



AGENDA

Regular Meeting of the Council of the Village of Chase
to be held at the Community Hall at 547 Shuswap Avenue, and via Zoom
on Tuesday, April 12, 2022 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

"THAT the April 12, 2022 Village of Chase Regular Council meeting agenda be adopted as presented."

3. ADOPTION OF MINUTES

3.1 Minutes of the Special Meeting held March 21, 2022

Pages 1-3

Resolution:

"THAT the minutes of the Special meeting of March 21, 2022 be adopted as presented."

3.2 Minutes of the Regular Meeting held March 22, 2022

Pages 4-9

Resolution:

"THAT the minutes of the Regular meeting of March 22, 2022 be adopted as presented."

3.3 Minutes of the Special Meeting held March 29, 2022

Pages 10-12

Resolution:

"THAT the minutes of the Special meeting of March 29, 2022 be adopted as presented."

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

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

6. DELEGATIONS

6.1 Dave Underwood, P. Eng. TRUE Consulting Chase Creek Flood Plain Mapping Report

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 13-20

8. UNFINISHED BUSINESS

- 8.1 Application to Vary Regulations of Village of Chase Subdivision and Development Bylaw 870-2019 for 116 MacPherson Street. Pages 21-30

Report from the Director of Corporate Operations

Recommendation:

“THAT Development Variance Permit #1-2022 be issued subject to the following:

- **Registration of a Statutory right-of-way for public access between MacPherson Street and Hillside Avenue near the South-West corner of the subject property be suitable to the Approving Officer; and,**
- **Registration of a covenant to save harmless the Village of Chase in the event of overland storm flooding from public property onto the subject property.”**

- 8.2 Grant-In-Aid Policy Amendments Pages 31-34

Memo from the CAO

Recommendation:

“THAT Council adopt the revisions to policy ADM-31, Grant-In-Aid.”

- 8.3 Grant-In-Aid Request – Chase and Young Learners Society Page 35

Memo from the CAO

Recommendation:

“THAT Council grant an additional \$1460 to the Chase and Area Young Learners Society to enable them to deliver a full Out of the Smoke program for school aged children in 2022.”

- 8.4 Notice of Motion – Councillor Maki – Economic Trust of the Southern Interior (ETSI BC) Grant Opportunity – Downtown Plan

The Economic Trust of the Southern Interior has a grant funding opportunity open as of April 1, 2022 closing May 1, 2022 under their “Building Economic Development Capacity” stream. Grants are 100% funding and communities the size of Chase are eligible for up to \$15,000. Eligible projects include:

- Economic development planning, feasibility assessments, research
- Business retention and expansion initiatives
- Business engagement initiatives
- Developing Business diversification and investment-ready strategies
- Community economic revitalization

Building Economic Development Capacity Program provides non-repayable grants to support strategic investments to build economic capacity of small communities and support economic development projects that will have long-lasting and measurable benefits for the Southern Interior.

ETSI BC staff are available to assist in grant application preparation. It is recommended that a consultant be hired should funding be granted to develop, with public engagement including our First Nation neighbours, a downtown improvement plan to include actions such as developing a colour scheme, developing a theme, providing incentives for façade improvements by property

owners, potentially including mural art, including First Nations art, and creating a signage theme for businesses.

Recommendation:

“THAT Council direct Administration to apply for a \$15,000 grant from ETSI BC for the development of a downtown improvement plan.”

- 8.5 2021/2022 Strategic Plan–Second Quarter Report April 2022 Pages 36-39

Update from CAO

Recommendation:

“THAT the April 12, 2022 report on Council’s 2021/2022 Strategic Plan be received for information.”

- 8.6 Public Piano Donation from the Chase Evangelical Free Church Page 40

Recommendation:

“THAT the donation of a piano from the Chase Evangelical Free Church being relocated to the Chase Community Hall be received for information.”

9. NEW BUSINESS

- 9.1 Chase & District Museum & Archives – New Structure Pages 41-44

Memo from Corporate Officer

Recommendation:

“THAT Council approves the request dated March 23, 2022 from the Chase & District Museum & Archives Society to build a structure on the property to display larger artifacts and provide for enclosed storage space.”

- 9.2 Royal Canadian Legion Branch #107 – Vimy Ridge Vigil Page 45

Invitation to Mayor and Council to attend the Vimy Ridge candlelight vigil at 7 p.m.

Friday May 6, 2022

Recommendation:

“THAT the invitation from the Royal Canadian Legion Branch #107 to attend the Vimy Ridge candlelight vigil at 7 p.m. on May 6, 2022 be received, and that all members of Council who are available will attend the vigil.”

- 9.3 Recycle BC Transition Pages 46-48

Memorandum from the Director of Corporate Operations

Recommendation:

“THAT the memorandum summarizing the Village’s transition of curbside recycling from the TNRD to Recycle BC be received for information.”

- 9.4 2022 to 2026 Financial Plan Bylaw No. 913-2022 Pages 49-55

Recommendation:

“THAT the Village of Chase 2022 to 2026 Financial Plan Bylaw No. 913-2022 be given First and Second readings.”

9.5 Chase and Area Young Learners Society - Mother's Day Fundraiser
Letter from CAYLS

Page 56

CAYLS is requesting the use of two parking spaces in front of the old TRU Value Hardware location on Saturday May 6 and Sunday May 7 from 9:00 a.m. to 4:00 p.m. on both days. The event is a fundraiser and will attract people to spend time in the downtown on both days.

Considerations:

- The sidewalk will not be impeded so no impact will be felt by pedestrians
- There is less business activity on Saturday and Sunday downtown
- The reduction of the use of two parking spaces on weekend days in front of a closed business will have little or no negative affect on parking availability
- Such an event will allow CAYLS to promote the work they do with school aged children
- Being a fundraiser will assist CAYLS in being able to provide more programs for school aged children

Recommendation:

"THAT Council grant the use of two parking spaces in front of the former TRU Value Hardware building for Chase and Area Young Learners Society for their Mother's Day fundraising event on May 6 and 7, 2022."

10. NOTICE OF MOTION

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Resolution:

"THAT the April 12, 2022 Village of Chase Regular Council meeting be adjourned."



MINUTES

Special Meeting of the Council of the Village of Chase was held
at the Community Hall at 547 Shuswap Avenue, Chase, BC and virtually via Zoom
on Monday, March 21, 2022

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Joanne Molnar, Chief Financial Officer
Lynn Eileen, Deputy Corporate Officer

Public Participants: 16 (9 in person, 7 virtually)

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:00 pm

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the March 21, 2022 Village of Chase Special Council meeting agenda be
adopted as presented."**

CARRIED

#2022/03/21_001

3. ADOPTION OF MINUTES

Moved by Councillor Torbohm

Seconded by Councillor Scott

**"THAT the January 17, 2022 Village of Chase Special Council Minutes be received
as information as they were adopted at the February 8, 2022 Regular Council
meeting."**

CARRIED

#2022/03/21_002

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

None

7. REPORTS

No reports

8. UNFINISHED BUSINESS

8.1 Identifying and Registering Vulnerable Individuals

There was discussion amongst attendees including Mike Knauff of Emergency Management BC, Steve Newton of Innomergence Solutions and Cathy Semchuk of the Shuswap Emergency Program (Columbia Shuswap Regional District) who all suggested that local organizations may already have contact information for some of the members of the vulnerable population sector. It is important to note that some of the most vulnerable may not be able to self-register.

Moved by Councillor Scott

Seconded by Torbohm

“THAT the Village of Chase make available a self-registration form on the Village of Chase website, in digital format that can be emailed, and in hardcopy that can be picked up from the Village office and shared at various locations in Chase; AND

THAT information about the registry be sent out to the public via a mass mailout and through other outreach methods”.

CARRIED

#2022/03/21_003

8.2 Pre-Planning

It was suggested that utilizing areas already sectioned out in the Village’s overall Evacuation Plan to identify sections of the Village that can be assigned to a community group or a neighbourhood champion (volunteer) might be a good strategy. Some areas already have local groups and networks in place that interact and work together for other activities. Connecting with other communities that have Neighbourhood Emergency Preparedness (NEP) programs in place might be helpful when developing one for Chase.

Moved by Councillor Maki

Seconded by Councillor Torbohm

“THAT the Village of Chase begin to develop a Neighbourhood Emergency Preparedness program (NEP) by identifying areas of the Village (formal Evacuation Plan areas and other less formal neighbourhood areas such as mobile home parks and strata groups) that can be matched with champions or with community organizations for the purpose of evacuating vulnerable individuals.”

CARRIED

#2022/03/21_004

8.3 Transportation - Public Education

Moved by Councillor Torbohm

Seconded by Councillor Scott

“THAT Administration identify the costs and services available from different alerting systems and bring back a recommendation to Council for a decision; AND

THAT various services that will be available when an emergency occurs such as bus transportation (TransLink, vans from local Indigenous Bands, Charter companies) be identified along with muster locations.

CARRIED

#2022/03/21_005

Moved by Councillor Lauzon
Seconded by Councillor Scott

“THAT public education be undertaken as soon as is practicably possible by way of mass mailouts, billing inserts and information in the Chase Sunflower to inform the public that a strategy is being developed to assist vulnerable individuals in Chase in the event of an evacuation including some of the aspects of the strategy; AND

“THAT a Public Open House be held once information is sent out to the public regarding the development of a vulnerable individuals evacuation strategy to engage the public regarding the Village’s Neighbourhood Emergency Program that is being developed, demonstrate how Fire Smart works and how property owners can Fire Smart their properties, and to provide for a registration table for vulnerable individuals as well as community groups and neighbourhood champions.

**CARRIED
#2022/03/21_006**

9. NEW BUSINESS

None

10. NOTICE OF MOTION

None

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Councillor Scott
Seconded by Councillor Torbohm

“THAT the March 21, 2022 Village of Chase Special Council meeting be adjourned.”

**CARRIED
#2022/03/21_007**

The meeting concluded at 4:52 p.m.

Rod Crowe, Mayor

Sean O’Flaherty, Corporate Officer



MINUTES

Regular Meeting of the Council of the Village of Chase
was held at the Community Hall at 547 Shuswap Avenue, and via Zoom
on Tuesday, March 22, 2022 at 4:00 p.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Joanne Molnar, Chief Financial Officer
Lynn Eileen, Deputy Corporate Officer

Public Participants: 21 (18 in person, 3 virtually)

1. CALL TO ORDER

Councillor Lauzon presided over the meeting as Acting Mayor and called the meeting to order at 4:00 pm.

2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the March 22, 2022 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2022/03/22_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held March 8, 2022

Moved by Mayor Crowe

Seconded by Councillor Torbohm

"THAT the minutes of the Regular meeting of March 8, 2022, be adopted as presented."

CARRIED

#2022/03/22_002

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

6.1 Ashton Sweetnam, Executive Director, Chase and Area Young Learners Society

Ms. Sweetman relayed the importance of programming in Chase for school aged children, and the real need for childcare. She requested that Council reinstate the summer recreation program and that the Chase and Area Young Learners Society (CAYLS) could offer some assistance to ensure the program can operate. She also requested that Council consider fully funding the Society's "Out of Smoke" program for 2022.

Councillor Lauzon noted that while the Village's Youth Action committee has not been active for two years due to Covid-19, there is money earmarked in the budget for youth oriented programs and activities which could assist the CAYLS.

Council advised Ms. Sweetnam that decisions are not typically made by Council at the time of delegation due to Council needing time to review all information prior to decision making.

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT the requests from the Chase and Area Young Learners Society be deferred to the next Regular Council meeting scheduled for Tuesday, April 12, 2022.

**CARRIED
#2022/03/22_003**

7. REPORTS

Mayor and Council Reports

Mayor Crowe

March 8th – Attended the regular meeting of the Board of Directors of the Chase and District Health Foundation.

March 10th – Attended the TNRD Board of Directors meeting in Kamloops

March 21st – Attended a special meeting of Council around emergency evacuation preparedness planning.

Councillor Lauzon

March 21st – attended the special meeting of Council – Vulnerable Population Evacuation Strategy. She is looking forward to working with the Administration team, local agencies, and Local First Nations

- For information purposes:
 - First Responder training was recently completed on the weekends of March 4th and March 11th. Seven new First Responders were added to the roster.
 - The Chase Lions club with the assistance of the Chase Firefighters Association will be hosting an Easter Eggstravaganza on Sunday April 17th at Willson Park. There will be a bike parade, games and races, and an Easter egg hunt. Hotdogs and snacks will be served.

Councillor Maki

March 9 - Astrid from WOW - Wednesdays on the Wharf in Salmon Arm was in contact about collaborating on performances this season for Music on the Lake.

March 9 - spoke with Tanner Dawson about collaborating with the Festival Society on a larger scale event in Chase this summer.

March 10 - assisted the Chase Rotary Club on marketing material for this year's Rotary Auction.

March 10 - attended the ETSI-BC Info Session and Funding Announcement for this year's grant intake where it was announced that \$375,000 has been allocated this year and their funding intake will be from April 1 to May 1.

March 15 - Chaired the PNP-EIRP Select Committee meeting where the results of the Priority Sector Survey were shared:

The survey garnered 263 respondents. The types of businesses Chase needs were identified as:

- Retail/Department Stores - 43.30%
- Clothing - Men's/Women's - 36.02%
- Food & Beverage - 35.63%
- Entertainment - 32.95%
- Sports & Recreation - 32.57%

It was very clear from the survey that people in Chase want to support local - they want to do their shopping and recreation in Chase and do not want to drive to Salmon Arm or Kamloops for their family's needs. The community also wants to see updated modern choices; such as fresh farm produce, a quaint nightlife and a brewery/winery/cidery with improved customer service and consistency with hours of operations. Chase was recognized as a very friendly community with many tourist attractions but the lack of housing, cell/internet services and childcare were clearly identified as challenges.

March 16 - spoke to Kerri Lindsay, Manager of Interior Savings in Chase about their upcoming GoByBike program which is being held May 30 - June 5 and encourages British Columbians to ride their bike as much as possible during that week. Since this aligns with our newly revised Official Community Plan and the Chase Active Transportation Plan, Interior Savings would like to collaborate on this initiative with the Village. I encouraged them to connect with the Young Learner's Society - iBike program and Chase Sunflower Bicycle Shop for further collaborations.

March 21 - attended the Special Council Meeting for the Evacuation of Vulnerable Population.

Councillor Scott

March 21 – attended the Adams River Salmon Society meeting via zoom

March 21 – attended the Special meeting of council

Councillor Torbohm

Conducted regular day to day activities including reading emails, making and receiving phone calls, review meeting agendas, liaising with member of the public and meet with staff members as required.

March 21, 2022 – attended Council Meeting for the Evacuation of Vulnerable Population

Moved by Councillor Scott

Seconded by Councillor Lauzon

“THAT the reports from Council be received as information.”

CARRIED
#2022/03/22_004

8. UNFINISHED BUSINESS

8.1 Notice of Motion – Councillor Maki - Grant in Aid Policy

Moved by Councillor Maki

Seconded by Councillor Scott

“THAT the Village’s Grant-in-Aid policy be revised to clarify language relating to:

- a. Types of costs that may be considered can include operational costs**
- b. That grants will be considered to organizations who have received grants in the past if the application is for a new service, program or event**
- c. That grants may be used by a group to offset facility rental costs**
- d. That the words, “A business plan showing” be removed from ‘Requirements for general applications’ and replaced with ‘documentation demonstrating’**
- e. That the words, “not for targeted costs” under ‘other general criteria for grant considerations’ be removed from the policy as this language is unclear.”**

CARRIED

#2022/03/22_005

9. NEW BUSINESS

9.1 Temporary Use Permit – 909 Foothills Road

Moved by Councillor Scott

Seconded by Councillor Torbohm

“THAT Council approves Temporary Use Permit No. 1-2022.”

CARRIED

#2022/03/22_006

9.2 Application to Vary Regulations of Village of Chase Subdivision

Bylaw 116 MacPherson Street

Moved by Mayor Crowe

Seconded by Councillor Maki

“THAT Council accepts the Development Variance Permit application for 116 MacPherson Street, and direct Administration to complete the referral process.”

CARRIED

#2022/03/22_007

9.3 Chief Election Officer and Deputy Chief Election Officer

Moved by Councillor Scott

Seconded by Councillor Lauzon

“THAT Joni Heinrich be appointed as the Chief Election Officer and Sean O’Flaherty be appointed as the Deputy Chief Election Officer for the 2022 Local Government Election.”

CARRIED

#2022/03/22_008

9.4 Chase & District Festival Society

Moved by Councillor Torbohm

Seconded by Mayor Crowe

"THAT Council approve the expenditure of \$19,000 to support the Chase and District Festival Society's delivery of Canada Day and Music on the Lake events in Memorial Park in 2022."

CARRIED

#2022/03/22_009

9.5 Rotary Club of Chase – 16th Annual Service Auction – April 30, 2022

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT each Council member who wishes to attend the Rotary Auction purchase tickets at their own cost."

CARRIED

#2022/03/22_010

9.6 UBCM – Provincial Response to 2021 Resolutions

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the Provincial Response to the Village of Chase 2021 UBCM resolution be received for information."

CARRIED

#2022/03/22_011

9.7 Letter from City of Abbotsford – Build Back Better Funding

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT Council support the resolution put forward to the Lower Mainland Local Government Association from the City of Abbotsford to urge the Provincial Government to provide robust and sustainable 'Building Back Better' funding at 100 per cent as part of the first phase of the updated Emergency Program Act in 2022; and additionally consider enhancing the Community Resiliency Investment Program to include funding programs for flood related infrastructure improvement."

CARRIED

#2022/03/22_012

9.8 Resolution to NCLGA from City of Terrace – Prolific Offenders

Moved by Mayor Crowe

Seconded by Councillor Lauzon

"THAT Council support the resolution put forward to the North Central Local Government Association from the City of Terrace asking the NCLGA (and ultimately the UBCM) to lobby the Provincial Government to ensure BC Prosecution Service (Crown Counsel) lives up to its vision, mission and value statements and consider public safety and fairness when dealing with prolific offenders and to develop guidelines as to what constitutes "the public interest" with respect to pursuing charges for criminal offences."

CARRIED

#2022/03/22_013

9.9 District of Elkford Letter regarding Milk Container Recycling in BC

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the letter from the District of Elkford requesting the Province of BC reconsider the deposit-refund system relating to milk container recycling in BC to ensure the system is equitable to all residents of BC be received as information."

CARRIED

#2022/03/22_014

9.10 BC Craft Brewers Guild, Restaurants Canada, Able BC, and BCRFA Letter regarding Reducing Red Tape for BC's Hospitality Sector and Economic Recovery

Moved by Mayor Crowe

Seconded by Councillor Lauzon

"THAT the letter from the BC Craft Brewers Guild Et Al. encouraging municipalities to consult directly with hospitality businesses and various associations be received as information."

CARRIED

#2022/03/22_015

10. NOTICE OF MOTION

Councillor Maki provided notice that she will be bringing a motion forward at the next Council meeting to apply for the Economic Trust of the Southern Interior (ETSI) grant to assist with building economic capacity within Chase.

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

None

12. IN CAMERA

Moved by Councillor Lauzon

Seconded by Councillor Scott

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) (c) labour relations or other employee relations."

CARRIED

#2022/03/22_016

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the March 22, 2022 Village of Chase Regular Council meeting be adjourned."

The meeting concluded at 5:59 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



MINUTES

Special Meeting of the Council of the Village of Chase held
on Tuesday, March 29, 2022 at 4:00 p.m.
at the Community Hall at 547 Shuswap Avenue and via Zoom

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
Joanne Molnar, Chief Financial Officer
Lynn Eileen, Deputy Corporate Officer

Public Participants: 2

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 Lauzon

"THAT the March 29, 2022 Village of Chase Special Council agenda be adopted as presented."

CARRIED

#2022/03/29_001

3. ADOPTION OF MINUTES

None

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Blaine Covington spoke to the needs of the Curling Rink over the last year. Costs were incurred pertaining to Hydro use and capacitor change out, lighting changes over ice sheets, and ongoing issues with the roof.

Both Blaine Covington and Len McLean spoke to the importance of educating the new Council on emergency planning and how having an Emergency Coordinator in place could be most effective.

6. DELEGATIONS

None

7. REPORTS

None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

9.1 2022 Operational Budget Review

The Chief Financial Officer presented the proposed operational budget for the various Village departments.

She commended Council for continuing to refer back to their Strategic Plan when new projects come to light. She also presented a list of projects that have been completed or are nearing completion during this Council's term of office. She suggested that new projects not be added to Council's list of projects for this year as there are 6 months left in the term of this Council

In sharing the budget information for 2022, the Chief Financial Officer noted that the budget compared to actual numbers in 2021 are very close, noting that in any year, the operational budget should not vary significantly from previous years' operational budgets. She has built in a 2% increase in the 2022 budget to handle wage increases and other cost increases.

In terms of the Tax rates, the Chief Financial Officer noted that the only tax classes that Council has any control over are residential and business. She is recommending a rate of 3.3567 for residential in 2022, and 9.2582 for business. Other classes such as major industry are set by the Provincial Government.

The Water, Sewer and Solid Waste budgets have been set based on Council's last review of the rates and expenses. It is recommended that another review be conducted once the new Council is in place.

9.2 2021 Capital Budget Review

The Chief Financial Officer presented the proposed capital budget highlighting the following projects:

- Evacuation route planning – some of the costs were expended in 2021 and the balance needs to be expended in 2022
- Bay Drive assessments require funding in 2022
- A bridge assessment is required to be conducted for the Coburn bridge in 2022
- The cemetery expenditure shown for 2022 relates to a columbarium that has been pushed ahead each year for several years

A discussion ensued regarding a Memorial Wall at the cemetery. Council had passed a resolution previously to discuss such an amenity during budget discussions. Further discussion took place regarding a cemetery plan to help guide the location of a memorial wall, a columbarium, a scatter garden, signage and other amenities. It was suggested that such a plan could cost between \$5000 and \$10,000.

Moved by Councillor Maki

Seconded by Councillor Lauzon

"That \$10,000 be allocated from the 2021 surplus to provide for a cemetery plan."

CARRIED
#2022/03/29_002

A discussion also took place regarding flag poles at the Museum. It was suggested that a full inventory be conducted of all Village owned flagpoles, locations and conditions of each to inform Council regarding a future expenditure.

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT Public Works conduct a full inventory of Village owned flag poles including locations and conditions for future discussion on needs and costs."

CARRIED

#2022/03/29_003

10. NOTICE OF MOTION

None

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the March 29, 2022 Village of Chase Special Council meeting be adjourned."

CARRIED

#2022/03/29_004

The meeting concluded at 6:05 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: April 8, 2022
To: Mayor and Council
From: CAO
RE: Activities Report March 4 to April 8, 2022

Council Support

- Met with Senior managers to discuss council directives, delegate tasks
- Provided Council with communications relating to various matters in the community
- Begin to develop communicable disease guidance
- Prepared reports for Council agendas
- Reviewed Administrative reports for Council agendas
- Attended all Regular and In Camera Council meetings
- Reviewed Council meeting agendas and minutes
- Completed Leadership Plan outstanding items
- Begin to implement more items of the Health and Wellness Strategy
- Begin to expand Health and Wellness Strategy
- Met with Chase Young Learners Society member
- Finalized Evacuation Plan with consultant
- Attended vulnerable population evacuation strategy meeting March 21 2022
- Attended Budget meeting March 29 2022
- Participated in tour of Chase West Highway project
- Participated in etsi bc webinar regarding grant opportunities
- Met with Fire Chief and Councillor Lauzon regarding Open House – vulnerable population evacuation strategy
- Attended Recreation Centre Society meeting April 7, 2022
- Applied for funding to UBCM for Community to Community meetings
- Assisted in organizing lunch meeting with Council and Neskonlith Indian Band elected leadership

Management and Staff Support

- Met with MoTI district staff regarding highway project and ZipLine
- Met with MoTI project staff regarding matters relating to highway project and affects on Village infrastructure
- Met with Fire Chief to discuss various Fire Department matters including budget, personnel and equipment matters
- Participated in discussion regarding Draft Scatchard Mountain Trail development plan
- Worked with Senior Managers to problem solve various issues
- Authorized payroll and accounts payable
- Participated in MoTI meeting regarding the management of traffic on entire Highway 1 corridor from Kamloops to the Alberta border
- Participated in webinar regarding changes to the Provincial Emergency Management Act
- Participated in advanced workshop regarding election management
- Participated in a webinar regarding the Province's connectivity plan

- Participated in discussion with TRUE Consulting regarding various projects on Council's strategic plan and funding opportunities
- Connected with Jack Blair regarding meeting with Fire Chiefs of local area communities
- Managed staffing issue

Other Activities

- Participated in Office move

Respectfully submitted,

A handwritten signature in blue ink, reading "Jon Steinich", written over a horizontal line.



VILLAGE OF CHASE

Memorandum

Date: April 4, 2022

To: Council

From: CFO

RE: March Report

Regular Duties

- Dealt with property taxes and utility billing issues as required.
- Review daily cash receipting transactions and bank deposits.
- Upload BC Assessment roll updates.
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
- Monthly Bank Reconciliation.
- Preparation of reports to Council.
- Payroll reconciliations for benefits and retroactive payments as required.
- Complete monthly eTax (Provincial Property Tax) calculation, reconciliation, and requisition.
- Submit quarterly reporting for GST, WCB, and Employer Health Tax.
- Attend Council meetings and workshops
- Respond to email and telephone inquiries

Budget, Property Taxes & Financial Reporting

- Complete Province of BC property tax deferment information requests.
- Download and process HOG information when approved by the Province of BC
- Forward information to auditors as required
- Update tangible capital asset summaries for auditors
- Forward audit letters to all lawyers engaged in 2021
- Review TNRD budget presentation information
- Forward additional information to Canada Revenue Agency re: T4s
- Submitted Final 2021 Home Owner Grant to Province of BC
- Budget discussion with Director of Corporate Operations regarding Public Works, Bylaw Services and Planning budgets
- Budget discussion with CAO regarding Administration budgets
- Finalize draft 2022-2026 Five Year Financial Plan.
- Prepare PowerPoint presentation for Council
- Attend Special Council meeting and present draft Five Year Financial Plan to Council
- Begin calculating tax rate options for 2022
- Support for auditors during their March 31 audit testing on site visit

Grant Applications, Implementation and Reporting

- Prepared Budget Forecast and Periodic Progress Report for Willson Park Footbridge Project.
- Compile final report information, Schedule C, for Willson Park Footbridge Project
- Prepared Budget Forecast and Periodic Progress Report for Community Hall Roof Project.
- Prepared Budget Forecast and Periodic Progress Report for Thompson Ave, Active Transportation grant project.
- Finalize Community Hall Roofing project to include addition works for the front roof fascia, gutters, and end cladding.

Other

- Provide Cashier/ Receptionist training as required
- Assist Deputy Corporate Officer as necessary
- Complete accounts receivable invoicing for cemetery, facility usage and service provisions as required.
- TELUS security systems training
- Payroll benefits annual review with Jon Corrigan
- Meet with staff to review finance department structure and potential changes or improvements
- Forward lot plan information to GenTeck for project
- Office reorganization and clean up

Respectfully submitted,


Joanne Molnar

Approved for Council Consideration by CAO


Joni Henrich



VILLAGE OF CHASE

Memorandum

Date: 4 April 2022

To: Mayor and Council

From: Sean O'Flaherty, Director of Corporate Operations

RE: Activities undertaken from March 7, 2022 to April 8, 2022

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
- 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
- Coordinate resolution to IT issues

Other Duties/Activities During the Reporting Period:

- Occasional discussions with MOTI regarding Trans-Canada Highway
- Processed 6 Comfort Letters
- Fielded many calls on residential and commercial real estate
- Discuss operations with Team Lead Hand as needed
- Approved 5 Building Permits
- Met with TRUE to discuss Thompson/Chase intersection improvements
- Met with Doug Geller to discuss rapid infiltration testing
- Met with Ashton of the CAYLS
- Discussion with Treetop Flyers new sole proprietor Steven Kostamo
- Reviewing next phase application for Whitfield Landing – 30 more units
- Kynoch Ventures subdivision at Safety Mart is approved
- Arranged for spring street sweeping (mid-April)
- Arranged for hydrant maintenance (mid-April)
- Arranged for reservoir cleaning (end of April)
- Arranged for fire hydrant flushing and maintenance (ongoing through May)
- Arranging for road marking but there are paint supply issues
- Arranged for comprehensive inspection of Coburn Bridge
- Water Meter repairs ongoing – 100+ water meters now repaired
- Completed ICBC claim against a driver that destroyed a blow-off stand pipe
- Phase 2 (30 new units) at Whitfield Landing subdivision is now active

- Working with property owner, Chase Irrigation, and Chase Eco-Adventures to secure Statutory Right-Way through to Second Falls
- Working on Temporary Use Permit application at 909 Trans-Canada Highway
- Discussion with Leslie Brochu of Oncore, they are awaiting new funding announcements
- Contracted Sue Bepple to assist with Stone Orchard cemetery records migration
- Attended a Chase-East coordination call with MoTI, CIF, and our utility staff
- Aerator cleaning in Lagoon #1 now complete and will improve efficiency at WWTP
- Attended training for our facility(s) security systems
- Arranged a BC Hydro power-off so siding at Community Hall could be completed
- Met with Don Cavers at the office
- Met with Nick Van Dongen on-site at 909 Foothills Road
- Met with Rob Wall P. Eng regarding WWTP diffuser cleaning and lagoon #2 scraping
- Arranged for survey of Shuswap/Coburn sidewalk and MUP transition
- Met with MoTI to discuss construction impacts near Chase Creek Bridge
- Met with CIF to discuss project progression
- Had a call with MoE regarding our WWTP inspection
- Met with Ivan Hawley to discuss improvements to the Chase Creekside Centre
- Dealing with illegal use at 560 Shuswap Avenue
- Attended coordination call with MoTI District Manager Erik Lachmuth
- Reviewing design for Thompson/Chase intersection

1st Quarter Statistics:

- Dog licences: **172** (191 for 2021). This represents a 10% decrease for the period
- Business licences: **200** (193 for 2021) This represents a 4% increase for the period
- Building Permits totalled **\$0.8** million for Q1 2022, a decrease of 47% in value from Q1 2021.

Bylaw Enforcement

- Bylaw Enforcement activity is normal for the season. Business License renewals are a focus as they are now overdue

Dog Control

- Dog control matters are normal. Dog License renewals are now overdue

Recycle BC

- 25,740 kg of recyclables diverted from landfill so far in 2022

Respectfully submitted,



Approved for Council Consideration by CAO



THOMPSON-NICOLA REGIONAL DISTRICT
BUILDING INSPECTION SERVICES
Mar-22

LOCATIONS	PERMIT VALUE									
	2022 March		2021 - March		2022 YTD		2021 YTD		% CHANGE YTD	
	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value
Ashcroft	0	0	1	25,000	2	42,000	3	85,000	-33.3	-50.59
Cache Creek	1	150,000	2	29,000	1	150,000	2	29,000	-50.0	417.24
Clinton	0	0	0	0	0	0	1	0	-100.0	0.00
Lytton	0	0	0	0	0	0	0	0	0.0	0.00
E - Bonaparte Plateau	1	120,000	1	400,000	2	325,200	9	1,360,300	-77.8	-76.09
I - Blue Sky Country	0	0	4	620,000	1	60,000	7	670,000	-85.7	-91.04
Chase	1	100,000	0	0	4	797,000	7	1,486,140	-42.9	-46.37
Logan Lake	3	610,000	3	825,000	3	610,000	4	838,000	-25.0	-27.21
J - Copper Desert Country	4	710,000	9	3,869,000	14	5,192,500	22	5,906,311	-36.4	-12.09
L - Grasslands	3	890,000	0	0	10	2,845,000	6	485,000	66.7	486.60
P - Rivers and the Peaks	5	2,740,000	7	1,921,500	11	3,466,150	20	3,623,500	-45.0	-4.34
M - Beautiful Nicola Valley - North	0	0	7	1,712,000	2	1,147,000	11	2,272,000	-81.8	-49.52
N - Beautiful Nicola Valley - South	1	350,000	1	10,000	2	500,000	2	270,000	0.0	85.19
Clearwater	0	0	3	376,000	4	810,000	4	376,000	0.0	115.43
A - Wells Gray Country	0	0	0	0	2	364,640	1	35,000	100.0	941.83
B - Thompson Headwaters	1	2,394,000	0	0	1	2,394,000	1	150,000	0.0	1496.00
O - Lower North Thompson	3	975,000	0	0	3	975,000	3	75,000	0.0	1200.00
TOTAL	23	9,039,000	38	9,787,500	62	19,678,490	103	17,661,251	-39.8	11.42



VILLAGE OF CHASE

Memorandum

Date: April 8, 2022
To: Village of Chase
From: Chase Fire Department
RE: Fire Chief's report for March 2022

Fire Calls for March

0

Rescue Calls for March

3 Calls, 2 Stood down on scene, 1 extrication

First Responder calls for March

5 Calls

- 1 Cardiac Arrest
- 1 Trouble Breathing
- 1 Chest Pain
- 2 Overdoses

Campfire burning permits to date

119 Campfire permits issued
No Open Burning permits issued

Fire Department Members

We have 22 members including 4 juniors, 2 members on Leave of Absence
15 members have Exterior Operation Certification.

Training

Fire fighting training is going well, with the focus this month on Wildland, Drafting and Structural Protection Unit usage.

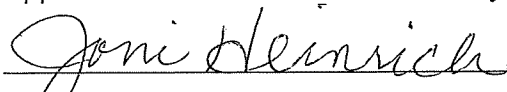
Rescue is functioning well with a good turn out on training days.

Chase Fire Rescue conducted an Open House at Safety Mart Saturday April 2, 2022 for Wildfire Awareness and FireSmart along with information on Flooding and Carbon Monoxide awareness. Approximately 30 people attended this event.

Respectfully submitted,

Fire Chief, B. Lauzon

Approved for Council Consideration by CAO





VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: 8 April, 2022
RE: Application to Vary Regulations of Village of Chase Subdivision and Development Bylaw 870-2019 for 116 MacPherson Street

ISSUE/PURPOSE

To obtain Council's approval for a Development Variance Permit which varies development regulations.

OPTIONS

- 1. Authorize issuance of Development Variance Permit #1-2022.**
- 2. Deny issuance of the permit**

BACKGROUND

The applicant, owner of the property at 116 Macpherson Street has applied to vary the requirement for the installation of curb, gutter, and sidewalk along Hillside Avenue triggered by the development of a 32-unit multi-family development at 116 MacPherson St.

The applicant was previously issued a Development Variance Permit (DVP #1-2021) for a relaxation in the number of parking spaces for this project.

DISCUSSION

Offsite infrastructure improvements are a requirement of any subdivision or Building Permit as per *Subdivision & Development Bylaw 870-2019*. These requirements typically include roadworks, utility works, sidewalks etc, and any life safety improvement such as fire hydrants and street lighting.

In this case, the owner states that the cost to install a sidewalk is prohibitive to the financial viability of the project.

The applicant's rationale is that there is already a proposed concrete sidewalk through the project, and this could be made available to the general public.

Administration recommends that the applicant provide a statutory right of way to allow public pedestrians a safe thoroughfare between the bottom (MacPherson Street) and the top (Hillside Avenue). Additionally, the Village will require liability protection from overland storm flows because the sidewalk that not being built means the accompanying storm catch basins and storm piping will also not be installed meaning all storm water flowing down Hillside will likely end up on the north-east portion of the subject property.

Attached to this report are:

- DVP #1-2022
- Site Plan for 116 Macpherson Street showing public access
- Excerpt from Active Transportation Plan identifying need for sidewalk
- 1 neighbourhood referral letter

REFERRALS

Notifications were sent out to property owners within 50 metres of the subject property. Section 499 of The Local Government Act requires notice be provided to affected property owners and tenants. As of the date of this report, one written response has been received from a referred property owner.

In addition, a referral was sent to the Fire Chief, who indicated that his interests are unaffected by the application to vary the sidewalk requirement.

FINANCIAL IMPLICATIONS

There are no other contributing adjacent properties for this section of required sidewalk that is identified in the Villages *Active Transportation Plan*. The financial implication is that the Village may have to budget for installation of the sidewalk. There may be grant funding opportunities through Clean BC, or other funding streams. The other option is to create a Local Area Service where each property in the Currie Flats area would be charged approximately \$40 per year for 10 years. This is subject to a petition and is not guaranteed.

POLICY IMPLICATIONS

Pursuant to the provisions in the Local Government Act, a local government may, by resolution, issue a development variance permit, in respect of the land covered in the permit, the provisions of a bylaw that regulates Zoning. As a limit to Council's authority, the use or density of land cannot be varied. In the existing case, the use and density of the property is not affected by the granting of the variance request.

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance, and whether or not granting the variance will set a precedence.

RECOMMENDATION

"THAT Development Variance Permit #1-2022 be issued subject to the following:

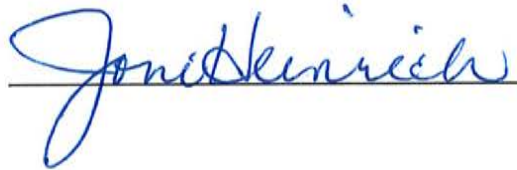
Registration of a Statutory right-of-way for public access between MacPherson Street and Hillside Avenue near the south-west corner of the subject property suitable to the Approving Officer;

Registration of a covenant to save harmless the Village in the event of overland storm flooding from public property onto the subject property."

Respectfully submitted,



Approved for Council Consideration by CAO





VILLAGE OF CHASE

Development Variance Permit No. 1-2022

Authorizing resolution of the Council of the Village of Chase passed at its Regular Meeting on the ___ day of __, 2022.

- 1.0 LEGAL DESCRIPTION
LOT A DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT

CIVIC ADDRESS
**116 Macpherson Street
Chase, BC**

- 2.0 HOLDER & ADDRESS
**CHASE EQUIPMENT & SUPPLY LTD
PO Box 1135
CHASE, BC
V0E 1M0**

- 3.0 CONDITIONS TO BE VARIED OR SUPPLEMENTED:

Village of Chase Subdivision Control Bylaw No. 870 - 2019 and amendments thereto states:

"Except as provided herein, works and services requirements for a subdivision or a development are:

- (1) roads and lanes including curb, gutter, sidewalks, walkways, boulevard trees, traffic signs, site parking, and street lighting.*
- (2) water distribution system connected to a community system including, without limitation, mains, fire hydrants, valves and service connections.*
- (3) sewage collection system connected to the Village's sanitary sewer system including, without limitation, gravity mains, manholes, service connections, inspection chambers, lift stations, and force mains.*
- (4) stormwater management systems including, without limitation, catch basins, manholes, storm sewers, drywells, swales, ditches, and stormwater retention and detention facilities.*

In accordance with the Local Government Act, a condition of approval of a subdivision or a condition of a building permit for a development abutting an existing Highway requires the developer to provide works and services in accordance with this bylaw up to the centreline of the Highway. At the discretion of the Approving Officer, the developer may be required to pay the Village the

estimated cost of the required works as described herein to be held by the Village in a reserve account for construction at a future date.

Variance to Regulations

Division 3, Section 1, "*curb, gutter, sidewalks*" is hereby varied by way of development variance permit to exempt the developer from the requirement of providing these improvements on that portion of Hillside Avenue immediately adjacent to the site being developed.

4.0 SECURITY REQUIRED: ☐ YES ☒ NO

5.0 GENERAL NOTES:

5.1 This Development Variance Permit is issued subject to all of the Bylaws of the Village of Chase applicable thereto, except as specifically varied or supplemented by this Permit.

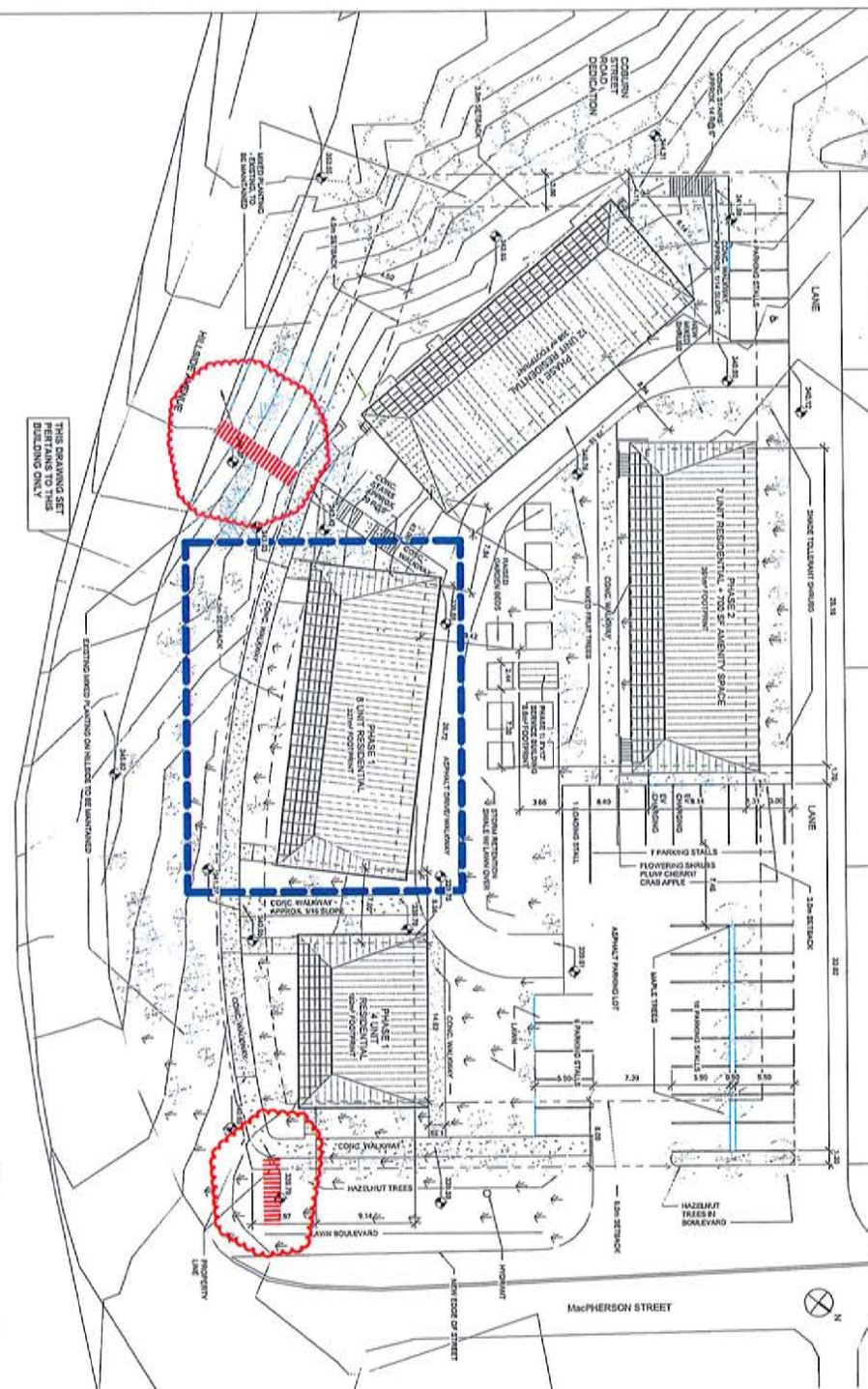
5.2 This Permit applies to and only to those lands within the Village of Chase described in 1.0 above.

5.3 This Permit is not a Building Permit.

6.0 APPROVAL REQUIRED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE:

☐ YES ☒ NO

Approved by Village of Chase Council on the __ Day of __ 2022.



THIS DRAWING SET
PERTAINS TO THIS
BUILDING ONLY

LANDSCAPING AND SITE PLAN
1:200

8-PLEX BUILDING

BUILDING PERMIT DRAWINGS

NOTES:
1. ALL DIMENSIONS ARE IN METERS.
2. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER BUILDING BY-LAW.
3. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER ZONING BY-LAW.
4. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER LANDSCAPING BY-LAW.
5. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER TREE BY-LAW.
6. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER SIGNAGE BY-LAW.
7. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER PARKING BY-LAW.
8. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER TRASH AND RECYCLING BY-LAW.
9. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER WATER AND SEWER BY-LAW.
10. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER FIRE DEPARTMENT BY-LAW.
11. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER POLICE DEPARTMENT BY-LAW.
12. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER HEALTH DEPARTMENT BY-LAW.
13. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER SOCIAL SERVICES DEPARTMENT BY-LAW.
14. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER CULTURAL HERITAGE DEPARTMENT BY-LAW.
15. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER ENVIRONMENTAL SERVICES DEPARTMENT BY-LAW.
16. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER PLANNING DEPARTMENT BY-LAW.
17. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER TRANSPORTATION DEPARTMENT BY-LAW.
18. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER UTILITIES DEPARTMENT BY-LAW.
19. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER FIRE DEPARTMENT BY-LAW.
20. THE BUILDING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF VANCOUVER POLICE DEPARTMENT BY-LAW.

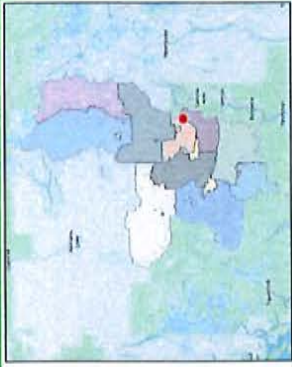
LANDSCAPING AND SITE PLAN	
Project Number	1504
Project Start Date	AUGUST 12, 2019
Drawn By	ADRIAN
Checked By	CHRISTOPHER
Scale	1:200

PROFESSIONAL SEAL	
No.	1
Designation	REGISTERED PROFESSIONAL ENGINEER
Class	ENGINEERING
Expiry Date	2023

Project Green Architecture

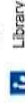
2250 BURNHAMTHORPE AVE. S.
VICTORIA, B.C. V8N 3L1
Phone: 250-851-1540
© 2021

Schedule A

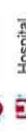
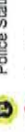
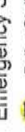
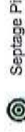
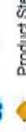
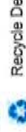
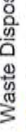


Legend

Library Services



Waste Disposal and Recycling



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

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Kilometers

1:1,128

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

March 14, 2019

Author:

MAP 6. PROPOSED NETWORK

VILLAGE OF CHASE ACTIVE TRANSPORTATION PLAN

PROPOSED FACILITIES

- Sidewalk
- Ped Path
- Shared Use Path
- Shared Use Trail
- Bike Lane
- Mixed Traffic

EXISTING FACILITIES

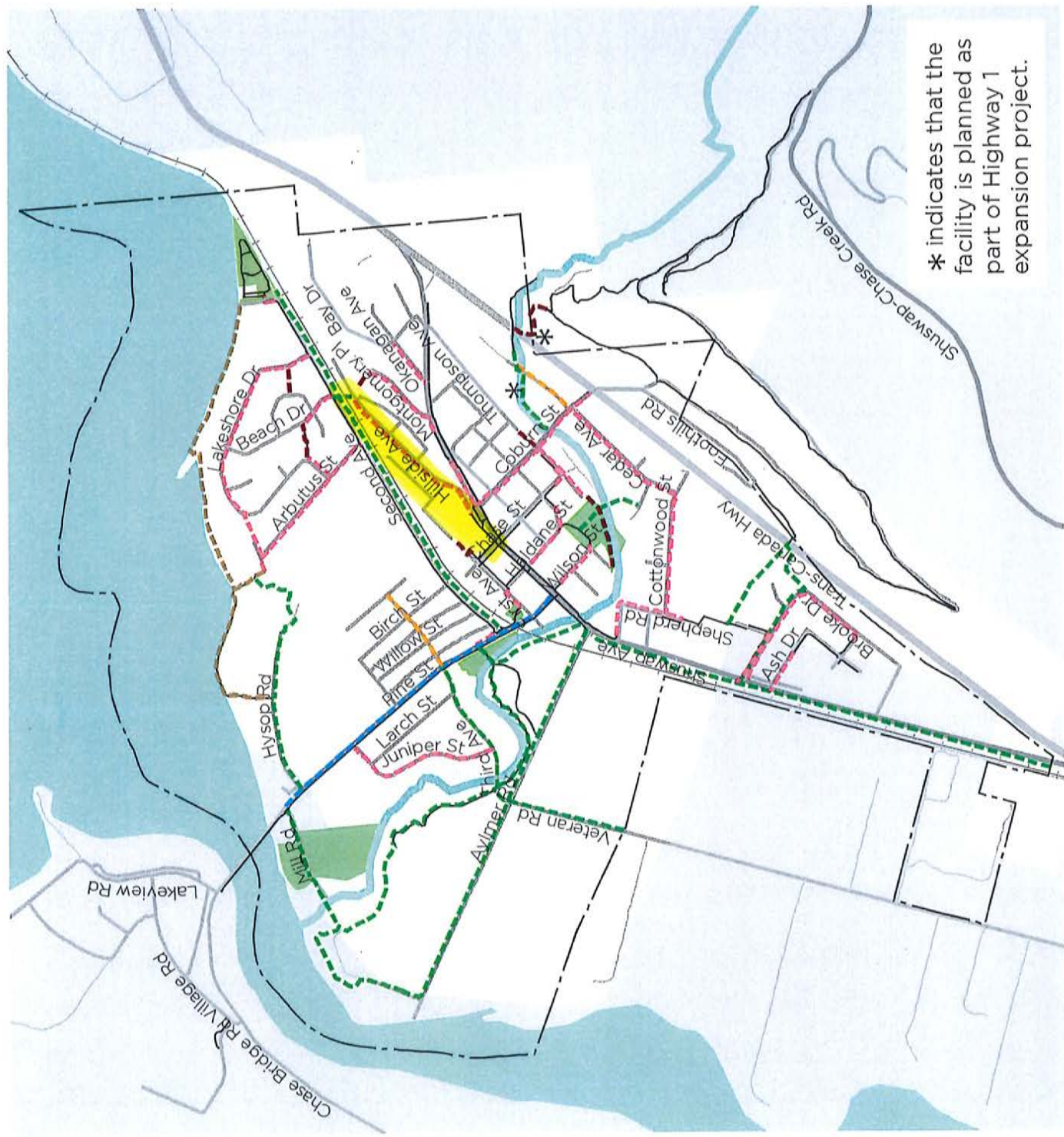
- Existing Facility

BACKGROUND FEATURES

- Trans-Canada Hwy
- Collector Road
- Local Road
- Resource Road
- Railroad
- Parks
- Village Boundary
- Waterbody



Data provided by the Village of Chase and Thompson-Nicola Regional District.
Map produced January 2019.



Appendix C. Village of Chase Active Transportation Plan - Proposed Project Table

PROJECT NO.	NAME	FACILITY TYPE	LOCATION	PRIORITY	LENGTH (M)	NOTES
1	Shuswap Avenue	Shared Use Path	Trans-Canada Hwy to Aylmer Rd.	Medium	1385	
2	Aylmer Road	Shared Use Path	Shuswap Ave. to Path	Long	1209	
3	Chase Creek and River	Shared Use Path	Creek Path to Aylmer Rd.	Long	750	
4	Chase Creek Bridge at Riv	Shared Use Path	Mill Rd. to Creek Path	Long	166	
5	Hysop Road	Shared Use Path	Pine St. to River Path	Medium	295	
6	Hysop Road II	Shared Use Path	Hysop Rd. to Arbutus Pl	Long	458	
7	Arbutus Street	Sidewalk	Arbutus Pl to Second Ave.	Medium	478	
8	Lakeshore Drive	Sidewalk	Arbutus St. to Accessway	Medium	89	
9	Path Accessway	Ped Path	Beach Cres. to Lakeshore Dr.	Medium	75	
10	Cummings Street	Sidewalk	Second Ave. to Memorial Park	Short	45	
11	Railway Crossing	Shared Use Path	Second Ave. to Hillside Ave.	Long	57	Work with CP to develop bike/ped grade crossing
12	First Avenue	Sidewalk	First Ave. to Haldane St.	Long	71	Closing gaps in sidewalk network
13	Path Accessway	Ped Path	First Ave. to First Ave.	Medium	71	
14	Lakeshore Drive	Sidewalk	Arbutus St. to Second Ave.	Long	740	
15	Beach Drive	Sidewalk	Second Ave. to Accessway	Medium	120	
16	Path Accessway	Ped Path	Hillside Ave. to Montgomery Pl	Long	73	
17	Montgomery Place	Sidewalk	Shuswap Ave. to Accessway	Long	271	
18	Shuswap Avenue	Sidewalk	Coburn St. to Existing Sidewalk	Short	147	
19	Hillside Avenue	Sidewalk	Existing Sidewalk to Railway Crossing	Medium	492	
20	Pine Street	Sidewalk	Second Ave. to Skate Park Path	Short	68	
21	Thompson Avenue	Sidewalk	Willson Park to Coburn St.	Medium	209	
22	Chase Street	Sidewalk	Thompson Ave. to Existing Sidewalk	Short	43	Closing gaps in sidewalk network
23	Thompson Avenue	Sidewalk	Chase St. to Coburn St.	Short	44	Closing gaps in sidewalk network
24	Willson Park Bridge	Shared Use Path	Willson Park to Elm St.	Short	120	
25	Willson Park Trail	Ped Path	Aulin Ave. to Thompson Ave.	Short	221	
26	Okanagan Avenue	Sidewalk	Haldane Path to Existing Sidewalk	Short	75	
27	Coburn Street	Sidewalk	Trans-Canada Hwy to Thompson Ave.	Short	216	
28	Paquette Road	Mixed Traffic	Coburn St. to End	Medium	229	Mixed traffic facility TBD - see facility toolbox
29	Coburn Street	Sidewalk	Thompson Ave. to Shuswap Ave.	Short	259	
30	Haldane Street	Sidewalk	Okanagan Ave. to Shuswap Ave.	Short	135	
31	Shepherd Road and Bell S	Sidewalk	Shuswap Ave. to Existing Path	Short	289	
32	Cottonwood Street	Sidewalk	Shepherd Rd. to Cedar Ave.	Short	341	
33	Cedar Avenue	Sidewalk	Cottonwood St. to Coburn St.	Medium	400	
34	Chase Plaza and Arena	Shared Use Path	Shepherd Rd. to Chase Plaza Path	Short	223	General line, alignment done in future planning
35	Chase Plaza Path II	Shared Use Path	Chase Plaza Path to Plaza Access	Short	83	
36	Brooke Drive	Sidewalk	Leighton Pl to Plaza Access	Short	212	
37	Brooke Drive	Shared Use Path	Plaza Access to Shepherd Rd.	Short	164	
38	Ash Drive	Sidewalk	Shuswap Ave. to Ash Dr.	Medium	131	
39	Brooke Drive	Sidewalk	Shuswap Ave. to Shepherd Rd.	Short	177	
40	Pine Street	Bike Lane	Mill Rd. to First Ave.	Short	1065	Continue across Bridge in with Adam's Lake
41	Wilson Street	Sidewalk	Willson Park to Shuswap Ave.	Short	143	
42	Okanagan Avenue	Sidewalk	Shuswap Ave. to Bay Dr.	Long	144	
43	Lake Path	Shared Use Trail	River Path to Cummings St.	Long	884	
44	Veteran Road and Third A	Shared Use Path	Village Boundary to Pine St.	Medium	795	Work with TNRD to expand beyond Village
45	Third Avenue	Mixed Traffic	Pine St. to Aspen Dr.	Medium	259	Mixed traffic facility TBD - see facility toolbox
46	Thompson Avenue Access	Ped Path	Thompson Ave. to Thompson Ave.	Medium	63	

Sean O'Flaherty

From: ChaseBC
Sent: Wednesday, March 30, 2022 4:19 PM
To: Joni Heinrich
Cc: Sean O'Flaherty
Subject: FW: URGENT ATTENTION:C.O./ C.A.O. Mayor ,Councillors Re:Variance for the install of a sidewalk adjacent to Hillside Avenue ETC.

From: Doug renschaw <doug_renschaw@yahoo.ca>
Sent: March 30, 2022 2:10 PM
To: ChaseBC <chase@chasebc.ca>
Subject: URGENT ATTENTION:C.O./ C.A.O. Mayor ,Councillors Re:Variance for the install of a sidewalk adjacent to Hillside Avenue ETC.

C.O.,C.A.O., Mayor, Councillors:

I forward the request I made November 30, as no proof of registration has been forthcoming. You are aware of my grievous concerns re: the lack of enforcement of Chase Bylaws towards the properties in question. Moreover the recent installation of underground services involved the installation of a water shut off valve after the company connected the water to the Chase supply which is contrary to the Subdivision Bylaw.

I am in receipt of the announcement involving a further request for a variance regarding the lack of desire by the developer to install a proper sidewalk beside Hillside Avenue. This is indeed absurd. Your note is unclear as to whether he wishes to build on the sidewalk development area and/or whether it is within his property. Much to my chagrin the density at maximum has been allowed, so no more is allowable.

My vote and considered opinion is that the variance not be permitted nor any Building Permit allowed and that all the bylaws I have mentioned in earnest over the last 5 years be enforced forthwith. I forward an email re: description of offences as described above.

Sincerely, Douglas Renshaw 1014 Hillside Avenue

----- Forwarded Message -----

From: Doug renschaw <doug_renschaw@yahoo.ca>
To: Sean O'Flaherty <soflaherty@chasebc.ca>; Joni Heinrich <cao@chasebc.ca>
Sent: Tuesday, November 30, 2021, 04:32:43 p.m. PST

Sirs: It behoves the issue that proof of the registration against the property is needed for the Terms of Instrument Part 2/Development Variance Covenant as this was the direction of Council with regard to the parking variance and in the minutes of that meeting of Chase Council. Please provide adequate evidence that the document is registered against the property title—a copy of the title search should suffice which you no doubt should have.

Thank-you,
Douglas Renshaw



VILLAGE OF CHASE

Memorandum

Date: April 5, 2022
To: Mayor and Council
From: CAO
RE: Grant-in-Aid Policy - Revisions

At Council's March 22, 2022 meeting, Council passed the following resolution:

THAT the Village's Grant-in-Aid policy be revised to clarify language relating to:

- a. Types of costs that may be considered can include operational costs***
- b. That grants will be considered to organizations who have received grants in the past if the application is for a new service, program or event***
- c. That grants may be used by a group to offset facility rental costs***
- d. That the words, "A business plan showing" be removed from 'Requirements for general applications' and replaced with 'documentation demonstrating'***
- e. That the words, "not for targeted costs" under 'other general criteria for grant considerations' be removed from the policy as this language is unclear.***

Changes have been made to Policy ADM-31 according to Council's direction and are highlighted in the attached copy.

RECOMMENDATION

"THAT Council adopt the revisions to policy ADM-31, Grant-in-Aid."

Respectfully submitted,





Village of Chase Policy Manual

Title: ADM – 31 Grant-In-Aid Policy

Date Adopted: January 22, 2019

Revised: April 12, 2022

Date Effective: January 22, 2019

Reviewed:

Special Notes / Cross Reference: This Policy is to be used in conjunction with all other applicable Bylaws and legislation

Policy: Council provides grants-in-aid to non-profit community groups who demonstrate a funding need for a service or program that will benefit the community and local area.

Policy Goal: To set out guidelines for allocating grants-in-aid.

Policy Objectives

1. Council will establish a budget for allocating grants-in-aid in a calendar year. The amount of the budget will be reviewed annually as part of the budget deliberation process.
2. The Chief Financial Officer will advertise annually in October the criteria for grant-in-aid with a deadline for submissions of November 30, to be considered for a grant in the following calendar year. Applicants are required to submit a description of their service/program, financial statements or other financial information from the current and previous year, and a listing of other funding sources. Applicants must demonstrate that the funds will be used for a program/service of benefit to the community or local area and that the group is unable to raise all of its required funds from other sources.
3. During budget deliberations, Council will review the grant-in-aid submissions and allocate funds at their discretion to the budget amount set. Council will make a final decision on the approved grants by February 28 each year, with notification given to all of the applicants immediately thereafter. Council will set aside a portion of the Grants- in-Aid budget for allocation to Extraordinary Requests during the year.
4. Types of costs that may be considered include operational costs, rental fees, supplies, and other costs incurred in the delivery of the service, program or event.
5. These grants are not intended to provide on-going support for the same service, program or event. All approvals shall be considered on a year-to-year basis. Groups can request grants-in-aid in subsequent years if the program, service or event is new.
6. Grants-in-aid will not be considered for any business enterprise.



Village of Chase Policy Manual

Requirements for General Applications

Applications for grants-in-aid are to be made on the application form as provided by the Chief Financial Officer. Incomplete applications will NOT be considered by Council.

Applications MUST include:

- Mailing address and contact information for organization
- Prove the provision of a service to persons residing in Chase and the surrounding areas
- Confirm the organization is non-partisan, non-denominational and non-profit
- Provide annual financial statements or other financial information that shows revenue and expenses for the year prior and the current year
- The current annual operating budget for the organization
- **Documentation demonstrating** how the organization intends to become less reliant on the Village's financial assistance over time
- A detailed budget for the event/program for which the grant in aid will be used
- Information regarding other sponsors of the program/service

Extraordinary Grants-in-Aid

As referred to in Section 3 above, Council will set aside a portion of the annual Grants-in-Aid budget for allocation for Extraordinary Requests (those requests that are outside of the annual application deadlines) during the year. Once the Extraordinary Grant-in-Aid account has been depleted, no further requests for grants-in-aid will be accepted in that calendar year.

Non-profit groups or organizations who have a new event or need for assistance via a grant in aid and can demonstrate valid reasons for not being able to have applied during the normal process, may apply to Council for consideration of an extraordinary grant.

Any non-profit group or organization is eligible for an extraordinary grant in aid on a one time only basis and future requests must be directed through annual grant in aid process.

Extraordinary Applications

Applications for extraordinary grants in aid must be submitted in the form of a letter to Council and include the following information in addition to the standard application:

- A detailed explanation/description for the requirement of the grant (is the event new?)
- An explanation of why the grant was not applied for in the normal grant-in-aid process (why was the deadline not met?)



Village of Chase Policy Manual

Other General Criteria for Grant Considerations

- Grants will not be made to other local governments
- Grants will not be utilized to fund functions that are funded through taxation
- Grants will not be made to industrial, commercial or business undertakings
- Grants may be made to assist a group with fees associated with the rental of a Village facility - groups are encouraged to request grants-in-aid to assist in funding events/programs/services
- Award recipients in the amounts of \$500 or more will be required to submit a post event summary of how the grant-in-aid was utilized within 60 days of the event including revenues and expenses, attendance at event and a statement of value achieved by the event – failure to provide information to Council as to how a grant was utilized will affect the recipient's eligibility for a grant in the following year



VILLAGE OF CHASE

Memorandum

Date: April 7, 2022
To: Mayor and Council
From: CAO
RE: Grant-in-Aid Request – Chase and Area Young Learners Society

At Council's February 8, 2022 Regular meeting, consideration was given to the Chase and Area Young Learners Society's (CAYLS) request for a grant-in-aid for their new program titled, "Out of the Smoke".

The CAYLS' original request was for \$4960 to assist them in delivering an "Out of the Smoke" program. The entire budget for expenses is \$7180, income from minimal daily charge is \$2200.

The Village's Chief Financial Officer recommended a grant of \$3920 to cover costs for community hall rental fees and funding for labour, supplies and other rental costs.

Council at the February 8, 2022 meeting passed the following resolution:

"THAT Council approve the equivalent of a maximum of \$1,420 of Community Hall rental fees to the Chase and Area Young Learners "Out of the Smoke" program and ensure scheduling coordination with other facility users; and that the Village of Chase provide a maximum of \$1040 in funding for Arena fees not provided under other funding sources."

CAYLS executive director Ashton Sweetnam spoke to Council at the meeting held on March 22, 2022, citing the need for additional funding in order to be able to deliver the full Out of the Smoke program in 2022. She also noted that if the Village is not delivering the Summer Recreation Program, there will be limited activities for school aged children. She added that the population of school aged children has increased in the past few years and there is a need for activities and programs for this age group.

Council agreed to grant CAYLS \$2460 to cover rental fees for facility usage, but was reluctant to grant funding for operational costs. Considering Council's recent resolution to update the Grant-in-Aid policy to be clear about grants being available for operating costs, CAYLS is asking Council to consider increasing the grant to them by \$1460 for the Out of the Smoke program, such expenses to be used for labour and supplies.

RECOMMENDATION

"THAT Council grant an additional \$1460 to the Chase and Area Young Learners Society to enable them to deliver the full Out of the Smoke program for school aged children in 2022."

Respectfully submitted,



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CAO
DATE: April 5, 2022
RE: Council's 2021/2022 Strategic Plan – Second Quarter Report April 2022

ISSUE/PURPOSE

To provide an update regarding the status of the action items in Council's 2021/2022 Strategic Plan.

OPTIONS

For Information.

HISTORY/BACKGROUND

At the February 23, 2021 Regular Council meeting, Council adopted their 2021-2022 Strategic Plan. Council requested quarterly updates from Administration. Council received an update at the January 25, 2022 meeting.

DISCUSSION

Administration and Finance

Cemetery Software Research and Acquisition

- *Implementation of data transfer to software in progress*

CP Rail Whistle Cessation and Regulation Adherence Review

- *Costs to satisfy CP Rail are prohibitive – Council removed this item from the Strategic Plan at its March 8, 2022 meeting*

Communications to the Public

- *Various approaches continue to be utilized to connect with the public*

Increase contributions to reserves for roads

- *Continuing to build reserves*

Clock Tower Repair

- *Technician has requested some tests and monitoring be conducted to provide him with more information to diagnose and troubleshoot*

Prepare for 2022 Local Government Election

- *Council appointed Chief and Deputy Chief Election Officers*
- *Venue for advanced voting and General Voting have been secured*
- *Communications with TNRD and School District #73 initiated*
- *Quotes received for voting machine rental*

Re-initiate Youth Action Committee

- *Council member liaisons (Councillor Lauzon and Councillor Maki – alternate) to reach out to committee members to re-energize the group and its activities*

Consider how to best provide for future Economic Development of our Community

- *Review economic development initiatives after PNP program is fully implemented*

Community Planning and Development

Oncore Seniors Development Proposal

- *On hold pending re-submission of BC Housing application in 2022*

Design work for Active Transportation projects

- *Ongoing – current project will be Thompson Avenue/Chase St Improvements*

Soil Removal Bylaw

- *Research complete – bylaw drafting in progress*

DCC Bylaw Review and Renewal

- *Initial discussions have taken place with consultant*

Urban Hens procedures

- *Deputy Corporate Officer to handle*

Development Approvals Procedures Bylaw

- *Deputy Corporate Officer to handle*

MoTI Hwy 1/Brooke Drive – Communications with local residents

- *Will commence closer to Brooke Drive improvements construction*

Meetings with local Indigenous Community Leaders to continue sharing ideas and working together

- *Meeting scheduled with Neskonlith Chief and Council April 22, 2022*

Public Works and Infrastructure

Acquisition of Shoring Equipment

- *2022 Budget*

Adams Lake Sewer Servicing Project

- *Connection numbers received from ALIB – service agreement being redrafted*

Complete perimeter Chain link security fencing for public works yard

- *Reassessing security options*

Rapid Infiltration Basins

- *Assessing all basins and operability based on review done by consultant*

Streetlights Brooke Drive

- *Will be installed during reconstruction of Brooke Drive*

Stormwater Works

- *To be done with Highway 1 road improvements*

Flood Risk Assessment, Mapping and Mitigation Planning – Little Shuswap Lake and South Thompson River

- *In progress*

Bay Drive and Montgomery Place assessments

- *In progress*

Parks and Recreation

Secwepemc Landmark & Trailhead Signposts

- *Waiting final approval from local Indigenous leaders for Trailhead signposts*

Community Hall Roof Replacement

- *Close to completion – still needs final inspections and grant reporting*

Wading pool improvements

- *Completed*

Shuswap Trails & Scatchard Trail enhancements

- *Draft plan being refined and actioning is taking place*

Wharf Painting

- *2022 project*

Economic Development

Connectivity Infrastructure Strategy (Broadband needs assessment)

- *Ongoing*

Implement Economic & Tourism Strategy Items

- *PNP program underway*
- *Secwepemc Landmark Project and Trailhead Signposts being completed*
- *Willson Park Bridge approaches to be paved 2022*
- *Thompson Ave/Chase St Active Transportation Improvements to be implemented 2022*

Implement Active Transportation Plan action items

- *Willson Park Bridge Installation complete*
- *Thompson Avenue/Chase Street intersection improvements beginning 2022*
- *Working with Chase Lions Club to build portions of Chase Creek dike trail*
- *Discussions have taken place with CP Rail regarding 2nd Avenue multi-use pathway*

Wayfinding Signage – Partnership with Ministry of Transportation and Infrastructure

- *MoTI has committed to provide wayfinding signage as part of Chase East highway improvement project*

Fire and Rescue Department

Firetruck Replacement

- *Expecting delivery of new Truck Spring 2022*

Fire Smart Education for Property Owners

- *Fire Department leading initiative – held public information session at Safety Mart foods on Saturday, April 2, 2022*

Flooding Education for Property Owners

- *Fire Department leading initiative in 2022*

Evacuation Route Planning

- *Socialization of plan to be conducted with Council and senior staff April 11, 2022*

Fire Hall Elevator Conversion to Hose Drying Rack

- *Completed except safety gate installation*

Fire Department Inventory and Equipment Plan

- *Inventory has begun*

Emergency Plan Update – work with TNRD

- *Discussions have begun with TNRD Emergency Preparedness Coordinator*

Table Top Exercises for Emergency Preparedness/EOC Training

- *Virtual Table Top Exercises and EOC Training being discussed with TNRD*

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

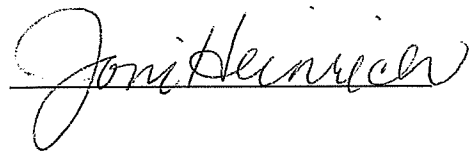
STRATEGIC PLAN REFERENCE

This is the second quarterly report in 2022.

RECOMMENDATION

“THAT the April 12, 2022 report on Council’s 2021/ 2022 Strategic Plan be received for information.”

Respectfully submitted,

A handwritten signature in cursive script, reading "Joni Heinrich", is written over a horizontal line.



VILLAGE OF CHASE

Memorandum

Date: 7 April 2022

To: Mayor and Council

From: Sean O'Flaherty, Director of Corporate Operations

RE: Public Piano donation from the Chase Evangelical Free Church

On April 27, 2021 Council resolved:

“THAT Council accept the generous donation of a used piano from the Chase Evangelical Free Church and that Administration work with Public Works to identify a public location, when it is safe to do so with regards to COVID-19.”

In discussions within Administration, and with Public Works, and Tyler Harper of the Chase Evangelical Free Church, we have collectively identified the best public location for the piano is at the Community Hall. The existing older piano at the Hall has no value and no future purpose and will be discarded.

RECOMMENDATION:

THAT the donation of a piano from the Chase Evangelical Free Church being relocated to the Chase Community Hall be received for information.

Respectfully submitted,

Approved for Council Consideration by CAO



VILLAGE OF CHASE

Memorandum

Date: March 31, 2022
To: Mayor and Council
From: Director of Corporate Operations
RE: New Structure – Chase & District Museum & Archives

The Chase & District Museum & Archives Society is requesting permission to build a new structure on the site behind the existing cabin.

The structure will have an outdoor display area for larger artifacts and an enclosed storage space.

Council is being asked for permission as required in the Lease Agreement between the Village of Chase and the Society.

There are no Zoning Bylaw concerns – the Museum is on land that is Zoned P2 (Public and Quasi-Public) which does not have lot coverage restrictions or rear parcel line setbacks for accessory buildings.

Furthermore, the structure is not large enough to require a Building Permit under the Village's Building Bylaw.

RECOMMENDATION

THAT Council approve the request from the Chase & District Museum & Archives Society to build a structure on the property to display larger artifacts and provide for enclosed storage space.

Respectfully submitted,

Approved for Council Consideration by CAO



Chase & District Museum & Archives Society

P. O. Box 160 - 1042 Shuswap Ave, Chase, BC. V0E 1M0

www.chasemuseum.com

RECEIVED
Village of Chase

MAR 23 2022

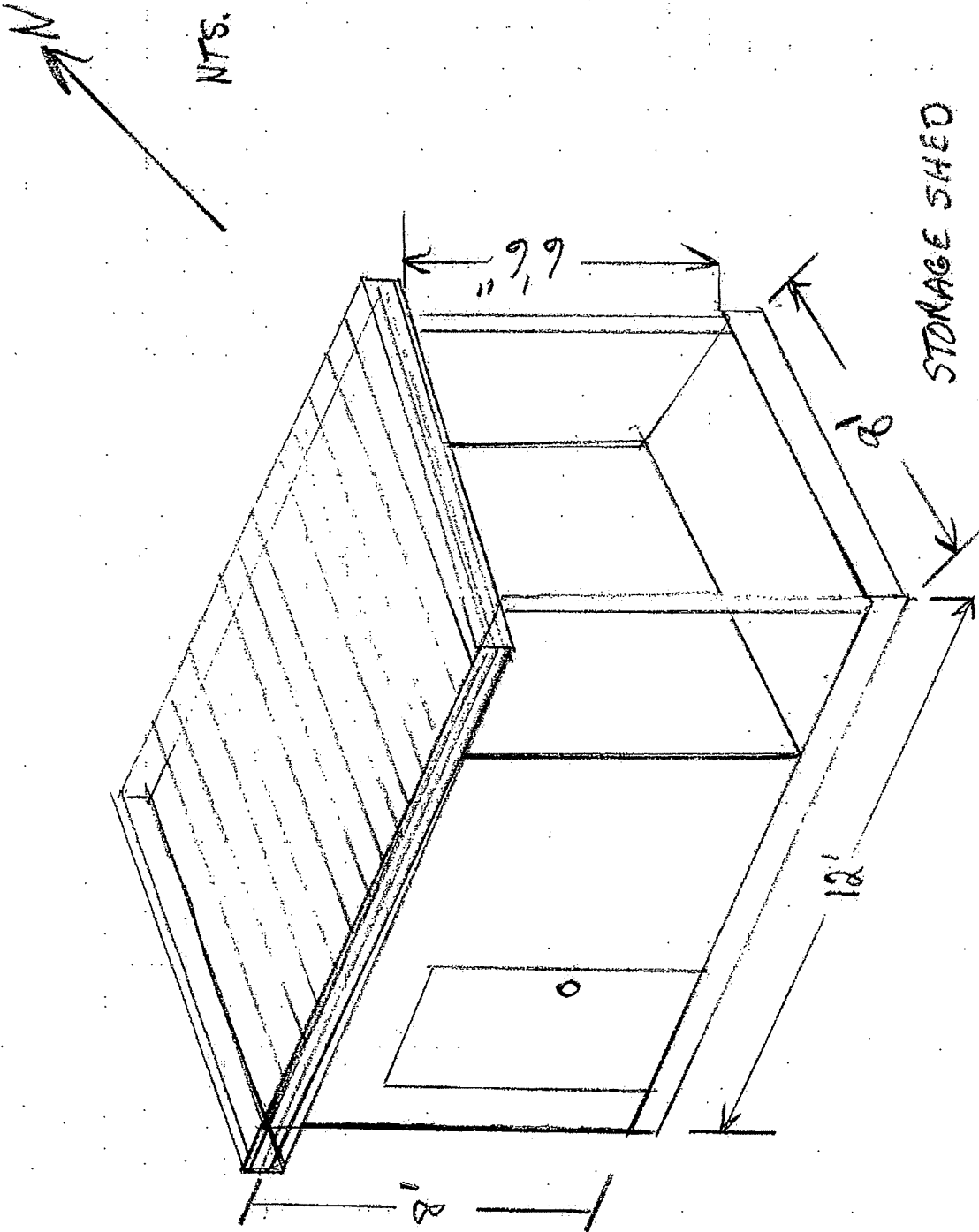
March 23, 2022

Dear Village of Chase,

The Chase & District Museum & Archives Society is interested in building a structure on site that will serve two purposes. One, to be an open air display area for some of our larger artifacts (forge, and two engines) and two, an enclosed storage space. The Board of Directors and myself are asking for the Village's approval to move ahead with this project. Our proposal is for a structure exactly like the fire hose reel cart shelter on the east side of the cabin, non-permanent and completely removable if need be in the future. We have measured out the area and we would like to place this new structure in the space behind the cabin. There will be ample space to walk around the cabin still, as well as access the back fence. We have also sketched out the proposed structure. Please see the attachments. The plan is to also have some sort of barrier in front of the display side, horizontal bars halfway up most likely, to discourage people from entering the display space. Another security camera will be added to our security system to monitor that area to prevent any sort of vandalism or burglary.

Sincerely,

Breanne Malo
Curator/Manager
Chase & District Museum & Archives Society



Title

www.westmansteel.com

STATEMENTS IN STEEL™

WESTMAN STEEL

Subject

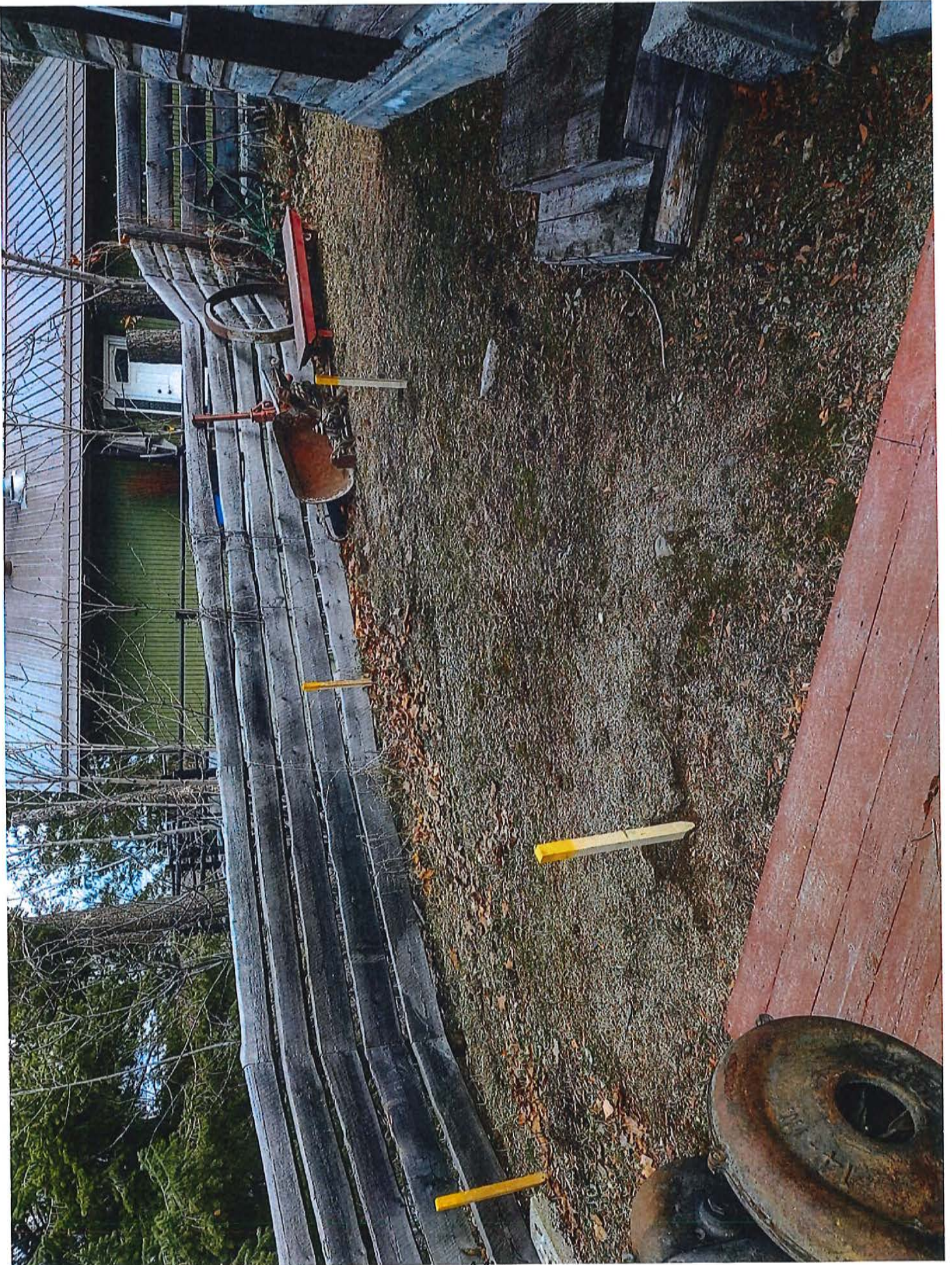
By

Date

Page

of

Project





CHASE LEGION BR #107

P.O. Box #122
515 Shuswap Avenue
Chase, BC V0E 1M0
piperangus@hotmail.com

RECEIVED
Village of Chase

MAR 29 2022

Original _____
File _____
Copy _____
Agenda _____

March 28th 2022

Chase Village Mayor & Council

Chase Legion would like to extend an invitation for Chase Mayor & Council to attend a candle light vigil ceremony to commemorate Vimy Ridge. At the Cairn in front of the Legion at 7pm on Friday 6th May 2022.

Yours In Comradeship

John H. Angus

Poppy Chairman
Chase Legion
BR #107



VILLAGE OF CHASE

Memorandum

Date: 7 April 2022

To: Mayor and Council

From: Sean O'Flaherty, Director of Corporate Operations

RE: Recycle BC Transition

The Village's transition to Recycle BC occurred November 1, 2021. The transition was fairly seamless and we heard from less than 10 ICI customers (Industrial-Commercial-Institutional) who were upset that they lost this service. The only ICI properties that we were successful in negotiating with Recycle BC in retaining curbside pickup were:

CHASE MUNICIPAL HALL
CHASE FIRE STATION
RCMP
ART HOLDING MEMORIAL ARENA
PUBLIC WORKS
BOARD OF EDUCATION SCHOOL DISTRICT 73

All other ICI were excluded from the program and Public Works retrieved all respective recycle bins. The bins are stored at Public Works and will be used to replace damaged and missing recycle bins, and some will be repurposed with grey lids to replace damaged and missing garbage bins.

FINANCIAL IMPLICATIONS:

The agreement we have with Recycle BC pays the Village \$37.40 per household (1160 households) totalling **\$43,000** in revenues.

We pay for our recyclables to be moved from the South Thompson Eco Depot to the sorting facility in Salmon Arm \$160/tonne and the anticipated total expenditures for 2022 are approximately **\$14,000**.

NEXT STEPS:

Recently, in late March 2022, the North Shuswap Bottle Depot signed an agreement with the TNRD to collect all non-curbside recyclables (glass, soft plastics etc...), thus saving our residents the trip to Pritchard. This will be promoted through joint advertising from TNRD and the Village very soon.

The next impact to our businesses will be the prohibition of cardboard. The Village will be co-promoting these new restrictions to our businesses in April in

advance of the implementation of fines which begin in August. The Village, and not the customer, would be subject to fines if cardboard is put in garbage bins.

We also continue to educate our curbside customers as to what is permitted in curbside recycling. The Village is financially accountable for recycling contamination (non-allowable materials). Recycle BC and Village staff are conducting regular audits and inspections of the Village's curbside bins. If recycling is contaminated, the Village can be penalized, which may result in increased rates. Our curbside audit minimum is 5 bins per pickup day so 20 per week. We will increase our audit levels once our temporary summer labourer is in place.

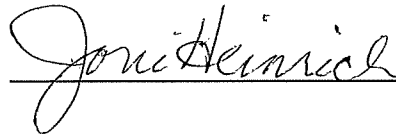
RECOMMENDATION:

THAT the memorandum summarizing the Village's transition of curbside recycling from the TNRD to Recycle BC be received for information.

Respectfully submitted,



Approved for Council Consideration by CAO



Good morning,

The TNRD is now moving forward with the Mandatory Recyclable Material Bylaw No. 2743 that was approved last spring by the TNRD Board of Directors. As indicated in the workshops that were held with stakeholders, this bylaw bans the disposal of corrugated cardboard in landfills. The intent is to instead divert this material towards recycling.

The TNRD has assembled hauler resource packages that include bin decals, rack cards, and a letter of support template for haulers to issue to their clients in the event that customers do not comply with this bylaw. Please contact me directly to request your hauler resource package.

This bylaw will feature three phases. The first phase will be solely outreach and education at regional disposal facilities. The second phase will be a combination of outreach, education and mock ticketing. And the third phase, will be full bylaw implementation with tickets being issued by a TNRD bylaw officer if corrugated cardboard is found in loads of refuse and meets or exceeds the 10% maximum allowable threshold. That schedule for these phases is:

	Phase 1 April 2022	Phase 2 May through July 2022	Phase 3 August 2022 Onward
Threshold	Outreach & Education	10% of Load	10% of Load
Penalty	Communication & Education	Mock Ticketing & Inspections	50% of Applicable Tipping Fee
Mandatory Recyclable Material	Corrugated Cardboard	Corrugated Cardboard	Corrugated Cardboard

The TNRD recognizes that this change will impact operations for everyone involved and would like to advise that staff are here to assist and make themselves available to support you in your efforts to keep this recyclable material out of regional landfills. Please do not hesitate to contact me with any questions that you may have.

Thank you,



Martin Dickson

Environmental Services Coordinator, Thompson-Nicola Regional District
300 - 465 Victoria Street | Kamloops, BC | V2C 2A9
Office 250 377-8673 | Direct 250 377-7079

Located on the traditional Tkémélúps te Secwépemc Territory

**VILLAGE OF CHASE
BYLAW NO. 913-2022**

A Bylaw to Adopt the Village of Chase 2022 to 2026 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 2022 to 2026 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 2022 to 2026 inclusive.
2. This Bylaw may be cited as “Village of Chase 2022 to 2026 Five Year Financial Plan Bylaw No. 913 -2022”.

READ A FIRST TIME THIS th DAY OF , 2022

READ A SECOND TIME THIS th DAY OF _____, 2022

READ A THIRD TIME THIS th DAY OF _____, 2022

ADOPTED THIS _____th DAY OF _____, 2022

Mayor, R. Crowe

Corporate Officer, S. O'Flaherty

Expenditures						
	Payment of taxes to Other Governments	1,707,155	1,708,155	1,708,655	1,712,655	1,712,655
	Grants in aid	11,500	11,500	11,500	11,500	11,500
	Legislative services	93,000	91,850	93,600	94,900	97,450
	Corporate services	884,100	877,450	891,100	891,100	900,775
	Municipal Enforcement	35,450	35,450	36,450	36,450	36,450
	Emergency Services	29,000	29,000	19,000	19,000	19,000
	Fire service	245,500	254,900	258,000	258,000	258,000
	Rescue service	32,100	32,100	33,000	32,000	33,100
	Planning	10,500	10,500	10,500	10,500	12,000
	Economic Development	51,700	52,950	53,200	54,450	54,450
	Public Works Admin	481,850	489,600	495,100	499,100	503,100
	Fleet	112,000	109,750	109,750	110,750	111,750
	Transportation-Rds & Drain	299,700	293,600	297,600	301,160	303,100
	Parks	173,300	176,150	179,250	181,750	181,750
	Cemetery	21,900	21,900	22,900	22,900	22,900
	Recreation Facilities	422,000	422,900	423,300	423,470	423,470
	Water	635,125	638,715	636,670	641,000	642,950
	Sewer	409,775	411,615	413,410	416,420	418,750
	Solid Waste	275,450	276,600	276,600	277,000	277,000
	Leases	0	0	0	0	0
	Special Project-Reports & Assessments					
	General	211,568	0	0	0	0
	Water	0	0	0	0	0
	Sewer	0	0	0	0	0
	Capital Expenditures					
	General	1,057,506	655,000	422,500	142,500	12,500
	Water	418,000	400,000	0	0	0
	Sewer	212,200	730,000	0	0	0
	COVID 19 Project Allocations	320,715	0	0	0	0
	CP Rail Debt Repayment	0	0	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	6,500	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	40,000	40,000	40,000	40,000	40,000
	DCC	50,000	50,000	10,000	10,000	10,000
	Transfers to Land Reserves	130,000	0	0	0	0
	Transfer to Gas Tax Reserve	158,446	165,751	165,751	165,751	165,751
	Transfers to Reserves					
	General	0	0	0		
	Solid Waste	0	0	0	0	0
	Water	0	0	0	0	0
	Sewer	0	0	0	0	0
	Total Expenditures	8,681,190	8,144,086	6,766,486	6,511,006	6,407,051
	Total Annual Cash (Surplus)/Deficit	206,750	136,680	43,930	19,570	750
	Transfer to/(from)-General	0	0	0	0	0
	Transfer to/(from)-Water	135,125	121,215	27,670	0	-21,150
	Transfer to/(from)-Sewer	71,625	15,465	16,260	19,570	21,900
	Transfer to/(from)-Solid Waste	0	0	0	0	0
	Total Transfers	206,750	136,680	43,930	19,570	750
	Financial Plan Balance (will be \$0)	0	0	0	0	0

Village of Chase
Bylaw No. 913
2022 to 2026 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 2022.

<u>Table 1 – 2022 Revenue Sources</u>		
<u>Revenue Source</u>	<u>Amount</u>	<u>Percentage of Total</u>
Municipal taxes	\$2,155,650	25.44%
Other Taxes	1,830,950	21.61%
Fees	1,199,200	14.15%
Grants	1,025,190	12.10%
Other Sources	784,800	9.26%
Transfers	1,228,650	14.50%
Borrowing	250,000	2.95%
<u>Total</u>	<u>\$8,474,440</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 2022, 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, surplus or deferred revenue 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)	78.25%	\$1,686,894
Utilities (2)	1.61%	34,676
Major Industry (4)	6.35%	136,797
Business and Other (6)	13.78%	296,988
Recreation / Non-Profit (8)	0.00%	0
Farm (9)	0.01%	295
<u>Total All Sources</u>	<u>100.00%</u>	<u>2,155,650</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.

The Village of Chase currently has only one "Major Industry" class property holder, Adams Lake Lumber. The Letters Patent, by which these properties were incorporated into the Village of Chase, requires that the tax rate charges shall be the rate as 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 (\$40.00) allowed for this class.

Policies and Objectives

- The Village shall continue to provide amenities required for the well-being of the community in a fiscally responsible manner.
- 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 2022. 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.

April 4, 2022

Chase Village Council
826 Okanagan Avenue
Chase, BC
V0E 1M0

Re: CAYLS Mother's Day Fundraiser

Dear Mayor and Village Council,

CAYLS will be hosting a Mothers Day Fundraiser on May 6 & 7 in the TRU Hardware building on Shuswap Avenue. The event will include a children's DIY planter gift workshop for kids, some fun activities such as face painting and crafts, a pie sale, and a plant sale that will include many plants grown by children in the community. All proceeds from the fundraiser will go towards 2022 children's programming in Chase.

The fundraiser will be using indoor and outdoor space at the location. We would like to request that two parking spaces in front on the building be blocked off. We intend to put two 8x8 tents out in front of the store for shelter for volunteers and plants. Having the parking spaces blocked off will ensure that foot traffic will continue to flow, and to provide extra space so that we can follow our Covid-19 safety plan.

Thank you for your time,

Ashton Sweetnam

Executive Director
Chase and Area Young Learners Society
Chaseyounglearners@gmail.com
250 319-8468