



AGENDA

Regular Meeting of the Council of the Village of Chase
By Electronic Participation
Tuesday, May 12, 2020 at 4:00 p.m.

Meeting will be held via Zoom

Invitations to register for the meeting have been sent out in advance

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the May 12, 2020 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Regular Meeting held April 28, 2020

Pages 1-6

Resolution:

“THAT the minutes of the April 28, 2020 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

None

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 7-10

8. UNFINISHED BUSINESS

8.1 Highway Rescue Truck

This is Councillor Torbohm's Notice of Motion - a returning item from the last Council meeting.

“THAT a letter be written directly to the appropriate provincial government ministry to request that they provide funds for the Village of Chase to purchase a new Highway Rescue vehicle to ensure Highway Rescue services can continue to be provided by the Village of Chase.”

8.2 2020 to 2024 Financial Plan Bylaw

Pages 11-16

Recommendation:

“THAT the 2020 to 2024 Financial Plan Bylaw No. 888-2020 be adopted.”

8.3 2020 Tax Rate Bylaw 889-2020

Pages 17-18

Recommendation:

“THAT the Village of Chase 2020 Tax Rates Bylaw No. 889-2019 be read a third time.

Recommendation:

“THAT the Village of Chase 2020 Tax Rates Bylaw No. 889-2019 be adopted.”

8.4 Summer Recreation Program 2020

For Council discussion

9. NEW BUSINESS

9.1 Alternative Municipal Tax Collection Scheme Amendment Bylaw
Report from the CFO

Pages 19-20

Recommendation:

“THAT the Alternative Municipal Tax Collection Scheme Amendment Bylaw No. 891-2020 be read a first time.”

Recommendation:

“THAT the Alternative Municipal Tax Collection Scheme Amendment Bylaw No. 891-2020 be read a second time.”

Recommendation:

“THAT the Alternative Municipal Tax Collection Scheme Amendment Bylaw No. 891-2020 be read a third time.”

9.2 Property Tax Deferment during the COVID-19 Pandemic

Pages 21-22

Letter from Mayor Buchanan, City of North Vancouver, to the Honorable Minister Selina Robinson

Council direction requested.

10. NOTICE OF MOTION

11. RELEASE OF IN CAMERA ITEMS

12. IN CAMERA

None

13. ADJOURNMENT

Resolution:

“THAT the May 12, 2020 Village of Chase Regular Council meeting be adjourned.”



EXTRA AGENDA

Regular Meeting of the Council of the Village of Chase held via electronic participation
on Tuesday, May 12, 2020 at 4:00 p.m.

9. NEW BUSINESS

9.3 Brad Fox Proposal – Dry Floor Hockey Skills Development Plan - Chase Arena

Pages 23-24

Mr. Fox is requesting Council review the proposal – he is available to explain to Council at an upcoming meeting the proposal if Council wishes to hear from Mr. Fox directly.

Council direction is requested.

THE NEW NORMAL

DRY FLOOR HOCKEY SKILLS DEVELOPMENT PLAN

Thank you for taking the time to review my proposal in offering what I believe follows under an essential entity for young athletes in the mental well being and physical well being. As a teacher / mentor and coach in player and people development in the game of hockey, I see an opportunity to offer a program with exceptional proactive results. I am as well requesting an opportunity to walk you through the process in the arena so you can see the full impact as well accommodate me in areas we need to adjust going forward.

As we progress into the NEW NORMAL of what we can and cannot do under the COVID times has lead me to a VISION & PLAN of how we can contribute in going forward.

Recently we have been given the first stage from the HEALTH & SAFETY model from our Premier of BC as well Doctor Bonnie Henry on some guidelines to work with in our future in the sports model. One of the most defining statements that came from both of our leaders is we are learning on the fly everyday. In their press release on Wednesday May 6th the message that came to us the people who are looking at ways and means of going forward should put together a detailed plan to present to them that help this process going forward. They are requesting that the people who specialize in their field be pro active thinkers

They want us to be a part of the solution with WHAT we can accomplish under the guidelines of HEALTH & SAFETY to everyone involved. On May 19th, the business and sports world will be given opportunity to put our efforts towards the next stage of NEW NORMAL.

Based on what I see taking place in various entities of going forward , I am more than confident that we can exceed their expectations in setting up and operating a program that will offer young athletes the opportunity to continue to grow and develop their CONFIDENCE, MENTAL HEALTH & PHYSICAL DEVELOPMENT. My belief is that my 35 years of working closely with athletes and the sport in times such as this can assist our leaders of health and safety in working together in devising a template that will be detailed and meet the standards required. My role as well through this process with our athletes/parents and coaches is to ensure we are DISCIPLINED and CONSISTENT in creating our new normal Hygiene habits. This is another entity of educating our younger generation in a small but very crucial way.

THE CONCEPT

My vision and concept are simple but detailed. I have designed a way of operating a HOCKEY SKILLS DEVELOPMENT MODEL in the Art Holding Arena with DRY FLOOR hockey skills development. I will set up our entire arena floor with stations of skill development inside a

200ft length and 90 ft width parameters to work with. We will have a step by step detailed layout that follows the HEALTH & SAFETY criteria in first and foremost the 6ft SOCIAL DISTANCING rules. The second entity will layout the detailed components of practicing the crucial habits of proper HYGIENE in personal sanitizing consistently through out our programs operations. The demonstration I will present to you will begin from point of entry through the Zamboni doors. We will walk through a step by step of how the entire session will play out.

THE MARKET

Right now, we have been informed that the school year at best would be voluntary attendance. There are a lot of kids and parents starving to see how we can continue sports. Here in BC beginning May 19th other sports including hockey are looking at viable options under the SAFE & HEALTHY regulations laid out. We have an opportunity to be the LEADERS in this!! We can begin with one group on a trial and error bases. Run 5 sessions in the first week which you can have someone watch closely and critique our process as we go. Once we are successful then we expand and continue to build off the template to eventually have a full summer program. The first group I am looking at would be 2004 birth years to 2001 birth years. As we progress and have worked out the bugs with older kids we can then progress quickly with younger kids. This model will eventually translate to a on ice model at some time in the near future with room to have endless opportunity in our community and arena use going forward. My confidence to create and build a business model for the future of not only hockey players but athletes overall comes from many factors. My experience in proactive solution solving in times like COVID 19 in being resourceful and creative. We are seeing this everyday in and around the world through this pandemic. I would like to take the Lead in our community in working with you to see what we can accomplish together. Thank you in advance and look forward to further discussions in the near future.

**WHAT LIES BEHIND US AND WHAT LIES BEFORE US
ARE TINY MATTERS COMPARED TO WHAT LIES WITHIN US.**

RESPECT IN HOCKEY & LIFE
BRAD FOX
250 540 – 9907



Minutes of the Regular Meeting of the Council of the Village of Chase
held via Electronic Participation on Tuesday, April 28, 2020 at 4:00 p.m.

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

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

Public Participants: 0

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the April 28, 2020 Village of Chase Regular Council agenda be adopted as presented."

CARRIED

#2020/04/28_001

3. ADOPTION OF MINUTES

3.1 Regular Meeting held April 14, 2020

Moved by Councillor Lauzon

Seconded by Mayor Crowe

"THAT the minutes of the April 14, 2020 Regular Meeting of Council be adopted as presented."

CARRIED

#2020/04/28_002

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Comments submitted by Carolyn Parks-Mintz and James Mintz were summarized:

- Concerns about the decision to allow backyard chickens when the survey only hit 10% of the population of the Village
- Concerns that people will not adhere to requirements that are set out, that enough space will be provided, that neighbours will be negatively impacted
- Additional concerns regarding hen number limits, cleanliness, noise, licensing and fees, butchering, predators
- They also have concerns about shipping containers, that existing containers are not addressed in the proposed bylaw, concerns about the wall of shipping containers that has materialized on Aylmer Road, that other communities do not allow shipping containers at all

6. DELEGATIONS

None

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- April 14 – participated in a conference call with Cathy Thibault, Interior Health Manager, Clinical Operations and our CAO
- April 14 – discussion with Mayor of Salmon Arm regarding Covid-19 and impacts affecting each of our communities
- April 16 – Participated in a TNRD Board of Directors meeting via conference call
- April 22 – Was informed by Interfor, Adams Lake Lumber Division's Woodland Manger of the re-opening of the sawmill on Monday April 27 and relayed that information through to Council

Councillor Lauzon

- April 15 – Assisting in organizing and partook in the weekly "parade" showing support for frontline workers, emergency and medical personnel
- April 16 – Participated in a meeting with the Chase Legion Liberation of Holland Committee to arrange for a smaller scale event on May 2
- April 20 – Assisted the Chase Hamper Society with client intake at the Food Bank
- April 22 - Participated in weekly parade of support for frontline workers, emergency and medical personnel. Shaw Community Link was there to record the parade and interview some of the participants
- April 27 – Met with citizens over some concerns and am looking more into the matter

Councillor Maki

Was not yet on call during Council reports.

Councillor Scott

- Participated in a virtual Adams River Salmon Society meeting

Councillor Torbohm

- April 8 – Participated via Zoom in a Shuswap Regional Trails Working Group meeting
- Attended the unsightly property at 524 Hendry
- Received calls from citizens regarding a fallen tree in Chase Creek and a beaver dam – relayed these concerns to the CAO for follow up
- Reviewed agenda, discussed issues with staff and citizens as required

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the reports from Council members be received for information." **CARRIED**
#2020/04/28_004

8. UNFINISHED BUSINESS

8.1 Revenue Anticipation Borrowing Bylaw

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the Village of Chase Revenue Anticipation Borrowing Bylaw No. 890-2020 be adopted." **CARRIED**
#2020/04/28_005

8.2 2020 to 2024 Financial Plan Bylaw

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the 2020 to 2024 Financial Plan Bylaw No. 888-2020 be given third reading."

CARRIED

#2020/04/28_006

8.3 Backyard Chickens – Report from the Corporate Officer – Survey Results

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the survey results for allowing backyard chickens in Chase be received as information."

CARRIED

#2020/04/28_007

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT backyard chickens be allowed in Chase, and that Administration be directed to draft a zoning amendment bylaw inclusive of all necessary criteria for Council's future consideration."

CARRIED

#2020/04/28_008

8.4 2020 Resolutions Submitted to SILGA

No Motion

< Councillor Maki joined the meeting at 4:23 p.m. >

8.5 Request to Amend Resolution to UBCM regarding Highway Rescue Funding

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT Council adopt the following enactment clause proposed by Village of Chase Administration:

Therefore be it resolved that UBCM urge the Province of BC to commit additional funding for *Highway* Rescue Services to provide a more fair funding model that will ensure the continuation of these services that are vital for people travelling on provincial highways."

CARRIED

#2020/04/28_009

9. NEW BUSINESS

9.1 524 Hendry Avenue

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT Council approve issuing Notice to the owner or occupier giving them twenty-one (21) days to bring the property into compliance with the Property Maintenance Bylaw."

CARRIED

#2020/04/28_010

9.2 Zoning Amendment – Shipping Containers

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Village of Chase Zoning Amendment Bylaw No. 887-2020 be given first reading."

DEFEATED

ALL OPPOSED

#2020/04/28_011

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the zoning amendment for shipping containers be referred back to Administration to provide more information on similar bylaws from other municipalities."

CARRIED

#2020/04/28_012

9.3 Village of Hazelton – Requesting support for Gaming Grant funds

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the Village of Chase supports the resolution of the Village of Hazelton to ask that the Provincial Government provide access to Gaming Grant funds for Local Governments in BC under 10,000 population."

CARRIED

#2020/04/28_013

9.4 Graduating Class – Banner Project

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT the Village of Chase supports the Chase Secondary School graduating class banner initiative, with banners, once produced by the School, to be hung in the downtown core by the Village's public works staff for the month of June 2020."

CARRIED

#2020/04/28_014

9.5 Request from Dan Jackson, property owner on Hillside re: burning

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT Administration be directed to contact Mr. Jackson and suggest to him his options for reporting concerning outdoor burning observations."

CARRIED

#2020/04/28_015

9.6 TNRD Essential Service Workers - Mutual Aid Agreement Option

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the Village of Chase agrees to enter into the Mutual Aid Agreement with other member municipalities of the TNRD to formalize sharing of essential services resources where needed and available while Ministerial Orders 7.1 and 7.2 are in effect."

CARRIED

#2020/04/28_016

9.7 COVID-19 Signage at Entry Points to Village

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT Administration be directed to install entrance signage to advise visitors that the Village of Chase is a COVID-19 aware community; AND,

THAT the costs for the project does not exceed \$2,000; AND,

THAT the costs be submitted to EMBC for reimbursement."

CARRIED

#2020/04/28_017

9.8 Water Rate Increases

Moved by Councillor Lauzon

Seconded by Mayor Crowe

"THAT due to the Covid-19 pandemic, the increase to flat water rates scheduled for April 1, 2020 be delayed until July, 2020 billing and that prior to July 1, 2020 Council review the rate increase to determine whether the increase is appropriate at that time."

CARRIED

#2020/04/28_018

9.9 Tax Rates Bylaw

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the Village of Chase 2020 Tax Rates Bylaw No. 889-2019 be read a first time."

CARRIED

#2020/04/28_019

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT the Village of Chase 2020 Tax Rates Bylaw No. 889-2019 be read a second time."

CARRIED

#2020/04/28_020

The CFO noted that in light of the Province of BC delaying the penalty for property tax payments excluding Residential Class properties, Council may wish to provide for a delay to the penalties for property tax payments for Residential properties.

Moved by Mayor Crowe

Seconded by Councillor Maki

"THAT Administration be directed to draft a bylaw that will alter the Village of Chase property tax penalty deadline specific to Residential class properties to October 1, 2020."

CARRIED

#2020/04/28_021

10. NOTICE OF MOTION

Councillor Torbohm provided Notice that a motion will appear on the May 12, 2020 Regular agenda to request the province purchase a replacement rescue truck for the Village of Chase.

Councillor Lauzon noted that the Lions Club intends to open the RV Park soon, and that they have engaged a caretaker. They will adhere to all the guidelines pertaining to private campgrounds during Covid-19 including larger separation between units. Washrooms will stay closed, only those park users with their own facilities will be permitted to stay at the RV Park.

It was noted that the Lions Club, being the lessee of lands owned by the municipality, should be connecting directly with Council on this matter.

Councillor Lauzon will ask the Lions to contact Council directly.

CAO will obtain private campground guidelines in light of Covid-19.

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

A member of the public (Sandra Welton) submitted an email query asking that Council consider providing a portable toilet at the visitor information centre to make it easier for truckers to have washroom facilities.

It was noted that MOTI has opened most if not all of their rest stops for truckers. If this is the case it might not be necessary for the Village to provide a facility for truckers. Administration will follow up with MOTI.

12. RELEASE OF IN CAMERA ITEMS

None

13. IN CAMERA

None

14. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the April 28, 2020 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2020/04/28_022

The meeting concluded at 6:37 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: May 7, 2020
To: Mayor and Council
From: CAO
RE: Report of Tasks from April 10, to May 7, 2020

Council Support and Meetings

- Oversee agenda production including reports from other members of Administration, reviewed minutes, assisted with follow up correspondence
- Discussed various issues with Mayor and Council members
- Prepared various information items to local newspaper and other media regarding Council activities and Village business
- Ensure appropriate enquiries and issues come before Council for Council direction
- Ensure the sharing of information to staff members regarding Council meetings and decisions
- Respond to queries from the public regarding daily operational issues, Council decisions, policy and bylaw questions

Regular Duties

- Discussions with various staff members regarding Council directives, operational and staffing matters
- Liaise with management team on various matters and issues needing decision
- Updated items on Village's Facebook page of interest to the community and submitted Village information to the local newspaper
- Received all incoming mail and email enquiries and delegated items to appropriate staff members for response
- Addressed enquiries from various members of the public
- Authorized, with the Mayor, payroll and accounts payable transactions
- Participated in several EMBC calls regarding Freshet and flooding preparations

Additional Activities

Since the Covid-19 pandemic was declared, have been managing and sharing with Council and the public information from the Provincial Public Health Officer and various Ministers, activated Emergency Operations Centre at Level 1 and have been participating in numerous conference calls relating to the virus situation as well as freshet timing for 2020.

Respectfully submitted,



VILLAGE OF CHASE

Memorandum

Date: 10 April 2020

To: Mayor and Council

From: Sean O'Flaherty, Corporate Officer

RE: Activities undertaken from April 13, 2020 to May 8, 2020

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 inquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Prepare and distribute Village communications through social media, the Village's website, and the Sunflower newsletter insert.

Other Duties/Activities During the Reporting Period:

- Working with developer of the Whitfield Landing development
- Working with developer of the Shepherd Drive development
- Helping with management of Public Works department
- Handling various legal matters
- Helping with EOC, COVID-19
- Dealing with numerous computer hardware, software, network issues
- Working on Montgomery Drive subdivision
- Processed 3 Building Permits
- Helping MOTI manage Scatchard Mountain temporary trail closures

Bylaw Enforcement

- Bylaw Enforcement activity is normal as far as all Village bylaws. The Bylaw Enforcement Officer now has additional responsibilities under Ministerial Order No. 082 for COVID-19, adding 25-50% more education/enforcement time to their work day

Dog Control

- Dog control matters are higher than normal

Respectfully submitted,

Approved for Council Consideration by CAO



VILLAGE OF CHASE

Memorandum

Date: May 7, 2020

To: Council

From: CFO

RE: April 2020 Report

Regular Duties

- Dealt with property taxes and utility billing issues as required.
- Upload BC Assessment Revised roll
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
- Monthly Bank Reconciliation.
- Preparation of reports to Council.

Budget, Property Taxes & Financial Reporting

- 2020-2024 Financial Plan Bylaw to Council
- Finalize 2019 Audited Financial statements
- Revenue Anticipated Borrowing Bylaw to Council
- Calculated TNRD and TRHD tax rates based on requisition and assessment
- Prepared 2020 Tax Rate Bylaw for Council consideration
- Reconcile and update general ledger accounts to audited 2019 Financial Statements
- Prepare Alternate Municipal Tax Collection Scheme Bylaw

Grant Applications, Implementation and Reporting


- Follow up with Community Wildfire Protection Plan project, finalize CWPP

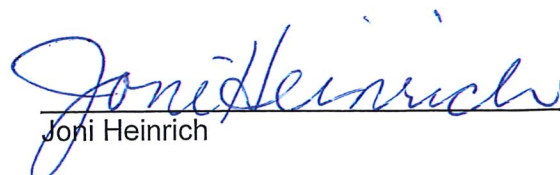
Other

- Working remotely due to COVID 19
- Reviewing and monitoring COVID 19 updates
- Researched previous utility billing bylaws and billings
- Update property tax notice template, to incorporate 2020 changes

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar


Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: May 6, 2020

To: Village of Chase

From: Chase Fire Department

RE: Update

Fire Chief's Report for May 12, 2020

Fire Calls for April:

5 calls; 1 Gas Leak, 3 Landscape Fires, 1 Fire Burning Complaint

Rescue Calls for April:

3 MVI, 2 - stood down on scene, 1- Extrication

To date, burning permits: 163

We have 24 members including 4 juniors. 13 members with their Exterior Operation

Regarding the COVID-19; Maintaining fire and rescue calls, being proactive and cautious as possible, while utilizing limited reserves of our P.P.E. to help mitigate the possible spread of the virus. Members are keeping up on training, with on-line Action Training. All officers are still doing administration work and projects that can be accomplished by them-selves.

After each call the trucks are decontaminated and members are practicing safety protocols as per policies provided by the BC Public Health Officer, Interior Health Authority and the Fire Chief Association of BC.

Mandatory practical evaluations are being closely considered. If members have to be evaluated, for Exterior Operations certification, protective measures are be taken and full PPE protocols will be strictly adhered too and enforced.

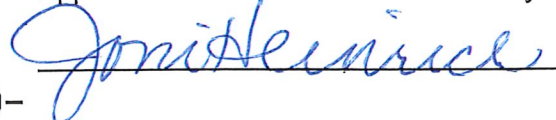
The Fire Department members are paying closer attention to; social distancing, cleanliness and sanitizing our fire hall, trucks, equipment and personnel hygiene (hand washing).

I have been keeping in touch with our CAO, Joni Heinrich regarding polices, directives and general updates via emails.

Respectfully submitted,

____ Fire Chief, B. Lauzon _____

Approved for Council Consideration by CAO



**VILLAGE OF CHASE
BYLAW NO. 888-2020**

A Bylaw to Adopt the Village of Chase 2020 to 2024 Financial Plan

WHEREAS the Community Charter requires that municipalities must establish a Five Year financial plan that is adopted annually by bylaw;

NOW THEREFORE the Council of the Village of Chase, in the Province of British Columbia, in an open meeting assembled enacts as follows:

1. Schedule "A", Village of Chase 2020 to 2024 Financial Plan, and Schedule "B" Statement of Objectives and Policies, attached hereto, shall form part of this Bylaw and are hereby adopted as the Five Year Financial Plan for the Village of Chase for the years 2020 to 2024 inclusive.
2. This Bylaw may be cited as "Village of Chase 2020 to 2024 Five Year Financial Plan Bylaw No. 888 - 2020".

READ A FIRST TIME THIS **14th DAY OF APRIL, 2020**

READ A SECOND TIME THIS **14th DAY OF APRIL, 2020**

READ A THIRD TIME THIS **28th DAY OF APRIL, 2020**

ADOPTED THIS th DAY OF , 2020

Mayor, R. Crowe

Corporate Officer, S. O'Flaherty

VILLAGE OF CHASE
Bylaw No. 888 - Schedule "A"
2020 to 2024 Financial Plan

	2020	2021	2022	2023	2024
Revenues					
Property Taxes	(2,024,823)	(2,065,319)	(2,106,625)	(2,148,758)	(2,191,733)
Payments in Lieu of Taxes	(24,750)	(24,750)	(24,750)	(24,850)	(24,900)
Utility Tax & Franchise Fees	(67,604)	(68,100)	(68,100)	(69,000)	(69,000)
Interest and Penalties on taxes	(29,000)	(26,000)	(25,500)	(24,000)	(24,000)
Collection of taxes for Other Governments	(1,744,650)	(1,778,655)	(1,813,455)	(1,813,455)	(1,813,455)
Grants General	(585,950)	(593,146)	(593,246)	(600,551)	(600,751)
Fees					
Other Revenue Own Sources	(179,875)	(184,175)	(189,875)	(183,075)	(184,075)
Water utility	(415,465)	(510,650)	(568,040)	(593,700)	(614,000)
Sewer utility	(392,100)	(392,100)	(395,100)	(393,100)	(398,100)
Solid Waste Management	(257,600)	(263,600)	(271,600)	(271,600)	(271,600)
Other Revenue-COVID 19	(30,000)	(10,000)	0	0	0
Disposal of Tangible Capital Assets	0	0	0	0	0
DCC	(2,000)	(2,000)	(2,000)	(2,000)	-2,000
Disposal of Lands	0	0	0	0	0
Deferred Revenue	0	0	0	0	0
Conditional Project Grants					
General	(438,887)	(75,000)	0	0	0
Water utility	0	0	0	0	0
Sewer utility	0	0	0	0	0
Solid Waste Management	0	0	0	0	0
Transfers from Reserves					
General	0	0	(300,000)	(200,000)	0
Water utility	0	0	0	0	0
Sewer utility	0	0	0	0	0
Solid Waste	0	0	0	0	0
Gas Tax Reserve	(70,000)	0	0	0	0
Transfers from Surplus					
General	(178,500)	(258,500)	(40,000)	(40,000)	(40,000)
Water utility	(48,024)	(48,024)	(48,024)	(48,024)	(48,024)
Sewer utility	(11,526)	(11,526)	(11,526)	(11,526)	(11,526)
Solid Waste Management	0	0	0	0	0
Transfers from Surplus for Capital					
General	(458,500)	(190,000)	(85,000)	(45,000)	(2,500)
Water utility	0	0	0	0	0
Sewer utility	(30,000)	0	0	0	0
Solid Waste	0	0	0	0	0
Proceeds from Borrowing	(200,000)	0	0	0	0
Total Revenues	(7,182,254)	(6,801,845)	(6,542,441)	(6,468,531)	(6,495,669)
Expenditures					
Payment of taxes to Other Governments	1,744,650	1,778,655	1,813,455	1,813,455	1,813,455
Grants in aid	11,500	11,500	11,500	11,500	11,500
Legislative services	85,350	88,500	90,600	92,700	94,450
Corporate services	841,342	867,600	895,700	893,200	906,500
Municipal Enforcement	29,400	30,400	30,400	30,400	30,400
Emergency Response-COVID 19	30,000	10,000	0	0	0
Fire service	238,000	243,800	245,450	246,950	247,000
Rescue service	31,550	32,350	32,900	33,150	33,450
Planning	9,500	14,500	9,250	9,250	9,250
Economic Development	65,300	67,100	66,400	62,450	63,250
Public Works Admin	449,700	448,150	453,350	458,000	462,200
Fleet	102,800	92,600	93,000	94,250	94,850
Transportation-Rds & Drain	284,660	269,650	269,050	271,400	274,850
Parks	190,900	178,200	182,400	185,050	188,750
Cemetery	22,800	23,400	24,000	24,600	24,960
Recreation Facilities	395,850	395,750	396,620	397,640	398,000
Water	614,200	613,400	612,350	615,350	617,610
Sewer	345,550	346,400	346,500	346,925	346,250
Solid Waste	257,600	253,600	231,600	231,600	239,700
Leases	0	0	0	0	0
Capital Expenditures					
General	1,167,387	265,000	385,000	245,000	2,500
Water	0	0	0	0	0
Sewer	30,000	0	0	0	0
Arena Debt Payment	0	0	0	0	0
CP Rail Debt Repayment	18,500	18,500	0	0	0
Interest on Debt Repayment					
Water	64,000	64,000	64,000	64,000	64,000
Sewer	21,600	21,600	21,600	21,600	21,600
Fire Truck	2,000	13,500	13,500	13,500	13,500
Debt Repayment					
Water	48,024	48,024	48,024	48,024	48,024
Sewer	11,526	11,526	11,526	11,526	11,526
Fire Truck	10,000	40,000	40,000	40,000	40,000
DCC	2,000	2,000	2,000	2,000	2,000
Transfers to Land Reserves	0	0	0	0	0
Transfer to Gas Tax Reserve	151,350	158,446	158,446	165,751	165,751
Transfers to Reserves					
General	150,000	200,000	0	0	0
Solid Waste	0	0	0	0	0
Water	0	0	0	0	0
Sewer	0	0	0	0	0
Total Expenditures	7,427,039	6,608,151	6,548,621	6,429,271	6,225,325
Total Annual Cash (Surplus)/Deficit	237,785	106,606	5,780	(39,368)	(70,338)
Transfer to/(from)-General	0	(26,044)	(35,530)	(60,443)	(75,798)
Transfer to/(from)-Water	262,735	166,750	108,310	85,650	67,610
Transfer to/(from)-Sewer	(24,950)	(24,100)	(27,000)	(24,575)	(30,250)
Transfer to/(from)-Solid Waste	0	(10,000)	(40,000)	(40,000)	(31,900)
Total Transfers	237,785	106,606	5,780	(39,368)	(70,338)
Financial Plan Balance (will be \$0)	0	0	0	0	0

Village of Chase
Bylaw No. 888
2020 to 2024 Financial Plan
Schedule “B” – Statement of Objectives and Policies

In accordance with Section 165(3.1) of the *Community Charter*, the Five Year Financial Plan must include objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from the following funding sources described in Section 165(7) of the *Community Charter*:
 - (a) revenue from property value taxes;
 - (b) revenue from parcel taxes;
 - (c) revenue from fees;
 - (d) revenue from other sources;
 - (e) proceeds from borrowing.
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2020.

<u>Table 1 – 2020 Revenue Sources</u>		
<u>Revenue Source</u>	<u>Amount</u>	<u>Percentage of Total</u>
Municipal taxes	\$2,024,823	28.16%
Other Taxes	1,866,004	25.96%
Fees	1,065,165	14.82%
Grants	1,024,837	14.26%
Other Sources	211,875	2.95%
Transfers	796,550	11.08%
Borrowing	200,000	2.78%
<u>Total</u>	<u>\$7,189,254</u>	<u>100.00%</u>

Municipal property taxation, generally the largest revenue source, offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as maintenance of streets, sidewalks, parks, general administration, fire protection, bylaw enforcement, and snow removal.

Other taxes are taxes collected on behalf of other authorities, which are then remitted to the corresponding taxing authority. Franchise fees and payments in lieu of taxes and interest and penalties collected on outstanding property taxes are also included as other taxes.

Fees are user fees and charges which fund specific service including water, sewer and solid waste collection.

The major contributions to the Grant funding are the Small Community Grant and Community Works Fund. There are several other federal, provincial and regional sources which support Village initiatives.

For 2020, the Village of Chase has applied for a significant amount of additional grant funding for several major Capital projects, which shall only be undertaken if the grant funding applications are successful.

Other Sources include revenues collected from the use and rental of Village assets; investment interest and disposition of capital assets.

Transfers consist of revenues transferred from reserve or surplus funds.

Policies and Objectives

Property Taxes: The objective is to balance the budget each year and maintain a reasonable tax burden. That the Village shall strive to implement stable, fair and representative tax rates for all property classes, while seeking funding sources and opportunities to offset tax collection requirements.

Parcel Taxes: The Village of Chase no longer collects parcel taxes within the municipality.

Fees: The Village shall strive to ensure the fees charged for water, sanitary sewer and solid waste services be on a cost recovery basis. The Village shall review and revise the user fees to ensure they are meeting the capital and operational costs of the services for which they are collected.

Other Sources: The objective is to maximize other revenue sources including, grant funding from higher levels of government, to reduce the taxation burden and provide support to Council priorities and directives.

Borrowing: The objective is to identify the borrowing needs in advance and ensure the funding option supports the objectives noted above.

DISTRIBUTION OF PROPERTY TAX RATES

Table 2 outlines the distribution of property tax rates among the property classes.

<u>Table 2 - Distribution of Municipal Property Taxes</u>		
<u>Property Classification</u>	<u>% of Total Property Taxation</u>	<u>Value</u>
Residential (1)	77.64%	\$1,572,151
Utilities (2)	1.67%	33,740
Major Industry (4)	6.82%	137,993
Business and Other (6)	13.75%	278,387
Recreation / Non-Profit (8)	0.06%	1,167
Farm (9)	0.07%	1,385
<u>Total All Sources</u>	<u>100.00%</u>	<u>2,024,823</u>

The residential property class provides the largest proportion of property tax revenue. This is appropriate as this class forms the largest proportion of the assessment base and consumes the majority of Village services.

Municipalities generally charge a higher rate of tax to business and industry based on the theory that they proportionately consume a greater portion of the Village services.

Our only "Major Industry" class, Adams Lake Lumber, is a special situation as the Letters Patent by which their property was incorporated into the Village of Chase requires that the tax rate to be used is set by the provincial "Taxation (Rural Area) Act Regulation". The "Utility" class is also determined by the province under that same regulation and the Village is charging the maximum tax rate allowed for this class.

Policies and Objectives

- The Village shall continue to maintain and encourage economic development initiatives designed to attract more retail, commercial and industrial businesses to invest in the community to create employment.
- The Village shall continue to seek opportunities to increase densification and development to increase the tax base and provide additional housing.
- The Village shall regularly review the property tax rates and revenue distribution to maintain proportional consistency within the property classes.

PERMISSIVE TAX EXEMPTIONS

The Village has adopted a Permissive Tax Exemption policy which outlines the goals and objectives and provides guidelines for the administration and approval of permissive tax exemptions.

Objectives and Policies: The Village will consider additional permissive tax exemptions as allowed under the Community Charter. Council shall review the permissive tax exemptions being granted, in keeping with the policy, to ensure fair access, consistent standards and appropriate allocations are implemented.

Goal of Council

The goal of Council is to improve the financial health of the Village of Chase, while maintaining the current service levels and protecting the health and sustainability of the community infrastructure. In keeping with the obligations under the Gas Tax Community Works Fund Agreement, the Village will continue to develop and implement asset management planning in 2020. The municipality will continue to seek funding opportunities for infrastructure assessments, evaluations and reviews to be utilized in the development of an Infrastructure Master Plan which shall outline the need and priorities necessary for the protection and sustainability of the Village's infrastructure. The Village shall continue to seek grant funding opportunities for all projects related to infrastructure sustainability, community health and safety and ongoing community development.

**VILLAGE OF CHASE
Bylaw No. 889, 2020**

**To establish 2020 Property Taxation Rates
for Municipal, Regional District and Regional Hospital District Purposes**

WHEREAS the Community Charter requires that a council must, by bylaw, impose property value taxes for the year by establishing tax rates for:

- a) The municipal revenue proposed to be raised for the year from property value taxes, as provided in the financial plan; and
- b) The amounts to be collected for the year by means of rates established by the municipality to meet its taxing obligations in relation to another local government or other public body,

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

1. The following rates are hereby imposed and levied for the year 2020:
 - a) For general purposes of the municipality on the value of land and improvements taxable for general municipal purposes, the rates appearing in Column A of Schedule "A" attached to and forming part of this Bylaw shall apply.
 - b) For regional district purposes on the value of land and improvements taxable for regional district purposes, rates appearing in Column B of Schedule "A", attached to and forming part of this Bylaw shall apply.
 - c) For hospital purposes on the value of land and improvements taxable for hospital purposes, rates appearing in Column C of Schedule "A", attached to and forming part of this Bylaw shall apply.
2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
3. This Bylaw may be cited as "Village of Chase 2020 Tax Rates Bylaw No. 889".

READ A FIRST TIME THIS **28th DAY OF APRIL, 2020**

READ A SECOND TIME THIS **28th DAY OF APRIL, 2020**

READ A THIRD TIME THIS th DAY OF , 2020

ADOPTED THIS rd DAY OF , 2020

Mayor, R. Crowe

Corporate Officer, S. O'Flaherty

VILLAGE OF CHASE

Bylaw No. 889, 2020 Schedule "A"

2020 Property Taxation Rates
For Municipal, Regional District and Regional Hospital District purposes.

Tax Rates (dollars of tax per \$1,000 of taxable value)

		Column A	Column B	Column C
PROPERTY CLASS	Class Number	GENERAL MUNICIPAL	REGIONAL DISTRICT	REGIONAL HOSPITAL
Residential	1	4.4181	0.8807	0.4263
Utilities	2	40.0000	3.0825	1.4921
Major Industry	4	6.7700	2.9940	1.4494
Light Industry	5	15.0000	2.9944	1.4494
Business and Other	6	10.3417	2.1577	1.0444
Recreation/Non-Profit	8	9.7198	0.8807	0.4263
Farm	9	16.7888	0.8807	0.4263

****SUPPLEMENTARY LETTERS PATENT, February 24th, 2005, CLASS 4 (MAJOR INDUSTRY)
MUNICIPAL AND REGIONAL DISTRICT TAX RATE LIMITATIONS**

The municipality shall, in the area newly included within the municipality by these Supplementary Letters Patent, levy a tax rate pursuant to section 359(1) of the Local Government Act, on property class 4 (Major Industry) prescribed by the Lieutenant Governor in Council under section 26 of the Assessment Act, except that the tax rate shall not exceed the sum of:

A:) the tax rate for the prevailing taxation year set pursuant to the Taxation (Rural Area) Act for property Class 4 (Major Industry); and

B:) the tax rate for the prevailing year for property Class 4 (Major Industry) set by the Surveyor of Taxes for the purpose of recovering the costs of services of the regional district for which the service area includes all of Electoral Area P as the sole participating area or in combination with one or more other electoral participating areas.



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: May 5, 2020
RE: Bylaw to Alter General Tax Collection Scheme and Penalty Dates for Unpaid Taxes for 2020

ISSUE/PURPOSE

To seek Council approval to defer the 2020 property tax penalty date for all classes to October 1, 2020, by enacting the Alternative Municipal Tax Collection Scheme for 2020.

OPTIONS

1. Support the proposed bylaw for property tax penalties to be applied October 1, 2020
2. Maintain current penalty structure with property tax penalties being applied July 3, 2020

HISTORY/BACKGROUND

The Village generally follows the regular tax collection scheme for collecting property taxes, as per Section 234 Community Charter, General Tax Collection Scheme, which states property taxes are due July 2 of the year; and established regulations which assess a 10% penalty on all current property taxes outstanding at end of business on July 2.

Due to COVID 19 pandemic, the Province of BC announced measures which would postpone the application of late payment penalties for properties on commercial properties (Class 3,5,6,7 and 8) to October 1st, 2020. This will not change the due date of taxes for those classes; it will only change the date on which penalties can be applied for unpaid taxes.

DISCUSSION

Section 235 of the Community Charter, allows an Alternative Municipal Tax Collection Scheme, which gives Council an option to enact a bylaw to change the dates which penalties shall be applied to outstanding current property taxes for all property classes not covered under the Provincial Order, specifically Class 1, Residential.

FINANCIAL IMPLICATIONS

COVID – 19 has resulted in an unprecedented financial situation for municipalities. Where revenues have normally been stable and predictable, municipalities all over the country are now required to plan for cash flow shortages and determine how to provide support for their taxpayers and community members, while maintaining the essential services of the municipality. The Village also collects property taxes for other authorities. Although the province has agreed to delay the provincial school tax remittances until the end of the year, we will still be required to pay the other taxing authorities by August 1, 2020. This will result in the Village paying out funds that they may not have collected.

It is for these reason that Staff is recommending that only the property tax penalty date be extended and that the official tax deadline date of July 2, 2020 be maintained, to encourage all those taxpayers who can pay their property taxes by the due date to do so.

Respectfully submitted,

Approved for Council Consideration by CAO

VILLAGE OF CHASE
BYLAW NO. 891– 2020
A BYLAW TO ALTER THE GENERAL TAX COLLECTION SCHEME AND PENALTY
DATES FOR UNPAID TAXES FOR THE YEAR 2020

WHEREAS Section 235 of the Community Charter authorizes the Council, by bylaw, to establish one or more dates on which all or part of the property taxes are due and to establish penalties and interest to be applied in relations to payment made after a tax due date;

AND WHEREAS it is deemed desirable to amend the property tax penalties to be applied in relation to payments made after a tax due date established by the bylaw;

NOW THEREFORE, the Council of the Village of Chase in open meeting assembled **ENACTS AS FOLLOWS:**

1. This bylaw may be cited as “ALTERNATIVE MUNICIPAL TAX COLLECTION SCHEME AMENDMENT BYLAW NO. 891 – 2020”.
2. An owner may elect to pay the rates and taxes named under this bylaw in accordance with the General Tax Collection Scheme established under Part 7, Division 10 of the Community Charter by giving written electronic or written notice of that election to the Chief Financial Officer at the Village of Chase Municipal office on or before June 15, 2020.
3. If an owner does not make an election under Section 2, the Alternative Municipal Tax Collection Scheme applies to the rates and taxes payable to that owner.
4. If a portion of the property taxes remain unpaid after close of business on the 30th day of September 2020, the Collector must add to the unpaid taxes levied in 2020 for the land, improvements, and local services a penalty equal of ten percent (10%) of the unpaid portion of the current taxes.
5. The penalties referred to in Section 4 of this bylaw are due as part of the taxes for the current year for the parcel and improvements.
6. This bylaw will automatically repeal and cease to have force and effect on December 31, 2020

READ A **FIRST** TIME THIS _____ DAY OF _____, 2020

READ A **SECOND** TIME THIS _____ DAY OF _____, 2020

READ A **THIRD** TIME THIS _____ DAY OF _____, 2020

ADOPTED THIS _____ DAY OF _____, 2020

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



April 30, 2020

Hon. Minister Selina Robinson
Room 310 Parliament Buildings
501 Belleville St.
Victoria, BC V8V 1X4

Dear Minister Robinson:

RE: Supporting British Columbians during the COVID-19 pandemic

As Mayor of the City of North Vancouver I want to start by thanking you for your tireless work during these difficult times. Residents are appreciative of the work done by the Province to assist individuals, municipalities, and businesses.

As you know, in a letter dated March 23, 2020 to Hon. Premier John Horgan and yourself, a number of Metro Vancouver Mayors including myself asked the Province to expand the Provincial Property Tax Deferment Program to include all property owners.

We have yet to receive a formal reply regarding this request.

On Monday April 27, 2020 at the City's Council meeting, Council members shared their concerns regarding the accessibility of the Provincial Property Tax Deferment Program and the current eligibility stipulations.

Council and staff have received numerous communications from residents who are facing new financial challenges as a result of the ongoing pandemic, and who are not currently eligible to access the Provincial Property Tax Deferment Program. As a result, Council passed the following resolution unanimously:

THEREFORE BE IT RESOLVED THAT the Mayor, on behalf of Council, write to the Provincial government requesting that a Financial Hardship Program be added to the Provincial Property Tax Deferment Program for a limited time, similar to what was introduced in 2009;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to all BC local governments, UBCM, LMLGA and North Shore MLAs and MPs.

Council has requested that if your government is unable to expand the current program to include all property owners, that you consider implementing a Financial Hardship Program similar to the program that was introduced for a limited time following the 2008 economic recession.

An increasing number of experts predict that the COVID-19 pandemic will be more detrimental to the world economy than the 2008 economic recession, and therefore the

addition of a Financial Hardship Program component to the current Provincial Property Tax Deferment Program should be given serious consideration.

Do not hesitate to contact me if you require additional information. I thank you in advance for your consideration.

Yours Truly,



Linda Buchanan
Mayor of the City of North Vancouver

c.c. All B.C. municipal governments
UBCM
LMLGA
Bowinn Ma, MLA for North Vancouver-Lonsdale
Ralph Sultan, MLA for North Vancouver-Capilano
Jane Thornthwaite, MLA for North Vancouver-Seymour
Jordan Sturdy, MLA for West Vancouver-Sea to Sky
Terry Beech, MP for Burnaby North-Seymour
Hon. Johnathan Wilkinson, MP for North Vancouver
Patrick Weiler, MP for West Vancouver-Sunshine Coast-Sea to Sky Country