
AGENDA
REGULAR MEETING
Village of Chase Council
826 Okanagan Avenue
4:00 p.m. Tuesday, May 28, 2013

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

"That the agenda be adopted as presented."

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting of May 14, 2013

Pages 1-10

Resolution:

"That the minutes of the May 14, 2013 Regular meeting of Council be adopted as presented."

4. REPORTS

4.1 Mayor and Council Reports

- Mayor Anderson
- Councillor Berrigan
- Councillor Crowe
- Councillor Lepsoe
- Councillor Scott

5. COMMITTEE OF THE WHOLE

6. DELEGATIONS

7. UNFINISHED BUSINESS

8. NEW BUSINESS

8.1 Correspondence:

8.1.1 SPARC BC Access Awareness Day

Pages 11-13

8.1.2 Kamloops Foundation Invitation

Page 14

8.2 Action Items:

8.2.1 Council Remuneration/Expense Policies

Memorandum from the CAO

Page 15

9. IN CAMERA

Resolution:

"That Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (c) regarding labour relations and paragraph (k) regarding negotiations respecting a municipal service."

10. ADJOURNMENT

Minutes of the Regular Meeting of the Council of the Village of Chase held
in the Council Chambers of the Village Office at 826 Okanagan Avenue
on Tuesday, May 14, 2013 at 4:00 p.m.

Present:	Mayor	R. Anderson
	Councillors	R. Berrigan
		R. Crowe
		D. Lepsoe
		S. Scott
	Chief Administrative Officer	J. Heinrich
	Corporate Officer	L. Randle
	Director of Financial Services	L. Pedersen
	Supervisor of Public Works	P. Regush
	Fire Chief	B. Chamberlain
	Gallery	5
	Press	1

1. CALL TO ORDER

Mayor Anderson called the meeting to order at 4:00 p.m.

2. ADOPTION OF AGENDA

Resolution: Moved by Councillor Scott
Seconded by Councillor Berrigan

"That the agenda be amended by adding item 8.4 regarding Thompson Nicola Regional District 2012 Reports and 2013 Requisitions and that the agenda be adopted as amended."

CARRIED

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting of April 23, 2013

Resolution: Moved by Councillor Crowe
Seconded by Councillor Berrigan

"That the minutes of the April 23, 2013 Regular meeting of Council be adopted as presented."

CARRIED

3.2 Special Council Meeting of May 7, 2013

Resolution: Moved by Councillor Scott
Seconded by Councillor Lepsoe

"That the minutes of the May 7, 2013 Special Meeting of Council be adopted as presented."

CARRIED

4. REPORTS

4.1 Staff Departmental Reports

4.1.1 Fire Chief's Report for April 2013 - #4

1. Burning Permits issued out of Village Office for April were 62. Just a Reminder to everyone when you take out a Campfire Permit, that's what it is. To be used for a relaxing backyard campfire only, not to burn waste in it. Also the heat of Summer is upon us, so be very careful when having your backyard campfire. Have a hose out ready to extinguish the fire and don't leave your fire unattended.
2. Fire/Rescue Calls were:
Fire - 5
Rescue - 1
3. Sent four firefighters to Salmon Arm for Spring Training - April 19th 20th and 21st.
4. April 22nd and 23rd I attended a 2 day course at the Chilliwack Fire Hall. The course was on Understanding Commercial Kitchen Systems - Inspections, and Investigation. The Course Instructor was Paul Ackland. This course was sponsored by the Canadian Association of Fire Investigators.
5. Ongoing Routine Maintenance around Fire Hall.
6. Training is ongoing within the Department.

Resolution: Moved by Councillor Scott
Seconded by Councillor Lepsoe

"That the Fire Chief's report for April, 2013 be received for information."

CARRIED

4.1.2 Public Works Supervisor's Report

The Supervisor of Public Works reported:

- A large "Welcome to Chase" sign was recently placed at the Coburn Street entrance to the Village;
- A contractor is working at producing some other new signage for the Village;
- A water line on Coburn Street was recently replaced;
- The Memorial Park Wharf Project is complete – the Village will do some minor paving still around the entrance area to the wharf;
- Construction of the concrete foundation for the Water Treatment Plant is underway;
- Routine Public Works maintenance continues.

4.1.3 Chief Administrative Officer's Report

The Chief Administrative Officer reported:

- Attended some sessions of the May 1-3 SILGA Conference in Salmon Arm;
- Attended part of a Council meeting at the Adams Lake Indian Band with Councillor Lepsoe;
- Working on matters to do with the Water Treatment Plant contract;
- Met with the Fire Chief and a Fire Department member;
- Attended a Canada Day Committee meeting;
- Working with staff on gathering quotes and information on the possibility of providing Wi-fi service in Memorial Park;
- Beginning to work on preparations for the next Community to Community (C2C) meeting with the Neskonlith Band;
- Providing and preparing information for FOI requests.

4.1.4 Director of Financial Services Report

The Director of Financial Services reported:

- Working on preparation of the Annual Financial Statements;
- Working on catching up on financial matters that were set aside while preparing the Five Year Financial Plan.

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Berrigan

"That the May 14, 2013 reports to Council from the Supervisor of Public Works, the Chief Administrative Officer and the Director of Financial Services be received for information."

CARRIED

4.1.5 Bylaw Enforcement Officer's Report

- Issued two warnings regarding unsightly premises;
- The majority of Bylaw Enforcement matters at this time of year involves dogs. Staff anticipates bringing forth a report in the near future about a potential "off-leash" dog park that may help the situation.

Resolution: Moved by Councillor Berrigan
Seconded by Councillor Crowe

"That the Bylaw Enforcement Officer's report for April, 2013 be received for information."

CARRIED

4.1.6 Land Use Planning Report

- The owner of the property located at 510 Shuswap Avenue has withdrawn his Zoning Bylaw Amendment Application. He will be submitting a Temporary Use Permit Application for the property that if successful, would permit storage.
- A Zoning Bylaw Amendment Application for the property located at 127 Shuswap Avenue has been received.

Resolution: Moved by Councillor Berrigan
Seconded by Councillor Scott

"That the Land Use Planning report for April, 2013 be received for information."

CARRIED

4.1.7 Corporate Officer's Report

- Preparation of Council agendas, minutes, notices, letters, advertisements, etc.
- Met with local business owner to discuss Bylaw Enforcement matters.
- Met with the Lions Club to review Community Hall matters.

- Held two Emergency Social Services meetings – April 22nd and May 6th. The next meeting is scheduled for Monday, May 27th at 6:00 p.m. at the Village office.
- Met with several individuals to answer their questions about land development in Chase.
- Arranged for a portable, temporary washroom facility to be placed at the rodeo grounds (in place as of May 7th).
- Attended the Youth Action Committee Meeting on May 8th.

Resolution: Moved by Councillor Scott
Seconded by Councillor Lepsoe

"That the Fire Chief's report for April, 2013 be received for information."

CARRIED

4.2 Mayor and Council Reports

Mayor Anderson

- April 24th attended the SLIPP Meeting at the Quaout Lodge;
- May 1-3 attended the SILGA Conference in Salmon Arm;
- May 4th attended the Rotary Club Conference in Kamloops;
- May 7th attended the Chase Historical Walking Tour hosted by Councillor Lepsoe.

Councillor Berrigan

- April 26th attended the Earth Day Celebration at Haldane Elementary on behalf of Council;
- April 30th attended the Chase & District Wellness Committee meeting;
- April 30th attended the 3:00 p.m. Council Budget meeting;
- May 1-3 attended the SILGA Conference in Salmon Arm;
- May 7th attended the Chase Historical Walking Tour hosted by Councillor Lepsoe.
- May 8th attended the Youth Action Committee meeting.

Councillor Crowe

- April 25th attended the Board of Directors meeting of the Adams River Salmon Society;
- April 26th spoke with Sue Bleile, the Manager of the Sears store in Chase in regards to BC Barrel Racing Association wishing to hold events at the rodeo grounds throughout the summer;
- April 30th attended the 3:00 p.m. Council Budget meeting;
- May 1-3 attended the SILGA Conference in Salmon Arm;

- May 7th attended the Chase Historical Walking Tour hosted by Councillor Lepsoe.
- May 7th attended the Council Budget meeting;
- Invited to and did attend the first of eight BC Barrel Racing Events at our Rodeo Grounds on VLA Road;
- May 9th participated in the Standing Up Against Violence Towards Aboriginal Women and Children walk from Salmon Arm to Pierre's Point followed by a potluck dinner and speeches.

Councillor Lepsoe

- April 25th attended the Shuswap Tourism meeting;
- April 30th attended a Council budget meeting;
- May 4th attended the Museum AGM;
- May 7th attended the Adams Lake Indian Band Council meeting with the Chief Administrative Officer;
- May 7th took Council and staff on the Downtown Historical walk;
- May 8th attended a Canada Day Committee meeting;
- May 8th attended the Minor Hockey AGM.

Councillor Scott

- April 24th attended the Chamber of Commerce Executive Meeting;
- April 27th attended the Miss Chase Excellence Pageant;
- April 30th attended a Council budget meeting;
- May 7th attended a Council budget meeting.

5. COMMITTEE OF THE WHOLE

Recommendations from the May 7, 2013 Committee of the Whole meeting:

5.1 Chase & District Chamber of Commerce – Farmer's Market

Recommendation: Moved by Councillor Crowe
Seconded by Councillor Scott

"That the Chamber of Commerce be permitted to hold the Friday Farmer's Market on Shuswap Avenue between Haldane St. and Chase St. from approximately 3:00 p.m. to 7:00 p.m. and that the Village assist with closure of the street."

CARRIED

5.2 Chase Archers and Chase and District Fish & Game Club – Sponsorship/Advertising Opportunity

Recommendation: Moved by Councillor Lepsoe
Seconded by Councillor Scott

"That the Village of Chase advertise by sponsoring a target at the 3-D Archery Tournament being held June 8th and 9th at the Turtle Valley Range at a cost of \$150.00."

CARRIED

5.3 World Red Cross Day Proclamation Request

Recommendation: Moved by Mayor Anderson
Seconded by Councillor Scott

"That May 8, 2013 be declared World Red Cross Day in the Village of Chase."

CARRIED

6. DELEGATIONS

7. UNFINISHED BUSINESS

7.1 Village of Chase 2013 to 2017 Five Year Financial Plan Bylaw No. 786- 2013

Resolution: Moved by Councillor Scott
Seconded by Councillor Crowe

"That Village of Chase 2013 to 2017 Five Year Financial Plan Bylaw No. 786- 2013 be adopted."

CARRIED

7.2 Village of Chase Tax Rates Bylaw No. 787-2013

Resolution: Moved by Councillor Berrigan
Seconded by Councillor Crowe

"That Village of Chase Tax Rates Bylaw No. 787-2013 be adopted."

CARRIED

7.3 Village of Chase Zoning Bylaw No. 683 - 2006, Amendment Bylaw No. 785 – 2013

Resolution: Moved by Councillor Berrigan
Seconded by Councillor Scott

"That first and second readings of Village of Chase Zoning Bylaw No. 683 - 2006, Amendment Bylaw No. 785 – 2013 be rescinded."

CARRIED

7.4 BC Water and Waste Association

1. Lift from Table

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Scott

"That the letter from the BC Water and Waste Association requesting the Village to proclaim drinking water week among other things, be lifted from the table."

CARRIED

2. Proclamation

Resolution: Moved by Councillor Scott
Seconded by Councillor Berrigan

"That May 20th to 26th, 2013 be proclaimed Drinking Water Week in the Village of Chase."

CARRIED

8. NEW BUSINESS

8.1 Correspondence:

8.1.1 Public Works and Government Services Canada-Review of Federal Payments in Lieu of Property Taxes

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Crowe

"That the correspondence dated April 4, 2013 regarding the 2013 Review of Federal Payments in Lieu of Property Taxes be received for information."

CARRIED

8.1.2 District of Invermere – Glacier Mountain Resort Municipality

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Crowe

"That a letter be sent to the UBCM indicating that that the Village is opposed to the creation of municipalities by the Ministry of Community, Sport and Cultural Development without appropriate consultation."

CARRIED
(Councillor Berrigan Opposed)

8.2 Zoning Bylaw Amendment Application – 127 Shuswap Avenue

Resolution: Moved by Councillor Crowe
Seconded by Councillor Berrigan

"That Village of Chase Zoning Bylaw No. 683 - 2006, Amendment Bylaw No. 788 – 2013 be read a first and second time and referred to a Public Hearing."

CARRIED

8.3 Local Government Awareness Week

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Berrigan

"That the week of May 19-25, 2013 be declared Local Government Awareness Week in the Village of Chase."

CARRIED

Resolution: Moved by Councillor Lepsoe
Seconded by Councillor Scott

"That the week of May 19-25, 2013 be declared National Public Works Week in the Village of Chase."

CARRIED

8.4 Thompson Nicola Regional District 2012 Reports and 2013 Requisitions

Resolution: Moved by Councillor Berrigan
Seconded by Councillor Scott

"That the correspondence and information regarding the Nicola Regional District 2012 Reports and 2013 Requisitions be received for information."

CARRIED

9. IN CAMERA

Resolution: Moved by Councillor Berrigan
 Seconded by Councillor Crowe

"That Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (d) regarding security of the property of the municipality, paragraph (e) regarding land disposition and paragraph (f) regarding bylaw enforcement."

CARRIED

Mayor Anderson called a recess to the Regular Meeting at 4:37 p.m.

Mayor Anderson reconvened the Regular Meeting at 5:46 p.m.

10. ADJOURNMENT

Resolution: Moved by Councillor Scott
 Seconded by Councillor Lepsoe

"That the regular meeting of Council be adjourned."

CARRIED

Mayor Anderson declared the Regular Meeting adjourned at 5:46 p.m.

These minutes were adopted by a resolution of Council this ____ day of _____, **2013.**

Mayor,
R. Anderson

Corporate Officer
L. Randle

May 3, 2013

Dear Mayor and Council:

Access Awareness Day – June 1, 2013

June 1, 2013 marks our 16th annual Access Awareness Day. Access Awareness Day provides each of us with an opportunity to look at our communities and ways that our communities can become more accessible and inclusive for everyone. The theme for our 2013 Access Awareness Day is “my community includes accessibility/my community includes me”. We would like to recognize your community and some of the advances that you have made in working to become more accessible.

Does your municipality have a designated parking program? Does your municipality have policies or measures in place to ensure that designated parking spaces are protected and respected for those who need it most?

Does your municipality have an Accessibility Advisory Committee that works to ensure that services and programs are accessible and that people with disabilities have the opportunity to play an active role in their community? Is there someone in your community that you would like to recognize for their efforts in working to create positive changes in your community for people with disabilities? Is there something that we could do together to build increased awareness and support around the needs of people with disabilities?

In keeping with the approach that we adopted in 2012, we have created a “leadership” space on our website to recognize the different municipalities and organizations that have joined us in working to promote increased accessibility in their communities and in celebrating Access Awareness Day.

Here are some ways municipalities can help to celebrate Access Awareness Day:

- *Highlight success stories:* Has your community developed policies or standards that have helped to make your community more accessible? Do you have a story to share that may help to inspire others?
- *Recognize someone in your community:* Is there someone in your community that deserves recognition for going above and beyond in their efforts to build increased awareness and understanding about the needs of people with disabilities?
- *Hold an event or pass a proclamation:* Celebrate Access Awareness Day by organizing an event to promote accessibility and inclusion in your community or join us in issuing a proclamation for your community that supports of Access Awareness Day.

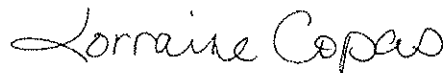
We have enclosed some materials that we make available to communities that can help to show the types of measures or actions that can be taken to support greater accessibility and inclusion in all aspects of community life – social, recreational, cultural, and economic. This material can be made available in local community centres, libraries, or other public spaces as part of your Access Awareness Day education and outreach. Contact us at accessawarenessday@sparc.bc.ca to learn more about the resources that we have available.

SPARC BC has again asked UBCM to partner with us and support our efforts in bringing together municipalities across British Columbia to recognize and support Access Awareness Day. We hope that you will also join us in making Access Awareness Day 2013 the best Access Awareness Day ever!

As part of this year's Access Awareness Day celebrations, we also want to draw your attention to our new accessibility and enforcement line – 604-718-7734. Through the launch of this line, members of the general public and municipalities, including local by-law enforcement officers, will be encouraged to contact us if there are specific issues around accessible parking that need to be addressed or if they see a SPARC parking permit that is being misused. Our goal is to work with our community partners to keep our program strong.

We look forward to hearing from you.

Sincerely,



Lorraine Copas
Executive Director, SPARC BC

Enclosure: Sample Access Awareness Day Material
 Sample Proclamation



people. planning. positive change.

ACCESS AWARENESS DAY SAMPLE PROCLAMATION

Whereas: Accessibility and inclusion is essential for ensuring that all community members have equity in opportunities, and the ability to fully participate in community life; and,

Whereas: Accessibility affects all aspects of community life – physical, social and economic; and,

Whereas: We all have a role to play in ensuring that our communities are as accessible and inclusive as possible; and,

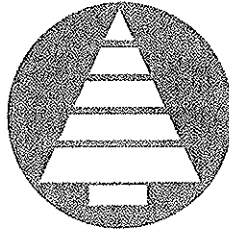
Whereas: Accessibility relates to both the physical design of buildings and infrastructure as well as the access to appropriate services and supports including transportation, recreation, housing, employment and other activities that are an essential part of community life.

Therefore, be it resolved that:

The citizens of _____ recognize the importance of ensuring that people with disabilities have access to opportunities that are important to them and that I, _____, Mayor/Chairperson of _____, do hereby proclaim Access Awareness Day - Saturday, June 1th, 2013 in _____, a day of individual and group action to promote equitable opportunities for people with disabilities to work together towards a vision of creating an accessible and inclusive community for all.

In witness, I hereunto set my hand this _____ day of _____ 2013.

Mayor/Chairperson of _____



RECEIVED
Village of Chase

MAY 13 2013

Original _____
File _____
Copy _____
Agenda _____

KAMLOOPS FOUNDATION

Serving the Thompson, Nicola & South Cariboo since 1984

April 30, 2013

Village of Chase
Attention: Mayor Ron Anderson
PO Box 440
Chase, BC VoE 1Mo

Dear Mayor and Council:

On behalf of the Kamloops Foundation, I would like to thank you for your support in 2012. The Foundation has proudly served Kamloops and area for the past 28+ years and we look forward to serving you for many more years to come.

Last year, the endowment base grew by almost \$245,000 to approximately \$3.89 million with 151 funds. Grants and distributions of approximately \$225,000 were made during 2012.

The balances of the various endowment funds have been confirmed and as of the 31st December, 2012 the balance in the **Chase Community Fund** was **\$950.00** and accrued income was **\$97.07**.

Again, thank you for your assistance and support in 2012; your vision and encouragement to the Foundation are much appreciated. Our AGM will be held June 18th at St. Andrews on the Square beginning at 3:00pm. We would like to invite you to our AGM and would ask that you RSVP by June 4, 2013 to Jan Lingford via email fdo@kamloopsfoundation.com or by phone 250-434-6995. Our office hours are: Monday through Thursday from 9 am - 2 pm.

We look forward to seeing you June 18th.

Yours truly,

Greg Reid,
President

GR/tc

(Incorporated under the Societies Act of British Columbia 17th September, 1984)
Canada Customs & Revenue Agency, Charitable Registration #11897 7107 RR 0001

Mailing Address: Box 15, Kamloops, BC V2C 5K3 Office Address: #2-219 Victoria Street, Kamloops, BC V2C 2A1
Phone: 250-434-6995 Email: info@kamloopsfoundation.com Website: www.kamloopsfoundation.com



VILLAGE OF CHASE

Memorandum

Date: May 28, 2013
To: Mayor and Council
From: CAO
RE: Council Remuneration/Expense Policy

Administration needs clarification in relation to the application of some expense claim issues:

1. Per diem claim for participation at a Special Council Budget meeting.
2. Meals as part of 'per diem' payment to Council

Council Remuneration policy provides that:

"A regular monthly allowance shall be paid to Council members for attendance at regular and special Council meetings, Council appointed board/committee meetings, and attendance at other meetings/functions related to Village Business..."

Expense Reimbursement policy provides that:

"Meeting Per Diem and Reimbursement of Expenses – All claims related to this policy will be paid only when:

- a) Pre-authorization for attendance is given by resolution of Council with the exception of major conventions such as the Annual UBCM Convention and the Annual SILGA Convention.
- b) The claim is in accordance with available budget funds.
- c) Expenses are not otherwise reimbursed through Board of Committee budgets.
- d) Mileage for trips of 10 kilometers or less will not be reimbursed without justification approved by Council.

A. **PER DIEM** – The amount paid to members of Council on a daily basis for travel time, attendance at conventions, seminars, workshops, and other functions or business..."

As is noted above at number 1., Administration is requesting clarification as to where Special Budget meetings 'fit' into the two policies – are they part of the monthly allowance or should they warrant per diems?

As is noted above at Number 2., meals are included as part of a 'per diem' payment to Council for attendance at events/meetings/workshops that are not covered under council monthly allowance payments. The question is, should meals that are 'included' be deducted from the per diem amount?



Joni Heinrich, CAO