



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, January 8, 2019 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the January 8, 2019 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Special Meeting held November 14, 2018

Pages 1-2

Resolution:

“THAT the minutes of the November 14, 2018 Special Meeting of Council be adopted as presented.”

3.2 Special Meeting held November 20, 2018

Pages 3-4

Resolution:

“THAT the minutes of the November 20, 2018 Special Meeting of Council be adopted as presented.”

3.3 Special Meeting held December 4, 2018

Pages 5-6

Resolution:

“THAT the minutes of the December 4, 2018 Special Meeting of Council be adopted as presented.”

3.4 Regular Meeting held December 11, 2018

Pages 7-8

Resolution:

“THAT the minutes of the December 11, 2018 Regular Meeting of Council be adopted as presented.”

3.5 Regular Meeting held December 18, 2018

Pages 9-15

Resolution:

“THAT the minutes of the December 18, 2018 Regular Meeting of Council 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

Robyn Cyr – Economic Development Officer, Shuswap Tourism, Columbia Shuswap Regional District

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 16-19

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

9.1 Rural and Northern Communities – Grant Funding Opportunity
Report from the CFO

Page 20

Recommendation:

“THAT Council approves a grant funding application for the Chase Creek Remediation Project through the Investing in Canada Infrastructure Program-Rural and Northern Communities Program; and that Council supports the project and commits to its share of the project.”

9.2 Southern Interior Local Government Association – Call for Nominations Pages 21-22
The deadline for nominations to the positions of President, 1st Vice President, 2nd Vice President and 7 Directors at Large is Friday, March 1, 2019.

9.3 SILGA Call for Resolutions for 2019 Convention
Deadline for Submission of Resolutions is March 1, 2018.

Pages 23-24

9.4 SILGA Community Excellence Awards
Deadline for Submission of Resolutions is March 1, 2018.

Pages 25-26

9.5 Council Congratulatory from E-Comm 911
Resolution:

Page 27

“THAT the letter from Oliver Gruter-Andrew, President and CEO, E-Comm BC congratulating Mayor Rod Crowe and Councillors, be received as information.”

10. RELEASE OF IN CAMERA ITEMS

11. IN CAMERA

Resolution:

“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (k), negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”

12. ADJOURNMENT

Resolution:

“That the January 8, 2019 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Special Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Wednesday, November 14, 2018 at 4:30 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer

Public Gallery: 0

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:34 p.m.

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the required Notice of Meeting as per *Community Charter* Section 127(4) be waived."

CARRIED

#2018/11/14_001

2. ADOPTION OF THE AGENDA

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the November 14, 2018 Village of Chase Special Council meeting agenda be adopted as presented."

CARRIED

#2018/11/14_002

3. ADOPTION OF MINUTES

None

4. DELEGATIONS

None

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

None

7. IN CAMERA

Moved by Councillor Torbohm

Seconded by Councillor Maki

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (k), provision of a municipal service."

CARRIED

#2018/11/14_003

8. ADJOURNMENT

Moved by Councillor Scott
Seconded by Mayor Crowe

**"THAT the November 14, 2018 Village of Chase Special Council meeting be
adjourned."**

**CARRIED
#2018/11/14_004**

The meeting concluded at 6:22 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Special Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Tuesday, November 20, 2018 at 4:30 p.m.

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

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

Public Gallery: 0

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:39 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the November 20, 2018 Village of Chase Special Council meeting agenda be adopted as presented."

CARRIED

#2018/11/20_001

3. ADOPTION OF MINUTES

None

4. DELEGATIONS

None

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

Waive Notice of Special Meeting

Moved by Councillor Maki

Seconded by Councillor Lauzon

THAT pursuant to Section 127(4) of the *Community Charter* notice of the Special Meeting be waived."

CARRIED

#2018/11/20_002

7. **IN CAMERA**

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (c) labour relations, (k) discussion regarding the provision of a municipal service and (l) discussion regarding municipal objectives.

CARRIED

#2018/11/20_003

8. **ADJOURNMENT**

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the November 20, 2018 Village of Chase Special Council meeting be adjourned."

CARRIED

#2018/11/20_004

The meeting concluded at 6:24 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Special Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Tuesday, December 4, 2018 at 4:45 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer

Public Gallery: 0

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:49 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the December 4, 2018 Village of Chase Special Council meeting agenda be adopted as presented."

CARRIED

#2018/12/04_001

3. WAIVE NOTICE OF SPECIAL MEETING

Moved by Councillor Lauzon

Seconded by Councillor Scott

"THAT pursuant to Section 127 (4) of the *Community Charter*, notice of the Special Meeting be waived."

CARRIED

#2018/12/04_002

4. ADOPTION OF MINUTES

None

5. DELEGATIONS

None

6. UNFINISHED BUSINESS

None

7. NEW BUSINESS

None

8. **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 (g), litigation or potential litigation affecting the municipality."

CARRIED

#2018/12/04_003

9. **ADJOURNMENT**

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the December 4, 2018 Village of Chase Special Council meeting be adjourned."

CARRIED

#2018/12/04_004

The meeting concluded at 8:04 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Special (Budget) Meeting of the Council of the Village of Chase
held in the Council Chamber of the Village Office at 826 Okanagan Avenue
on Tuesday, December 18, 2018, at 4:00 p.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Clinton Wright, Manager of Public Works

Public Gallery: 4
Press: 0

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:01 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Lauzon

**"THAT the December 18, 2018 Village of Chase Special (Budget) Meeting agenda
be adopted as presented."**

CARRIED

2018/012/18_SP001

3. ADOPTION OF MINUTES

No minutes.

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

None

7. REPORTS

None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

9.1 Water, Sewer and Solid Waste – Preliminary 2019 Budget

The Chief Financial Officer presented an overview of the Solid Waste, Sewer and Water funds in preparation for Council's 2019 budget deliberations. She noted

that while the solid waste fees cover the costs of the solid waste service, and the sewer service fees cover the cost of the sewer service, the water fees are not currently covering the costs of the water service. A full review of the rates for these utilities is recommended in order that each service can be financially self-sustaining.

10. RELEASE FROM IN CAMERA ITEMS

11. IN CAMERA

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (b) of the *Community Charter*, the consideration of information received and held in confidence relating to negotiations between governments..."

CARRIED

2018/012/18_SP002

12. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Maki

"That December 18, 2018 Village of Chase Special (Budget) meeting be adjourned."

CARRIED

2018/012/18_SP003

The meeting was adjourned at 6:43 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



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, December 11, 2018 at 4:00 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Clinton Wright, Manager of Public Works
Brian Lauzon, Fire Chief

Public Gallery: 9

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 Maki

"THAT the December 11, 2018 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2018/012/11_001

3. ADOPTION OF MINUTES

3.1 Regular Meeting held November 27, 2018

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT the minutes of the November 27, 2018 Regular Meeting of Council be adopted as presented."

CARRIED

#2018/012/11_002

3.2 Public Hearing held November 27, 2018

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the minutes of the November 27, 2018 Public Hearing be adopted as presented."

CARRIED

#2018/012/11_003

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Carolyn Parks-Mintz of 813 Okanagan Avenue, regarding item 9.3, wondered if the remuneration calculations were estimates.

The CAO responded that the numbers are just estimates.

Bruce Nelson of 216 Ash Drive, regarding item 9.11, asked if there were any active applications.

The CAO responded by saying all applications must go through the province and they have not forwarded any applications to the Village to date.

Mr. Nelson then, regarding item 9.4, asked if the Department of Fisheries and Oceans are involved with the application to clean up the beach.

The CAO responded that all necessary requirements will be met by the group that is applying to do the clean-up.

6. DELEGATIONS

6.1 BC Ambulance Service - Duane Currie, Unit Chief; Susan Murray Community Paramedic; Loyd Ondang, District Manager

Various members of the BC Ambulance Service explained some of the changes that are important to Chase:

- Chase now benefits from a full time Community Paramedic who assists seniors in order that they can age in place longer without having to relocate to a larger centre
- There are two ambulance units stationed in Chase
- While the ambulances are sometimes called out of the Chase area, more units are being added to the centres such as Kamloops and Salmon Arm so that the times the Chase units are needed elsewhere is reduced

6.2 Shuswap Trail Alliance - Phil McIntyre-Paul and Carmen Massey

Phil McIntyre-Paul, Executive Director of the Shuswap Trail Alliance introduced Carmen Massey as one of the members of the Board of Directors of the STA, and then provided a power point presentation showing what the Alliance has done over the past years and what is planned for the future.

(A copy of the presentation is on file with the Village of Chase).

Mayor Crowe thanked Mr. McIntyre-Paul and Ms. Massey for attending the meeting and sharing their information.

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- November 27 – Attended In-Camera Council meeting
- November 27 - Attended Chase Christmas Hamper Society Open House
- November 30 – Participated in the Chase Country Christmas Parade
- November 30 – Attended Christmas festivities at Parkside care home
- December 4 - Attended In-Camera Council meeting
- December 6 – Attended a meeting with MLA Todd Stone
- December 6 – Attended dinner hosted by Chase Fire Rescue
- December 8 – Attended the Chase Chamber of Commerce Christmas gala and presented Citizen(s) of the Year award
- December 11 – Attended a Chase & District Health Services Foundation meeting

Mayor Crowe added that the CP Holiday Train stops in Chase on Sunday, December 16, 2018 in front of the RCMP station on Shuswap Avenue and that a resolution is needed to close a portion of the road for the event.

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT Shuswap Avenue be closed between Ash Drive and Brooke Drive on December 16 between 2:15pm and 3:40pm."

CARRIED

#2018/012/11_004

Councillor Lauzon

- November 27 – Attended In-Camera Council meeting
- November 27 - Attended Chase Christmas Hamper Society Open House
- November 30 – Participated in the Chase Country Christmas Parade
- December 3 - Attended a Youth Action Committee meeting as Service Clubs' Liaison
- December 4 - Attended In-Camera Council meeting
- December 6 – Attended a meeting with MLA Todd Stone
- December 6 – Attended dinner hosted by Chase Fire Rescue
- December 7 – Met with Harley Hook of the Shawnessy Group regarding their lakeshore subdivision development proposal on Hysop Road

Councillor Maki

- November 27 – Attended In-Camera Council meeting
- November 27 - Attended Chase Christmas Hamper Society Open House
- November 30 – Participated in the Chase Country Christmas Parade
- December 4 - Attended In-Camera Council meeting
- December 6 – Attended a meeting with MLA Todd Stone
- December 6 – Attended dinner hosted by Chase Fire Rescue

Councillor Scott

- November 27 – Attended In-Camera Council meeting
- November 27 - Attended Chase Christmas Hamper Society Open House
- November 30 – Participated in the Chase Country Christmas Parade
- December 4 - Attended In-Camera Council meeting
- December 5 – Attended an Adams River Salmon Society meeting
- December 6 – Attended dinner hosted by Chase Fire Rescue
- December 8 – Attended the Chase Chamber of Commerce Christmas gala

Councillor Torbohm

- November 27 – Attended In-Camera Council meeting
- November 27 - Attended Chase Christmas Hamper Society Open House
- November 30 - Participated in the Chase Country Christmas Parade
- December 4 - Attended In-Camera Council meeting
- December 6 – Attended a meeting with MLA Todd Stone
- December 6 – Attended dinner hosted by Chase Fire Rescue
- December 10 – Met with Sgt. Kennedy, RCMP as the RCMP liaison

b) Staff Reports

Manager of Public Works reported:

- The Public Works staff are currently working on preparation tasks for winter

Fire Chief reported:

- Fire calls: 2, Rescue calls: 2
- 252 Burning Permits have been issued to date
- There are 18 members and 2 junior fire fighters in the department; 2 members on leave
- Working on the 2019 budget
- Initiating the *Team Leader* program as per the Fire Commissioner's *Play Book*
- Updated the department's operational guidelines
- Hosted a 'meet and greet dinner' for all Village Council members and employees

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the reports from Council members and staff be received for information."

CARRIED

#2018/012/11_005

8. **UNFINISHED BUSINESS**

8.1 OCP Amendment Bylaw 864-2018

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT OCP Amendment Bylaw 864-2018 be given third reading."

CARRIED

#2018/012/11_006

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT OCP Amendment Bylaw 864-2018 be adopted."

CARRIED

#2018/012/11_007

8.2 OCP Amendment Bylaw 859-2018

Moved by Councillor Torbohm

Seconded by Mayor Scott

"THAT OCP Amendment Bylaw 859-2018 be given third reading."

CARRIED

#2018/012/11_008

Moved by Councillor Maki

Seconded by Mayor Torbohm

"THAT OCP Amendment Bylaw 859-2018 be adopted."

CARRIED

#2018/012/11_009

8.3 OCP Amendment Bylaw 863-2018

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT OCP Amendment Bylaw 863-2018 be given third reading."

CARRIED

#2018/012/11_010

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT OCP Amendment Bylaw 863-2018 be adopted."

CARRIED

#2018/012/11_011

NEW BUSINESS

9.1 2019 Council Meeting Schedule

Moved by Councillor Maki

Seconded by Councillor Torbohm

"THAT Council adopt the 2019 Council meeting schedule as presented."

Moved by Councillor Maki

Seconded by Councillor Torbohm

"THAT the calendar be amended by changing the meeting start times for March 26, 2018 and April 23, 2018 to 7:00 p.m."

The vote was called on the amendment motion and it was

**CARRIED
#2018/012/11_012**

The vote was called on the main motion as amended and it was

**CARRIED
#2018/012/11_013**

9.2 Destruction of Finance Files

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT Council approve the destruction of the files listed on Schedule A, dated December 4, 2018."

**CARRIED
#2018/012/11_014**

9.3 Council Remuneration

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT Council, in accordance with policy ADM-19, increase the remuneration by 2% effective Decemer 1, 2018."

**CARRIED
#2018/012/11_015**

9.4 Chabelos Resort – Beach Clean-up

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT Council authorize Triton Environmental Consultants Ltd. to submit a Section 11 application to the Province of BC for purposes of Triton administering beach clean-up on behalf of the owners of Chebalos Resort at no cost to the Village."

**CARRIED
#2018/012/11_016**

9.5 Local Government Infrastructure Planning Grant

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT Council approves a grant application under the Infrastructure Planning Grant Program for a maximum of \$10,000 for the video scoping of sanitary sewer lines to aid in the conditional assessment of the infrastructure for the Village of Chase Asset Management Planning process."

**CARRIED
#2018/012/11_017**

9.6 Chase & District Festival Society – 2018 Lakeside Music Series

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT Council receive the 2018 Lakeside Music Series Summary for information."

**CARRIED
#2018/012/11_018**

9.7 Local Government Leadership Academy – Kelowna January 2019

Moved by Councillor Maki

Seconded by Councillor Torbohm

“THAT costs associated with any member of Council wishing to attend the SILGA LGLA 2019 Elected Officials Seminar in Kelowna in January 2019 be approved according to Council’s *Expense Reimbursement Policy ADM-21*.”

CARRIED

#2018/012/11_019

9.8 Local Government Management Association – 2019 CAO Forum

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT costs associated with the CAO attending the 2019 CAO Forum in Kelowna, February 5-7, 2019 be approved according to the *Expense Reimbursement Policy ADM-21*.”

CARRIED

#2018/012/11_020

9.9 Shuswap Trail Alliance – Grant-In-Aid Request

Moved by Councillor Torbohm

Seconded by Councillor Maki

“THAT Council provide the Shuswap Trail Alliance \$500 each year of 2018, 2019, 2020 and 2021 as a grant-in-aid to be put towards the annual Shuswap Trails Roundtable and Strategy meetings.”

CARRIED

#2018/012/11_021

9.10 Letter from Ministry of Forests, Lands, and Natural Resource Operations regarding Scatchard Mountain (Rocky Road Trail) Approval

Moved by Councillor Scott

Seconded by Councillor Lauzon

“THAT the trail approval letter from the Ministry of Forests, Lands, and Natural Resource Operations regarding Scatchard Mountain (Rocky Road Trail) be received for information.”

CARRIED

#2018/012/11_022

9.11 Letter from Office the of Attorney General – Non-medicinal Cannabis

Moved by Councillor Scott

Seconded by Councillor Maki

“THAT the letter from David Eby, Attorney General regarding non-medical cannabis be received for information.”

CARRIED

#2018/012/11_023

9.12 Letter from Minister of Municipal Affairs and Housing

Moved by Councillor Lauzon

Seconded by Councillor Maki

“THAT the letter from Selina Robinson, Minister of Municipal Affairs and Housing, congratulating the inaugurated Mayor and Councillors, and the supplemental information on Foundational Principles of Responsible Conduct be received for information.”

CARRIED

#2018/012/11_024

10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

Vic Endean of 380 of Shepherd Road, asked if the Sunshore Golf Course Manager had sent in a letter yet pertaining to water utility bills.

The CAO responded by saying that no letter has been received from Ron Anderson or the Recreation Centre Society as yet.

11. RELEASE OF IN-CAMERA ITEMS

None

12. IN CAMERA

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) (j) of the *Community Charter*, regarding information that if it were presented in a document would be prohibited from disclosure.”

CARRIED

#2018/012/11_025

13. ADJOURNMENT

Moved by Councillor Maki

Seconded by Councillor Lauzon

“THAT the December 11, 2018 Village of Chase Regular Council meeting be adjourned.”

CARRIED

#2018/012/11_026

The meeting concluded at 5:39 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: January 4, 2018
To: Mayor and Council
From: CAO
RE: Activities from December 6 to January 4, 2018

Council Support/Meetings

- Oversee preparation of Council agendas
- Organized various Council workshops for orientation
- Prepared documentation and reports for Council agendas
- Ensured Council's registration at upcoming LGLA conference
- Provided regular updates to Council on governance and other pertinent matters
- Provided mid-week information to Council as required
- Prepared and submitted various information items to local newspaper regarding Council activities and Village business

Regular Duties

- Accepted all incoming mail/general email enquiries and delegated them to appropriate staff members for response/review
- Met with staff and management in relation to various labour relations matters
- Provided support to staff relating to various municipal operational matters
- Met with members of the public regarding various operational queries
- Met with Management Team to discuss handling of various operational matters
- Authorized, with the Mayor, payroll and accounts payable transactions
- Participated in conference calls and other meetings relating to region wide initiatives and approaches to various municipal matters
- Assisted in sales of two surplus municipal vehicles

Respectfully submitted,



VILLAGE OF CHASE

Memorandum

Date: 4 January 2019

To: Mayor and Council

From: Sean O'Flaherty, Corporate Officer

RE: Activities undertaken from December 10 to January 4, 2019

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
- Participated in opening bid offers on Village's surplus vehicles

4th Quarter (2018 Year End) Statistics:

- Dog licences: **264** (300 for 2018). This represents a 12% decrease
- Business licences: **227** (215 for 2018) This represents a 6% increase
- Building Permit statistics have not been published yet and will be reported verbally

Bylaw Enforcement

- Bylaw enforcement activity is minimal

Dog Control

- There were 2 dogs in the pound in December. Otherwise activity is minimal

Respectfully submitted,

Approved for Council Consideration by CAO



VILLAGE OF CHASE

Memorandum

Date: January 3, 2019

To: Council

From: CFO

RE: December Report


Dealt with customer property taxes and utility issues as required
Submit School Tax and HOG reconciliation
Upload BC Assessment updates
Review Accounts Payable and Payroll Batches
Reconcile December accounts.
Participated in Management meetings
Preparation of reports to Council
Research and source documents to support Rural Northern Community potential grant project opportunity-Chase Creek Rehabilitation
Research Community, Culture and Recreation grant opportunity and potential project
Submitted Water Utilization Strategy report for funding
Finalized submission of Community Resiliency Investment fund grant application
Preparation of Council Remuneration report
Applied for extension to the BC Hydro Trees grant funding.
Prep and present 2019 Water, Sewer and Solid Waste budgets
Prep and attend workshops
Process Public Works vehicle sales
Begin 2108-year end reconciliations, transfers, and processes

Respectfully submitted,

Approved for Council Consideration by CAO



Joanne Molnar



Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: January 8, 2019
To: Mayor and Council
From: Public Works Manager
RE: Public Works Update

Water Treatment and Distribution

- A formal Uni-directional Water main flushing program has been completed and is ready for implementation beginning early spring.

Winter Snow Removal

- Unit #14, our 1.5-ton dump box truck has been fitted with its final piece of snow removal equipment. The new sander has been tested and works well in combination with the plow purchased last year. Having this vehicle fully outfitted for snow events allows any Village of Chase employee to operate it without the need for a special class license.

Staffing

- I'd like to officially welcome aboard Tracey Simpson. She is our new Public Works Temporary Labourer. We had high interest in this position and we are proud to fill the vacancy with an individual who resides in Chase. This is a 6-month term position designed to assist in the Winter months and the onset of Spring when getting Parks prepped and winter clean-up accomplished can be demanding on Public Works staff.

Fleet

- We have successfully sold both Village vehicles that were put out for auction.

Respectfully submitted,

Clinton Wright

Approved for Council Consideration by CAO

Jonitha Henrich



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: January 3, 2019
RE: Rural Northern Communities Program

ISSUE/PURPOSE

To seek Council approval to apply to the Rural and Northern Communities Program for grant funding supporting the Chase Creek Remediation Project

OPTIONS

1. Endorse the submission of the grant application
2. Do not endorse the submission of the grant application

HISTORY/BACKGROUND

The Rural and Northern Communities Program was introduced in September of 2018 with the federal and provincial governments committing up to \$95 million to support cost-sharing infrastructure projects in rural communities. Projects must meet specific core outcomes to be eligible, and in consultation with TRUE Consulting, staff has determined the Chase Creek Remediation project a very strong grant proposal.

DISCUSSION

The Chase Creek Remediation Project focus on the remediation of several critical sites on Chase Creek, specifically the Paquette, Coburn and Third Avenue bridge abutments as well as the retaining wall adjacent to Orchards Trailer Park. After extensive review of several studies, prescriptions, and documents pertaining to the Chase Creek channel and a site visitation, TRUE Consultants has recommended these sites. Though there are other areas of Chase Creek that are eroding, they are not currently threatening infrastructure or property.

FINANCIAL IMPLICATIONS

The scope of the project identified is estimated to be \$1,160,000. For local governments with population less than 5,000, such as Chase, the funding available is up to 100%. This project would not be undertaken unless 100% funding is obtained.

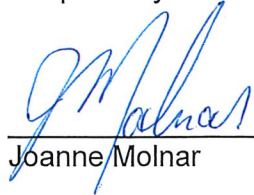
POLICY IMPLICATIONS

None

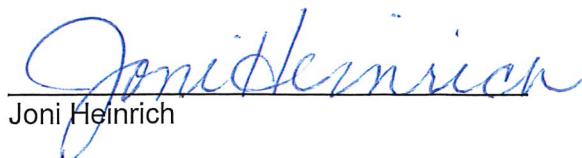
RECOMMENDATION

"That Council approves a grant funding application for the Chase Creek Remediation Project through the Investing in Canada Infrastructure Program-Rural and Northern Communities Program; and that Council supports the project and commits to its share of the project."

Respectfully submitted,


Joanne Molnar

Approved for Council Consideration by CAO


Joni Heinrich

SILGA *Southern Interior Local Government Association*

December 1, 2018

To: All SILGA Members

Re: SILGA Convention – Call for Nominations 2019

As per the Constitution of the Southern Interior Local Government Association (amended 2017), the “Call for Nominations” is now going out to all member Mayors, Councillors, Regional Chairs and Directors who wish to seek a position on the SILGA Executive for the 2019/2020 term. Elections are to be held at the SILGA Convention in Penticton on May 2, 2019.

Offices to be filled are President, 1st Vice President, 2nd Vice President and seven Directors. One member of the SILGA board must be an Electoral Area Director of a member Regional District. All positions are for one year. Those presently serving may run for another term if they so wish.

Excerpt from the SILGA constitution regarding new voting procedures:

7.10 The election of Officers to the Executive shall be held at the Annual General Meeting on a first ballot and that of the Directors at Large subsequently on a second ballot. Any candidate that is unsuccessful in obtaining an Officer position on the first ballot may become a candidate for a Director at Large position on the second ballot.

7.11 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is elected, the Director at Large positions will then be filled by the candidates with the most votes.

7.12 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is not elected, then in the election of the Directors at Large, the candidate - of those candidates that are Electoral Area Directors of a regional district - with the most votes will be elected as a Director at Large and the balance of the Director at Large positions will be filled by the remaining candidates with the most votes. If only one Electoral

Area Director of a regional district candidate runs for a Director at Large position, that candidate will be acclaimed.

Deadline for nominations is Friday, March 1, 2019. You will be asked to complete a biography and submit a photo for the printing of the official Nominating Committee Report to be contained in the Convention Package.

The SILGA nomination committee is chaired by Past President Chad Eliason, City of Salmon Arm.

All those interested in serving are asked to contact Councillor Eliason at 250-804-9874 or by email at chadeliason@gmail.com or the SILGA office at 250-851-6653. All information should be forwarded to both Councillor Eliason and the SILGA office (yoursilga@gmail.com).

Alison Slater
SILGA Executive Director

SILGA Southern Interior Local Government Association

December 1, 2018

To: All SILGA Members

Call for Resolutions for 2019 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held in Penticton from April 30th to May 3rd, 2019. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Friday, March 1st, 2019 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2019 SILGA Convention, please forward by email your resolution to yoursilga@gmail.com. Any background information on the resolution would be helpful. Each resolution should be endorsed by the sponsoring Member's Municipal Council or Regional Board. The resolution should be relative to regional issues and should not pertain to a finite local interest.

If you do not receive a confirmation email regarding your resolution, please contact the SILGA office at 250 851 6653.

For information on how to properly write a resolution please refer to the UBCM website below.

<http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html>

or go to the resolutions page on the SILGA website at

<http://www.silga.ca/convention/resolutions/>

Resolutions not received by March 1st, 2019 will be considered late resolutions and must go through the following procedures to be considered at the AGM.

Late Resolutions

- (1) Resolutions submitted following the expiry of the regular deadline noted in section 10.4 shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to SILGA by noon on the Friday preceding the date of the Annual General Meeting. The resolutions committee will meet on the Tuesday preceding the Annual General Meeting to provide recommendations as to whether the late resolution(s) should be brought to the Members for inclusion in the resolution debate. All late resolutions must be adopted by a Special

SILGA *Southern Interior Local Government Association*

Resolution of the Member Representatives in attendance at the Annual General Meeting to be included in the discussion.

- (2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.
- (3) Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered.
- (4) Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.
- (5) In the event that a late resolution is recommended to be admitted for discussion, the sponsoring member of the late resolution shall produce sufficient copies for distribution to the Members at the Annual General Meeting.
- (6) The Late Resolution will, after reading, be properly before the meeting, and the regular procedures for handling resolutions will apply.

Alison Slater
Executive Director, SILGA

SILGA

Community

Excellence Awards

Are you proud of your community or regional area's accomplishments? Would you like it to be recognized at our convention and more broadly through social media and the news?

To promote the environmental, social, and economic wellbeing of our member communities and to share ideas and best practices throughout the SILGA area, we have created awards to showcase a community in each of these categories.

To nominate your local government, simply provide a brief letter describing a fantastic project, event, or activity that you are proud of. A winner will be chosen in each category and presented an award during our AGM. We are intentionally making this process as easy and seamless as possible. If your community or area has excelled in any of the following categories, let us know:

- **Environmental Sustainability**
- **Social Responsibility**
- **Economic Development**

The Rules:

Nominations must come in the form of a letter to the SILGA Executive Director (no requirements as to length, and letters should be emailed).

1. Nomination Letters must be received by February 1st, 2019.
2. Letters must clearly state which award the nomination is for.
3. Nominations should be one page in length and should succinctly describe the project and itemize the beneficial outcomes. SILGA wants to share best practices in our region with the hope that every local government can learn from the winning submissions. In that regard, please provide contact information for the key individual(s) who worked on the projects/events.
4. These awards are for local governments, not individuals. Recipients must be SILGA members in good standing.
5. Nomination letters can come from anyone representing a local government, and there is no limit on the amount of nominations per community. An official resolution is not required.
6. Submissions from previous years may be reused.

What you get if your local government wins:

1. Your local government will be publicly recognized at the upcoming AGM.
2. A representative from your local government will have an opportunity to speak (5 minutes) to all assembled delegates about the project or event.
3. Your local government will receive a beautiful plaque to permanently display at your government office.
4. Award recipients will have their achievements highlighted more broadly through our social media channels, newsletter and via press release to the entire SILGA media network.

These awards are an opportunity for us to share best practices, to get others from local governments thinking outside the box, and to promote knowledge sharing amongst our members. It is our firm belief that our SILGA local governments continue to implement remarkable, unique projects that make their communities a better place to live time and time again. We want to make sure we share our successes as much as possible, so others might benefit.

November 30, 2018

His Worship Mayor Rod Crowe and Council
Village of Chase
PO Box 440, 826 Okanagan Avenue
Chase, BC
VOE 1M0

RECEIVED
Village of Chase

DEC -7 2018

Original: _____
File: _____
Copy: _____
Agenda: _____

Dear Mayor and Council:

Congratulations on your October 20, 2018 election. Thank you for offering your dedication, skills, expertise and ideas to serve the citizens in your community.

E-Comm enjoys a strong public safety relationship with the Village of Chase. We are your Public Safety Answer Point – the first point of contact – for people in your community when they call 9-1-1 to get help from police, fire or ambulance.

If you are visiting Vancouver, I would like to invite you for a tour of our E-Comm facility, at your convenience, so you can see call takers in action as they handle more than 4,000 9-1-1 calls per day from communities around our province.

Further, E-Comm and all 9-1-1 network and service providers across Canada are working diligently to modernize 9-1-1 infrastructure as we prepare for an initiative known as Next Generation 9-1-1. We are setting the stage for future changes in the way people contact 9-1-1 including text messaging when a phone call is simply not possible.

To that end, we have spent much of 2018 working with our Board of Directors, staff and public safety stakeholders to develop a new strategic plan – the roadmap that will help guide E-Comm as we continue to help save lives and protect property in British Columbia.

I look forward to sharing this plan with you in the future. In the meantime, I invite you to visit our website at www.ecomm911.ca for more information about our services.

Once again, congratulations on being elected to serve the people in your community.

Respectfully,



Oliver Grüter-Andrew
President and CEO
E-Comm, Emergency Communications for British Columbia Incorporated
604.215.5002
oliver.gruter-andrew@ecomm911.ca