



## **AGENDA**

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, June 11, 2019 at 4:00 p.m.

### **1. CALL TO ORDER**

### **2. ADOPTION OF AGENDA**

Resolution:

**“THAT the June 11, 2019 Village of Chase Regular Council meeting agenda be adopted as presented.”**

### **3. ADOPTION OF MINUTES**

#### **3.1 Minutes of the Regular meeting of Council held May 28, 2019**

Pages 1-5

Resolution:

**“THAT the minutes of the Regular meeting of May 28, 2019 be adopted as presented.”**

### **4. PUBLIC HEARINGS**

None

### **5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

This opportunity is for members of the gallery to provide input on items on this Agenda

### **6. DELEGATIONS**

#### **6.1 Dave Underwood, True Consulting Ltd., - Introduction to Strategies and Policies for the Chase Asset Management Program**

### **7. REPORTS**

a) Mayor and Council Reports

b) Staff Reports

Pages 6-11

### **8. UNFINISHED BUSINESS**

#### **8.1 Zoning Amendment Bylaw 867-2019 – Chase Equipment Ltd.**

Pages 12-13

The bylaw had first and second readings on March 26, 2019 and was the subject of a public hearing on April 9, 2019. Council can now consider giving third reading and adoption of the bylaw.

Recommendation:

**“THAT Zoning Amendment Bylaw No. 867-2019 be given third reading.”**

Recommendation:

**“THAT Zoning Amendment Bylaw No. 867-2019 be adopted.”**

- 8.2 Amendment to Fees and Charges Bylaw–Change Utility Billing Cycles Pages 14-15  
The bylaw had first, second and third readings on May 28, 2019. Council can now consider adopting the bylaw.

Recommendation:

**“THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be adopted.”**

- 8.3 Update on Provincial Budget 2020 Public Hearings Page 16

## 9. NEW BUSINESS

- 9.1 Official Community Plan Amendment Bylaw 873-2019 Pages 17-27  
Report from the Corporate Officer

Recommendation:

**“THAT the OCP amendment application for 950 Hysop Road be accepted; AND,**

**THAT Council consider consultation with persons, organizations and authorities as per section 475 of the Local Government Act as being satisfied; AND,**

**THAT the Village of Chase OCP Amendment Bylaw 873-2019 be read a first time.”**

Recommendation:

**“THAT the Village of Chase OCP Amendment Bylaw 873-2019 be read a second time.”**

Recommendation:

**“THAT the Village of Chase OCP Amendment Bylaw 873-2019 be submitted to Public Hearing.”**

- 9.2 Chase RCMP Detachment Open House and Cram the Cruiser Page 28  
An invitation to Mayor and Councillors to attend the Open House and Cram the Cruiser event on June 19, 2019 from 4:00 – 7:00 p.m. to assist in ‘flipping burgers’.

- 9.3 Restoration of Provincial Library Funding Page 29  
Letter from Lisa Helps, Victoria Mayor, requesting favourable consideration in support of restoring funding for public libraries by the Province of BC.

- 9.4 Skwlax Competitive Pow Wow July 19-21, 2019 Page 30  
Letter from Morgan Darlington, Little Shuswap Lake Indian Band, inviting Mayor and Council to the Skwlax Pow Wow July 19-21, 2019. They are also requesting confirmation of attendance of a Village dignitary to offer a welcome speech on behalf of the Village of Chase. Two (2) weekend passes have been provided.

9.5 Climate Change Preparedness Workshop Expression of Interest Pages 31-32  
Memorandum from the CAO

Recommendation:

**“THAT Administration prepare and submit an expression of interest to the Fraser Basin Council for a climate preparedness workshop.”**

9.6 Fire Department – Trial of First Responder Program Pages 33-34  
Memorandum from the CAO

Recommendation:

**“THAT Council approves a 6 month trial period for the Chase Fire Department to participate in the First Responder program through BC Emergency Health Services with the following parameters:**

- 1. Approval of the use of the Village’s Command #1 vehicle for these calls (costs for use of the vehicle would be at the Village’s cost – fuel, insurance, maintenance)**
- 2. Training and equipment will be provided by BCEHS**
- 3. No call-out pay will be paid to members of the department for training or responses under the trial period**
- 4. A standby crew will always be available to respond to fire calls within the Village’s Fire Protection boundary**
- 5. The trial period will begin July 1, 2019 and end December 31, 2019**
- 6. A full report regarding the numbers, types and volume of calls will be provided to Council at the end of the trial period.”**

9.7 Call for Nominations – UBCM Executive 2019/2020 Pages 35-45

**10. RELEASE OF IN CAMERA ITEMS**

None

**11. IN CAMERA**

**“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (c), labour relations or other employee relations.”**

**12. ADJOURNMENT**

Resolution:

**“THAT the June 11, 2019 Village of Chase Regular Council meeting be adjourned.”**



Minutes of the Regular Meeting of Council of the Village of Chase  
held in the Council Chamber at the Village Office at 826 Okanagan Avenue  
on Tuesday, May 28, 2019 at 7:00 p.m.

**PRESENT:** Mayor Rod Crowe  
Councillor Alison (Ali) Lauzon  
Councillor Steve Scott  
Councillor Fred Torbohm  
Councillor Ali Maki

Also in Attendance: Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer  
Clinton Wright, Manager of Public Works

Public Gallery: 7

**1. CALL TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the May 28, 2019 Village of Chase Regular Council meeting agenda be adopted as presented."**

**CARRIED**

**#2019/05/28\_001**

**3. ADOPTION OF MINUTES**

**3.1 Regular Meeting held May 14, 2019**

Moved by Councillor Maki

Seconded by Councillor Lauzon

**"THAT the minutes of the May 14, 2019 Regular Meeting of Council be adopted as presented."**

**CARRIED**

**#2019/05/28\_002**

**3.2 Public Hearing held May 14, 2019**

Moved by Councillor Scott

Seconded by Councillor Lauzon

**"THAT the minutes of the May 14, 2019 Public Hearing be adopted as presented."**

**CARRIED**

**#2019/05/28\_003**

**4. PUBLIC HEARINGS**

None

**5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

Boyd McKenzie, of 209 Beach Crescent, regarding item 9.3, inquired if the invoicing periods could be configured so that the smallest invoice occurs at Christmas.

Beverley Iglesias, of 621 3<sup>rd</sup> Avenue, regarding item 9.3, suggested that the utility billing periods revert to tri-annually as they were in the past. She added that costs for postage, paper and Administration's time could be reduced.



The CAO reminded everyone that annual sewer rates are based on winter water consumption. A four month period from September through December would not reflect water consumption strictly used indoors. In addition, at least 25% of the utility bills now go out electronically (via email) which reduces paper and postage costs.

## 6. DELEGATIONS

### 6.1 Bill Ony, Business Director, BC & Yukon, Pacific Western Group of Companies operating Ebus

Mr. Ony updated Council on their application to the Passenger Transportation Board regarding the proposed bus service for Chase and area. Mr. Ony said the proposal includes bi-direction services through Chase between Kamloops and Vernon.

Mayor Crowe thanked Mr. Ony for his time and information.

## 7. REPORTS

### a) Mayor and Council Reports Mayor Crowe

- May 16 – Along with the CAO, met with Bill Ony regarding Ebus' application to the Passenger Transportation Board which if successful could see the return of regular 2-way bus service in Chase
- May 17 – Attended a TNRD Board meeting
- May 21 – Met with representatives of Chase Creekside Centre and Chase and District Health Services Society to inform them of newly released grant funding opportunities out of MP Mel Arnold's office
- May 27 – Met with Treetop Flyers owner Ron Betts

### Councillor Lauzon

- May 23 – Attended the Chase Minor Hockey AGM and was acclaimed as President
- May 25 – Organized a Fire Department fundraiser that raised over \$4,000 to assist the Beaurain family through a recent tragedy

### Councillor Maki

- April 30 – May 3 – Attended the SILGA conference in Penticton, BC
- She noted that the City of Enderby has delegated authority to their CAO to approve road closures for parades approved in past years by Council

Moved by Councillor Maki  
Seconded by Mayor Crowe

**"THAT Administration be directed to draft a policy for Council's consideration related to delegated authority for road closures."**

**CARRIED**

**#2019/05/28\_004**

### Councillor Scott

- May 14 – Attended Citizens on Patrol meeting

### Councillor Torbohm

- May 24 – Met with a business owner to discuss a zoning matter
- Ongoing – liaising with local businesses on various issues

Moved by Councillor Scott  
Seconded by Councillor Lauzon

**"THAT the Council reports be received for information."**

**CARRIED**

**#2019/05/28\_005**

8. **UNFINISHED BUSINESS**

8.1 Electoral Reform – Advocacy Committee Delegation from May 14, 2019

Moved by Councillor Scott

Seconded by Mayor Crowe

**“THAT Administration be directed to consider the list of electoral reform proposals as provided by Beverley Iglesias at Council’s meeting of May 14, 2019.”**

**CARRIED**

**#2019/05/28\_006**

8.2 Subdivision and Development Bylaw

Moved by Councillor Scott

Seconded by Mayor Crowe

**“THAT the second reading of the Village of Chase Subdivision and Development Servicing Bylaw be rescinded.”**

**CARRIED**

**#2019/05/28\_007**

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

**“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given second reading as amended.”**

**CARRIED**

**#2019/05/28\_008**

Moved by Councillor Maki

Seconded by Councillor Scott

**“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given third reading.”**

**CARRIED**

**#2019/05/28\_009**

Moved by Councillor Lauzon

Seconded by Councillor Maki

**“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be adopted.”**

**CARRIED**

**#2019/05/28\_010**

Moved by Councillor Scott

Seconded by Councillor Lauzon

**“THAT the Village of Chase Development Servicing Standards Manual be adopted as amended.”**

**CARRIED**

**#2019/05/28\_011**

9. **NEW BUSINESS**

9.1 Support for Ebus’ Application for Kamloops to West Kelowna Service

Moved by Mayor Crowe

Seconded by Councillor Scott

**“THAT Administration be directed to communicate Council’s support for the Ebus application to the Passenger Transportation Board for passenger bus service that will include pickups in Chase, and include the letters from the three local First Nations communities that also support the application.”**

**CARRIED**

**#2019/05/28\_012**

- 9.2 Community Emergency Preparedness Fund - Volunteer & Composite Fire Department Equipment & Training Grant Application  
Moved by Councillor Lauzon  
Seconded by Mayor Crowe  
**"THAT Council approves a grant application to the Community Emergency Preparedness Fund under the Volunteer & Composite Fire Department Equipment & Training program for a maximum of \$25,000 for the purchase of portable communication equipment; and that the Village of Chase will provide overall grant management for the project."**  
**CARRIED**  
**#2019/05/28\_013**
- 9.3 Amendment to Fees and Charges Bylaw—Change Utility Billing Cycles  
Moved by Councillor Maki  
Seconded by Councillor Torbohm  
**"THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be given first reading."**  
**CARRIED**  
**#2019/05/28\_014**
- Moved by Councillor Scott  
Seconded by Councillor Maki  
**"THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be given second reading."**  
**CARRIED**  
**#2019/05/28\_015**
- Moved by Councillor Lauzon  
Seconded by Councillor Scott  
**"THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be given third reading."**  
**CARRIED**  
**#2019/05/28\_016**
- 9.4 Team Chase – Request for Grant-in-Aid  
Moved by Councillor Lauzon  
Seconded by Mayor Crowe  
**"THAT Team Chase be awarded a \$264 grant in aid."**  
**CARRIED**  
**#2019/05/28\_017**
- 9.5 2020 BC Provincial Budget Consultation  
Moved by Councillor Lauzon  
Seconded by Councillor Scott  
**"THAT Administration be directed to register a speaking time at the Kamloops public hearing being held on June 12, 2019 and include a written submission to the committee for a request to the Province to develop and implement sustainable funding for rural highway/road rescue services."**  
**CARRIED**  
**#2019/05/28\_018**
- Moved by Councillor Maki  
Seconded by Mayor Crowe  
**"THAT Administration be directed to solicit community feedback regarding other topics that should be submitted to the Province for their consideration in developing their 2020 budget."**  
**CARRIED**  
**#2019/05/28\_019**

Moved by Councillor Maki  
Seconded by Mayor Crowe

**"That Council submit a written submission to the Provincial budget input committee asking for additional funding for arts and culture."** CARRIED  
#2019/05/28\_020

9.6 UBCM – Proposed Resolution – Rural Highway/Road Rescue Services

Moved by Councillor Maki  
Seconded by Councillor Scott

**"THAT Administration be directed to draft a resolution for consideration at UBCM to ask the Province of BC to develop and implement sustainable funding for Highway/Road Rescue Services delivered by small communities or societies; AND,**

**THAT contact be made to several other communities who have either proposed resolutions in the past or have indicated in other ways their desire for sustainable funding developed for Highway/Road Rescue Services, and asking that they consider participating in a joint resolution to UBCM."** CARRIED  
#2019/05/28\_021

9.7 Letter, President of JPW Road & Bridge Inc. End of Maintenance Contract

Moved by Councillor Maki  
Seconded by Councillor Scott

**"THAT the letter from J.P. Wrobel, P. Eng., GSC, President and General Manager of JPW Road & Bridge Inc. be received as information."** CARRIED  
#2019/05/28\_022

10. **OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS**

None

11. **RELEASE OF IN-CAMERA ITEMS**

None

12. **IN CAMERA**

Moved by Councillor Scott  
Seconded by Councillor Lauzon

**"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (c), labour relations or other employee relations; and (b), personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity"**

CARRIED  
#2019/05/28\_023

13. **ADJOURNMENT**

Moved by Councillor Maki  
Seconded by Councillor Lauzon

**"THAT the May 28, 2019 Village of Chase Regular Council meeting be adjourned."**

CARRIED  
#2019/05/28\_024

The meeting concluded at 5:10 p.m.

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Rod Crowe, Mayor

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Sean O'Flaherty, Corporate Officer



## VILLAGE OF CHASE

### Memorandum

**Date:** June 7, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Report of Tasks from May 14 to June 7, 2019

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#### Council Support/Meetings

- Ensure actions taken on Council decisions
- Review staff reports to Council
- Oversee agenda preparation, review council meeting minutes
- Meet with Mayor on regular basis, Councillors as requested
- Meet with Mayor and constituents regarding various matters
- Share information with Council on a regular basis including details of meetings with Mayor and constituents, various operational items and upcoming meetings
- Participate in the sharing of Council meeting deliberations with staff
- Prepared and submitted various information items to local newspaper and other media regarding Council activities and Village business

#### Regular Duties

- Met with staff of Ministry of Transportation regarding some land acquisition matters
- Met with various staff members regarding operational matters
- Regular meetings with other Senior staff to discuss operational issues/approaches
- Met with representatives of three local bands regarding 4 communities approach to emergency preparedness
- Met with Chief and Deputy relating to various operational matters of the Fire Department
- Provide support and advice to staff and management team relating to various operational matters
- Updated items on Village's Facebook page of interest to the community
- Received all incoming mail and email enquiries and delegated items to appropriate staff members for response
- Met with various members of the public regarding requests for information
- Authorized, with the Mayor, payroll and accounts payable transactions

#### Other

- Met with TNRD staff regarding upcoming TNRD Board meeting in Chase in July
- Arranged for meeting with Neskonlith Chief and Council and Chase Mayor and Council
- Arranging for meetings with other local community leadership
- Worked with management team to prepare documentation for Union collective bargaining
- Met with members of the Chase and District Health Services Foundation relating to transportation needs for community members with health issues
- Attended Local and Secwepemc Governments annual meeting in Salmon Arm with Councillor Torbohm

Respectfully submitted,



## VILLAGE OF CHASE

### Memorandum

**Date:** 7 June 2019

**To:** Mayor and Council

**From:** Sean O'Flaherty, Corporate Officer

**RE:** Activities undertaken from May 13 to June 7, 2019

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#### Regular Duties:

- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use enquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Performed pre-event walk-throughs of Community Hall events, and general management of the hall
- Prepare and distribute Village communications through social media, the Village's website, and the Sunflower newsletter insert.

#### Other Duties/Activities During the Reporting Period:

- Attended various Regular, Special, and In-Camera Meetings
- Prepared a Request for Proposal for the Official Community Plan re-write
- Working with developers on various residential housing projects
- Attended a legal seminar hosted by Roper Greyell in Kamloops
- Applied to the province for a source water protection amendment for Mill Road intake
- Prepare for collective bargaining with local bargaining unit
- Met with Chase Chamber President to clarify lease agreement
- Participated in Shuswap Trials Alliance's trail building workshop practicum on the Rocky Road Trail

#### Bylaw Enforcement

- Bylaw enforcement is actively working on ensuring business license compliance, tending to unsightly premises

#### Dog Control

- Dog control activity is minimal, mostly unlicensed dogs, and dogs off-leash

Respectfully submitted,

  
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Approved for Council Consideration by CAO



## VILLAGE OF CHASE

### Memorandum

**Date:** June 4, 2019

**To:** Council

**From:** CFO

**RE:** May 2019 Report

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#### Regular Duties

- Dealt with customer property taxes and utility issues as required
- Upload BC Assessment updates
- Review Accounts Payable and Payroll Batches
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers
- Monthly Bank Reconciliation
- Participated in Management meetings
- Preparation of reports to Council

#### Budget, Property Taxes & Financial Reporting

- Balanced revised Property Assessment roll
- Enter tax rates and requisitions for all taxing authorities
- Calculate and reconcile property tax run
- Print, fold, post and mail tax notices
- Update Mortgage listings and mail tax notices
- Letters to all properties with delinquent taxes owing regarding potential Tax Sale implications
- Submit tax deferment applications received to date
- Completed and submitted Statement of Financial Information (SOFI) reports to Province
- Meet with Fire Department to discuss approved 2019 budget and equipment purchases

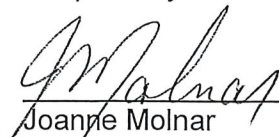
#### Grant Applications, Implementation and Reporting

- Infrastructure & Planning grant final report for Active Transportation Plan submitted.
- Met with Little Shuswap Lake Indian Band and Silvatec Consulting regarding the approval of Community Resiliency Investment funding for the Community Wildfire Plan, Wildfire and Fire Smart education and awareness and fuel management activities. Discussions included project scope, activities and next steps to move the project forward.
- Prepared Council report for Fire Department grant opportunity.


#### Other

- Attended Government Finance Officers Association of BC conference in Victoria.

Respectfully submitted,

  
Joanne Molnar

Approved for Council Consideration by CAO

  
Joni Heinrich





# VILLAGE OF CHASE

## Memorandum

**Date:** June 04, 2019

**To:** Mayor and Council

**From:** Public Works Manager

**RE:** Public Works Operations Update

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### Utilities

- Water Distribution System – The Hydrant Maintenance program will begin early this month and continue throughout the summer and into the fall. Hydrants will be disassembled and assessed, pressure tested and lubricated. Repairs will be completed if required. At the same time, we will be refreshing the paint using a red and white colour scheme, like the hydrants painted last year on Shuswap Ave, between Hillside and Haldane.
- Water Treatment Plant – We have made a change in the operations schedule with Corix Utilities. In place of half day visits once a week we are now going to have a helping hand once every two weeks for a full eight-hour day. This will allow our Utility Operator and the Corix Operator to tackle larger maintenance projects that become more frequent as the Water Treatment Plant ages. This is at no extra cost to the Village.

### Roads and Drainage

- Karcon Road Works will be returning to carry out additional sweeping of the roads in areas that did not meet expectations.
- Road Marking and line painting has commenced. We will be making a slight change in the location of the crosswalk fronting the skate park. The new location will connect the sidewalk to the small island leading across the street at Pine and Second. This will enhance the safety of pedestrians crossing the road to visit the general store and create a safe avenue for those heading down Second Ave towards Memorial Park. (see attached drawing)
- Dust mitigation for Public gravel parking lots, alley ways and roads has been scheduled and treatment is expected in the coming weeks.
- New LED street light bulbs have arrived for our decorative lamping through out the downtown core of Chase. Not only will these new bulbs provide a more welcoming ambient light and create a newer more modern night environment, they will also last longer and reduce our power consumption significantly

### Parks

- Trees provided to the Village from the BC Hydro Tree Grant have been planted at the Skate Park, Mill Park Ball Diamond and the Cemetery.
- The Centennial Park Wading Pool is set to open June 28<sup>th</sup>
- The Splash Pad at Memorial Park is now open and operating. A few issues with some of the appurtenances in the splash park are being addressed by the manufacturer and will



be repaired as soon as possible to get the park running as designed.

- New automatic locking doors have been installed and completed at Memorial Park Washrooms. This allows us to program set times for doors locking and unlocking. This significantly reduces the extra cost of having staff attend in the evening to lock the washrooms at closing time. Currently, the set times are from Sunday to Thursday 08:00 AM to 10:00 AM and Friday & Saturday from 08:00 AM to 11:00 PM.
- Flowers, banners and hanging baskets are being distributed around the downtown corridor, adding a splash of colour to the streets. These items in addition to the new LED lighting will promote summer evening strolls through town as well as enhancing the safety of pedestrians.

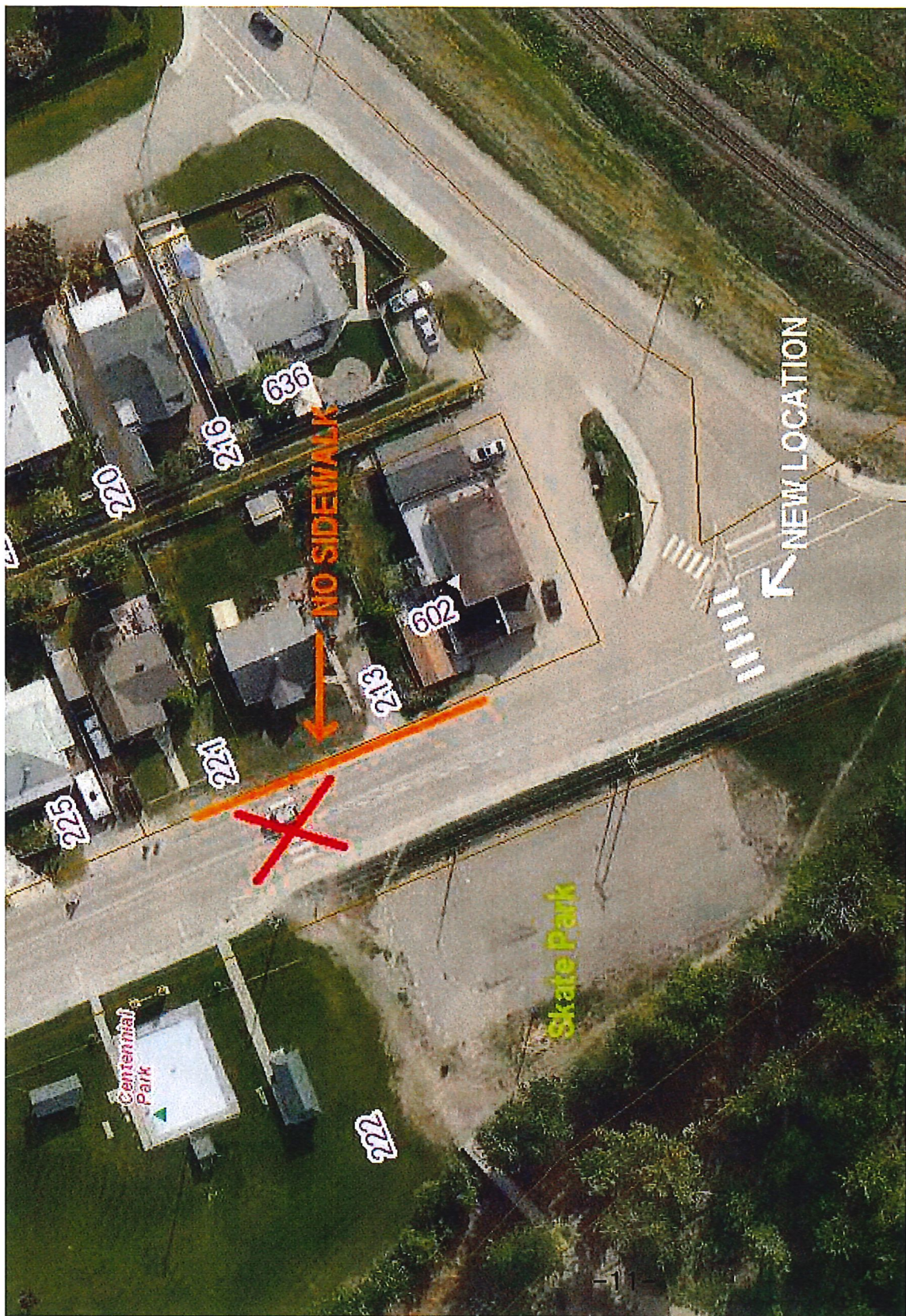
Respectfully submitted,

*Clinton Wright*

Approved for Council Consideration by CAO

*Jon Henrich*





**VILLAGE OF CHASE  
BYLAW NO. 867 - 2019**

**A BYLAW TO AMEND THE VILLAGE OF CHASE ZONING BYLAW NO. 683 - 2006**

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**WHEREAS** the Council of the Village of Chase has adopted the Village of Chase Zoning Bylaw No. 683 – 2006;

**AND WHEREAS** the Council of the Village of Chase deems it necessary to amend Bylaw No. 683;

**AND WHEREAS** the zoning amendment conforms to the Village of Chase Official Community Plan Bylaw No. 635, 2002 as amended from time to time;

**AND WHEREAS** the Council of the Village of Chase has held a Public Hearing pursuant to the *Local Government Act*;

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

1. This Bylaw shall be cited for all purposes as "Village of Chase Zoning Amendment Bylaw No. 867- 2019".
2. Schedule A, *Zoning Map*, of Zoning Bylaw No. 683-2006, is hereby amended by changing the land use designation on Plan 33659, Lots A,B,C,D, and EPP89734, from 'R-1 – Low Density Residential' to 'R-3 – High Density Residential' as shown outlined in heavy red line on Schedule "A" attached hereto and forming part of this bylaw."

READ A FIRST TIME THIS **26<sup>th</sup>** day of **MARCH, 2019**.

READ A SECOND TIME THIS **26<sup>th</sup>** day of **MARCH, 2019**.

PUBLIC HEARING HELD THIS **9<sup>th</sup>** DAY OF **APRIL, 2019**

READ A THIRD TIME THIS \_\_ DAY OF \_\_

ADOPTED THIS \_\_ DAY OF \_\_

\_\_\_\_\_  
Rod Crowe, Mayor

\_\_\_\_\_  
Sean O'Flaherty, Corporate Officer

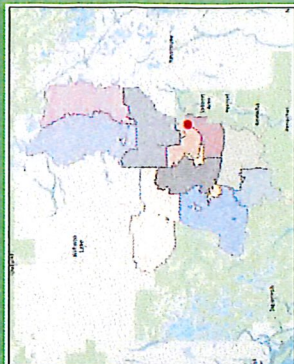


# Schedule A



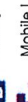
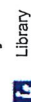
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March 14, 2019

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.

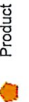
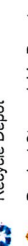
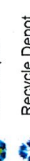
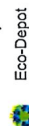


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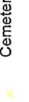
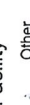
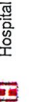
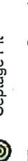
### Library Services



### Waste Disposal and Recycling



### Emergency Services



Author:



A Bylaw to Amend the Village of Chase Fees and Charges Bylaw No. 808-2015

**Schedule "B"**  
**Village of Chase Fees and Charges Bylaw No. 808 – 2015,**  
**Amendment Bylaw No. 872-2019**

**Utilities Billing Cycle and Penalties**

- a) Beginning January 2020, the utility billing will be accomplished in 4 billing periods identified as follows:  
January 1 to March 31  
April 1 to June 30  
July 1 to September 30  
October 1 to December 31
- In 2019, the utility billing periods will be as follows:  
February 1 to April 30  
May 1 to July 31  
August 1 to September 30  
October 1 to December 31
- b) Payments are applied to the oldest balance on each account first, then to current charges.
- c) All water, sewer and solid waste charges left unpaid as of December 31 in each year shall be transferred to property taxes and shall bear interest at the rate established by the Provincial Government for arrears and delinquent taxes until paid.

**Joni Heinrich**

---

**Subject:** FW: Witness Confirmation

Councillor Alison Lauzon has agreed to present to the committee.

**From:** Finance Committee <FinanceCommittee@leg.bc.ca>

**Sent:** Wednesday, June 5, 2019 2:59 PM

**To:** Joni Heinrich <cao@chasebc.ca>

**Subject:** Witness Confirmation

Joni Heinrich  
Village of Chase

On behalf of the Select Standing Committee on Finance and Government Services, we are pleased to confirm that you are scheduled to make a 5 minute presentation to the Committee followed by 5 minutes for questions and answers with Committee Members as part of the Committee's Budget 2020 Consultation. We kindly request that presenters arrive 15 minutes before their scheduled presentation time.

Public Hearing Date: Wednesday, June 12, 2019

Presentation Timeslot: 5:35 PM

Location: Alpine Room, Thompson Rivers University Conference Centre, 805 TRU Way, Kamloops

Should you wish to cancel or reschedule your presentation time, please contact the Parliamentary Committees Office as soon as possible at 250-356-2933 (or toll free in BC: 1-877-428-8337).

If you have written materials that you would like to share with the Committee, please provide electronic copies if possible and these will be distributed to the Committee Members. Should you not have the opportunity to provide an electronic copy of your materials in advance of the public hearing, please bring 10 hard copies for distribution to the Committee at the time of your presentation.

Please note that this is a public meeting and the proceedings will be recorded and transcribed by Hansard Services, and transcripts will be posted on the Legislative Assembly website.

We appreciate your participation and interest in the work of the Select Standing Committee on Finance and Government Services. Should you have any questions about the Committee's public hearings or the consultation process, please do not hesitate to contact our office or visit the Committee's website [www.leg.bc.ca/cmt/fgs](http://www.leg.bc.ca/cmt/fgs).

Legislative Assembly of British Columbia  
Parliamentary Committees Office  
Room 224, Parliament Buildings Victoria BC V8V 1X4  
Tel: 250-356-2933 | toll free in BC: 1-877-428-8337 | fax: 250-356-8172



## ***Village Of Chase***

### ***Administrative Report***

**TO:** Mayor and Council

**FROM:** Corporate Officer

**DATE:** 11 June 2019

**RE:** OCP Amendment Bylaw 873-2019

---

#### **ISSUE/PURPOSE**

To introduce Official Community Plan (OCP) amendment bylaw 873-2019 that would amend the land use designation from '*Parks and open Space*' to '*General Residential*'.

#### **OPTIONS**

1. Accept the application and proceed as recommended
2. Do not accept the application

Council can accept the application and proceed by giving first and second readings of the bylaw, and submit the bylaw to a Public Hearing. This is the recommended option because the best way to hear from all those who consider their interests affected is to allow the application to proceed, initiate the referral process, and hold a Public Hearing. Alternatively, Council has the option to not accept the application. If Council chooses to not accept the application, the applicant will be informed that the application has been refused and a partial refund will be issued.

#### **HISTORY/BACKGROUND**

The subject property was created through subdivision in June of 2005 and the property has been held by Shawnessy Enterprises Ltd. (the 'owner') since then. As a condition of that subdivision, the Village required the owner to register a restrictive covenant to fulfill the *Land Title Act* requirement for public access to water. Then, in July of the same year Council adopted a zoning amendment bylaw to remove campground use from the property thus restricting the use of the land to 'golf course' exclusively. In April of 2006 the owner applied for a zoning amendment to permit a 20-lot recreation vehicle campground which was defeated. The owner took legal action against the Village for 'downzoning' the property but the court dismissed that petition. In June of 2017, the owner brought an application for amendments to both the OCP and zoning looking for residential land uses in anticipation of a 19-lot low-density single-family dwelling



development. Council defeated both bylaws and residential land uses were not achieved. The lands currently exist in a vacant natural vegetative condition.

On May 21, 2019, the owner brought a new application for amendments to both the OCP and zoning bylaws, looking now for appropriate residential land use designations in anticipation of a 17-lot low-density single-family dwelling development. Administration has weighed the application against the 15-year history of applications on the land. By only bringing the OCP designation application forward at this time, Council is being asked to consider what is the best land use designation for this property, without having the decision diluted by also having to simultaneously decide on specific zoning designations. If the OCP amendment is ultimately successful, Administration will subsequently advance the zoning amendment application.

### **DISCUSSION**

Included in this Report to Council is:

- OCP Amendment Bylaw 873-2019
- Application for a land use amendment
- Property Information Report
- Public notification map indicating adjacent properties within 50m.
- Legal plan KAP78321 showing the road covenant

### **FINANCIAL IMPLICATIONS**

None

### **POLICY IMPLICATIONS**

Section 464 of the *Local Government Act* states that a Public Hearing is necessary on all land use amendments. Furthermore, as per the Village's development procedures, all property owners within 50m of the subject property must be notified of the bylaw amendment application in advance of any Public Hearing. There is also a requirement to advertise in local newspapers for two consecutive weeks. Section 475 of the *Local Government Act* requires that the Council considers whether early and on-going consultation, in addition to the required Public Hearing, is necessary with one or more persons, organizations or authorities, the Regional District of Thompson-Nicola, local First Nations, the Board of Education of school District #73, and any provincial or federal government and their agencies.

Council can consider that existing protocols and relationships with the above-noted referral agencies be recognized as sufficient consultation as it pertains to section 475 requirements. Furthermore, Council can consider that the statutory advertising in two consecutive weeks in the local newspaper and the Public Hearing itself be recognized as sufficient consultation. Council needs only to *consider* section 475. There is no obligation to consult however Council must at least consider consulting.

The most significant policy implication revolves around changing the land use designation of the subject property. The current land use designation is 'Parks

and Open Space'. If OCP Amendment Bylaw 873-2017 is adopted, the land use designation will become 'Residential'. It is important to note that the zoning will continue to be maintained as C-5, *Recreational Commercial* for exclusive use as a golf course until a zoning bylaw amendment is considered.

It is important for Council to understand that adopting the OCP amendment bylaw will designate the subject property as 'residential'. And once the OCP land use designation changes from 'park' to 'residential' then the zoning bylaw, as subordinate land use policy that must be consistent with the OCP, could not be zoned anything else except as any 'R' zone or comprehensive development zone that has a significant residential component. The owner has applied for a zone change to become R-1, Low Density Residential, however as mentioned earlier, that application is best to be advanced subsequent to the result of this application so that the development 'design' can be comprehensively investigated.

The staff recommendation herein is merely a recommendation to move the OCP bylaw amendment to a Public Hearing so that all persons who deem their interests to be affected by the application can be heard. The recommendation is not a staff endorsement of the application, nor does this disclaimer indicate opposition to the application. There is a recommendation to move forward because a Public Hearing is a democratic process that represents the best opportunity to hear from any person and their perspectives, and affords the community an arena to share how they might be affected, and provides Council with an opportunity to listen and make decisions with the best possible information.

If OCP amendment bylaw 873-2017 is defeated, the applicant will be notified and a \$200 refund will be issued for the combined OCP/zoning amendment application.

#### **RECOMMENDATION(S)**

**"THAT the OCP amendment application for 950 Hysop Road be accepted; and,**

**THAT Council consider consultation with persons, organizations and authorities as per section 475 of the Local Government Act as being satisfied."**

**"THAT the Village of Chase OCP Amendment Bylaw 873-2019 be read a first time."**


**"THAT the Village of Chase OCP Amendment Bylaw 873-2019 be read a second time."**

**"THAT the Village of Chase OCP Amendment Bylaw 873-2019 be submitted to Public Hearing."**

Respectfully submitted,



Approved for Council Consideration by CAO



-19-

**VILLAGE OF CHASE  
BYLAW NO. 873 - 2019**

A Bylaw to Amend the Official Community Plan Bylaw

---

**WHEREAS** the Council of the Village of Chase has adopted the Village of Chase Official Community Plan Bylaw No. 635 - 2002;

**AND WHEREAS** the Council of the Village of Chase deems it necessary to amend Bylaw No. 635;

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

1. This Bylaw may be cited as "Official Community Plan Amendment Bylaw No. 873-2019".
2. Schedule B, Land Use Map, of the Official Community Plan Bylaw No. 635 is hereby amended by changing the land use designation of Lot A DL 517 Plan KAP78320, KDYD, from 'Parks and Open Space' to 'General Residential' as shown outlined in heavy red line on Schedule "A" attached hereto and forming part of this bylaw."

READ A FIRST TIME THIS \_\_ DAY OF \_\_\_\_

READ A SECOND TIME THIS \_\_ DAY OF \_\_\_\_

PUBLIC HEARING HELD THIS \_\_ DAY OF \_\_

READ A THIRD TIME THIS \_\_ DAY OF \_\_

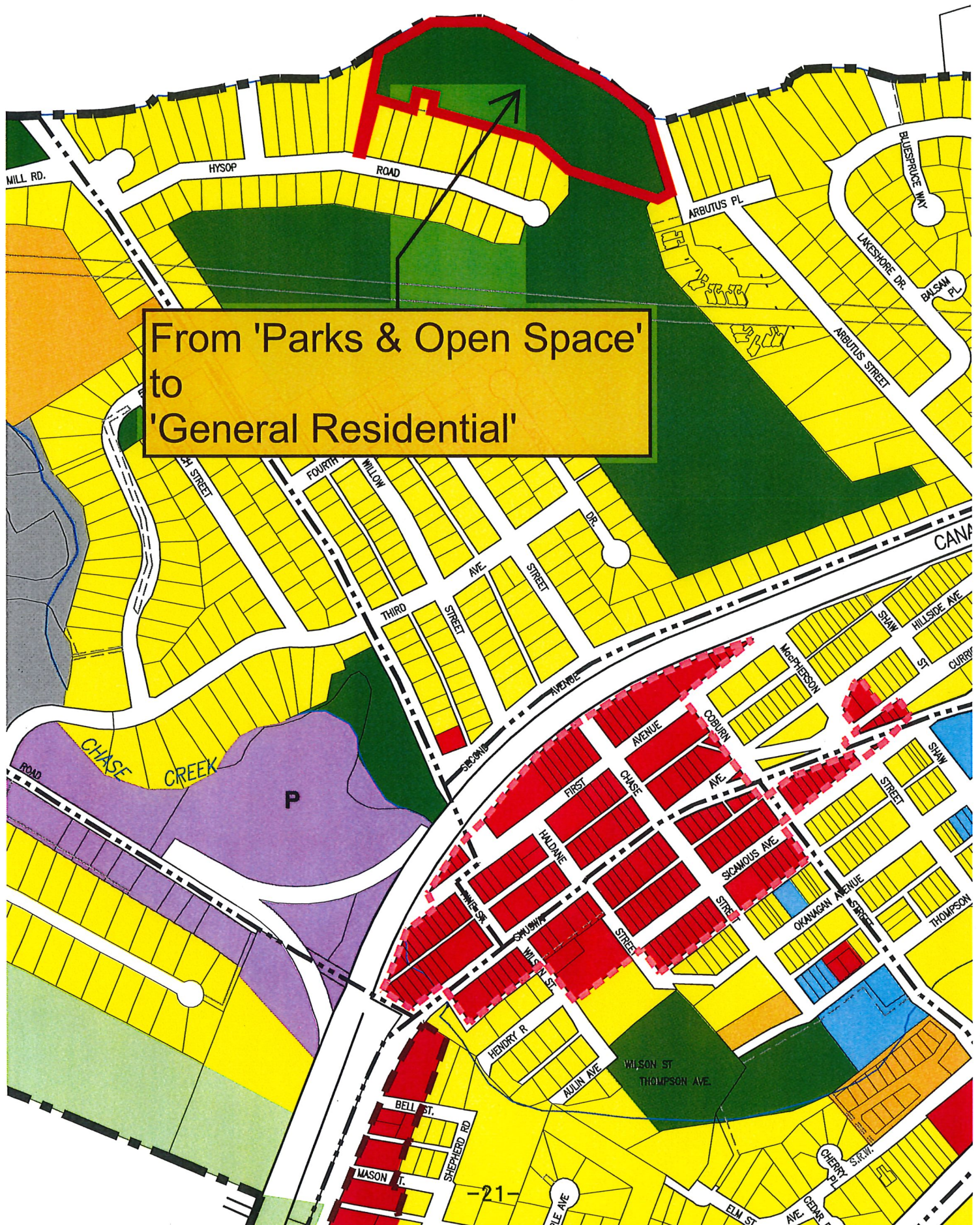
ADOPTED THIS \_\_ DAY OF \_\_

\_\_\_\_\_  
Rod Crowe, Mayor

\_\_\_\_\_  
Sean O'Flaherty, Corporate Officer



# Schedule "A" to Bylaw 873-2019



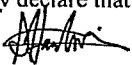


## VILLAGE OF CHASE

### Application for Zoning Bylaw and/or Official Community Plan Amendment

1. Registered property owner's name, address and telephone number  
Shawnessy Enterprises Ltd., Inc. No. 0727778, 1655 Lucky Strike Place, Kamloops, BC V1S 1W5
2. Authorized agent's name, address and telephone number (*If agent is handling application, please supply written authorization from owner*)  
Steve Hartwick, WSP Canada Inc., 420 - 301 Victoria Street, Kamloops, BC V2C 2A3
3. Legal description and Property Identification Number of subject property  
PID: 026-321-319 Legal Description: Lot A District Lot 517 Kamloops Division Yale District Plan KAP78320
4. Approximate area of subject property  
2.96 ha
5. Existing use of subject property  
This property has been vacant for approximately 9 years
6. Existing use of adjacent property  
Residential and Golf Course
7. Description of project or situation necessitating your application  
The client proposes to subdivide and develop the land with residential single family homes.
8. Zoning Designation
  - Existing C5
  - Proposed R1
9. Official Community Plan Designation
  - Existing Parks and Open Space
  - Proposed General Residential
10. Is the subject property within the floodplain of the Little Shuswap Lake, South Thompson River or Chase Creek?  
      X       Yes                      No

I hereby declare that the information contained herein is, to the best of my knowledge, factual and correct.

  
Signature of Owner or Agent

May 10, 2019

Date

**TITLE SEARCH PRINT**

File Reference: Chase

Declared Value \$ 1400000

2019-05-09, 14:50:06

Requestor: Caitlin De Boer

\*\*CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN\*\*

**Land Title District**

Land Title Office

KAMLOOPS

KAMLOOPS

**Title Number**

From Title Number

LA33284

KX78213

**Application Received**

2006-03-15

**Application Entered**

2006-03-20

**Registered Owner in Fee Simple**

Registered Owner/Mailing Address:

SHAWNESSY ENTERPRISES LTD., INC.NO. 0727778  
1655 LUCKY STRIKE PLACE  
KAMLOOPS, BC  
V1S 1W5**Taxation Authority**Kamloops Assessment Area  
Chase, Village of**Description of Land**

Parcel Identifier:

026-321-319

Legal Description:

LOT A DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT PLAN KAP78320

**Legal Notations**

NONE

**Charges, Liens and Interests**

Nature:

COVENANT

Registration Number:

KX78218

Registration Date and Time:

2005-06-17 12:16

Registered Owner:

VILLAGE OF CHASE

Remarks:

INTER ALIA

PART ON PLAN KAP78321

**Duplicate Indefeasible Title**

NONE OUTSTANDING

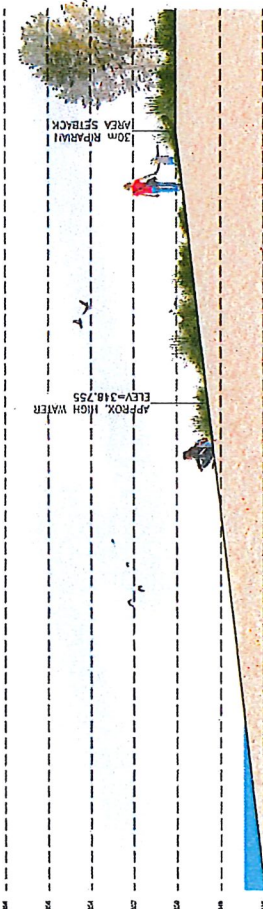
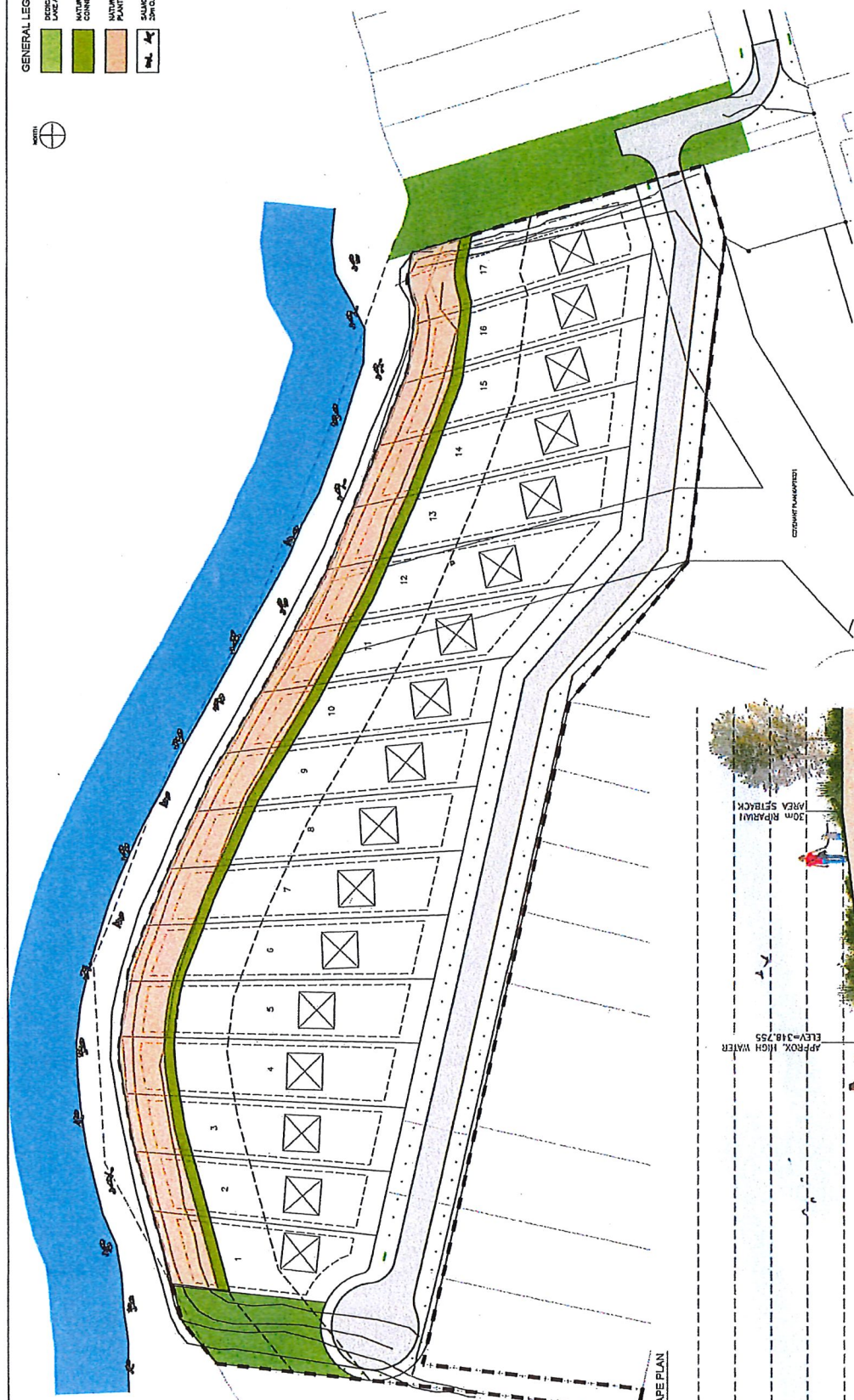
**Transfers**

NONE

**Pending Applications**

NONE

- GENERAL LEGEND:
- DESIGNATED OPEN GREEN SPACE WITH LANDSCAPE
  - NATURALIZED PEDIESTRIAN CONNECTION
  - NATURALIZED FORESHORE PLANTING
  - CLASH HARBOR STRUCTURES & SPACE



REVISION	DATE	DESCRIPTION
1	10/1/2010	ISSUED FOR PERMIT
2	10/1/2010	ISSUED FOR PERMIT
3	10/1/2010	ISSUED FOR PERMIT
4	10/1/2010	ISSUED FOR PERMIT
5	10/1/2010	ISSUED FOR PERMIT
6	10/1/2010	ISSUED FOR PERMIT
7	10/1/2010	ISSUED FOR PERMIT
8	10/1/2010	ISSUED FOR PERMIT
9	10/1/2010	ISSUED FOR PERMIT
10	10/1/2010	ISSUED FOR PERMIT
11	10/1/2010	ISSUED FOR PERMIT
12	10/1/2010	ISSUED FOR PERMIT
13	10/1/2010	ISSUED FOR PERMIT
14	10/1/2010	ISSUED FOR PERMIT
15	10/1/2010	ISSUED FOR PERMIT
16	10/1/2010	ISSUED FOR PERMIT
17	10/1/2010	ISSUED FOR PERMIT



LANDSCAPE ARCHITECTURE, URBAN DESIGN & PLANNING  
 1000 10th Avenue, Suite 100, San Francisco, CA 94103  
 TEL: 415.774.1100 FAX: 415.774.1101

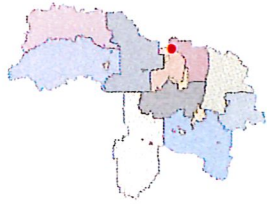
PROJECT: CHASE LAKESIDE SUBDIVISION  
 CLIENT: CHASE  
 CONSULTANT: CHASE

NO.	DATE	DESCRIPTION
1	10/1/2010	ISSUED FOR PERMIT
2	10/1/2010	ISSUED FOR PERMIT
3	10/1/2010	ISSUED FOR PERMIT
4	10/1/2010	ISSUED FOR PERMIT
5	10/1/2010	ISSUED FOR PERMIT
6	10/1/2010	ISSUED FOR PERMIT
7	10/1/2010	ISSUED FOR PERMIT
8	10/1/2010	ISSUED FOR PERMIT
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16	10/1/2010	ISSUED FOR PERMIT
17	10/1/2010	ISSUED FOR PERMIT









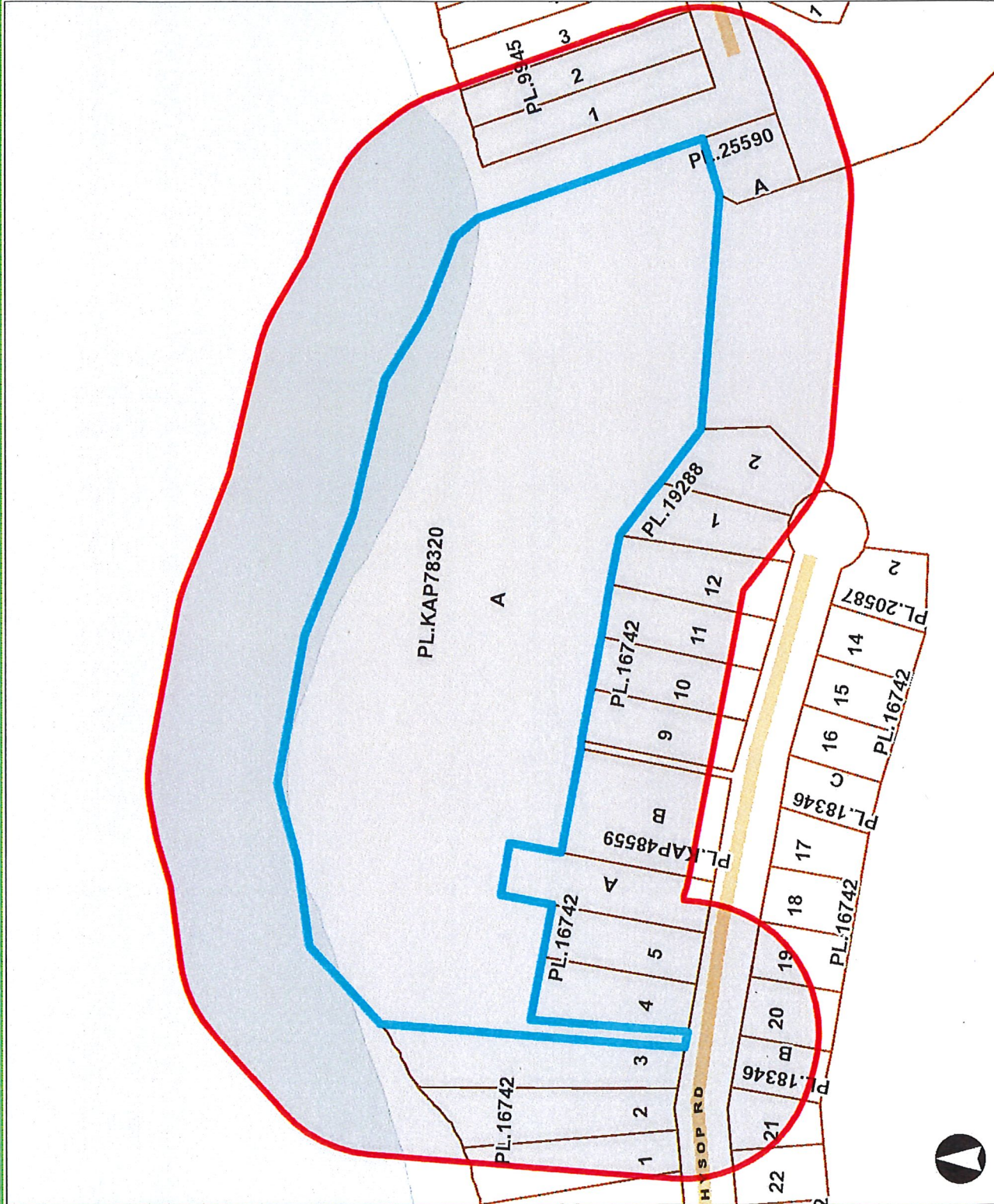
# Legend

- Emergency Services
- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office
- Facility
- Other
- Cemetery
- Community Hall
- Education
- Emergency Response
- Government Building
- Health
- Landmark
- Recreation
- Transportation
- Utility
- Parcel
- TNDR Boundary (Outline)
- Administrative Boundary (Outline)
- First Nations Reserve (Outline)
- Provincial Parks & Protected Areas



Referral Properties within 50m

Author:

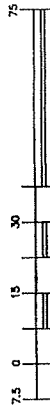


THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.

0.2 0.09 0.2  
Kilometers  
1: 3,400  
Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
August 21, 2017

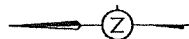
# REFERENCE PLAN TO ACCOMPANY A COVENANT IN LOT A, PLAN KAP78320 AND LOT 1, (EXCEPT PLANS 21270, 25588, 25589, 25590, KAP48559 KAP78320), PLAN 20587, DISTRICT LOT 517, K.D.Y.D.

PURSUANT TO SECTION 39 (1) (E) OF THE LAND TITLE ACT.  
B.C.G.S. 82 L .082

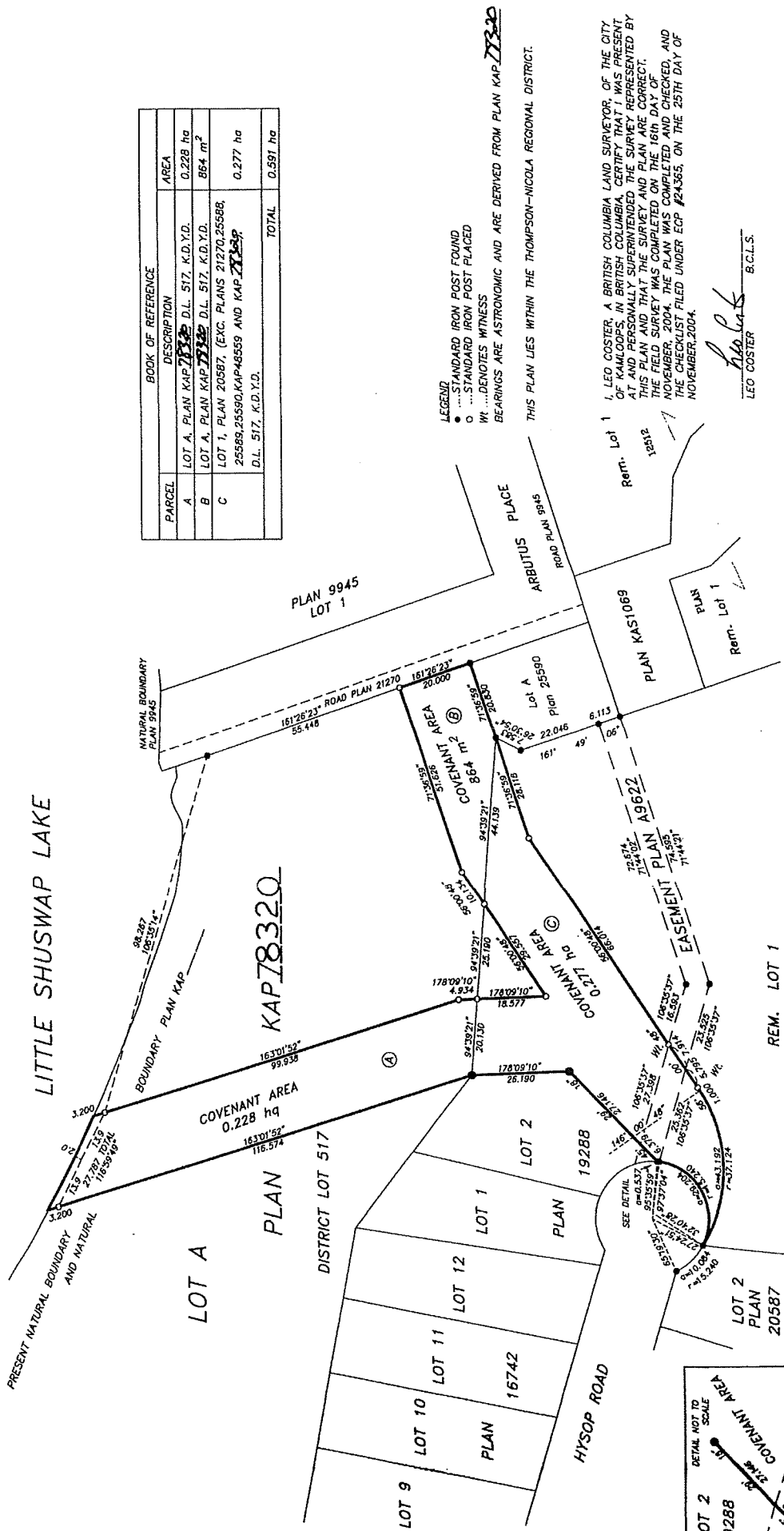


SCALE 1 : 750

All distances are in metres



LITTLE SHUSWAP LAKE



PARCEL	DESCRIPTION	AREA
A	LOT A, PLAN KAP78320 D.L. 517, K.D.Y.D.	0.228 ha
B	LOT A, PLAN KAP78320 D.L. 517, K.D.Y.D.	864 m <sup>2</sup>
C	LOT 1, PLAN 20587, (EXC. PLANS 21270, 25588, 25589, 25590, KAP48559 AND KAP78320) D.L. 517, K.D.Y.D.	0.277 ha
	TOTAL	0.591 ha

LEGEND  
 ● ...STANDARD IRON POST FOUND  
 ○ ...STANDARD IRON POST PLACED  
 Wt ...DENOTES WITNESS  
 BEARINGS ARE ASTROMOMIC AND ARE DERIVED FROM PLAN KAP78320

THIS PLAN LIES WITHIN THE THOMPSON-NICOLA REGIONAL DISTRICT.

I, LEO COSTER, A BRITISH COLUMBIA LAND SURVEYOR, OF THE CITY OF KAMLOOPS, IN BRITISH COLUMBIA, CERTIFY THAT I HAVE PRESENT AT AND PERSONALLY SUPERVISED THE SURVEY REPRESENTED BY THIS PLAN AND THAT THE BEARINGS AND DISTANCES ARE CORRECT. THIS PLAN SUBMITTAL WAS COMPLETED ON THE 16th DAY OF NOVEMBER, 2004. THE PLAN WAS COMPLETED AND CHECKED, AND THE CHECKLIST FILED UNDER ECP #24365, ON THE 25TH DAY OF NOVEMBER, 2004.

*Leo Coster*  
 LEO COSTER B.C.L.S.

COSTER AND SINGER  
 BC AND CANADA LAND SURVEYORS  
 #50-1157 HALL STREET WEST  
 KAMLOOPS, BC V2C 1E9  
 TEL: 250-374-5331 FAX: 250-374-5332  
 DRAWN BY: LC  
 DRAWING NO: 043215COV  
 FILE NO: 043215  
 FB: P.

ORIGINAL



RCMP  
Chase Detachment

226 Shuswap Avenue, P.O. Box 960  
Chase, British Columbia V0E 1M0  
Telephone: (250) 679-3221 FAX: (250) 679-3821

Dear Mayor and Council,

You are invited to attend the Chase RCMP Detachment Open House and "Cram the Cruiser" event on Wednesday June 19<sup>th</sup>, 2019 from 4-7 pm. We would appreciate your assistance in helping us out to make this a very successful community event.

Sincerely,

Sgt. B. (Barry) KENNEDY  
Non-Commissioned Officer in Charge  
Chase RCMP Detachment

RECEIVED  
Village of Chase

MAY 27 2019

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agenda \_\_\_\_\_





THE CITY OF VICTORIA



OFFICE OF THE MAYOR

May 29, 2019,

To The Union of British Columbia Municipalities,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support to restore Provincial support for libraries.

At the May 23, 2019 Council Meeting, Council approved the following resolution:

WHEREAS WHEREAS libraries are a social justice equalizer that provide universal access to information and learning materials irrespective of income levels;

WHEREAS libraries are now so much more than books, building community and a sense of inclusion;

WHEREAS restoring funding to libraries supports the BC Government's agenda to eliminate poverty, improve access to education, and address social justice in BC;

WHEREAS funding rates have been frozen since 2009 and inflationary costs have increasingly been put on municipal property tax payers which is a regressive approach to funding public libraries;

WHEREAS municipalities face downloading from upper levels of government and have few tools to raise funds,

THEREFORE BE IT RESOLVED that Council request the Mayor write to the Minister of Education, the Premier, and all local MLAs strongly advocating for the restoration of library funding to a level that reflects both inflationary cost increases since 2009 and the value of this system to the Province.

BE IT FURTHER RESOLVED that this resolution be forwarded to other municipalities in the Capital Regional District and across BC requesting their favourable consideration.

We eagerly look forward to your support on this matter.

Sincerely,

Lisa Helps  
Victoria Mayor



1886 Little Shuswap Lake Rd • Chase BC • V0E 1M2  
tel 250.679.3203 • fax 250.679.3220

Village of Chase  
PO Box 440  
Chase, BC V0E 1M0

June 5, 2019

RE: Skwlax Competition Pow Wow July 19-21, 2019

Mayor and Council,

Little Shuswap Lake Indian Band will be hosting our annual Competition Pow Wow again this year. We are inviting local dignitaries to give a short welcome speech.

The Pow Wow Committee would be honored if you would accept our invitation, we have included 2 weekend passes for you and a guest. Grand Entry is at 1:00 pm Saturday.

Please confirm your attendance with Morgan Darlington as soon as possible. If you have any questions, please do not hesitate to contact Morgan at (250) 679-3203 ext. 121 or email [mdarlington@lslib.com](mailto:mdarlington@lslib.com). We look forward to hearing from you and hope to see you at the Pow Wow.

All my relations,

*Morgan Darlington*

Morgan Darlington

RECEIVED  
Village of Chase

JUN - 6 2019

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agenda \_\_\_\_\_



## VILLAGE OF CHASE

### Memorandum

**Date:** June 7, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Climate Preparedness Workshops – Fraser Basin Council

---

The Fraser Basin Council is accepting expressions of interest to host climate preparedness workshops in various communities in BC later in 2019 and early in 2020.

This would be an excellent opportunity for the Village of Chase to engage the community. It would also be an opportunity to partner with the three local First Nations communities in working together to learn more about climate change and what specific resources we have as a small region to respond to issues and to mitigate our exposure to changes that will affect us all.

#### RECOMMENDATION

**“That Administration prepare and submit an expression of interest to the Fraser Basin Council for a climate preparedness workshop.”**

Respectfully submitted,

# Community Climate Preparedness Workshop Expression of Interest

The Fraser Basin Council (FBC) will be hosting 5-hour climate preparedness workshops in Indigenous and rural communities (<10,000 people, with some flexibility) throughout BC in 2019/2020. These workshops are funded by Natural Resources Canada and the BC Ministry of Environment and Climate Change Strategy.

These workshops will focus on each communities' context and will enable participants to do a deep-dive into their specific local climate adaptation issues and solutions. The workshops will also delve into resources and funding that are available to support risk reduction and adaptation activities. Workshop attendees will be determined by the local host with support from FBC. If there is interest in hosting a regional workshop in your area rather than a community-based workshop, please note that in the application as it may be a possibility.

The following form <sup>(survey)</sup> serves as an Expression of Interest to host a workshop in your community. The deadline for submissions is **Monday, June 24 at 11:59pm PDT**. The Fraser Basin Council will be in touch with those who are shortlisted to host Community Climate Preparedness Workshops. We will keep communities who apply in mind for future opportunities.

If you have any questions, please email Cait Murphy at [cmurphy@fraserbasin.bc.ca](mailto:cmurphy@fraserbasin.bc.ca) (mailto:cmurphy@fraserbasin.bc.ca) or call 604-488-5353.

Thank you for your interest.



## VILLAGE OF CHASE

### Memorandum

**Date:** June 7, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Fire Department – Trial of First Responder Program

---

Council heard from Blaine Wiggins at its meeting of April 23, 2019 regarding the BC Emergency Health Services program called 'First Responders' whereby fire departments can train and then be able to respond to emergency medical calls within its boundaries. This is a program that provides for more coverage for medical calls in communities when ambulance personnel may be immediately unavailable.

Mr. Wiggins, during his presentation explained:

- A recent auditor general report recommends a more coordinated effort between fire departments and BC Emergency Health Services when possible to support consistent application of medical standards, information sharing and improvements to patient care
- The First Responder (FR) program allows for a fire department to respond to medical calls at its discretion
- An FR program agreement is flexible and can be terminated at any time
- Some equipment and training will be provided where possible
- Approximately 400 agencies across BC have entered into a First Responder partnership, with 15-20% of those agencies being societies in rural communities
- An agreement can specify the types of calls that are dispatched to a partner agency

The members of the Chase Fire Department have put in a formal request to the CAO for Council to consider a 'pilot' or trial for the First Responder program. The members of the Fire Department have stated:

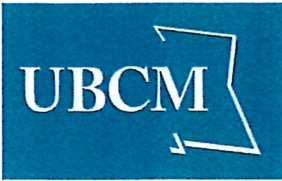
- This would allow for the collection of information to determine whether this is a program the Village wishes to continue to be part of after the trial period
- The members have confirmed they will not request any 'call-out' pay for the trial period
- BCEHS has committed to provide training to the members of the Chase Fire department at no cost to the Village
- BCEHS has committed to providing the necessary equipment for the trial
- The Command #1 (Dodge Ram truck) would be utilized for this particular program
- There will always be a standby crew available should a fire call within the Village's fire protection area occurs



**“That Council approves a 6 month trial period for the Chase Fire Department to participate in the First Responder program through BC Emergency Health Services with the following parameters:**

- Respectfully submitted,

Jon H. Leinrich



June 5, 2019

TO: UBCM Members  
**ATTN: ELECTED OFFICIALS**

FROM: Councillor Murry Krause  
Chair, Nominating Committee

RE: **Call for Nominations for UBCM Executive**

---

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Wednesday July 31, 2019**.

### **1. Positions Open to Nomination**

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

### **2. Qualifications for Office**

Each candidate must be an elected official from a UBCM member local government or First Nation.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

### **3. Nomination Process**

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2019 Nominating Committee are:

- Councillor Murry Krause, Immediate Past President, UBCM, Chair
- Councillor Gord Klassen, North Central Local Government Association
- Councillor Shelley Sim, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Mayor Jack Crompton, Lower Mainland Local Government Association
- Councillor Carl Jensen, Association of Vancouver Island & Coastal Communities

#### **4. Advance Nominations & Nominating Committee Report**

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Wednesday July 31, 2019**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

#### **5. Nominations Off the Floor**

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Convention Program for these times.

As with advance nominations, a candidate must be nominated by two elected officials from a UBCM member local government/First Nation.

#### **6. Further Information**

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Murry Krause  
Chair, Nominating Committee  
60-10551 Shellbridge Way  
Richmond BC V6X 2W9

Chair email: [murry\\_krause@telus.net](mailto:murry_krause@telus.net)  
Chair tel: 250.561.2772 (home)

#### **UBCM Contact:**

Marie Crawford  
General Manager, Richmond Operations

Email: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca)  
Tel: 604-270-8226 ext. 104

1915/60/Call for Nominations-Items/Call for Nominations

**1 NOMINATION & CONSENT FORM FOR 2019/2020 UBCM EXECUTIVE**

We are qualified under the UBCM Bylaws to nominate<sup>1</sup> a candidate and we nominate:

Name: \_\_\_\_\_

Elected Position (Mayor/Chief/Councillor/Director): \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Nominated for: \_\_\_\_\_

**NOMINATED BY:**

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Elected Position: \_\_\_\_\_ Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_ Mun/RD/First Nation: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**CONSENT FORM**

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws<sup>2</sup>. I will also forward by **July 31, 2019** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph\* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information\*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

\* Photo and bio will be published in the Report on Nominations.

**CANDIDATE:**

Name: \_\_\_\_\_ Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Nominated for: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca).

**Submission Deadline: July 31, 2019**

<sup>1</sup> Nominations require two elected officials of members of the Union [Bylaw 4(b)].

<sup>2</sup> All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].  
Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

## BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

### 1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

*The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.*

### 2. UBCM EXECUTIVE STRUCTURE

#### Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

#### Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

### 3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of November (2 days)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of February (3 days)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of May (2 days)
- 3<sup>rd</sup> full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

## UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

### UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

#### 13 Elected Positions

President  
First Vice-President  
Second Vice-President  
Third Vice-President  
Director at Large (5 positions)  
Small Community Representative  
Electoral Area Representative  
Vancouver Metro Area Representative (2 positions)

#### 8 Appointed Positions

Immediate Past President  
Vancouver Representative  
GVRD (Metro Vancouver) Representative  
Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

### NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

### NOMINATION PROCESS

#### May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

#### July 31, 2019

Advance nominations close.

## APPENDIX C

Following the July 31<sup>st</sup> advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

### Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

### On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

## ELECTION PROCESS

### Step 1 – Election of Table Officers

#### WEDNESDAY, SEPTEMBER 25

- 9:20 am Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 am Nominations from the floor for Table Officer positions.
- 2:30-2:45 pm Candidate speeches *(if there is more than one candidate for a position)*.
- 2:45-5:00 pm Elections for Table Officer positions *(if there is an election)*.

#### THURSDAY, SEPTEMBER 26

- 8:00-9:00 am Elections continue for Table Officer positions *(if there is an election)*.

### Step 2 – Election of Remaining Executive Positions

#### THURSDAY, SEPTEMBER 26

- 8:30 am Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:30-11:35 am Nominations from the floor for the remaining Executive positions.
- 11:35-12:00 pm Candidate speeches *(if there is more than one candidate for a position)*.
- 2:00-5:00 pm Elections for the remaining Executive positions *(if there is an election)*.

#### FRIDAY, SEPTEMBER 27

- 7:30-8:30 am Elections continue for the remaining Executive positions *(if there is an election)*.

*For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.*

*Please review the Convention Program for final timing of events.*

<p style="text-align: center;"><b>EXTRACT FROM THE UBCM BYLAWS: EXECUTIVE COMPOSITION, NOMINATIONS &amp; ELECTIONS</b></p>
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**UBCM BYLAWS SECTIONS 2 TO 5****2. OFFICERS:**

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

**3. EXECUTIVE:**

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

- (b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).
- (c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.



- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
  - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
  - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

#### **4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:**

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;

- encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;
  - review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
  - accept qualified nominees nominated by two elected officials of members of the Union;
  - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GRVD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
  - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
  - that each general area of the Province is represented on the Executive nominated or appointed.
- The Nominating Committee shall not recommend any nominee or group of nominees.
- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;

- Electoral Area Representative;
- for the five positions of Director at Large; and
- the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

## **5. ELECTION OF OFFICERS AND EXECUTIVE:**

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area

Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.

- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.
- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.