



## AGENDA

Regular Meeting of the Council of the Village of Chase  
to be held in the Council Chamber at the Village Office, 826 Okanagan Avenue, and via Zoom  
on February 14, 2023 at 4:00 p.m.

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**Join the meeting from your computer, tablet or smartphone:**

<https://us02web.zoom.us/j/81646486190?pwd=Y3hkcCtJMmJnZjRQZ3M1aTBFUjJOdz09>

**Or join the meeting using your phone:**

Dial: 1-778-907-2071

Meeting ID: 816 4648 6190

Passcode: 836099

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### 1. CALL TO ORDER

### 2. ADOPTION OF AGENDA

Resolution:

**“THAT the agenda of the February 14, 2023 Regular Meeting be adopted as presented.”**

### 3. ADOPTION OF MINUTES

#### 3.1 Minutes of the January 24, 2023 Regular Meeting

Pages 1-6

Resolution:

**“THAT the minutes of the January 24, 2023 Regular Meeting 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 Barry Kennedy, Sergeant, Chase Detachment RCMP

#### 6.2 Chase Environmental Action Society – Angie McLaren and Anne Grube

(Refer to Item 8.1 on agenda)

### 7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 7-13

## 8. UNFINISHED BUSINESS

- 8.1 Letter from Chase Environmental Action Society Page 14  
Re: Climate Action Committee  
Recommendation:  
**Council direction is requested.**
- 8.2 Letter from Carolyn Parks-Mintz and James Mintz Page 15  
Re: the proceeds of the sale of the surplus fire truck  
Recommendation:  
**“THAT the letter from Carolyn Parks-Mintz and James Mintz regarding the proceeds of the sale of the surplus fire truck be received as information; AND, THAT the matter be referred to a budget discussion to determine where the funds will be allocated.”**

## 9. NEW BUSINESS

- 9.1 Coburn Bridge Condition Report Pages 16-19  
Memo from the Director of Corporate Operations  
Recommendation:  
**“THAT Council proceed with load posting and regular bridge maintenance for 2023, AND; THAT Administration be directed to look for grant opportunities that support bridge repairs or replacement.”**
- 9.2 Disposition of Surplus Public Works Vehicles Page 20  
Memo from the Director of Corporate Operations  
Recommendation:  
**“THAT Council approve the disposition of Public Works Unit #23, VIN IN6AD0CW0BC427234, Unit #10, VIN 1GBJC34R3TE159595, and Unit #9, VIN IFDUF6AHN6MED74639 for the highest possible amount, each through a public closed-bidding process and using minimum upset prices determined by Administration.”**
- 9.3 Letter from Zilly Palamer, Re: 2023 Budget Ideas Page 21  
Recommendation:  
**“THAT Council receive the letter from Zilly Palamer for information.”**
- 9.4 Letter from Larry Walker, Re: 2023 Budget Ideas Page 22  
Recommendation:  
**“THAT Council receive the letter from Larry Walker for information.”**

## 10. NOTICE OF MOTION

## 11. IN CAMERA

None

**12. RELEASE OF IN CAMERA ITEMS**

None

**13. ADJOURNMENT**

Resolution:

**“THAT the February 14, 2023 Regular Meeting be adjourned.”**



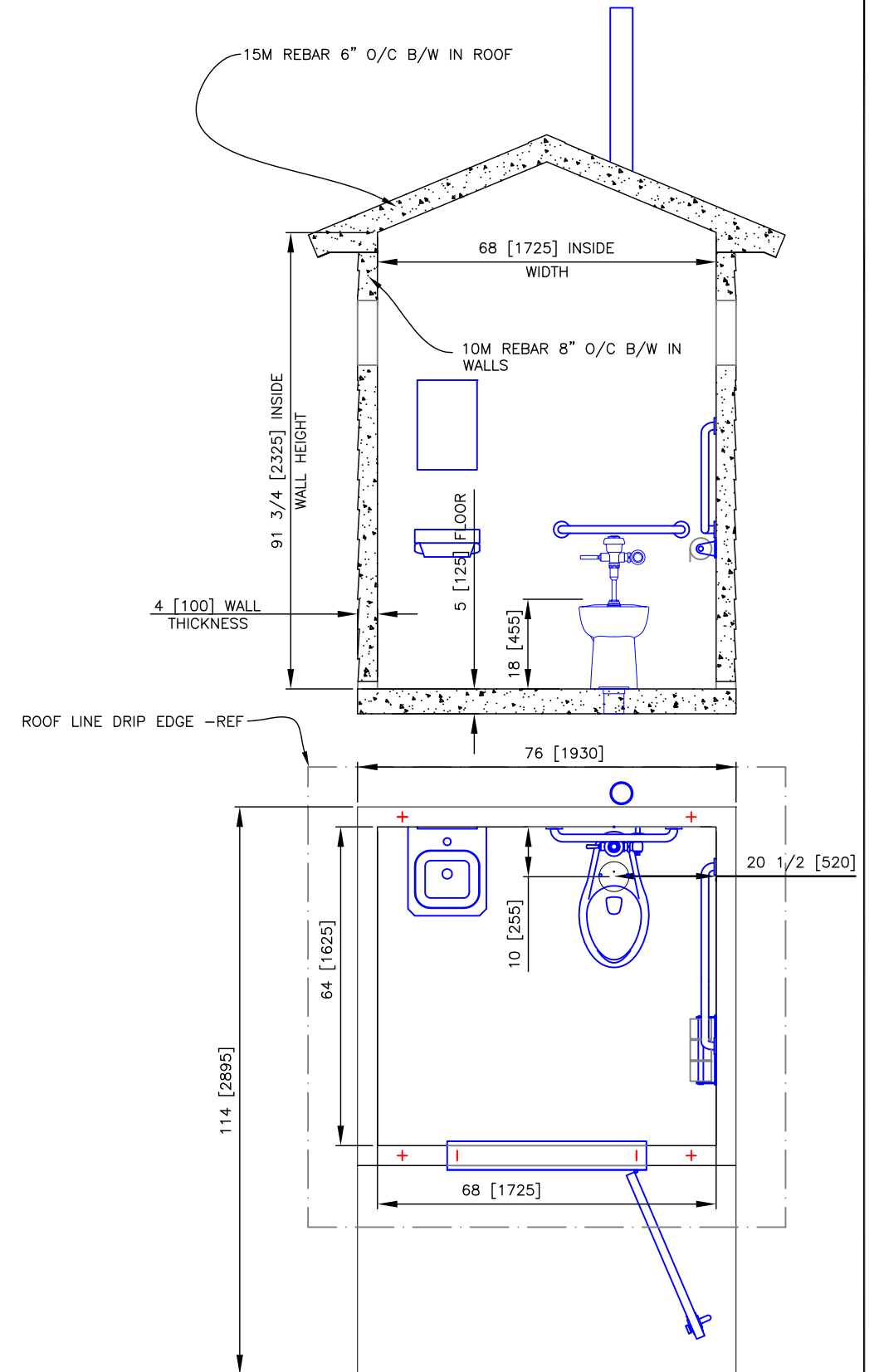
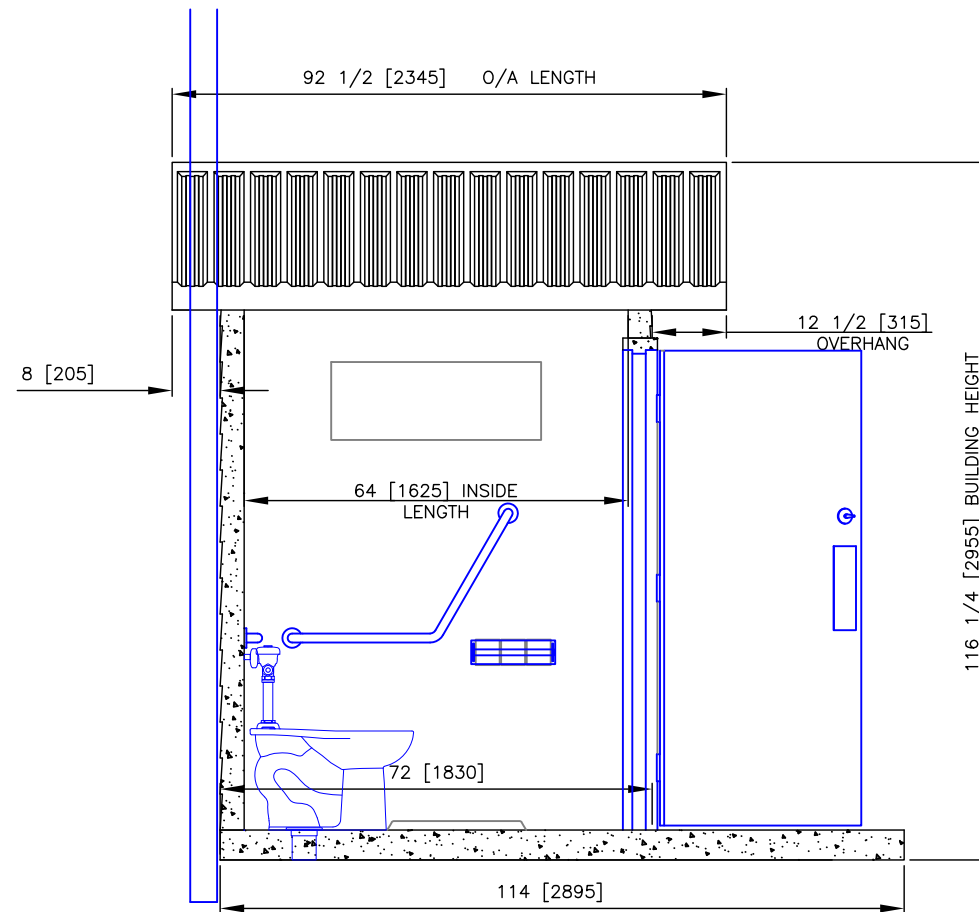
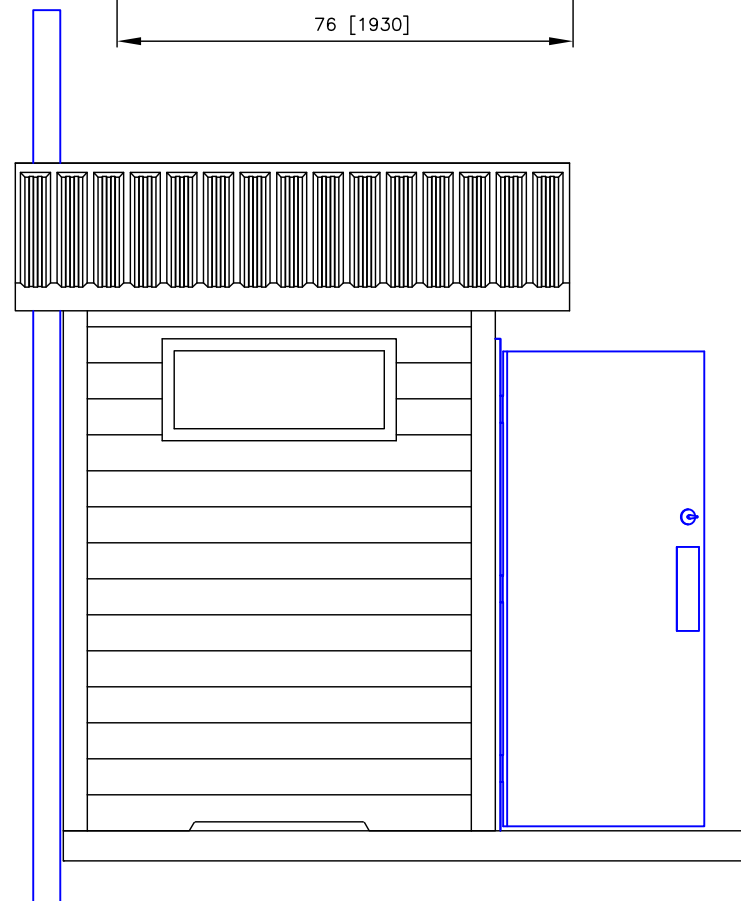
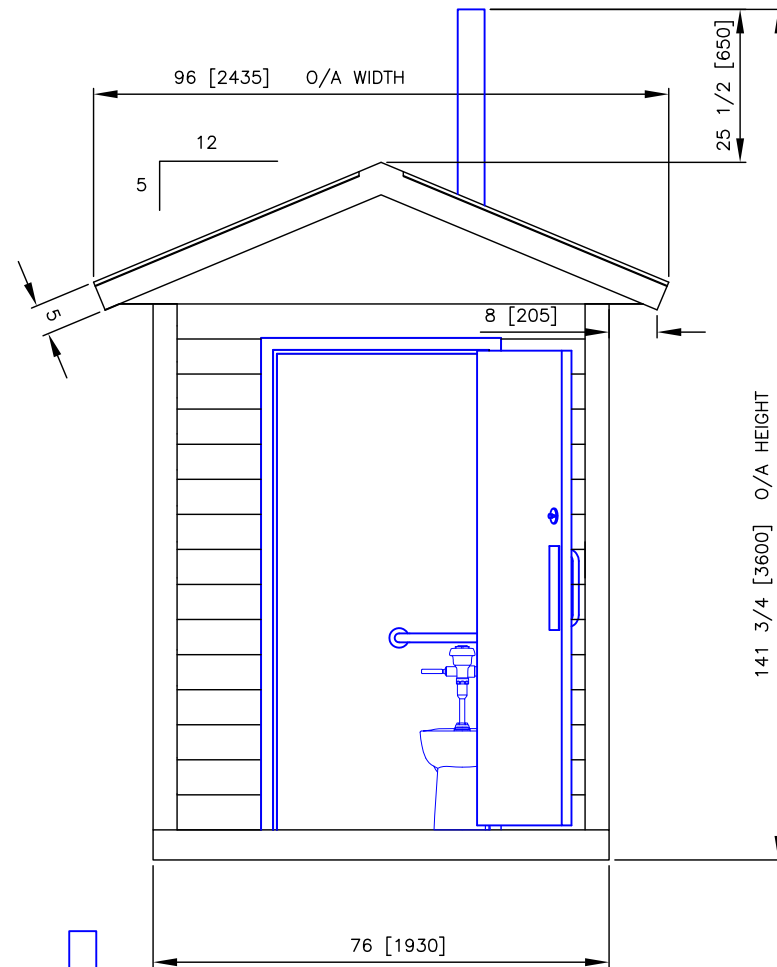
## **EXTRA AGENDA**

Regular Meeting of the Council of the Village of Chase  
to be held in the Council Chamber at the Village Office, 826 Okanagan Avenue, and via Zoom  
on February 14, 2023 at 4:00 p.m.

### **6. DELEGATIONS**

#### **6.3 Chase Lions Club – Public Washrooms**

Karen Bassett of the Chase Lions Club will propose some public washroom concepts.



#### GENERAL NOTES

Precast concrete shall be exposure Class S and meet min compressive strength of 30MPa

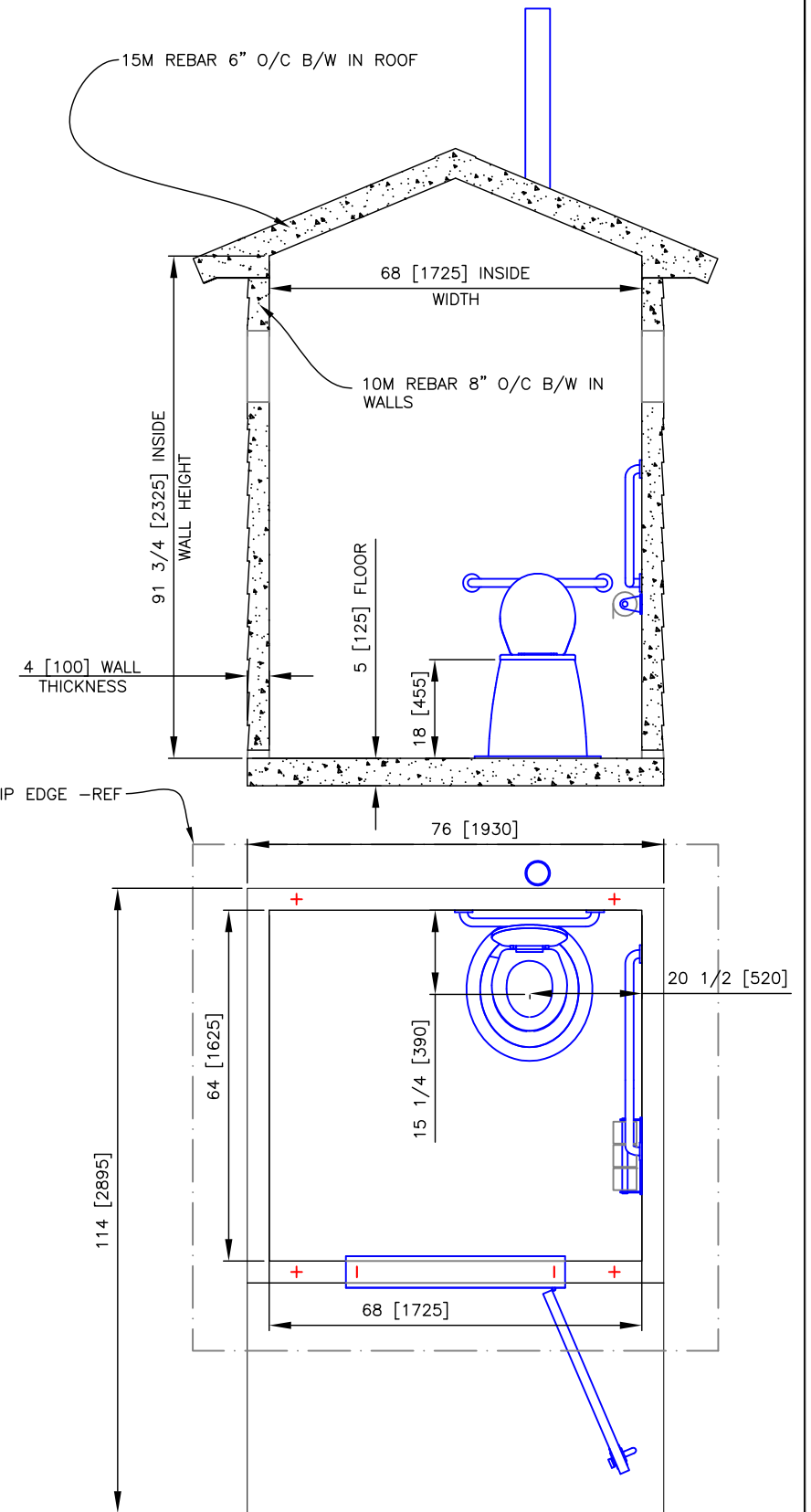
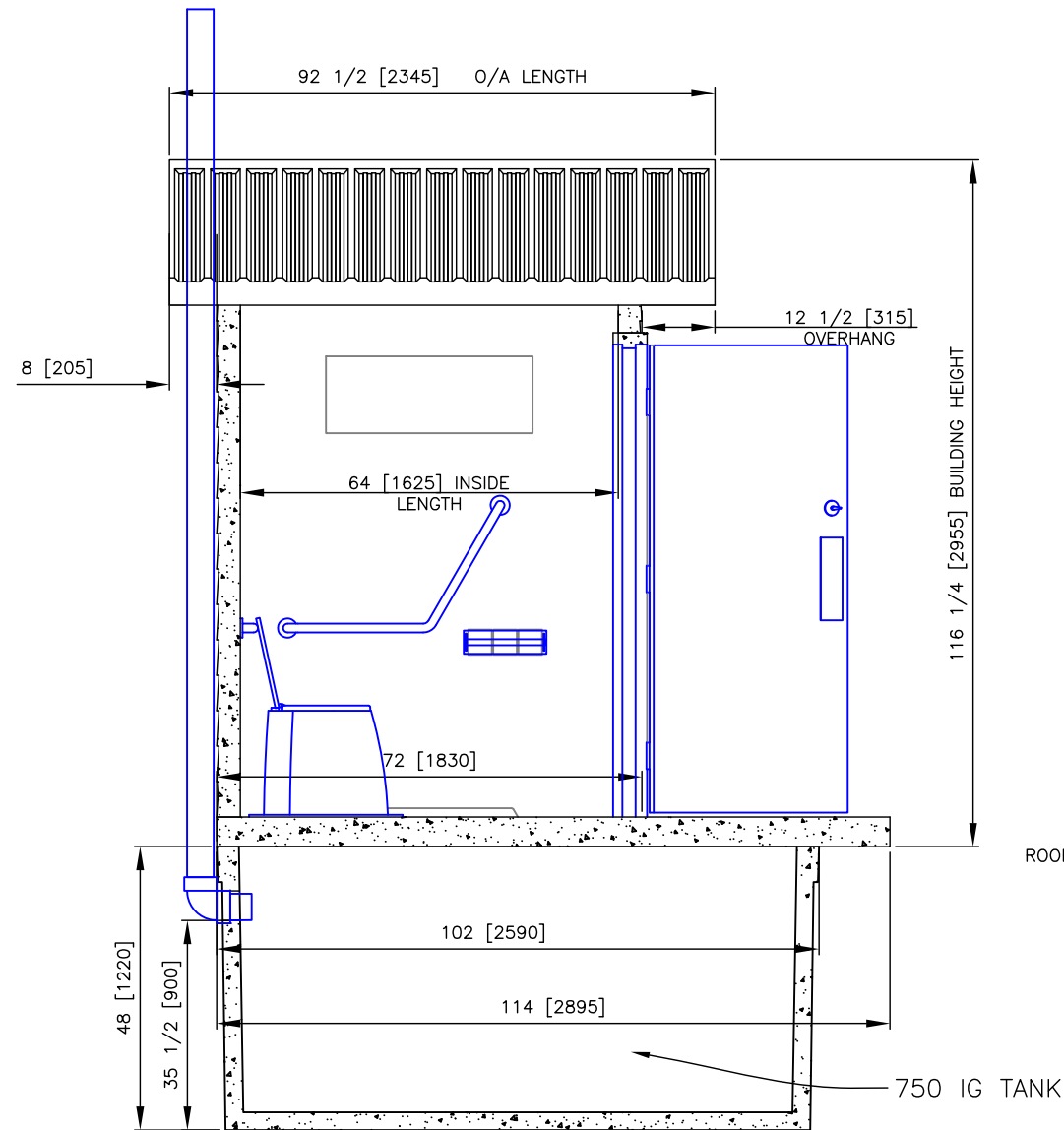
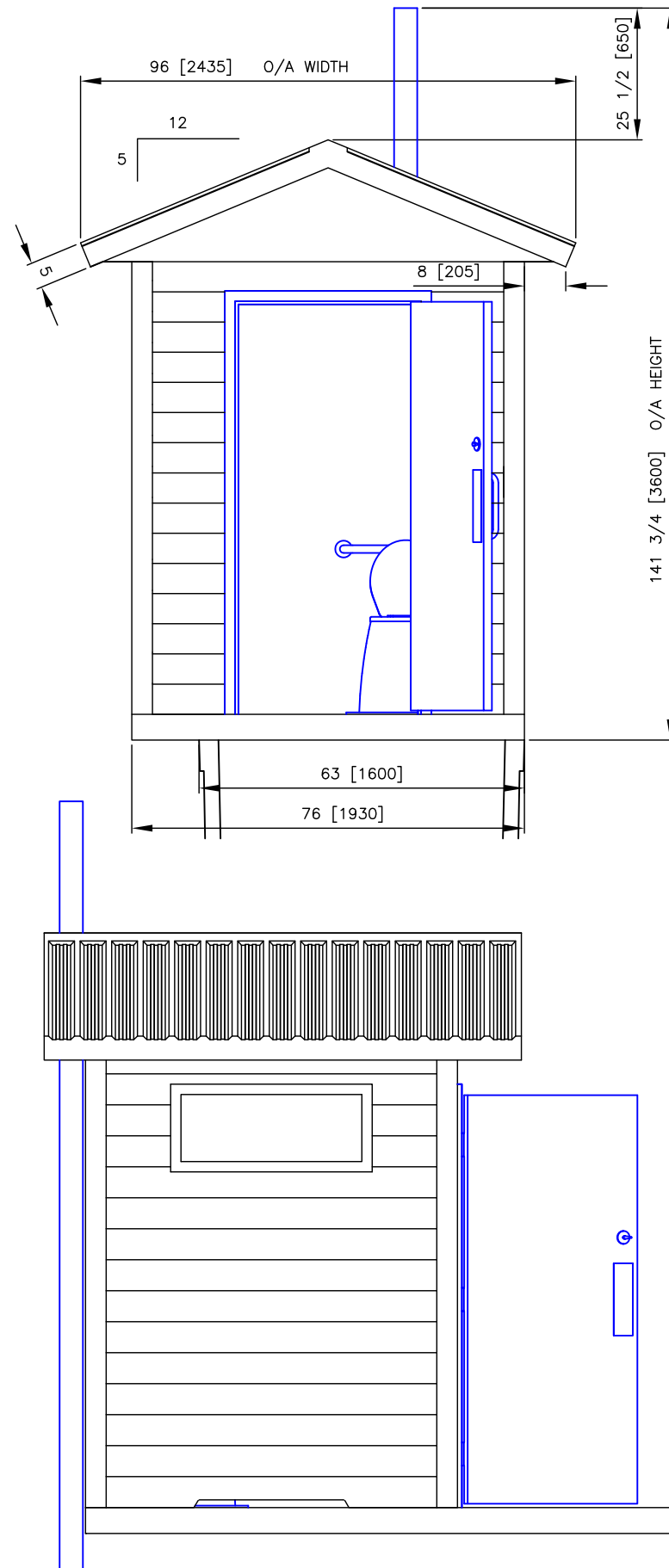
Cement: Type GU  
Air Category: 4.0% - 7.0%  
Aggregate: CSA/CAN A23.4 Maximum Size: 20mm  
Admixtures: CSA/CAN A23.4  
Reinforcing: Grade 400W CSA G30.18-09  
Inserts/Embeds: As noted in drawing details

Manufacture of precast concrete units shall be in accordance with specification CSA A23.4

\*\* LEKO PRECAST LTD SHALL NOT BE RESPONSIBLE FOR ANY INSTALLATION PRACTICES FOLLOWED ON-SITE UNLESS PERFORMED BY LEKO PRECAST LTD \*\*



JOHNNY TOILET BUILDING, short roof w/flush			
DRAWN BY: JA	CHECKED BY:	APPROVED BY:	DATE: DECEMBER 22, 2015
ASSEMBLY DWG.	PREVIOUS DWG.	DRAWING NO.	REVISION
SCALE: 3/8"=1'-0" ISOMETRIC:			P2002
DO NOT SCALE THIS DRAWING			



#### GENERAL NOTES

Precast concrete shall be exposure Class S and meet min compressive strength of 30MPa

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Aggregate: CSA/CAN A23.4 Maximum Size: 20mm  
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\*\* LEKO PRECAST LTD SHALL NOT BE RESPONSIBLE FOR ANY INSTALLATION PRACTICES FOLLOWED ON-SITE UNLESS PERFORMED BY LEKO PRECAST LTD \*\*



JOHNNY TOILET BUILDING, short roof w/vault			
DRAWN BY: JA	CHECKED BY:	APPROVED BY:	DATE: DECEMBER 22, 2015
ASSEMBLY DWG.	PREVIOUS DWG.	DRAWING NO.	REVISION
SCALE: 3/8"=1'-0" ISOMETRIC:			P2001
DO NOT SCALE THIS DRAWING			



Unit 1, 9538 Hwy 97  
Vernon, BC V1H 1T5  
Phone: 250-549-3010 Fax: 250-549-3011  
Toll Free: 1-877-546-1959  
www.lekoprecast.com info@lekoprecast.com

Quote #:	9113
Quote Date:	2023-01-12
Page:	1
Customer #:	949

Quoted To:

Contractor

Chase Lions Club - Johnny Flus

Valid Through: 2023-02-11

Phone:		Cell:	Cust PO:		Terms: DUE ON RECEIPT	
Fax:		Cell:			Salesperson: JANENE	
Stock Code	Description		Weight	Quantity	Unit Price	Extended
P2000	Parks Style Toilet Building (No Floor Slab)		24,560	2.00	11,000.00	22,000.00
P2002	6'4" x 9' 6" Parks Concrete Floor Slab (Flush)		7,400	2.00	1,600.00	3,200.00
P2020	On Site Assembly/Setup		0	2.00	2,500.00	5,000.00
DL	Delivery (Chase, BC)		0	1.00	2,800.00	2,800.00

Clear, level area with clean, compacted 3/4" minus crusher material (minimum 12" deep) where toilet building is to be erected must be prepared prior to arrival of Leko Precast with building for setup. Leko Precast shall dig trench for plumbing and stub out pipe at rear of building. Supply and installation of plumbing fixtures and all connections of plumbing to fixtures and service lines shall be the responsibility of the customer. Toilet buildings with flush configuration are not protected from freezing temperatures, and are intended for seasonal use only.

Cost of delivery subject to change depending on location and quantity of buildings ordered.

Karen Bassett  
President  
Chase Lions Club  
kb1@telus.net

	SubTotal:	33,000.00
	PST:	1,960.00
	GST:	1,650.00
	Total:	36,610.00
Total weight: 31,960 lbs		

GST # 10304 4053 RT0001 PST # 1011 5723  
All returns subject to a 10% restocking fee.  
Interest charged at 2% compounded monthly on all over due invoices.  
Payments on account are subject to a 3% fee if paying by Visa/MasterCard.



Unit 1, 9538 Hwy 97  
Vernon, BC V1H 1T5  
Phone: 250-549-3010 Fax: 250-549-3011  
Toll Free: 1-877-546-1959  
www.lekoprecast.com info@lekoprecast.com

Quote #:	9112
Quote Date:	2023-01-12
Page:	1
Customer #:	949

Quoted To:

Contractor

Chase Lions Club - Johnny Vault

Valid Through: 2023-02-11

Phone:		Cell:	Cust PO:		Terms: DUE ON RECEIPT	
Fax:		Cell:			Salesperson: JANENE	
Stock Code	Description		Weight	Quantity	Unit Price	Extended
P2000	Parks Style Toilet Building (No Floor Slab)		24,560	2.00	11,000.00	22,000.00
P2001	6'4" x 9' 6" Parks Concrete Floor Slab (Vault)		7,400	2.00	1,600.00	3,200.00
P2007	750 Gallon Capacity Vault		9,000	2.00	1,400.00	2,800.00
P2020	On Site Assembly/Setup		0	2.00	2,500.00	5,000.00
DL	Delivery (Chase, BC)		0	1.00	2,800.00	2,800.00

Leko Precast shall not be responsible for site excavation and backfill. Customer to supply clean, compactable 3/4" minus onsite prior to vault installation by Leko Precast (approximately 18 cubic yards per vault).

Cost of delivery subject to change depending on location and quantity of buildings ordered.

Karen Bassett  
President  
Chase Lions Club  
kb1@telus.net

	SubTotal:	35,800.00
	PST:	2,156.00
	GST:	1,790.00
	Total:	39,746.00
Total weight: 40,960 lbs		

GST # 10304 4053 RT0001 PST # 1011 5723

All returns subject to a 10% restocking fee.

Interest charged at 2% compounded monthly on all over due invoices.

Payments on account are subject to a 3% fee if paying by Visa/MasterCard.



## MINUTES

of the Regular Meeting of the Council of the Village of Chase  
held in the Council Chamber at the Village office at 826 Okanagan Avenue, and via Zoom  
on Tuesday, January 24, 2023 at 4:00 p.m.

**PRESENT:** Mayor David Lepsoe  
Councillor Colin Connett  
Councillor Ron Harder  
Councillor Jane Herman  
Councillor Fred Torbohm

**In Attendance:** Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Director of Corporate Operations  
Deb Lovin, Chief Financial Officer  
Mike McLean, Deputy Corporate Officer (virtual)  
Brian Lauzon, Fire Chief  
Maria Beaurain – Deputy Fire Chief

Public Participants: 15 in-person, 6 via Zoom

**1. CALL TO ORDER – 4:03 p.m.**

**2. ADOPTION OF AGENDA**

Moved by Councillor Harder

Seconded by Councillor Torbohm

**“THAT the agenda of the January 24, 2023 Regular Meeting be adopted as amended by correcting two items:**

- **Height is not an aspect of the Development Variance at Item 9.1**
- **It was clarified that the report at Item 8.5 has two options, and on the agenda page staff is providing their recommendation for Council to consider”**

**CARRIED**

**#2023/01/24\_001**

**3. ADOPTION OF MINUTES**

**3.1 Minutes of the January 10, 2023 Regular Meeting**

Moved by Councillor Torbohm

Seconded by Councillor Harder

**“THAT the minutes of the January 10, 2023 Regular Meeting be adopted as presented.”**

**CARRIED**

**#2023/01/24\_002**

**3.2 Minutes of the January 17, 2023 Special Meeting**

Moved by Councillor Herman

Seconded by Councillor Connett

**“THAT the minutes of the January 17, 2023 Special Meeting be adopted as presented.”**

**CARRIED**

**#2023/01/24\_003**

**4. PUBLIC HEARINGS**

None

## 5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Mitch Amies of 113-455 VLA Road spoke about *Item 8.5* and said that he and his wife Shelley were in attendance to answer any questions. Mr. Amies added that their storage containers are all properly vented and no combustible materials are stored at their facility.

Bev Iglesias of 621 3rd Avenue spoke about *Item 8.3* and asked if the Village pays to have firefighters trained for wildfire fighting, what happens when those firefighters leave Chase? She stated that if firefighters want to participate in wildfire fighting they should arrange for their own training.

James Mintz of 813 Okanagan Avenue reminded Council that he had written a letter two weeks ago about how the sale of the surplus fire truck was handled, that a decision such as that needs to be based on facts. He added that he is of the understanding that the members from Chase that would be deployed for BCWS work are already trained so why would it cost extra to train? And he is also of the understanding that the fire hoses and ladder required for the truck are already in the department's inventory. He added that he would like to see the Fire Chief respond as he is the expert in this area.

Zilly Palamar of 141 Shuswap Avenue stated that there is a market for the Fire truck to other communities who require a truck – why not help other communities by selling them a good truck that we can no longer use? The expenses are enormous just to get the truck and firefighters ready to go to a wildfire and when they leave our community they are not here if we need them – it is not prudent to take firefighters out of Chase.

Brian Lauzon, Chase Fire Chief stated that training is already done because we can use wildfire training close to home if a wildfire comes close to the community. He added that the fire department already has the hoses and ladder required for the truck, that neighbouring fire departments would provide back-up to the Village of Chase without depleting our resources, and all 23 of our firefighters will be Exterior Operations trained by the start of this years' wildfire season.

## 6. DELEGATIONS

### 6.1 Village of Chase Cemetery Plan – Lees and Associates

Josh Bernsen of LEES + Associates provided an overview of the Cremation Garden plan, which shows a design for an area of the cemetery to hold columbaria, a scatter garden and memorial wall.

### 6.2 Rural and Northern Immigration Pilot – Jennifer Kucy

Jennifer Kucy provided an explanation of the Rural and Northern Immigration Pilot (RNIP) program, which provides a path to permanent residence for skilled foreign workers who want to work and live in one of the participating communities through meaningful long-term employment in businesses that are looking for employees.

### 6.3 Proposed Pump Track - Tyler Harper (Youth Action)

Tyler Harper, who has been coordinating the Youth Action Committee, provided a presentation on a proposed pump track for younger and older kids to learn and hone their mountain biking skills. Mr. Harper explained that the preferred location for such an amenity is near Willson Park between Chase Creek and the medical buildings. He is asking Council for support for the location, for liability insurance coverage, signage and a donation of equipment to place dirt.

## 7. REPORTS

### a) Mayor and Council Reports

<Councillor Torbohm left the meeting at 4:54 p.m.>

#### Mayor Lepsoe

Jan. 12 – Met with representatives from the Chase and Area Young Learners Society along with the CAO.

Jan. 13 – Met with Tyler Harper regarding a proposed pump track.

Jan. 17 – Chaired the January 17, 2023 Special Meeting of Council.

Jan. 18 – Attended the Thompson-Nicola Regional District (TNRD) Committee of the Whole meeting. Initial numbers show Chase's contribution will go up 1.86%, \$7,535. Tech costs have increased. There were 18,000 cyber attacks over the weekend. We pay 2% of the TNRD budget.

Jan. 19 – 9:30 am had a phone conference with the CPR along with the CAO. They will be coming to Chase in the spring to do a site visit.

Jan. 19 – TNRD Regular Meeting.

<Councillor Torbohm returned to the meeting at 4:56 p.m.>

Jan. 19 – Guest speaker at the Rotary Dinner.

Jan. 20 – Thompson Nicola Regional Hospital District Board Meeting.

Jan. 21 – Attended Chase Literacy event.

Jan. 22 – Met a business owner concerned about taxes and the expense of cardboard removal. He was paying \$400 per month for this service. He has since found a cheaper option.

Jan. 23 – Mayor's weekly meeting with senior staff.

Feb. 7 – The CAO and myself will be meeting with the ALIB at their regular meeting.

Feb. 10 – The CAO and myself will go to the Interfor Mill at Adams Lake to follow up on issues raised at my previous visits.

#### Councillor Connett

Jan. 10 – Met with Health Services Foundation

Jan. 11 – Met with staff member from public works department regarding doctor recruitment sign and it was confirmed that one has been placed at the East entrance to Chase

Jan. 17 – Attended the January 17, 2023 Special Meeting of Council.

Jan. 21 – Participated in Family Literacy week exercise (Unplug and Play) at the Curling Rink.

#### Councillor Harder

No report

#### Councillor Herman

Ongoing-Several meetings and emails with Chase Chamber re: Initiative to welcome newcomers to Chase

Jan. 21 – Attended Literacy Day event at Curling Rink with Mayor and fellow councillors

Councillor Torbohm

Jan 17 – Attended the January 17, 2023 Special Meeting of Council

Jan. 18 – Met with Sgt Kennedy at the Chase Detachment, made arrangements for a police report and got an update on local problems/property crimes.

Jan. 20 – Attended Shuswap Trails Roundtable Working group via Zoom.

Jan. 21 – Participated in Family Literacy week exercise at the curling rink

Review agenda packages, monitor emails and respond when necessary, meet with staff as needed.

**8. UNFINISHED BUSINESS**

8.1 Council Procedures Amendment Bylaw No. 925-2023

Moved by Councillor Torbohm

Seconded by Councillor Connett

**“THAT Council Procedures Amendment Bylaw No. 925-2023 be adopted.”**

**CARRIED**

**#2023/01/24\_004**

8.2 Cemetery Plan

Moved by Councillor Herman

Seconded by Councillor Torbohm

**“THAT the report on the Village’s cemetery prepared by Joshua Bernsen, of Lees & Associates, be received for information, and that any recommended cemetery implementations be deferred to the budget process.”**

**CARRIED**

**#2023/01/24\_005**

8.3 1994 Freightliner FL80 Fire Truck

Moved by Councillor Harder

Seconded by Councillor Herman

**“THAT the 1994 Freightliner FL80 Fire Truck be sold in a sealed bid process.”**

**CARRIED**

Councillors Connett and Torbohm **OPPOSED**

**#2023/01/24\_006**

8.4 Acting Mayor Rotation and Liaison to Chase & District Festival Society

Moved by Councillor Harder

Seconded by Councillor Herman

**“THAT the updated Council Appointments including Acting Mayor rotation and Chase & District Festival Society liaison be approved.”**

**CARRIED**

**#2023/01/24\_007**

8.5 Aylmer Road Storage – 230/234/238 Aylmer Road

Moved by Councillor Torbohm

Seconded by Councillor Connett

**“THAT Zoning Amendment Bylaw No. 926-2023 be read a first time.”**

**CARRIED**

**#2023/01/24\_008**

Moved by Councillor Torbohm

Seconded by Councillor Harder

**“THAT Zoning Amendment Bylaw No. 926-2023 be read a second time.”**

**CARRIED**

**#2023/01/24\_009**

Moved by Councillor Herman  
Seconded by Councillor Torbohm

**“THAT Zoning Amendment Bylaw No. 926-2023 be submitted to a Public Hearing.”**

**CARRIED**  
**#2023/01/24\_010**

## **9. NEW BUSINESS**

### **9.1 Development Variance Permit Application - 668 4th Avenue**

Moved by Councillor Herman  
Seconded by Councillor Connett

**“THAT Council accept the application and direct staff to draft a Development Variance Permit and complete the referral process.”**

**CARRIED**  
Councillors Harder and Torbohm **OPPOSED**  
**#2023/01/24\_011**

### **9.2 Road Closure - Winterfest 2023**

Moved by Councillor Herman  
Seconded by Councillor Harder

**“THAT Shuswap Avenue between Haldane Street and Chase Street, be closed to traffic between 9:00 a.m. and 4:00 p.m. on Saturday, February 18, 2023, AND;**

**THAT Haldane Street between 1<sup>st</sup> Avenue, and Shuswap Avenue, be closed to traffic between 1:00 p.m. and 3:00 p.m. on Saturday, February 18, 2023, both closures for the purposes of Winterfest 2023.”**

**CARRIED**  
**#2023/01/24\_012**

### **9.3 Letter from local resident Claudette Carlsen regarding Hanging Baskets**

Moved by Councillor Connett  
Seconded by Councillor Torbohm

**“THAT the letter from Claudette Carlsen be received as information.”**

**CARRIED**  
**#2023/01/24\_013**

### **9.4 Local Government Leadership Academy – Elected Officials Seminars**

No members of Council requested to attend the Local Government Leadership Academy (LGLA) training seminar in March 2023.

## **10. NOTICE OF MOTION**

None

## **11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS**

James Mintz of 813 Okanagan Avenue spoke about the hanging baskets being one of the things that initially attracted him to the community.

Doug Wauters of 609 3<sup>rd</sup> Avenue, asked why changes to rules are permitted, especially for land use.

Bev Iglesias of 621 3<sup>rd</sup> Avenue, noted she likes to see split votes on issues, and asked why the Village doesn't have a liaison for the Arena facility to help increase the usage of the facility. She added it is good to see an active Youth Action Committee. There appears to be many studies done for \$10,000, \$20,000 such as the Active Transportation Plan – there needs to be a liaison to do something other than just having studies done.

Zilly Palamar of 141 Shuswap Avenue asked where other communities get their hanging planters, and perhaps the businesses could be engaged to pay for planters. In Salmon Arm there are concrete planters in the community's business areas. She also asked how many ground plots are in the cemetery and noted that a cemetery plan such as the one that was presented today takes up a lot of land and could reduce space available for in-ground plots. She also thanked Council for passing a resolution to sell the surplus fire truck.

Shelley Amies of 113-455 VLA Road spoke about Item 8.5 noting they have operated their business since 2007 and believes they were misinformed, that they were given approval back in 2007 by the Village, that this matter has spun out of control and they need to know what direction to go in to be able to build their business.

Amit Goel of 844 Thompson Avenue congratulated the Village for being part of the RNIP program.

## 12. IN CAMERA

Moved by Councillor Torbohm

Seconded by Councillor Harder

**“THAT Council recess to an In Camera meeting pursuant to the Community Charter Section 90 (1) (c) labour relations or other employee relations, and Section 90 (1) (e) acquisition, disposition or expropriation of land and improvements.”**

**CARRIED**

**#2023/01/24\_014**

## 13. RELEASE OF IN CAMERA ITEMS

Resolution #2023/01/24\_IC003 is released to the public:

The surplus CP Rail lands near the intersection of Aylmer Road and Shuswap Avenue have been sold by the Village of Chase to Chase DevCo. for the Whitfield Landing housing development.

## 14. ADJOURNMENT

Moved by Councillor Harder

Seconded by Councillor Herman

**“THAT the January 24, 2023 Regular Meeting be adjourned.”**

**CARRIED**

**#2023/01/24\_015**

The meeting concluded at 6:05 p.m.

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David Lepsoe, Mayor

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Sean O'Flaherty, Corporate Officer



## VILLAGE OF CHASE

### Memorandum

**Date:** February 6, 2023

**To:** Mayor and Council

**From:** Sean O'Flaherty, Director of Corporate Operations

**RE:** Activities undertaken from January 6, 2023 to February 6, 2023

Regular Duties:

- Attend Council's meetings (Regular, Special, In Camera) and workshops
- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responsible for confidential matters, information and privacy, and legislative affairs
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use inquiries
- Ongoing human resource management
- Liaising with the Building Inspector on zoning confirmation matters
- Coordinate Village communications through social media, the Village's website, and the Sunflower newsletter insert

Other Duties/Activities During the Reporting Period:

- Processed 4 Comfort Letters
- Approved 2 Building Permit
- Approved 3 new Business Licenses
- Discuss operations with Team Lead Hand
- Continue to work on Stone Orchard cemetery system implementation
- Completed working with VADIM to have Tax Certificates available for clients online
- Unreadable and defective water meters continue to be replaced
- Working on two challenging nuisance properties. There is a noticeable increase in public concern.
- Completed SRW for public access on trails through 909 Foothills Road
- Completed updated process for Burning Permits
- Continue to add businesses that comply with water cross-connection requirements
- Attended Special Meeting of Council January 17
- Met onsite at Art Holding Memorial Arena with Building Inspector and contractor regarding stairs
- Working on budget
- Met with Tyler Harper regarding the pump track
- Met with Ashton Sweetnam regarding a forest garden
- Met with Sgt. Kennedy twice, once regarding general collaboration, and once regarding narcotics
- Following up on various Stop Work Orders
- Working on various grant funded projects such as facility roofs, a drainage study, Coburn Bridge
- Applied for Whitfield Trail consultation through *Nations Connect*
- Completed our 2022 Recycle BC greenhouse gas reporting requirement
- Completed our wastewater treatment plant annual reporting
- Completed our water return annual reporting
- Posted and hired Temporary Casual Driver – Karen Whitney

4<sup>th</sup> Quarter (2022 year-end) Statistics:

- Dog Licences: **252** (241 in 2021). This represents a 1% decrease year over year.
- Bus Licenses: **227** (350 for 2021). This represents a 35% decrease year over year.
- Building Permits totalled **\$3.8** million for 2022, a decrease of 52% in value year over year.

Bylaw Enforcement

- Bylaw Enforcement activity is normal for the season. There are two significant unsightly properties.

Dog Control

- Dog control matters are average, a few more dogs in our pound than usual.

Recycle BC (2022 year-end) Statistics:

- 102,540 kg of recyclables were diverted from landfill in 2022
- Our 2022 Recycle BC GHG report is attached

Respectfully submitted,

Approved for Council Consideration by CAO

*Original Signed*

---

*Original Signed*

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**RECYCLEBC™**

**Recycle BC**  
**405-221 West Esplanade**  
**NORTH VANCOUVER BC V7M 3J3**  
**CANADA**

# Greenhouse Gas

<b>Service Provider Contact</b>
Service Provider ID 390998
Contact Name

<b>Service Provider Address</b>
Village of Chase
PO Box 440
CHASE BC V0E 1M0

<b>Report Summary</b>	
Report ID	1800690256
Submission Date	2023/01/30
Service Provider	390998
Reporting Period Start	2022/01/01
Reporting Period End	2022/12/31

Item	Document	Ref.	Emission Type	Reported Qty	UOM	Service Area or Depot Receiving Facility	GHG %
00010	2022		Vehicle (Heavy Duty) - Diesel	12,676.00	LTR	Village of Chase	100.00
00020	2022		Copy Paper 1-10% Recycled	3.00	KG	Village of Chase	100.00
			Total Litres	12,676.00			
			Total Kg	3.00			

Thank you for your reporting on Greenhouse Gas.

**THOMPSON-NICOLA REGIONAL DISTRICT**  
**BUILDING INSPECTION SERVICES**  
**Dec-22**

LOCATIONS	PERMIT VALUE									
	2022-December		2021-December		2022 YTD		2021 YTD		% CHANGE YTD	
	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value
Ashcroft	0	0	2	35,000	5	87,000	11	233,500	-54.5	-62.74
Cache Creek	0	0	1	270,300	8	3,400,789	7	2,209,300	14.3	53.93
Clinton	0	0	0	0	4	261,000	9	1,947,836	-55.6	-86.60
Lytton	0	0	0	0	0	0	0	0	0.0	0.00
E - Bonaparte Plateau	2	493,800	2	600,000	42	15,263,580	40	7,801,187	5.0	95.66
I - Blue Sky Country	1	10,000	2	47,025	19	11,032,020	17	2,178,713	11.8	406.35
Chase	1	220,000	3	660,000	16	3,759,700	33	5,795,890	-51.5	-35.13
Logan Lake	0	0	0	0	15	2,605,000	13	2,564,700	15.4	1.57
J - Copper Desert Country	1	300,000	0	0	52	23,286,500	86	30,706,551	-39.5	-24.16
L - Grasslands	2	298,300	1	100,000	47	14,026,781	29	4,371,670	62.1	220.86
P - Rivers and the Peaks	3	727,000	6	552,500	49	13,642,150	76	15,430,708	-35.5	-11.59
M - Beautiful Nicola Valley - North	2	905,040	1	60,000	36	21,072,886	36	13,203,002	0.0	59.61
N - Beautiful Nicola Valley - South	0	0	1	15,000	11	3,419,100	54	13,708,198	-79.6	-75.06
Clearwater	1	200,000	4	615,000	20	4,075,000	40	12,893,500	-50.0	-68.39
A - Wells Gray Country	0	0	0	0	11	2,416,640	22	2,614,480	-50.0	-7.57
B - Thompson Headwaters	0	0	24	5,621,817	10	3,354,000	35	6,629,421	-71.4	-49.41
O - Lower North thompson	0	0	1	50,000	15	3,072,702	19	2,132,402	-21.1	44.10
<b>TOTAL</b>	<b>13</b>	<b>3,154,140</b>	<b>48</b>	<b>8,626,642</b>	<b>360</b>	<b>124,774,848</b>	<b>527</b>	<b>124,421,058</b>	<b>-31.7</b>	<b>0.28</b>



## VILLAGE OF CHASE

### Memorandum

**Date:** February 6, 2023

**To:** Council

**From:** Deb Lovin, Chief Financial Officer

**RE: January 2023 Report**

#### **Regular Duties**

- Attend Council's meetings (Regular, Special, In Camera) and workshops
- Dealt with property taxes and utility billing issues as required.
- Review daily cash receipting transactions and bank deposits.
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
- Monthly Bank Reconciliation.
- Preparation of reports to Council.
- Complete monthly eTax (Provincial Property Tax) calculation, reconciliation, and requisition.
- Respond to email and telephone inquiries
- Attend Council's meetings (Regular, Special, In Camera) and workshops
- Dealt with property taxes and utility billing issues as required.
- Review daily cash receipting transactions and bank deposits.

#### **Budget, Property Taxes & Financial Reporting**

- Updated Interest Rates for Arrears and Delinquent Property Taxes as per Province of BC.
- Download and process HOG information when approved by the Province of BC
- Reconcile and set up 2023 accounts
- Transfer outstanding utility services to property taxes and notify account holders of transfers.
- Meet with TNRD to review provisional 2023 tax requisition and budget requirements.
- Year End reconciliation and closure for Business Licenses, Pet Licensing, Accounts Receivable, Property Taxes and Utilities.
- Participate in GFOA webinar series for Collectors.
- Continue working on documents for 2023 budget

#### **Grant Applications, Implementation and Reporting**

- Prepared Budget Forecast and Periodic Progress Report for Community Hall Roof Project
- Receive grant in aid applications
- Follow up on Grants and reporting progress

#### **Other**

- Executing Vadim Year end closure procedures
- Supply input and review Village January newsletter

Respectfully submitted,

*DLovin*

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Deb Lovin

Approved for Council Consideration by CAO

*Original Signed*

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Joni Henrich



## VILLAGE OF CHASE

### Memorandum

**Date:** February 6, 2023  
**To:** Mayor and Council  
**From:** Deputy Corporate Officer  
**RE:** Activities Report – January 9, 2023 to February 6, 2023

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#### **Legislative Services/Council Support**

- Attended Council meetings
- Agenda preparation and minutes
- Preparation and distribution of Council Highlights
- Preparation of bylaws and minutes for archival purposes
- Maintenance of bylaw and resolution indexes
- Bylaw consolidation
- Ongoing digitization of records

#### **Operational Support**

- Updated social media pages and performed routine website maintenance
- Ongoing IT support, installation of new equipment
- Coordination with Community Hall users
- Preparation of intranet site
- Preparation of newsletter/utility bill insert
- Coordination of staff intranet site
- Preparation for Backyard Hens permitting process

#### **Other**

- Attended Capilano University local government course in Kelowna, February 2 to 4
- Attended virtual Corporate Officers Connect Forum hosted by LGMA on January 18

Respectfully submitted,

Approved for Council Consideration by CAO

*Original Signed*

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*Original Signed*

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## VILLAGE OF CHASE

### Memorandum

**Date:** February 14, 2023

**To:** Village of Chase

**From:** Chase Fire Department

**RE:** Fire Chief's report

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Fire Calls for January

2 calls, BCEHS Lift Assists.

Rescue Calls for January.

6 calls, 2 Fatalities, 3 Stood down on scene, 1 Extrication.

First Responder calls for January.

0 calls

To date, Campfire burning permits: 41 - Open Burning permits 0.

I have completed 40 Fire Inspections this month, with a 50% compliance rate.

Chase Fire Rescue now has 23 members including, 2 Juniors and 12 with their Exterior Operation Certification.

Fire fighter training is going well, we have split the training into two groups. Training the rookies on Exterior operations while the other group is working towards their Interior Operations.

Rescue is functioning well with a good turn out on training days.

Respectfully submitted,

Fire Chief, B. Lauzon

Approved for Council Consideration by CAO



Jan 24, 2023

Dear Mayor and Council,

The members of CEAS (Chase Environmental Action Society) were gratified to note in the minutes of the Nov. 22, 2022 general meeting the following motion (8.6):

***"THAT Council receive for information the letter from Carolyn Parks-Mintz and James E. Mintz regarding climate change funding from senior levels of government;***

***AND THAT Council discuss climate change strategies and funding opportunities that would be appropriate for the Village of Chase early in 2023"***

We are therefore writing today to request that the Village of Chase initiate a Climate Action Committee in order that climate change strategies may be discussed as soon as possible. Further, we respectfully suggest that such a committee include between 6 and 10 residents of the Village of Chase and the immediate surrounding area, with representatives from Village Council, youth, Indigenous Bands, CEAS, and other community groups, as well as interested individuals.

Topics that pertain to climate change such as the following could be included in the discussions:

Chase Creek

Compost program

BC Energy Step Code

Active transportation routes

Reduction of plastics

Anti-idling program

Lions Bay is a municipality of a similar size to Chase that has formed such a committee:

CEAS would like to attend the February 14th Village Council meeting as a delegation to provide additional information.

Respectfully yours,

Angie McLaren,  
On behalf of CEAS

[REDACTED]  
Chase, B.C. V0E 1M0

January 31, 2023

TO: Village of Chase Council

CC: CAO Joni Heinrich  
Fire Chief Brian Lauzon

RE: Potential Sale of 'Retired' Firetruck

Further to the recent Council motion that passed by three votes to two, it is evident that a possible Chase Fire Rescue fundraiser, during a two-year period, has been eliminated.

Hence, we trust that, when and if the sale of the recently replaced firetruck happens, the funds generated will be assigned to the Fire Rescue budget to assist with the purchase of equipment and supplies as currently needed or in future.

Thank you for the opportunity to express our opinion on this matter

Regards,

[REDACTED]

Carolyn Parks Mintz  
Author & Journalist

[REDACTED]

James E. Mintz  
Retired Educator



# VILLAGE OF CHASE

## Memorandum

**Date:** February 3, 2023  
**To:** Council  
**From:** Director of Corporate Operations  
**RE:** Coburn Bridge Condition Report

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### **Background:**

The Coburn Street Bridge has been visible failing at the surface for years, but notably began incurring more staff time and materials for repairs in 2021. An initial assessment identified concerns that triggered a more comprehensive engineering review.

### **Discussions:**

3 options

### **Budget Implications:**

The budget for all bridges repair and maintenance is \$500. This covers bridge-specific repairs and maintenance. The road surface over the bridge is a separate budget item under 'roads', and this includes pavement patching. Based on Option #1, the 2023 budget should support total costs for Coburn bridge to be approximately \$3,500.

### **Recommendation:**

**THAT Council proceed with load posting and regular bridge maintenance for 2023; AND,**

**THAT Administration be directed to look for grant opportunities that support bridge repairs or replacement.”**

Respectfully submitted,

*Original Signed*

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## Option 1

### *Do nothing and proceed with load posting and regular bridge maintenance*

Option 1 consists of completing no rehabilitation work on the structure and continuing with regular bridge maintenance. On this basis, it is recommended that the above load posting be applied and displayed at each end of the structure, and that additional bridge inspections be completed on a semi-annual basis to monitor the deterioration of the structure. As additional deterioration is recorded, it may be necessary to revise the load posting accordingly. The estimated remaining service life for this option is 5-10 years based on the existing condition of the timber cross ties. Naturally there are risks with this approach as it can be difficult to fully gauge the degree of rot in each cross tie, and a localized deck failure might occur in an abrupt fashion without warning; therefore, this option is only recommended as a stop-gap measure until a more long term solution is carried out.

As this option does not include for any major rehabilitations, the associated costs for this option are minimal and including items like installing load limit signage, more frequent inspections, and typical bridge maintenance. These estimated costs will typically be spread out across the remaining service life of the structure and have been provided in **Table 2**.

## Option 2

### *Structure rehabilitation (with load posting)*

Option 2 consists of rehabilitation work mainly to improve the condition of the members showing significant deterioration and extend the structures remaining service life. The rehabilitation would involve a 'like-for-like' replacement of many superstructure deck components with additional improvements to the concrete abutments and surrounding embankments. The steel girders would be left as items which would be included in the scope of rehabilitation are listed below.

- Removal and replacement of the asphalt wearing surface and waterproofing membrane;
- Remove, salvage and reinstall the existing traffic barrier/pedestrian railing;
- Removal and replacement of existing timber wheel curbs;
- Removal and replacement of the existing timber deck boards;
- Removal and replacement of the existing timber cross ties;
- Partial depth concrete repairs to the abutments, ballast walls and wing walls;
- Installation of erosion control measures (rip-rap) on each embankment and in front of the abutments (environmental permit required);

The existing structure type and current lack of capacity proves challenging when considering the most appropriate rehabilitation work. Efforts to improve the structural capacity of the bridge and modernize it to a structure that is code compliant is likely not practical as additional loading through larger members or a heavy concrete deck is required. A 'like-for-like' replacement of the superstructure components ensures no additional loading is transferred to the girders and substructure elements. Should the timber and asphalt deck be replaced with a more traditional reinforced concrete deck the existing girders would require reinforcement and a foundation investigation would be required to determine if the existing foundations can support the additional loads. The rehabilitation work included under this option would address the safety concerns related to the deteriorated timber components, eliminating the potential risk of failure due to deterioration, however overall



the structure would remain in a code deficient state, and thus would still have traffic restriction, but with a higher load posting.

With a timber and asphalt deck, it would be difficult and costly to install a new barrier that complies with current CSA-S6 vehicle impacting loading, therefore under this option, the existing, deficient pedestrian railing would be removed, salvaged, and reinstalled.

To improve the recommended load posting additional design efforts during detailed rehabilitation design could be completed to appropriately size the cross ties and increase the load posting to that governed by the girders.

The estimated remaining service of this structure would be 25-30 years depending on the performance of the existing girders and new timber components. To reach the estimated service life it is anticipated that the bridge may require a future minor rehabilitation at the approximate 15 year mark. Following the 25-30 year service life the original bridge elements will be nearing their 75 year design service life and inspection and evaluation would be required at that time to determine the feasibility of reusing any of the original bridge elements. The cost estimate for this option including construction contingency is provided in **Table 2** below with a more detailed cost estimate provided in **Appendix D**.

## Option 3

### *Full structure replacement*

Option 3 consists of the replacement of the bridge in its entirety. Without having completed any preliminary design work, it is difficult to anticipate the construction costs of associated with a complete bridge replacement. Geotechnical, hydraulic, and environmental considerations can largely affect the overall costs of a complete bridge replacement therefore using previous project examples a generalized high level replacement value of \$7500/m<sup>2</sup> has been used to estimate the potential bridge replacement cost including demolition of the existing. For the purposes of cost comparison, it has been assumed that a structure of equivalent size would be constructed for the replacement. However it is likely that a longer and wider structure would be required to accommodate hydraulic capacity, pedestrian use, increased lane widths, etc. in which case the overall replacement cost could increase in the order of 50% over that provided below.

Assuming the structure would be constructed of concrete and/or steel elements as per the CHBDC the estimated service life for the new structure is 75 years. To reach this estimated service life, it is anticipated that only two relatively minor rehabilitations will be required for the structure over its lifetime. Assuming a new prestressed concrete box stringer type structure, minor rehabilitations are anticipated to be completed at the 25 year and the 50 year mark. Following the 75 year service life inspection and evaluation for replacement or major rehabilitation will be required.

### **Estimated Capital Costs:**

Option	Description	Estimated Costs	Estimated Service Life
Option 1	Do Nothing	\$35,000	5-10 years
Option 2	Structure Rehabilitation (with load posting)	\$340,000	25-30 years
Option 3	Full Structure Replacement	\$1,030,000	75 years



## 6.0 Summary and Recommendations

Overall, the bridge is in fair to poor condition, which is due to significant deterioration on most of the superstructure components. The most substantial deterioration was observed on the timber deck and cross ties.

The observed condition of the bridge is analytically reinforced by the load limit evaluation that was completed as per Section 14 of the CHBDC. It was determined that the existing bridge requires a **triple load posting of 31/22/12**, which represents the maximum weight in tonnes of each vehicle type that should be permitted on the bridge.

Figure: Example of typical bridge load posting sign



This posting is governed by the lack of shear capacity of the timber cross ties, although the steel girders are also deemed to be deficient. It is recommended, in addition to displaying the recommended load posting, a semiannual monitoring program be established to continue to check the condition of each component.

To improve the overall serviceability of the bridge and remove the load restriction, Option 3 – Full Structure Replacement is recommended. We understand that a full structure replacement may not be cost-feasible at this time therefore, at a minimum it is recommended to follow recommendations of Option 1 and conduct internal, semi-annual inspections until a full replacement can be completed.

Finally, we recommend a hydrotechnical assessment be carried out to assess the flood threat, due to the apparent constricted nature of the channel and vulnerable condition of abutments and wing walls.

We trust this report provides the information that you require at this time. If you have any questions, or if we can be of further assistance, please do not hesitate to contact us.

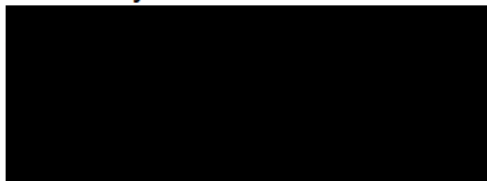
Yours truly,

**CWMM CONSULTING ENGINEERS LTD.**

Report Prepared by:

Brandon Clark.

Reviewed by:



Don B. Bergman, M. Eng., P. Eng.



# VILLAGE OF CHASE

## Memorandum

**Date:** February 3, 2023  
**To:** Council  
**From:** Director of Corporate Operations  
**RE:** Disposition of Surplus Public Works Vehicles

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### **Background:**

The Village owns a 2011 Nissan Frontier (unit #23, VIN IN6AD0CW0BC427234) that is currently used very seldom. The Village also owns a 1996 Chevrolet 1-ton pickup truck (unit #10, VIN 1GBJC34R3TE159595), and a Ford F-150 pickup truck (unit #9, VIN IFDUF4HN6MED74639) that are no longer in service.

### **Discussion:**

Unit #9 formerly operated as the bucket truck but has been replaced with a new F-450. This is primarily operated by our Utility Operator. Unit #10 is a flat deck that was primarily used by Parks. And unit #23 is the oldest and most worn of the 3 Nissan Frontiers we have, the two others are in better operating condition. The operation and maintenance costs increase as vehicles age and these 3 vehicles have no useful life remaining. Disposal of all three is recommended.

### **Budget Implications:**

These vehicles are fully expeditured with no debt. Consideration should be given to disposing of these surplus vehicles to reduce operating costs as they are not cost effective to maintain and are also occupying space at the Public Works yard.

### **Recommendation:**

**THAT Council approves the disposition of Public Works Unit #9, VIN IFDUF4HN6MED74639, Unit #10, VIN 1GBJC34R3TE159595, and #23 VIN IN6AD0CW0BC427234, for the highest possible amount, each through a public closed-bidding process and using minimum upset prices as determined by Administration."**

Respectfully submitted,

*Original Signed*

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Zilly Palamar

Chase, BC. V0E 1M0

January 25, 2023

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

Re: 2023 budget ideas

Dear Mayor and Councillors,

You have not given the Citizens very much time to the deadline of February 3<sup>rd</sup>.

I am writing in regard to 2023 budget ideas.

- 1) Please have animal enforcement person on call only basis like the fire department. It will help with some expenses to the tax-payers.
- 2) Please delete giving in-kind monies to all service groups. Citizens can make their own decision to whom they would like to donate to.
- 3) Citizens can make their own decision whether they want to licence their animals or chickens.
- 4) Citizen's money should not be taken from them to pay for quarterly utility bills for something that is **FREE, our water**. Stop charging citizens for **free** water. Water meters need to be removed from our property; they are hazardous to my health. Sewer billing also should be removed. It's sad that we have to be monitored on how much we go to the bathroom.

There are other items that are probably of concern when we see the budget draft.

Thank you for your time.

Take care, and God bless your day!

Zilly Palamar

zp

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**From:** Larry & Kathy Walker [REDACTED]  
**Sent:** Wednesday, January 25, 2023 1:10 PM  
**To:** ChaseBC <chase@chasebc.ca>  
**Subject:** 2023 Budget

Consider the following.....

1. Explore a daily bc transit operation between Chase..Pritchard and Kamloops or Chase..Sorrento..Blind Bay and Salmon Arm. Commuting to shop or work is becoming too expensive.
2. Defund Chamber Of Commerce (and have existing staff take on the roll of promoting the village.
3. Promote a cell tower in Chase.....wifi/phone and TV are very poor.
4. Advance development of a walking trail system from Chase Falls to dog run at the Lions Campground (long the creek). It is needed now, not 2 or 3 years in the future.
5. Reforest land along Chase Creek with Coniferous Trees where needed.
6. Lobby fed and prov govt for proper signage and speed control to protect wildlife (including our sheep).

And the list goes on and on.

Larry Walker  
[REDACTED]  
Chase