use and that surplus assets are disposed of.
5. Transparency – Financial strategies, plans, and processes are accessible and visible.

Fiscal Balance

As per the *Community Charter*, ‘money in’ must balance with ‘money out’.

Examples of ‘money in’ include taxation, fees and charges, grants, debt, development contributions, donations, and interest earned.

Examples of ‘money out’ include providing services, capital projects (renewal, growth, new), servicing debt, and saving for the future.

Property Taxes

1. Tax revenues, in combination with other reliable sources of revenue, recognize the full cost of delivering services and are sufficient to support the long-term goals of the community.
2. Property tax increases will be kept as consistent as possible over time with the following annual increases:
 - a. Minimum 2% annual increase for residential properties assessed at market value;
 - b. Non-market assessments shall be taken into consideration when increasing tax rates;
 - c. Taxes levied for the capital infrastructure replacement reserves shall be based on the prior year amortization expenses;
 - d. Should there be a general operating surplus at year-end, at minimum 5% of that surplus will be transferred the following year into the new capital reserves;
 - e. Utilize a multiple based system of tax apportionment.
3. Everyone pays a fair amount for the services that are available to them.

Utility User Fees

1. Utility revenues recognize the full cost of delivering the services and are sufficient to support the long-term goals of the Village.
2. Increases to utility user fees will be kept as consistent as possible over time but the goal for user fees is to pay for utility operating services.
3. Everyone pays a fair amount for the services they receive.

Reserve Funds

1. Annual contributions to reserves will be budgeted for and the amounts will be informed by relevant Village asset management plans, prior year amortization expenses, and potentially community priority projects as per Village planning documents – including council strategic plans.
2. On-going operating expenses will not be funded through reserves.
3. Reserve funds will be separated and used only as per their described categories. (i.e. new capital for new capital projects, TCA reserves for replacement capital project, etc.).

Debt

1. The Village's debt capacity will be preserved for time-sensitive opportunities, required

capital improvements, emergency situations, and potentially community priority projects as identified in Village planning documents – including council strategic plans.

Grants

1. When it is advantageous to the Village, the Village will apply for available grants.
2. Ensure the focus of the pursuit of a grant application is on community priority projects, most preferably identified in Village planning documents – including council strategic plans, or mandated provincial programs.
3. Minimize the Village's reliance on grant funding.
4. Have available reserve funds to leverage potential grants.

Development Financing

1. Ensure developers contribute to the cost of growth-related infrastructure through development fees, development cost charges (when applicable), or other financial avenues – for example development agreements.

Asset Renewal and Replacement

1. In general, the renewal of linear assets will be financed on a pay-as-you-go basis (i.e. reserves or current revenues) rather than debt.
2. Replacement and renewal projects will typically be prioritized over new infrastructure.

New Capital Investments

1. Capital projects will be prioritized based on Village planning documents and Council strategic plans.
2. The impact of each proposed capital project on the Village's operating expenses will be fully accounted for following the principles of the Village's Asset Management Policy.

Asset Renewal and Replacement

1. Prior to accepting a proposed or constructed contributed asset, the impact of each 'to-be' contributed capital asset on the Village's operating expenses will be fully accounted for following the principles of the Village's Asset Management Policy.