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**AGENDA**  
REGULAR MEETING  
Village of Chase Council  
826 Okanagan Avenue  
4:00 p.m. Tuesday, February 11, 2014

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**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 January 28, 2014

*Pages 1-7*

Resolution:

**"That the minutes of the January 28, 2014 Regular meeting of Council be adopted as presented."**

3.2 Special (Budget) Meeting of February 3, 2014

*Pages 8-12*

Resolution:

**"That the minutes of the February 3, 2014 Special (Budget) meeting of Council be adopted as presented."**

**4. REPORTS**

4.1 Administration Reports

- Public Works Supervisor
- Director of Financial Services
- Chief Administrative Officer

4.2 Mayor and Council Reports

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

**5. DELEGATIONS**

Connect Parent Group Program

Craig Duck Chief – Youth and Family Support Worker – Adams Lake Indian Band

- Information provided to Council at its January 28, 2014 meeting

*Pages 13-19*

**6. COMMITTEE OF THE WHOLE**

Recommendations from the meeting held February 4, 2014

6.1 Chase Excellence Program – 2013 Grant-In-Aid Request

**Recommendation:**

**“That Council not grant funds to the Chase Excellence Program to cover costs they incurred for their 2013 activities.”**

6.2 Thompson Nicola Regional District – Presentation to Council in July 2014

**Recommendation:**

**“That a letter be sent to the Board of the Thompson Nicola Regional District thanking them for their plans to address the Village of Chase Council at its Regular meeting of July 8, 2014 indicating that Council looks forward to the TNRD’s Chair and CAO attendance at that meeting.**

## 7. UNFINISHED BUSINESS

### 2012 Annual Report

2012 Annual Report  
2012 Financial Statements

*Pages 20-33*  
*Available Upon Request*

The Community Charter requires that:

- A council must prepare an annual report
- The report must include:
  - Information including a report respecting municipal services and operations for the previous year
  - Financial Statements for that year
  - A progress report respecting the previous year in relation to the objectives and measures established for that year
  - A statement of municipal objectives, and the measure that will be used to determine progress respecting those objectives, for the current and next year
  - The report is to be made available for public inspection prior to the meeting at which Council considers the report, and advertising is required to be fulfilled (and has been done)

**Council must consider any submissions and questions from the public before adopting the annual report.**

Resolution:

**"That the 2012 Annual Report be adopted."**

## 8. NEW BUSINESS

### 8.1 Proclamation – National Health and Fitness Day

Draft Proclamation

*Page 34*

(Note to Council – at its January 22, 2013 meeting, Council passed a resolution to support a Federal Parliament Private Members Bill to establish National Health and Fitness Day)

Resolution:

**"That the first Saturday in June, 2014 (June 7, 2014) be proclaimed as National Health and Fitness Day in the Village of Chase."**

Opportunity for Council Members to Introduce New Information

**9. IN CAMERA**

Resolution:

**"That Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (e) – acquisition of land or improvements."**

**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, January 28, 2014 at 4:00 p.m.

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Present:	Mayor	R. Anderson
	Councillors	R. Berrigan
		R. Crowe
		D. Lepsoe
		S. Scott
	Chief Administrative Officer	J. Heinrich
	Director of Financial Services	L. Pedersen
	Supervisor of Public Works	P. Regush
	Gallery	9
	Press	1

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

Moved by Councillor Scott

Seconded by Councillor Crowe

**"That the agenda be corrected by removing the mover and seconder at item 8.1, and that the agenda be adopted as amended.**

*CARRIED*

**3. ADOPTION OF MINUTES**

Regular Council Meeting of January 14, 2014

Moved by Councillor Berrigan

Seconded by Councillor Lepsoe

**"That the minutes of the January 14, 2014 Regular meeting of Council be adopted as presented."**

*CARRIED*

#### **4. REPORTS**

##### Mayor Anderson

- Participated in Council's Strategic Priorities Workshop January 20, 2014
- Met with Tom Price and other employment staff at the Chase and District Employment center January 24, 2014 to discuss opportunities and ideas to enhance youth employment in Chase

##### Councillor Berrigan

- Attended the January 15, 2014 Chase and District Museum and Archives Society meeting
- Participated in the January 20, 2014 Council Strategic Priorities Workshop

##### Councillor Crowe

- Attended the "Moving Forward Together" all-day workshop at Pierre's Point on January 16, 2014 – topics discussed included regional economic development, regional transportation, tourism strategies and health care
- Participated in the January 20, 2014 Council Strategic Priorities Workshop

##### Councillor Lepsoe

- Attended the "Moving Forward Together" all-day workshop at Pierre's Point on January 16, 2014
- Attended with the Chase Chamber manager the Shuswap Tourism meeting on January 23, 2014
- Participated in the January 24, 2014 Council Strategic Priorities Workshop

##### Councillor Scott

- Participated in the January 24, 2014 Council Strategic Priorities Workshop

#### **5. DELEGATIONS**

None.

#### **6. COMMITTEE OF THE WHOLE**

Next Committee of the Whole meeting scheduled for February 4, 2014

## 7. UNFINISHED BUSINESS

### 7.1 Council's Strategic Priorities for 2014

Moved by Councillor Berrigan

Seconded by Councillor Crowe

**"That the list of Council's Strategic Priorities for 2014 (including some projects for 2015 and 2016), presented to Council at its Regular Meeting of January 28, 2014 be adopted, with the addition of direction to Administration to issue a Request for Proposals in 2014 in relation to the proposed Events Coordinator."**

*CARRIED*

## 8. NEW BUSINESS

### 8.1 2014 Council Liaison Appointments

Mayor Anderson announced the Council liaison appointments for 2014. He also explained the Regional District appointments, Municipal Insurance Association appointments and designated signing authorities for the Village of Chase.

Moved by Councillor Berrigan

Seconded by Councillor Scott

**"That all 2014 Council Liaison appointments announced at the January 28, 2014 Regular Council meeting be accepted and approved and that letters be sent to all the respective organizations advising them of the Liaison appointments."**

*CARRIED*

### 8.2 Updating of signing authorities for the Village of Chase

Moved by Councillor Crowe

Seconded by Councillor Lepsoe

**"That due to Mr. Randle's recent departure from the Village of Chase's employ, that his name be removed as a staff signing authority for the Village of Chase."**

*CARRIED*

8.3 Facilities Rental Waiver Request – Chase Excellence Program – Annual Pasta Dinner and Apron Auction March 8, 2014

Moved by Councillor Lepsoe  
Seconded by Councillor Scott

**“That the request from the Chase Excellence Program for facility rental waiver for use of the Community Hall and Kitchen for their Annual Pasta Dinner and Apron Auction March 8, 2014 be approved.”**

*CARRIED*

8.4 Facilities Rental Waiver Request – Chase Excellence Program – Fashion and Entertainment Event March 29, 2014

Moved by Councillor Crowe  
Seconded by Councillor Berrigan

**“That the request from the Chase Excellence Program for facility rental waiver for use of the Community Hall for the Fashion and Entertainment Event March 29, 2014 be approved.”**

*CARRIED*

8.5 Facilities Rental Waiver Request – Chase & District Fish & Game Club – Annual Banquet – February 1, 2014

Moved by Councillor Scott  
Seconded by Councillor Lepsoe

**“That the request from the Chase & District Fish & Game Club for facilities rental waiver for use of the Community Hall for their annual banquet on February 1, 2014 be approved.”**

*CARRIED*

8.6 Facilities Rental Waiver Request - Chase and District Museum and Archives – April Verch Fundraising Concert February 25, 2014

Moved by Councillor Berrigan  
Seconded by Councillor Lepsoe

**“That the request from the Chase & District Museum and Archives Society for facilities rental waiver for the use of the Community Hall for the April Verch Fundraising Concerns February 25, 2014 be approved.”**

*CARRIED*



8.7 Letter from Selina Robinson, MLA, Official Opposition Critic for Local Government and Sports – Local Government Election Reform

Moved by Councillor Crowe

Seconded by Councillor Berrigan

**“That the letter from Selina Robinson, MLA, Official Opposition Critic for Local Government and Sports – Local Government Election Reform be received for information.”**

*CARRIED*

8.8 Letter from Suzanne Foster, resident, in support of Council's decision for re-zoning property on Aylmer Road

Moved by Councillor Berrigan

Seconded by Councillor Crowe

**“That the letter from Suzanne Foster, resident of Chase, in support of Council's decision for re-zoning property on Aylmer Road be received for information.”**

*CARRIED*

8.9 2014 SILGA Convention – Call for Nominations for SILGA Executive

Moved by Councillor Berrigan

Seconded by Councillor Scott

**“That the 2014 SILGA Convention Call for Nominations for SILGA Executive be received for information.”**

*CARRIED*

8.10 2014 SILGA Convention – Call for Resolutions

Councillor Berrigan explained that proceeds of crime in small communities should stay in the communities in which the crimes have occurred to assist RCMP and local governments with crime reduction initiatives and equipment.

Moved by Councillor Crowe

Seconded by Councillor Scott

**That Council put forward a resolution for consideration at the 2014 SILGA convention asking the provincial government to once again consider making financial proceeds of crime available to the community or rural area in which the crime occurred and associated proceeds were generated.”**

*CARRIED*

8.11 Craig Duck Chief, Youth and Family Support Worker, Adams Lake Indian Band – Request for assistance – Parenting Program, “Connect Parent Group” for Chase and area communities

Several comments and questions were raised:

- It appears this program would be for families with 3 or more children
- Would there be a representative for the Village of Chase’s participation in this program?

Moved by Councillor Berrigan

Seconded by Councillor Crowe

**“That the request for assistance for a proposed parenting program be referred back to Administration to invite Mr. Duck Chief as a delegation to a future Council meeting to provide additional information and answer questions regarding the proposed program.”**

CARRIED

Moved by Councillor Lepsoe

Seconded by Councillor Berrigan

**“That Village Council support Councillor Lepsoe in asking for information regarding the proposed parenting program when he next meets with the Adams Lake Indian Band Chief and Council on February 4, 2014.”**

CARRIED

8.12 Letter from South Shuswap Chamber of Commerce providing support to the Village of Chase for the Proposed Pellet Mill

Moved by Councillor Scott

Seconded by Councillor Berrigan

**“That the letter from the South Shuswap Chamber of Commerce providing support to the Village of Chase for the Proposed Pellet Mill be received for information.”**

CARRIED

8.13 Scheduling of 2014 Budget Meetings

The Director of Financial Services explained that he is finalizing draft budget documentation for Council and the public, and is suggesting that Council consider holding its first public budget meeting on February 3, 2014 at 3:30 p.m. At the conclusion of that meeting, further meeting dates and times can be determined.

Moved by Councillor Scott

Seconded by Councillor Crowe

**“That a public meeting to discuss the 2014 budget be set for Monday, February 3, 2014 in the Council Chamber at the Village Office.”**

*CARRIED*

Opportunity for Council Members to Introduce New Information

No new items

**9. IN CAMERA**

Moved by Councillor Crowe

Seconded by Councillor Scott

**“That Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (e), acquisition of land or improvements, and paragraph (l), discussion with employees regarding municipal objectives.”**

*CARRIED*

Mayor Anderson adjourned the Regular meeting at 4:27 p.m.

Mayor Anderson reconvened the Regular meeting at 7:06 p.m.

**10. ADJOURNMENT**

Moved by Councillor Berrigan

Seconded by Councillor Crowe

**“That the regular meeting of Council be adjourned.”**

*CARRIED*

Mayor Anderson declared the Regular Meeting adjourned at 7:06 p.m.

These minutes were adopted by a resolution of Council on February 11, 2014.

\_\_\_\_\_  
X  
Mayor,  
R. Anderson

\_\_\_\_\_  
X  
Chief Administrative Officer  
J. Heinrich

Minutes of the Special Meeting (Budget) of the Council of the Village of Chase held  
in the Council Chambers of the Village Office at 826 Okanagan Avenue  
on Monday, February 3, 2014 at 3:30 p.m.

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Present: Mayor R. Anderson  
Councillors R. Berrigan  
R. Crowe  
D. Lepsoe  
S. Scott

Chief Administrative Officer J. Heinrich  
Director of Financial Services L. Pedersen

4 Members of the Public

**1. CALL TO ORDER**

Mayor Anderson called the meeting to order at 3:30 p.m.

**2. ADOPTION OF THE AGENDA**

Resolution: Moved by Councillor Scott  
Seconded by Councillor Crowe

**"That the agenda be adopted as presented."**

*CARRIED*

**3. NEW BUSINESS**

2014-2018 Five Year Financial Plan/Annual Budget

The Director of Financial Services provided the following information:

- Overall, the 2014 budget includes provisions for an approximate 2% increase for cost of living increases and the salaries follow the Collective Agreement provisions
- With all provisions, there is an overall 'live tax' increase of approximately 4% for 2014
- This increase will generate approximately \$70,000 in additional revenues
- The Village's tax base is worth approximately \$1.7 million (municipal share) with a \$3.3 to \$3.4 million total budget, including collections for other entities such as School District and Regional District
- Approximately \$800,000 represents amortization costs, \$1.1 million represents salaries and benefits, and the remainder is approximately \$1.3 to \$1.5 million for incurred expenses in providing services

- While amortization is a relatively 'fixed' cost, and wages are somewhat inflexible unless positions are cut, expenses incurred are somewhat more flexible in terms of allowing for cost reductions

### Capital Budget

The Director of Financial Services provided an overview of the proposed/requested capital budget additions for 2014 as shown on the information provided to Council and the public for the meeting.

#### Fire Department

- Some changes have come in from the Fire Department, and it was agreed that the fire department capital budget be discussed at a future budget meeting to allow for updates to be provided for Council's consideration.

#### Public Works

- A backhoe is being requested as the existing unit is very old – such a purchase would be financed through MFA leasing
- A new garbage truck has been requested, however this request is being reconsidered for the future, in light of the Village's financial constraints
- It is anticipated the Village can likely get another 3-5 years out of the existing garbage truck – annual repair costs will have to be budgeted and are anticipated at between \$10,000 and \$20,000 annually

Moved by Councillor Crowe

Seconded by Councillor Berrigan

**"That the purchase of a new garbage truck be moved from the 2014 capital budget to the 2017 capital budget."**

CARRIED

Councillor Lepsoe opposed  
(due to absence of Public Works Supervisor)

## Roads

The Director of Financial Services explained:

- Cottonwood Street upgrades are anticipated to cost up to \$900,000
- The Village is hoping to access grant funding for a portion of the costs and if no grant funds are procured, the project will not proceed
- While the project could be done over a two year period, it would be more costly
- The Village still has approximately \$400,000 in its 'debt servicing limit' – debt ceiling is based on the municipality's ability to pay the servicing costs (interest and principal) on any borrowed funds – this ability is based on the municipality's revenues

## Parks and Community Hall

The Director of Financial Services provided an overview of the various proposed projects in parks and at the Community Hall.

## Water Treatment Plant/Sewage Treatment

It was explained that the water treatment plant will be completed in 2014, and is expected to be operational between July and September of 2014.

An upgrade to the Village's sewer treatment lagoons is being contemplated for 2014 as the lagoons need some additional components to maximize their capacity.

## Questions from the Public

1. How does MFA borrowing versus a bank mortgage for the Arena assist the Village with its debt servicing limit?
  - Mr. Pedersen explained that because the borrowing cost with MFA is lower than the bank mortgage interest, the payments are lower and therefore this 'frees up' some funds for the Village, making its 'borrowing position' more favourable.
2. Why are Arena revenues not shown in the Village's budget?
  - Mr. Pedersen explained that the Arena is operated by the Recreation Society under a contracted arrangement with the Village of Chase. While the Village supports the operations at the Arena with annual operating and other grants, the revenues and expenses are shown on the

Recreation Society's financial statements, which are available to anyone who wishes to see them.

3. Where do the particular projects come from, such as the Willson Park Footbridge of the Memorial Park WiFi and will all projects shown be done in 2014?
  - It was explained that most of the projects come forward are requests from members of the public which are brought forward by Council members and discussed with Administration and then deliberated during budget discussions. Not all projects that come forward are done in that budget year, as there are often more requests for projects than there are funds to pay for them

Further queries and comments arose regarding the replacement of the position recently vacated by Mr. Randle, and the need for a water treatment plant operator.

#### 2014 Budget Additions

Mr. Pedersen provided an overview of various additions to the budget for 2014 including:

- Funding for the municipal election
- An adjustment for benefits (2013 calculation was incorrect)
- Physician Recruitment allotment of \$5,000
- A reallocation of \$42,000 for downtown development that was recorded in streets and roads in the past and should be shown in economic development
- Signage for public water access points
- Increase in costs for electricity for street lights
- Increase in funding for Arena operations
- Increase in funds for Museum maintenance
- Increase to allow for amortization of Wharf

Additional budget information to come includes:

- Report showing surpluses and reserves
- Revised capital budget for both Fire Department and Public Works

#### Next Budget Meeting

**It was AGREED that the next Budget Meeting be scheduled for Monday, February 17, 2014 at 3:30 p.m. in the Council Chamber.**

#### 4. ADJOURNMENT

Resolution: Moved by Councillor Crowe  
Seconded by Councillor Lepsoe

**"That the meeting be adjourned."**

*CARRIED*

Mayor Anderson declared the Special Meeting concluded at 5:10 p.m.

These minutes were adopted by a resolution of Council this 11th day of February, 2014.

\_\_\_\_\_  
Mayor,  
R. Anderson

\_\_\_\_\_  
CAO  
J. Heinrich













## Connect Parent Group Program

(February 2014)

Maples Centre (adolescent assessment) with Collaboration from Simon Fraser University & Canadian Institute of Healthy Living

Utilize the 'Attachment model' principles from (Bowlby, 1973)

- Format: Structured, but with focus on group dynamics and experiential learning (role-play)
- Weekly key attachment Principles specifically related to Childhood & Adolescent development and parenting skill development.
- The integration of effective treatment of CBT (Cognitive Behaviour Therapy), DBT (Dialectical Behaviour Therapy) and attribution retraining.
- Parent Engagement in reflection practice, to rearing children/adolescents.

Evidence Based results: (Connect Parent Group Program offers pre/post evaluation)

- 30% reduction in aggressive behaviour ('09)
- 46% reduction in harming self/harming others ('09)
- 65% reduction Oppositional (Boys/Girls) ('09)
- 73% Increase Parent Satisfactory of Program ('09)

### Summary:

I believe in the 'attachment model' principals in supporting parents, developing communications tools with the emphasis upon relationship building between Parent(s) & Child. The evaluation of the success indicates encouraging outcomes. The support received from the 'maples centre' clinical team assists to provide guidance in hosting the event. It is required to have two trained facilitators to host the 10 series of principals. The other person whom was involved was June Kelly who has background in working with groups. As well, there is a supervision component from Maples staff, involved in the facilitation on practice and improvement.

The program I believe would be successful here within the community and I would urge to begin the early stages of planning to offer the five sessions before spring break (2 week period off) and the remaining (4 sessions following spring break). A collaborative effort between the four communities, involving Chase, would begin ASAP. Also have the opportunity of having the program run in Salmon Arm area, as other support service workers from that region were open to discussing the opportunity to assist in having a similar program that would include members from the community.

(Tentative Dates)

Planning Process January 20<sup>th</sup>, 22<sup>nd</sup> & 29<sup>th</sup>

Informational Session: February 5<sup>th</sup> or 6<sup>th</sup>

February \*19<sup>th</sup>, \*26<sup>th</sup>

March \*5<sup>th</sup> & \*12<sup>th</sup>

April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30

May 7<sup>th</sup> (Wrap-Up)

### Program Requirements:

- Food, Day-care, Space for Program, Transportation
- Additional Facilitator cost (June Kelly)

- Informational Session (February 5 or 6<sup>th</sup>) Snacks
- Admin & Stationary Costs
- Planning & Screening Process for parents January 15<sup>th</sup>, 22<sup>nd</sup> & 29<sup>th</sup>
- Evaluation & Survey requirements
- Follow-up Sessions (Connect Staff)

**Option 1**

Budget based on 8 couples (16 people) with average of 3 children (24 children) per family = **42 people**

Budget Item	Description	Per Community Cost
FOOD	Each meal based on \$8.50/plate x 42 = \$357. (x 10 = \$3,570.00 / 4 communities = )	(/ 4 Communities) <b>\$892.50</b>
SPACE	\$75./night x 10 nights = \$750.	(In-Kind \$750)
*FACILITATOR (Contract)	\$250./Week x 11 weeks = \$2,750. / 4 Communities=	(/ 4 Communities) <b>\$688.00</b>
TRANSPORTATION (Incentive)	\$10 x 8 couples = \$80. (x 10 weeks = \$800/ 4 communities = )	(/ 4 Communities) <b>\$200.00</b>
Supplies	\$15/week x 10weeks = \$ 150/ 4 communities =	(/ 4 Communities) <b>\$38.</b>
Day-Care/Supervision	3 children x \$10/child = \$30./night x 8 families = \$240 (x 10 = \$2,400 = )	(/ 4 Communities) <b>\$600.00</b>
<b>TOTAL</b>		<b>\$2,418.50/Community</b>

**Option 2**

Budget based on 8 couples (16 people) with average of 3 children (24 children) per family = **42 people**

Budget Item	Description	Per Community Cost
FOOD	Each meal based on \$8.50/plate x 42 = \$357. (x 10 = \$3,570.00 / 4 communities = )	(/ 4 Communities) <b>\$892.50</b>
*FACILITATOR (Contract)	\$250./Week x 11 weeks = \$2,750.	(/ 4 Communities) <b>= \$688.00</b>
Supplies	\$15/week x 10weeks = \$ 150.	(/ 4 communities) <b>= \$38.</b>
Day-Care/Supervision	3 children x \$10/child = \$30./night x 8 families = \$240 (x 10 weeks = \$2,400.00)	(/ 4 Communities) <b>= \$600.00</b>
<b>TOTAL</b>		<b>\$ 2, 218.50</b>



## Chase – A Shuswap Experience



## 2012 Annual Report

826 Okanagan Avenue  
PO Box 440  
Chase, BC V0E 1M0  
250-679-3238  
Fax 250-679-3070  
[www.chasebc.ca](http://www.chasebc.ca)



## **Contents**

1. About Chase
2. Mayor's Message
3. Council Committees and Staff Departments
4. Report on Municipal Services and Operations for 2012
5. Progress Report on 2012 Objectives
6. 2012 Audited Financial Statements
7. 2012 Permissive Tax Exemptions
8. Declaration of Disqualifications under Section 111 of the Community Charter
9. Statement of Objectives and Measures for 2013

## **About Chase**

The Village of Chase is located between Kamloops and Salmon Arm along the Trans Canada Highway (Highway #1), on lands long occupied by various First Nations peoples including the Secwepemc Nation. Adams Lake Indian Band and the Neskonlith Indian Band both have residential areas in close proximity to the Chase town site.

Chase Village sits on the shores of Little Shuswap Lake which flows into the South Thompson River along the South Thompson River Valley. Downtown Chase is lined with seasonal blossoms, street trees and benches, and affords an easy walk to a variety of shops, cafés and bistros. Financial and insurance businesses, as well as an employment centre and a grocery with pharmacy are among the amenities supporting the Village's residents and tourists.

Among the many open spaces within the Village, one can enjoy a lake side park, a walk on the pier, a visit to the Friday Farmer's market, a walk through neighbourhoods and along Chase Creek, or a walk along the footpath to Chase Creek Falls to view a rushing creek or a Zip line enthusiast! For those golf lovers, an executive size 9-hole golf course welcomes golfers from near and far to enjoy the links.

There are amenities for Recreational Vehicles including the Chase Lions RV Park, a 14 site park nestled along the entrance to the South Thompson River. Two boat launches provide boaters easy access to the river and the lake and to the West of Chase is lush, productive agricultural lands producing some of the best produce in BC. Celebrations including Canada Day and "Cornstalk" provide activities and entertainment for people of all ages, engaging local musicians and local First Nations culture.

Those who have lived in Chase or have experienced its charm know that Chase is quaint, well located, safe and beautiful, and provides the best of all worlds – it is close to larger centres, while being in the midst of the lakes and mountains, providing numerous outdoor recreational opportunities and a lifestyle envied by many.

## **Mayor's Message**

The Village of Chase has been my home for several years, and I have been fortunate to serve on Council for 1 full term as Councillor prior to becoming Mayor. As an avid golfer, I am highly involved in the Sunshore Golf Course, and am a director of the Chase and District Recreation Centre Society.

Much of the community of Chase is built on a solid foundation of volunteerism and community spirit. Not only is there something always happening at either Memorial Park in the summer, or at the Community Hall all year round, there are highly committed volunteers working with the Chase and District Museum and Archives Society, the Chase and District Curling Club, the Recreation Society, the golf course, the high school and elementary school, the cross country ski club, the local trail enthusiasts, the youth action committee and a host of others. A diverse population of retirees and young families who want to contribute to their community to make it an even better place to live keeps Chase's community spirit alive.

In 2012, the Village of Chase accomplished several large projects. Planning and initial design of the new Water Treatment Plant was completed and the Request for Tenders was issued at the end of the year. Construction was begun in the spring of 2013. The mock Billing for metered utilities was not accomplished in 2012 and will be attempted in 2013. Problems encountered with the meter reading system have delayed implementation. The new Public works building and Dog Kennel facilities were nearing completion at the end of the year. The Chase Falls Creek pathway and parking area were completed. Planning for the Memorial Park Wharf rebuild were completed and construction commenced in 2013.

2013 proves to be an even busier year for the Village's Council and staff, with the anticipated construction of the Water Treatment Plant, the initiation of water meter 'mock' billing, and the rebuild of the Memorial Park wharf.

The objectives listed in this Annual Report have been approved by Council as part of our 2012 to 2016 Five Year Financial Plan. This Annual Report is not intended to be a comprehensive listing of every objective of Council, as many such objectives are routine matters and the intent of this Report is to provide the public with a broad view of the major initiatives the Council has undertaken in the previous year and intends to undertake in the next two years.

Chase continues to move forward with our tourism initiatives, and as well we are planning improvements to the Village's website to better show the province and the rest of Canada what a terrific place Chase is to live, work, retire, or raise a family.

Ron Anderson, Mayor

## Council Members in 2012

Mayor Ron Anderson  
Councillor Rick Berrigan  
Councillor David Lepsoe  
Councillor Rod Crowe  
Councillor Steve Scott

Council Meetings are held on the First and Third Tuesday's of each month beginning at 4:00 p.m. in the Council Chamber at 826 Okanagan Avenue, Chase, BC

## Council Appointments in 2012

### Acting Mayor

December to February:	Councillor David Lepsoe
March to May:	Councillor Steven Scott
June to August:	Councillor Rick Berrigan
September to November:	Councillor Rod Crowe

### Thompson-Nicola Regional District Director and Alternate Director

Director:	Mayor Ron Anderson
Alternate Director:	Councillor Rick Berrigan

### Emergency Planning Committee

Councillor Rick Berrigan

### Arena Board of Management

Councillors Rick Berrigan, David Lepsoe and Rod Crowe

### Liaison Appointments

Recreation Centre Society:	Councillor Rick Berrigan
Chamber of Commerce:	Councillor Steven Scott
Literacy Program:	Councillor Rod Crowe
Museum and Archives Society:	Councillor Rod Crowe
First Nations Liaison	Councillor David Lepsoe
Adams River Salmon Society:	Councillor Rod Crowe
Chase Country Christmas Committee:	Councillor David Lepsoe

### Municipal Insurance Association

Delegate:	Councillor Rick Berrigan
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Council Actions are implemented by the following staff:

Chief Administrative Officer

Corporate Officer

Chief Financial Officer

Finance Assistant

Administrative Assistant of Client Services and Receptionist/Cashier

Supervisor of Public Works

Assistant Supervisor of Public Works

Public Works and Parks Staff (Utility Operators, Parks Labourers)

## **Report on Municipal Services and Operations for 2012**

The Village of Chase provides many services to its residents. In 2012 the following services were provided:

### **General Government Services/Administration**

Administration involves activities that are carried out by staff at the Village Office as well as support activities for Public Works and Parks, and Council:

- Preparing agendas for Council meetings, following up on Council actions, ensuring legal conformity of all actions taken by Council and staff
- Receipt of correspondence, review and distribute as appropriate for information and action
- Monitoring contracts with consultants, engineers and other professionals hired to perform work the Village staff either cannot provide due to level of expertise or workload
- Review and valuation of tangible capital assets
- Financial Administration including budget preparation, regular reports preparation for council and administration, preparing and issuing Property Tax billings and Utility billings for garbage, sewer and water services
- Administration of Cemetery, building permits, dog licenses, burning permits, etc.
- Administration and bookings for the Community Hall and Village parks
- Administration of the Village's Summer Program, which employs youth to provide activities for children

### **Public Works and Parks provide the following services:**

- Road maintenance including snow removal, street lighting, street sweeping, line painting, pothole repair, etc.
- Flood control works, vehicle maintenance and repair, cemetery maintenance including providing services for interments, tree planting, maintenance and removal, opening and closing park washrooms during summer months
- Maintenance of water Treatment and transmission systems
- Maintenance of waste water collection and treatment systems
- Solid Waste collection and disposition including a curbside recycling system
- Maintenance and Enhancement of Parks and green space

The Village is in the process of instituting water meter billing (meters were installed in 2010) – once the billing administration is operational, water users will be able to see their usage and usage will be billed accordingly. Testing of the meter reading system was performed throughout 2012 to correct problems encountered with incorrect data being provided. In 2013 we discovered that the meter reader was defective. We anticipate the process can be completed fairly quickly upon implementing a new reader.

### Protective Services

This department provides Bylaw Enforcement services, Emergency Management services and Fire Protection:

- Bylaw enforcement was provided through a contract with the BC Commissionaires starting in the Spring of 2012
- Animal Control is a contracted service that involves patrolling, responding to and investigating complaints, and impounding dogs when necessary
- While the Village Emergency Program is managed through the Thompson-Nicola Regional District (TNRD), there is a Village Council liaison as well as a staff liaison to ensure smooth communication between the TNRD and the Village
- The Emergency Program organizes preparedness training as well as the initiation of Emergency Operations Centres when necessary, and providing for the needs of evacuees during an emergency, emergency responder support, and volunteer training
- Fire Protection Services within the Village's boundaries are provided by the Chase Volunteer Fire Department. In addition to the Village service area, the Chase department also provides fire protection to properties to the West of the Village (VLA Flats), and to the Northeast of the Village to Matthey Hill properties, receiving financial reimbursement on a flat fee basis from the Regional District for the VLA Flats properties and a formula-based fee from the Matthey properties. Commercial and public assembly building fire inspection services mandated by the Provincial Fire Commissioner are also provided by the Chase Fire Department.
- Road Rescue Services are also provided for the arterial highway along the South Thompson valley corridor extending East and West for approximately 30 km in each direction, as well as for the Kamloops Shuswap road to Pritchard along the west side of the South Thompson River, parts of Blind Bay, up to the south end of the Adams Lake and into Seymour Arm area of Shuswap Lake.

## Progress Report on 2012 Objectives and Measures established for 2012

In 2012, Village Council proposed several objectives, as shown with the established measures:

Objective	Measure	Outcomes
Continue equipment replacement program	<ul style="list-style-type: none"> <li>• Two new vehicles to be purchased to replace old vehicles in Public Works</li> <li>• Complete replacement of Self Contained Breathing Apparatus units for Fire Department</li> </ul>	<ul style="list-style-type: none"> <li>• Two new vehicles were purchased</li> <li>• Some of the apparatus was replaced. More will be replaced in future years</li> </ul>
Continual Upgrade of Computer Equipment	<ul style="list-style-type: none"> <li>• Purchase two new computers for office (front office work stations)</li> <li>• Purchase two new computers for Fire Department (situated at Fire Hall)</li> </ul>	<ul style="list-style-type: none"> <li>• New computers were provided to the fire department and the front office staff.</li> </ul>
Provide recreational and cultural facilities/activities for all ages	<ul style="list-style-type: none"> <li>• Rebuild wharf at Memorial Park</li> <li>• Start Youth Action Committee</li> <li>• Consider installation of Volleyball court at Memorial Park</li> <li>• Remove old outdoor skating rink to make way for another amenity for youth</li> <li>• Provide funding and administration for Summer Program</li> <li>• Support Canada Day celebrations</li> <li>• Fund Arena, support Museum</li> </ul>	<ul style="list-style-type: none"> <li>• Planning of the wharf was completed, construction began in 2013</li> <li>• Youth Action committee was established</li> <li>• Volley ball court was considered but not funded</li> <li>• Old rink was demolished and removed</li> <li>• Annual summer program was successful</li> <li>• Canada Day was partially funded by council</li> <li>• Arena received funding and in January 2013 Museum received assistance</li> </ul>
Ensure well-trained Fire Department	<ul style="list-style-type: none"> <li>• Provide more on-hands training opportunities</li> <li>• Providing formal 'book' training opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Training opportunities were provided locally</li> </ul>
Upgrade Streets as Required	<ul style="list-style-type: none"> <li>• Begin Aylmer Road upgrades in conjunction with first subdivision of Whitfield landing development</li> <li>• Begin process for borrowing for funds to upgrade Cottonwood Street</li> </ul>	<ul style="list-style-type: none"> <li>• Did not proceed with Aylmer Road or with Cottonwood Street</li> </ul>



Ensure upgrades for Municipally owned buildings	<ul style="list-style-type: none"> <li>• Replace roof on addition of Community Hall</li> <li>• Complete construction of new Public Works Building and Dog pound facility</li> </ul>	<ul style="list-style-type: none"> <li>• Roof replacement funding was provided for 2014</li> <li>• Public works building and Kennels were begun in 2012 completed in early 2013</li> </ul>
Provide better drinking water	<ul style="list-style-type: none"> <li>• Begin construction of Water Treatment Plant</li> </ul>	<ul style="list-style-type: none"> <li>• Planning was completed and request for tenders was made at end of 2012. Construction began in early 2013</li> </ul>
Parks Improvements	<ul style="list-style-type: none"> <li>• Handrails along pathway in Willson Park</li> <li>• Enhance Chase Creek Falls access for public</li> </ul>	<ul style="list-style-type: none"> <li>• Wilson Park handrails were not completed</li> <li>• Chase Creek Falls access was completed</li> </ul>
Cemetery Expansion	<ul style="list-style-type: none"> <li>• Provide funds to expand cemetery</li> <li>• Review Cemetery rates</li> </ul>	<ul style="list-style-type: none"> <li>• Funding was provided to expand the cemetery and major works were completed by end of 2012</li> <li>• Cemetery rates were not reviewed</li> </ul>

Financial Statements for the Year Ended December 31, 2012 – provided separately

**Tax Exemptions Permitted in 2012**

On October 25, 2011, “The Village of Chase Tax Exemption Bylaw No. 770-2011” was adopted. In that bylaw, tax exemptions were granted for the year 2012, pursuant to Sections 220 and 224 of the Community Charter. The estimated value of those property tax exemptions are listed below.

The following lands and improvements were provided with a permissive tax exemption from the Village of Chase for the year 2012:

<b>Property Name</b>	<b>Legal Description</b>	<b>Actual Value of Tax Exemption</b>
Chase and District Curling Club	Parcel Z, District Lot 517, Plan 19733, K.D.Y.D. except Plan KAP57419, of Lots A&B SEE (KC5233) PID# 012-870-285	\$13,883
Chase Creekside Seniors	Parcel Y of Block A, District Lot 517, Plan 514, K.D.Y.D, of L 13 – 17 SEE DD M14002, Lease/Permit/License # 343509 PID # 012-290-246	\$2,959
Chase and District Museum and Archives Society	Part of Lot 6, Plan B757 District Lot 517, K.D.Y.D. of Plan 1467 PID # 004-971-531	\$4,576
Interior Health Authority	Lot 1 Plan 37882 District Lot 517, K.D.Y.D. PID # 006-831-010	\$31,745
Interior Health Authority	Lot 1 Plan KAS1902 District Lot 517, K.D.Y.D. PID # 023-780-533	\$8,373
Chase and District Chamber of Commerce	Property located on Village of Chase Right-of-Way between Shuswap Avenue and C.P. Rail Station West of Aylmer Road	\$2,033
Chase & District Recreation Centre Society	Lot A, Plan KAP 82245 PID# 026-854-449 and Lot 1, Plan KAP 81631 District Lot 517, K.D.Y.D. PID# 026-771-748	\$16,197  \$0

### **Tax Exemptions Permitted in 2012 (continued)**

**Please note** that all churches receive a statutory (required by the province) exemption from taxation for the place of worship. Those values are not included here.

The following lands only were provided with a permissive tax exemption by the Village of Chase for the year 2011:

Property Name	Legal Description	Actual Value of Tax Exemption
Evangelical Free Church of America	Lot A, District Lot 517, Plan 41858, K.D.Y.D. PID # 014-902-486	\$1,551
United Church of Canada	Lot A, District Lot 517, Plan 8227, K.D.Y.D. PID # 009-868-992	\$1,893
Jehovah's Witness Congregation	Lots 17-20, Block P, District Lot 517, Plan 514, K.D.Y.D. PID # 012-295-965, PID # 012-295-981, 012-295-990, 012-296-015	\$1,352
Roman Catholic Bishop of Kamloops	Lot B, Plan 36502, District Lot 517, K.D.Y.D, of Plan 1467 PID# 003-648-168 except that portion required for dwelling allowed by Development Variance Permit # 9	\$2,907
Royal Canadian Legion Branch 107	Lot A , District Lot 517, Plan 37207, K.D.Y.D. PID # 004-896-955	\$2,030

### **Declaration of Disqualifications**

There were no declarations of disqualifications under Section 111 of the Community Charter for the Year 2012.

**Statement of Objectives and Measures for 2013**

Objective	Measure
Continue Equipment Replacement program	Replacement of Rescue Vehicle Replacement of Fire Dept. Chief's Truck Public Works Dump box for Ford Truck Replacement Mower
Continual Upgrade of Computer Equipment	Purchase new computer for CFO and Finance Clerk Purchase new computer for Public Works Foreman
Provide recreational and cultural facilities/activities for all ages	Continue planning and design for Skateboard Park Improve signages for visitors to community
Ensure well-trained Fire Department	Provide for classroom and on-hands training Acquire training boxes for enclosed spaces training
Museum	Acquired Museum in order to provide assistance to the Museum Society
Upgrade Streets as Required	Initiate engineering for upgrades to Cottonwood Street Initiate review of Brooke Ave Drainage Upgrade
Ensure upgrades for Municipally owned buildings	Begin retrofits of Community Hall including new flooring downstairs and improvements to main hall (paint/acoustics)
Provide better drinking water	Begin construction of Water Treatment Plant
Parks Improvements	Review Wilson Park Footbridge and Handrail Investigate Memorial Park WiFi Centennial Park Upgrade playground equipment Centennial Park Wading Pool Upgrade Support for Tennis Court upgrade between schools

**Statement of Objectives and Measures for 2014**

Objective	Measure
Continue Equipment Replacement program	Fire Dept. investigating replacement of Fire Truck
Continual Upgrade of Computer Equipment	Acquire increased capacity for Computer Server Review software for improved Internet access for public
Provide recreational and cultural facilities/activities for all ages	
Ensure well-trained Fire Department	Provide for classroom and on-hands training Acquire training Boxes for Fire Dept
Upgrade Streets as Required	Review upgrade of Shepherd Road Upgrade of Cottonwood Street
Ensure upgrades for Municipally owned buildings	Begin major upgrade of Community Hall
Provide better drinking water	Complete construction of Water Treatment Plant Begin upgrade Cottonwood Street water supply
Parks Improvements	Re build Willson Park Footbridge Upgrade Willson Park Memorial Park Beach volleyball court Memorial Park Playground Equipment Mountain Sheep Park Rock Wall
Maintain Waste Water Treatment	Upgrade to sewage treatment lagoons