

Minutes of the Regular Meeting of the Council of the Village of Chase held  
in the Council Chambers of the Village Office at 826 Okanagan Avenue  
on Tuesday, April 10, 2012 at 4:00 p.m.

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Present:	Mayor	R. Anderson
	Councillors	R. Crowe
		D. Lepsoe
		R. Berrigan
		S. Scott
Chief Administrative Officer		J. Heinrich
Corporate Officer		L. Randle
Chief Financial Officer		R. Shepherd
Supervisor of Public Works		P. Regush
Fire Chief		B. Chamberlain
Gallery		4
Press		2

**1. CALL TO ORDER**

Mayor Anderson called the meeting to order at 4:02 p.m.

**2. ADOPTION OF AGENDA**

Resolution: Moved by Councillor Scott  
Seconded by Councillor Berrigan

**"That the agenda be amended by adding late items from section 8.4 to 8.7 regarding the Lions Club Facilities Rental Waiver request, Whitfield Landing Development Variance Permit application, Public Works Building Upgrades project, Citizen Committee for doctor recruitment and that the agenda be adopted as amended."**

CARRIED

**3. ADOPTION OF MINUTES**

3.1 Regular Council Meeting of March 27, 2012

Resolution: Moved by Councillor Lepsoe  
Seconded by Councillor Berrigan

**"That the minutes of the March 27, 2012 Council Meeting be adopted as presented."**

CARRIED

#### 4.1 Staff Departmental Reports

##### 4.1.1 Fire Chief's Report for March, 2012

The Fire Chief reported:

1. Burning Permits issued out of Village Office for March were: 51  
Just a Reminder to Everyone - that the last day for open burning (yard trimmings) is April 30<sup>th</sup>. After April 30<sup>th</sup>, Only Permits for campfires will be issued from the Village Office.
2. Fire Call Outs for March were:  
Fire - 4  
Rescue - 1
3. March 6<sup>th</sup>, took part in a Tabletop exercise at the Fire Hall.
4. March 16<sup>th</sup> and 17<sup>th</sup>, Training Officer Brian Lauzon was in OK Falls at a Workshop for Trainers put on by the Justice Institute of B.C.
5. March 24<sup>th</sup> and 25<sup>th</sup> (Brian Lauzon; Steve Payne; and Bill Banting. March 27<sup>th</sup> and 28<sup>th</sup> (Lee Hilliard; Rob Greenaway; and myself) We were in Vernon for two days at a Workshop put on by EMBC (Emergency Management BC) formerly known as PEP. This workshop was designed to show us how to be able to activate a EOC (Emergency Operations Center) in the event an Emergency happens (ie: Flooding, Forest Fire; Train Derailment; etc.)
6. March 31<sup>st</sup>, and April 1<sup>st</sup>: Sent Firefighters to Kamloops for a two day Wild Land Urban Interface Symposium Workshop.  
April 2<sup>nd</sup> - April 5<sup>th</sup>, I was in Kamloops at the Wild Land Urban Interface Symposium Workshop. This workshop was to show the ways and means on how to Make our Community a Fire Smart Community.

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Lepsoe

**"That the Fire Chief's March, 2012 report be received."**

**CARRIED**

#### 4.1.2 Public Works Supervisor's Report

- Staff are involved in the water valve maintenance program;
- Contractor is flushing fire hydrants on the west side of the Village;
- Contractor and staff have been pruning trees around the Village;
- Routine maintenance continues;

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**"That the Public Works report for March, 2012 be received."**

CARRIED

#### 4.1.3 Chief Administrative Officer's Report

- Overseeing and participating in the creation of the 2012-2016 financial plan;
- Finalizing the CUPE Collective Agreement;
- Working on Fire Department processes and procedures;
- Working on administrative details related to the Water Treatment Plant;
- The Funding Agreement for the Memorial Park Wharf upgrade has been signed and sent away.

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Crowe

**"That the Chief Administrative Officer's report for March, 2012 be received."**

CARRIED

#### 4.1.4 Bylaw Enforcement Officer's Report

The Bylaw Enforcement Officer reported on the following:

- Storage of vehicles complaint;
- Illegal dumping allegation;
- Illegally parked transport trucks on Cemetery Road;
- Commissionaires of BC have been advised that the Village would like to enter into a contract with them for Bylaw Enforcement Services.

Resolution: Moved by Councillor Scott  
Seconded by Councillor Berrigan

**"That the Bylaw Enforcement Officer's March, 2012 report be received."**

CARRIED

#### 4.1.5 Land Use Planning Report

- One Development Variance Permit application received;
- One new Zoning and OCP Bylaw Amendment Application was received.

Resolution: Moved by Councillor Lepsoe  
Seconded by Councillor Crowe

**"That the land use planning report for March, 2012 be received."**

CARRIED

#### 4.1.6 Chief Financial Officer's Report

The Chief Financial Officer reported:

- -hooked up Visa to RBC express, filled out a claim for a bankrupt property tax account
- -one week audit
- -corrected penalty error on property tax account, fixed business license discount errors, explained garbage billing rates to two taxpayers
- -finished financial plan bylaw w/schedule A & B (w/ help from CAO)
- -amended TCA and Asset Management policy to include personal computers
- -updates to server, worked on it over phone w/tech when it went down
- -memo to council regarding surpluses for the financial plan and statements
- -ordered tax notices w/changes
- -set tax rate
- -helped Admin Asst match up water meters from read to our system
- -read over RFP for audit services from Harrison Hot Springs
- -tax deferment webinar
- -filed two retro Home Owner Grant claims online, approved pension online and reviewed accounts payable and payroll runs

- -read over Cemetery Bylaws for Kelowna and Vernon to compare
- -read over Reserve fund policies for Victoria and Mission
- -DCC's – thoroughly read old and new bylaws
- -March bank reconciliation – complete

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**"That the Chief Financial Officer's March, 2012 report be received."**

CARRIED

#### 4.1 Mayor and Council Reports

##### Mayor Anderson

- April 10<sup>th</sup> attended the Parkside Estates Retirement Residence social.

##### Councillor Berrigan

- March 28<sup>th</sup> attended a Chase & District Irrigation meeting;
- April 4<sup>th</sup> attended the Village's budget meeting;
- April 10<sup>th</sup> attended the Parkside Estates Retirement Residence social.

##### Councillor Crowe

- March 27<sup>th</sup> attended the AGM and dinner for the Chase Chamber of Commerce in celebration of their 100<sup>th</sup> anniversary of the Chase Board of Trade;
- March 28<sup>th</sup> attended a meeting of the Museum Society of Chase;
- April 4<sup>th</sup> attended the Village's budget meeting;
- April 10<sup>th</sup> attended the Parkside Estates Retirement Residence social.

##### Councillor Lepsoe

- March 27<sup>th</sup> attended the AGM and dinner for the Chase Chamber of Commerce in celebration of their 100<sup>th</sup> anniversary of the Chase Board of Trade;
- April 2<sup>nd</sup> attended the Canada Day Committee meeting;
- April 4<sup>th</sup> attended the Village's budget meeting;
- April 4<sup>th</sup> took four groups of Haldane school children on the downtown historic tour.

##### Councillor Scott

- March 27<sup>th</sup> attended the AGM and dinner for the Chase Chamber of Commerce in celebration of their 100<sup>th</sup> anniversary of the Chase Board of Trade;
- April 4<sup>th</sup> attended the Village's budget meeting.

**5. COMMITTEE OF THE WHOLE**

**6. DELEGATIONS**

**7. UNFINISHED BUSINESS**

7.1 Committee of the Whole Recommendations

From the April 4, 2012 Special Committee of the Whole Meeting:

Resolution: Moved by Councillor Scott  
Seconded by Councillor Berrigan

**"That the Cottonwood Street Capital Project be removed from the 2012 and 2013 budget lines in the draft 2012-2016 Five Year Financial Plan and that the project be reconsidered at a later time through the long-term borrowing and public approval processes."**

CARRIED

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Crowe

**"That the Fire Protection Training and Education budget in the draft 2012-2016 Five Year Financial Plan be reduced starting in 2012 from \$30,000 to \$20,000 with an annual 2% increase beginning in 2013 through 2016 and further that the budget line in the draft Plan for Fire Protection Public Safety be reduced from \$2000 to \$1500 with an annual 2% increase beginning in 2013 through 2016."**

CARRIED

**8. NEW BUSINESS**

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**"That all correspondence be received."**

CARRIED

8.1 For Action:

8.1.1 UBCM – National Public Works Week and Local Government Awareness Week

Public Works Association of British Columbia – National Public Works Week

Resolution: Moved by Councillor Lepsoe  
Seconded by Councillor Crowe

**"That the week of May 20 – May 26, 2012 be declared as National Public Works Week and Local Government Awareness Week in the Village of Chase."**

CARRIED

8.1.2 Neskonlith Youth Fundraiser – Evening with Don Burnstick

Resolution: Moved by Councillor Lepsoe

**"That the Village contribute \$100.00 as a grant-in-aid toward the Neskolith Youth Fundraiser."**

Mayor Anderson called three times for a Seconder to the motion but none was forthcoming.

Motion defeated for lack of a Seconder.

8.1.3 Letter from Paul Gunning re: Chickens in Chase

It was suggested that the question of allowing people in residential areas in Chase to have chickens be discussed at future OCP consultations with the public.

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**"That an ad be placed in the newspaper asking the public's opinion on whether the raising of chickens should be permitted in residential areas of the Village."**

CARRIED

**Councillor Lepsoe opposed.**

8.2 For Information:

8.2.1 Municipal Insurance Association

8.2.2 Heart and Stroke Foundation – Smoke-Free Outdoor Public Places Bylaw

8.2.3 Community Energy Association – Climate Leadership Summit

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Crowe

**“That the information items on the April 10, 2012 Council agenda be received for information.”**

*CARRIED*

8.3 Village of Chase 2012 to 2016 Five Year Financial Plan Bylaw No. 774 – 2012

Some adjustments to the details of the Financial Plan were presented to Council by the Chief Financial Officer prior to Council's further consideration.

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**“That Village of Chase 2012 – 2016 Five Year Financial Plan Bylaw No. 774-2012 be read a first, second and third time.”**

*CARRIED*

8.4 Facilities Rental Waiver Request – Chase Lions Club

Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott

**“That the Community Hall rental fee be waived for the Chase Lions Club on April 14, 2012 for their Lions Club 400 fundraising event.”**

*CARRIED*



8.5 Development Variance Permit Application – DVP No. 64

Resolution: Moved by Councillor Berrigan

Seconded by Councillor Scott

**"That the words 'Lot A Plan 16303 lying west of Chase Creek which is attached to Parcel A' be added to the legal description and that Council approve the application for DVP No. 64 in principle and authorize Administration to give notification of Council's pending decision whether to issue Development Variance Permit No. 64."**

CARRIED

8.6 2012 Capital Improvements to the Public Works Building and Yard

Resolution: Moved by Councillor Berrigan

Seconded by Councillor Lepsoe

**"That Council authorizes the Public Works Building Upgrades Project as shown in the 2012-2016 Financial Plan under the General Capital Projects at an estimated cost for all components of the project to \$80,000.00."**

CARRIED

8.7 Citizen's Committee for Doctor Recruitment

Resolution: Moved by Councillor Lepsoe

Seconded by Councillor Scott

**"That Councillor Berrigan be the Village's representative on the Citizen's Committee for Doctor Recruitment."**

CARRIED

9. **IN CAMERA**


**10. ADJOURNMENT**

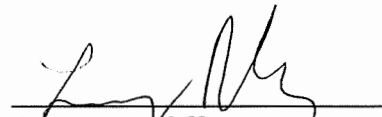
Resolution: Moved by Councillor Berrigan  
Seconded by Councillor Scott  
**"THAT THE MEETING BE ADJOURNED."**

CARRIED

Mayor Anderson adjourned the meeting at 4:47 p.m.

These minutes were adopted by a resolution of Council this **24<sup>th</sup>** day of **April, 2012**.

  
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Mayor,  
R. Anderson

  
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Corporate Officer,  
L. Randle