



## **AGENDA**

Regular Meeting of the Council of the Village of Chase  
To be held at the Chase Community Hall, 547 Shuswap Avenue  
Tuesday, June 9, 2020 at 4:00 p.m.

### **1. CALL TO ORDER**

### **2. ADOPTION OF AGENDA**

Resolution:

**“THAT the June 9, 2020 Village of Chase Regular Council meeting agenda be adopted as presented.”**

### **3. ADOPTION OF MINUTES**

3.1 Regular Meeting held May 26, 2020

Pages 1-4

Resolution:

**“THAT the minutes of the May 26, 2020 Regular Meeting of Council be adopted as presented.”**

### **4. PUBLIC HEARINGS**

None

### **5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

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

### **6. DELEGATIONS**

Pages 5-8

Representatives from BC Infrastructure Benefits Inc. will provide Council an overview on the new Community Benefits Agreement (CBA) as it relates to employment for the 4-laning of the Trans-Canada Highway.

### **7. REPORTS**

a) Mayor and Council Reports

b) Staff Reports

Pages 9-11

### **8. UNFINISHED BUSINESS**

8.1 Councillor Maki's Notice of Motion

Councillor Maki provided the following Notice of Motion at the May 26, 2020 Regular meeting:

- Extend Councillor Maki's Shuswap Tourism liaison appointment to include a liaison role on Tourism Chase.
- In addition, Councillor Maki is requesting that Council direct Administration to connect with the Village's tourism sector representative on the Shuswap Tourism Committee (Ron Betts of Treetop Flyers) if he still interested in participating on the Shuswap Tourism committee on behalf of the Village of Chase.

- If Mr. Betts is not available, Councillor Maki would like to recommend that an expression of interest be made to the local tourism sector to engage a Chase tourism sector representative to Shuswap Tourism.

8.2 Zoning Amendment – Shipping Containers

Pages 12-17

Report from the Corporate Officer and Hazel Christy

Recommendation:

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

Recommendation:

**“THAT Village of Chase Zoning Amendment Bylaw No. 887-2020 be given second reading.”**

Recommendation:

**“THAT Village of Chase Zoning Amendment Bylaw No. 887-2020 be submitted to a Public Hearing.”**

8.3 Art Holding Arena Ice – Chase Recreation Society’s Booking Request

The CAO will provide a verbal update

8.4 Municipal Playground Equipment, Skatepark, and Memorial Park Wharf

The CAO will provide a verbal update

**9. NEW BUSINESS**

9.1 FCM – 2020 Asset Management Grant

Pages 18-19

Report from the Chief Financial Officer

Recommendation:

**“THAT Administration be directed to apply for a grant from the Federation of Canadian Municipalities’ Municipal Asset Management Program for 2020 Paved Roadway Condition Assessment and Capital Planning; AND,**

**THAT the Village of Chase commits the municipality’s 20% financial contribution amounting to \$12,500; AND,**

**THAT the Village of Chase will provide overall grant management for the project.”**

**10. NOTICE OF MOTION**

**11. RELEASE OF IN CAMERA ITEMS**

None

**12. IN CAMERA**

Resolution:

**“THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (b) negotiations between the municipality and a provincial government or the federal government or both.”**

**13. ADJOURNMENT**

Resolution:

**“THAT the June 9, 2020 Village of Chase Regular Council meeting be adjourned.”**



Minutes of the Regular Meeting of the Council of the Village of Chase  
held via Electronic Participation on Tuesday, May 26, 2020 at 4:00 p.m.

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

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

Public Participants: 3

**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 May 26, 2020 Village of Chase Regular Council agenda be adopted as amended to include *Item 8.6, High School Banners.*"**

**CARRIED**

**#2020/05/26\_001**

**3. ADOPTION OF MINUTES**

**3.1 Regular Meeting held May 12, 2020**

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the minutes of the May 12, 2020 Regular Meeting of Council be adopted as presented."**

**CARRIED**

**#2020/05/26\_002**

**3.2 Special Meeting held May 19, 2020**

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

**"THAT the minutes of the May 19, 2020 Special Meeting of Council be adopted as presented."**

**CARRIED**

**#2020/05/26\_003**

**4. PUBLIC HEARING**

None

**5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

None

**6. DELEGATIONS**

None

## 7. REPORTS

### a) Mayor and Council Reports

#### Mayor Crowe

- May 13 – Conference call with MLA Todd Stone, MLA Peter Milobar, and the Mayors of Clearwater, Barriere, and Sun Peaks regarding communities' concerns
- May 14 – TNRD Board of Directors Regular meeting
- May 16 – Brad Fox demonstration of Arena Skills Development program
- May 19 – Completed the BC Government COVID-19 survey
- May 19 – Attended a Special meeting of Council to discuss re-opening plans
- May 21 – Conference call with Minister Selina Robinson and central interior Mayors and CAOs
- May 26 – Conference call with IHA Manager of Clinical Operations, Cathy Thibault

#### Councillor Lauzon

- May 13 – Participated in the weekly Frontline Workers support parade
- May 14 – Attended the Chase Minor Hockey AGM
- May 16 – Brad Fox demonstration of Arena Skills Development program
- May 19 – Attended a Special meeting of Council to discuss re-opening plans
- May 20 – Participated in the weekly Frontline Workers support parade
- May 21 – Conference call with high school regarding grad events, including parade
- May 25 – Participated in Walk of Honour for Steve Thompson, Chase Minor Hockey Coach of the Year
- Currently working on seeking wetland protection status on a property within Chase

#### Councillor Maki

- May 19 – Attended a Special meeting of Council to discuss re-opening plans

#### Councillor Scott

- May 19 – Attended a Special meeting of Council to discuss re-opening plans
- May 25 – Electronic participation meeting with the Adams River Salmon Society
- May 25 – Honour walk for coach Steve Thompson

#### Councillor Torbohm

- May 13 – Discussed with the Chamber their reopening
- May 13 – Discussed matters with the Museum
- May 15 – met at arena for presentation from Brad Fox on training proposal
- May 19 – Special meeting on the reopening of village facilities
- May 22 – attend Visitor Center to check on their reopening
- Reviewed agenda, discussed issues with staff and citizens as required

Moved by Councillor Scott

Seconded by Councillor Maki

**“THAT the reports from Council members be received for information.” CARRIED**  
**#2020/05/26\_004**

8. UNFINISHED BUSINESS

8.1 Alternative Municipal Tax Collection Scheme Amendment Bylaw

Moved by Mayor Crowe

Seconded by Councillor Scott

**"THAT the Alternative Municipal Tax Collection Scheme Amendment Bylaw No. 891-2020 be adopted."**

**CARRIED**

**#2020/05/26\_005**

8.2 Village owned playground equipment

Moved by Councillor Scott

Seconded by Councillor Lauzon

**"THAT the Village-owned playground equipment continue to stay closed to the public until we have Covid-19 Ambassadors in place to monitor the usage and sanitize equipment where possible."**

**TORBOHM OPPOSED**

**CARRIED**

**#2020/05/26\_006**

8.3 Washrooms at Memorial Park

No motion

8.4 Request from Sandra Welton to provide portable toilets for truckers during pandemic

Moved by Mayor Crowe

Seconded by Councillor Scott

**"THAT Administration be directed to reply by letter to Ms. Welton indicating that the Village will not be providing toilets at the Visitor Information Centre for truckers and that the Minister of Municipal affairs has been advised of the lack of amenities along the Trans-Canada Highway through Chase, and that she has agreed to refer the issue to the Ministry of Transportation and Infrastructure."**

**CARRIED**

**#2020/05/26\_007**

8.5 Community Wildfire Protection Plan

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the Village of Chase Community Wildfire Protection Plan be adopted."**

**CARRIED**

**#2020/05/26\_008**

8.6 Graduation Street Banners

Moved by Mayor Crowe

Seconded by Councillor Maki

**"THAT the matter of Graduation Class banners be deferred to the Special Meeting of Council June 2, 2020 pending a formal request for funding from the Chase Secondary School or the Chase Graduation Committee."**

**CARRIED**

**#2020/05/26\_009**

9. NEW BUSINESS

9.1 BC Child and Youth in Care Week June 1-7, 2020

Moved by Councillor Torbohm

Seconded by Councillor Maki

**"THAT the letter from the Honourable Katrine Conroy, Minister of Children and Family Development, regarding BC Child and Youth in Care Week, be received for information and that Administration promote the message of celebration via**

our social media platforms.”

**CARRIED**  
**#2020/05/26\_010**

**10. NOTICE OF MOTION**

Councillor Maki provided the following Notice of Motion:

- Extend Councillor Maki’s Shuswap Tourism liaison appointment to include a liaison role on Tourism Chase.
- In addition, Councillor Maki is requesting that Council direct Administration to connect with the Village’s tourism sector representative on the Shuswap Tourism Committee (Ron Betts of Treetop Flyers) if he still interested in participating on the Shuswap Tourism committee on behalf of the Village of Chase.
- If Mr. Betts is not interested, Councillor Maki would like to recommend that an expression of interest be made to the local tourism sector to engage a Chase tourism sector representative to Shuswap Tourism.

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

No comments were forthcoming from any of the public members participating in the meeting.

Moved by Councillor Scott

Seconded by Mayor Crowe

**“THAT the June 9, 2020 Regular meeting be held at the Community Hall ensuring all physical distancing measures are in place.”**

**CARRIED**  
**#2020/05/26\_11**

**12. RELEASE OF IN CAMERA ITEMS**

None

**13. IN CAMERA**

None

**14. ADJOURNMENT**

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

**“THAT the May 26, 2020 Village of Chase Regular Council meeting be adjourned.”**

**CARRIED**  
**#2020/05/26\_012**

The meeting concluded at 5:52 p.m.

---

Rod Crowe, Mayor

---

Sean O’Flaherty, Corporate Officer

# Briefing Note

## BC Infrastructure Benefits Inc. (BCIB)

Version: April 30<sup>th</sup>, 2020

---

### BCIB Contacts

Katie Shaw Director, Stakeholder Relations & Communications <a href="mailto:kshaw@bcib.ca">kshaw@bcib.ca</a>	Jeff Andrus Manager, Communications & Stakeholder Relations <a href="mailto:jandrus@bcib.ca">jandrus@bcib.ca</a>	Erin Slipetz Coordinator, Outreach & Recruitment <a href="mailto:eslipetz@bcib.ca">eslipetz@bcib.ca</a>
--	---	--

---

### Key facts

- Incorporated in 2018, BC Infrastructure Benefits is the new Crown corporation responsible for implementing the Community Benefits Agreement (CBA) and for employing all workers on projects operating under the CBA.
- BCIB's Strategic Goals are:
  1. Partner in the successful delivery of public infrastructure projects,
  2. Mobilize and grow a safe, diverse and skilled workforce,
  3. Honour the diversity and strength of community.
- BCIB is invested in addressing the province's growing skilled trades shortage, while also applying and promoting new approaches in building a respectful and culturally competent worksite culture.
- Current BCIB projects:
  - Illecillewaet – first construction season completed,
  - Kicking Horse Canyon Phase 4 – part of the Trans Canada Highway 1 Four Laning Program,
  - Chase Four Laning Project
  - Pattullo Bridge Replacement Project,
  - Broadway Subway Project.



- Approaches to meet our goals include:
  - Priority hiring and re-hiring of locals, Indigenous peoples, women, people with disabilities and other underrepresented groups to build a skilled and diverse workforce capable of meeting our province's current and future labour demands,
  - Building a network of projects with regional clusters, in the lower mainland and in the interior of BC,
  - Engaging with communities to provide local community members and industry contractors with full and fair opportunity to participate in the benefits of BCIB projects,
  - Building a strong network of key support relationships – including with the trade unions, educational facilities, community employment support services and initiatives that work with equity groups – to ensure that trainees and apprentices not only complete their certificates, but have the opportunity to thrive in the sector,
  - Fostering a work environment free of discrimination and harassment through programs such as the Respectful Workplace Initiative, which includes Indigenous Cultural Competency Training and Be More Than a Bystander training,
  - Ensuring Foundational Safety Training is available to and completed by everyone working on CBA projects before starting work on the job.
- BCIB is committed to meeting with and developing partnerships with all First Nations within the cluster of our projects. These approaches will focus on:
  - Ensuring the nations members and urban Indigenous peoples have access to the employment and training opportunities on BCIB's projects and benefit from the priority hiring policies,
  - Have leadership in the development and facilitation of local cultural awareness as part of each project's respective traditional territories.

## BCIB Basics

- **The Employer** - BCIB is the employer for all workers on CBA projects and oversight of the policy implementation, on the ground and in practice. BCIB is accountable for a culturally competent and respectful worksite, providing fair and transparent wages and offering opportunities for a career in the trades.

- **Priority Hiring** – CBA projects apply priority hiring opportunities for locals, Indigenous peoples, women, people with disabilities and other groups underrepresented in the skilled trades. In addition to priority hiring, the CBA includes a provision for priority re-hiring for seasonal projects, allowing BCIB employees a pathway for continual work.
- **Respectful Worksite Initiative (RWI)** – BCIB employees will receive and participate in our Respectful Worksite Initiative, which includes Indigenous Cultural Competency Training, where education incorporating local Indigenous awareness is provided. With the support of key partners such as British Columbia Centre for Women in the Trades (BCCWITT), BCIB offers Be More Than a Bystander training to ensure all BCIB employees experience a safe, respectful and inclusive worksite on CBA projects.
- **AIRCC Partnership & Union Membership** – With guidance from BCIB, employees join an appropriate affiliated union within 30 days of employment. This allows for underrepresented people in the trades to have ongoing equitable access to benefits, training, education and other employment opportunities beyond CBA projects.

## Opportunities for Residents

- Locals receive priority when being considered for work on CBA projects. The CBA defines a local as someone living within a 100 km radius of the project site.
- For the Chase 4 Laning Project, Chase residents will be given priority hire status as locals.

## Opportunities for local businesses

- Local companies interested in working on the project need to approach one of the proponents and join their team.
- Local companies doing work with a labour component of less than \$35,000 can pick all their employees for their crew, so long as they are local.
- These individuals still become employees of BCIB and must join an affiliated union of the Allied Infrastructure and Related Construction Council (AIRCC), however it enables the contractor to work with its own crew and helps local companies get work on CBA projects.

## Health, Safety and COVID-19

- Both BCIB and the Prime Contractor are currently required to have COVID-19 Exposure Control Plans. The BCIB safety system assessment process includes the review of these safety measures.
- BCIB expects the Prime Contractor to have developed processes and procedures to minimize and mitigate safety concerns. BCIB will perform safety system assessments to ensure that the plan is being carried out and that measures put in place reflect timely and reliable advice from accepted sources.
- The CBA states that contractors are responsible for supplying personal protective equipment (PPE) to CBA employees. To the extent masks, face shields or other protective equipment is required, it is the responsibility of the contractor to ensure that such measures are in place on the job site.



## VILLAGE OF CHASE

### Memorandum

**Date:** June 5, 2020  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Report of Tasks from May 8 to June 5, 2020

---

#### Council Support and Meetings

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

#### Regular Duties

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

#### Additional Activities

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

Developing 're-opening' strategies and safety plans required by Worksafe BC

Respectfully submitted,

---



## VILLAGE OF CHASE

### Memorandum

**Date:** 5 June 2020

**To:** Mayor and Council

**From:** Sean O'Flaherty, Corporate Officer

**RE:** Activities undertaken from May 11, 2020 to June 5, 2020

---

#### Regular Duties:

- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use inquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Prepare and distribute Village communications through social media, the Village's website, and the Sunflower newsletter insert.

#### Other Duties/Activities During the Reporting Period:

- Working with developer of the Whitfield Landing development
- Working with developer of the Shepherd Drive development
- Helping with management of Public Works department
- Handling various legal matters
- Helping with EOC, COVID-19 signs, messaging, communications, etc
- Dealing with numerous computer hardware, software, network issues
- Processed 3 Building Permits
- Meetings with MOTI regarding next two phases of highway construction

#### Bylaw Enforcement

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

#### Dog Control

- Dog control matters are normal, and are currently being handled by the Bylaw Enforcement Officer

Respectfully submitted,

Approved for Council Consideration by CAO

---



## VILLAGE OF CHASE

### Memorandum

**Date:** June 4, 2020

**To:** Council

**From:** CFO

**RE: May 2020 Report**

---

#### Regular Duties

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

#### Budget, Property Taxes & Financial Reporting

- Submitted Tax Rate and Financial Plan LGDE reporting to Province
- Calculate and reconcile 2020 Property Taxes
- Completed Property Tax run and General ledger posting
- Completed 2020 Property Tax newsletter
- Finalize Alternate Municipal Tax Collection Scheme Bylaw
- Complete 2020 Property tax notices to owners, other interests and financial institutions

#### Grant Applications, Implementation and Reporting

- Follow up with FireSmart program and newsletter
- Researched FCM Asset Management Grant funding opportunity
- Submitted 2019 Gas Tax reporting

#### Other

- Attend MOTI meetings as required.
- Participated in Vadim and FireSmart webinars
- Work with Canada Revenue Agency on payroll audit
- Computer changeover completed

Respectfully submitted,

Approved for Council Consideration by CAO

---

Joanne Molnar

---

Joni Heinrich



## **VILLAGE OF CHASE Administrative Report**

**TO:** Mayor and Council

**FROM:** Corporate Officer,  
Hazel Christy, Christy & Associates Planning Consultants

**DATE:** June 4, 2020

**RE:** Zoning Amendment – Regulation of Shipping Containers

---

### **ISSUE/PURPOSE**

To amend Section 4.0, General Regulations, of Village of Chase Zoning Bylaw 683-2006 by adding conditions of use for shipping containers, and to amend Section 2.0, Definitions, in order to define the term "Shipping Container."

### **OPTIONS**

1. Give the bylaw first three readings
2. Do not proceed with regulating shipping containers

### **HISTORY/BACKGROUND**

Shipping containers are becoming an increasingly popular alternative to traditional storage units and accessory buildings. These units are self-contained and easily portable, making them ideal for both temporary and permanent on-site storage uses.

There is currently an unregulated inflow of shipping containers into many BC municipalities that haven't yet regulated them due to ample supply and their affordability. These containers are particularly popular in Industrial and Commercial zones, however they are also now appearing in residential zones including here in Chase.

Zoning Bylaw 683-2002, which regulates land uses, does not currently have any regulations regarding the use of shipping containers on any property in any zone. Due to the increasing popularity of shipping containers as accessory units, guidelines for their use should be established.

Further to Council's consideration of draft Zoning Amendment Bylaw 887-2020 at the Regular Meeting of April 28, 2020, staff conducted further research, in cooperation with Hazel Christy, Professional Planner, with respect to Shipping Container regulations, and the revised draft Bylaw 887-2020 is presented in Attachment 1 Village of Chase Bylaw No. 887 – 2020 (revisions May 21, 2020) attached to this report. Note that Bylaw has been simplified by the addition of a Table outlining development regulations for each principal land use type, and also the

regulations have been reduced due to some of the concerns expressed by Council at the April meeting.

A summary of Shipping Container regulations in selected BC Municipalities is presented in Attachment 2 Comparison of Selected BC Municipalities Regulatory Framework – Shipping Containers (dated May 15, 2020) attached to this report.

## **DISCUSSION**

The bylaw will provide a definition for shipping containers, followed by a series of regulations. All permanent shipping container installations will require building permits which will allow the Building Inspector, and municipal staff opportunity to assist applicants in adhering to the regulations primarily locating them within the proper setbacks from property lines.

Permits will not be required for purposes of special events, moving, renovations, and other similar temporary uses.

When placed permanently, a maximum of 4 shipping containers will be permitted upon a single property within Agricultural, Service Commercial and Industrial zones. In Public and Institutional zones a maximum of 2 shipping containers will be permitted. In low density Residential zones and Commercial zones having smaller lot sizes a maximum of 1 per lot will be permitted, and within multi-family Residential zones, no shipping containers are proposed to be permitted other than on a temporary basis.

## **FINANCIAL IMPLICATIONS**

There will be a nominal increase to tax revenues because all Building Permits are registered with BC Assessment at Final Occupancy.

## **POLICY IMPLICATIONS**

This bylaw is in compliance with Official Community Plan Bylaw 635-2002. Section 460 of the *Local Government Act* regulates amendments to land use bylaws. Section 464 of the *Local Government Act* states that a Public Hearing is necessary on all land use amendments. There is also a requirement to advertise in local newspapers.

## **RECOMMENDATION**

**THAT the bylaw be given first 2 readings and submitted to a Public Hearing.**

Respectfully submitted,



Approved for Council Consideration by CAO

---

Attachment 1: Bylaw No. 887-2020 (revised May 21, 2020)

Attachment 2: Comparison of Selected BC Municipalities Regulatory Framework – Shipping Containers (dated May 15, 2020)



VILLAGE OF CHASE  
BYLAW NO. 887 - 2020

A BYLAW TO AMEND THE VILLAGE OF CHASE ZONING BYLAW NO. 683 - 2006

---

**WHEREAS** the Council of the Village of Chase has adopted the Village of Chase Zoning Bylaw No. 683 – 2006;

**AND WHEREAS** the Council of the Village of Chase deems it necessary to amend Bylaw No. 683;

**AND WHEREAS** the zoning amendment conforms to the Village of Chase Official Community Plan Bylaw No. 635, 2002 as amended from time to time;

**AND WHEREAS** the Council of the Village of Chase has held a Public Hearing pursuant to the *Local Government Act*;

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

1. This Bylaw shall be cited for all purposes as "Village of Chase Zoning Amendment Bylaw No. 887- 2020".
2. A definition for "Shipping Container" is hereby added as follows:

**"Shipping Container** means a standardized, reusable vessel that was originally, specifically or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities, and/or; designed for or capable of being mounted or moved on a rail car, an/or; designed for or capable of being mounted on a chassis or bogie for movement by truck trailer or loaded on a ship."

3. Section 4.14 is hereby added as follows:

**"4.14. SHIPPING CONTAINERS**

**4.14.1.** Where a Shipping Container is placed on a property temporarily for a period of 12 months or less, it will be considered a Temporary Building and subject to building permit requirements as set out in the Building Bylaw, as amended from time to time.

**4.14.2.** Notwithstanding Section 4.14.1. a Shipping Container placed on a property as a Temporary Building will not be subject to building permit requirements as set out in the Building Bylaw, where the Shipping Container is for the purposes of:

- (a) moving;
- (b) renovations under an approved Building Permit;
- (c) a special event with written approval provided by the Corporate Officer; or

(d) an emergency situation with written approval provided by the Corporate Officer provided the Shipping Container:

- (i) is not located on any parcel for more than 90 days in a calendar year (unless written permission is provided by the Corporate Officer to extend the term for extenuating circumstances);
- (ii) is not used to store flammable or combustible liquids or gases, or combustible materials.

**4.14.3** Where a Shipping Container is placed on a property permanently for a period of more than 12 months, it will be considered a building and will:

- (a) require a Building Permit notwithstanding the minimum size requirements as set out in the Building Bylaw, as amended from time to time; and,
- (b) be considered an Accessory Building and assumes a secondary or ancillary use; and
- (c) where used for a secondary or ancillary use (including storage), shall be clad and roofed in building materials consistent with the form and character of the principal building.
  - (i) (Notwithstanding (c), where the secondary or accessory use is on lands classified as "farm" under the *Assessment Act*, and is to be used for agriculture, the Accessory Building does not require specific cladding.

**4.14.4** Whether considered Temporary or Permanent, the following shall apply to all Shipping Containers within the Village of Chase:

(a) Shipping Containers shall:

- (i) Be maintained in good functioning and aesthetic condition (i.e. no rust or dents);
- (ii) Be located in a rear yard and a minimum distance of 6m. from any street right-of-way;
- (iii) Be set back a minimum of 30m. from the high-water mark of any watercourse or lake, unless otherwise stated in a Development Permit;

(b) Shipping Containers shall not be

- (i) Used for fencing, screening or advertising;
- (ii) Rented or leased as part of a commercial storage facility or be made readily accessible to the public except for a business in an Industrial zone that leases, rents or sells Shipping Containers for elsewhere;
- (iii) Used as dwelling units(s) or for habitable or occupiable space unless they have been converted in a factory for residential occupancy and received CSA A277 certification;
- (iv) Located so as to encroach onto a right-of-way, easement or landscape buffer, occupy any of the minimum required parking spaces, loading

- spaces or landscaped areas on any lot, obstruct pedestrian access or vision clearance at any intersection.
- (v) Used to store flammable or combustible liquids or gases, or combustible materials.
  - (vi) Stacked vertically, except in an industrial zone to a maximum of two (2) containers high.

**4.14.5.** Development regulations for Shipping Containers are contained in Table 14.4. For zones not specified in Table 14.4, the size and siting of Shipping Containers shall be as per the predominant principal land use permitted in the zone as shown in the first column of Table 14.4.

<b>Table 14.4 Zone Specific Regulations for Shipping Containers</b>						
Property Type		Maximum Container Size			Temporary Use	Long Term Use
Use	Zones	Length	Width	Height	Maximum Quantity	Maximum Quantity
Agricultural	AR-1, AR-2	12.2m (40 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	2 per lot	1 per 0.4 ha (1 ac.) Maximum of 4
Residential	R-1, R-1A, R-1SS, R-2, AR-3	6.1m (20 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	2 per lot	1 per lot
Multi-Unit Residential	R-2, R2-A, R-3, R-3A, R-4, R-5	6.1m (20 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	1 per lot	Not permitted in these zones
Commercial	C-1, C-2, C-6, C-7, C-8	6.1m (20 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	2 per lot	1 per lot
Service Commercial and Industrial	C-3, C-4, C-5, M-1, M- 2, M-3	12.2m (40 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	2 per lot	1 per 0.4 ha (1 ac.) Maximum of 4
Public and Institutional	P-1, P-2	12.2m (40 ft.)	2.4m (8 ft.)	2.6m (8.5 ft.)	2 per lot	1 per 0.4 ha (1 ac.) Maximum of 2

READ A FIRST TIME THIS \_\_ DAY OF \_\_, **2020**

READ A SECOND TIME THIS \_\_ DAY OF \_\_, **2020**

PUBLIC HEARING HELD THIS \_\_ DAY OF \_\_, **2020**

READ A THIRD TIME THIS \_\_ DAY OF \_\_, **2020**

ADOPTED THIS \_\_ DAY OF \_\_, **2020**

\_\_\_\_\_  
Rod Crowe, Mayor

\_\_\_\_\_  
Sean O'Flaherty, Corporate Officer

## Comparison of Selected BC Municipalities Regulatory Framework – Shipping Containers

	Whistler Regulated by Zoning Bylaw	Nelson Regulated by Fire Regulation and Prevention Bylaw	City of W Kelowna Regulated by Zoning Bylaw	Vernon Regulated by Zoning Bylaw	Kelowna Information Bulletin 08- 01 Feb. 7, 2017	Peachland Regulated by Zoning Bylaw
<b>General</b>						
<b>Definition</b>	Shipping container means a detachable metal transport container designed for and customarily associated with road, rail or ocean transport with a maximum dimension of eight feet by forty feet by eight feet high.	Shipping Container means a container designed for storing and transporting cargo via rail or truck, whether or not is actually being used for such a purpose. (Fire Reg. BL)	Metal Shipping Container means a container originally constructed for shipping freight or cargo, typically be sea, rail or truck.	Storage Containers means a prefabricated unit not requiring any construction or assembly placed on a property for the purposes of storage	Steel containers for cargo use (not otherwise defined)	Shipping container means a purpose designed metal cargo container for holding goods which is intended to be placed on a ship, truck or railcar. Includes but is not limited to intermodal shipping containers, bodies of transport trucks, or straight truck boxes, whether in their original form or modified to include doors, windows, vents or any other modifications.
<b>Location</b>	Shipping containers are prohibited in all residential neighborhoods in Whistler with the exception of limited temporary use for active construction projects with a building permit, moving and some special events. Shipping containers may be placed on industrial, commercial and resource use lands and must comply with municipal zoning bylaw and Building and Fire Code regulations.	Zoning Bylaw silent. Allowed as accessory structure. Not to be used as dwelling.	Sec. 3.7.2 Permitted only in industrial, commercial, agricultural, or parks and institutional zones.	Sec 4.5.12 Allowed in residential zones for a max of 30 days in a calendar year. Allowed in agricultural, commercial, institutional, and industrial zones.	If temporary (no longer than 6 months), they are considered equipment and not a structure. If permanent must be housed in an accessory structure and meet all requirements of Zoning Bylaw and Building Code. Conversion for residential occupancy must meet all requirements of CSA A277 (modular housing)	Sec. 5.29 Shipping containers Table 5.4 has siting, height, finishing and DCC requirements for each type of zone (i.e. residential, agricultural, commercial)
<b>Conditions of Use</b>	Sec. 30 p 5-16 1. Prohibited zones 2. Temporary use conditions incl. 14 day limit. 3. No services to be provided except electrical as specified; venting requirements.	Sec. 6.9-6.11 of Fire Reg. BL re inspection and ventilation if being used as a building.	Sec. 3.7.2 Metal shipping container only to be used for storage purposes, not to be stacked, accessible to the public or leased as part of a commercial storage facility. May be used for temporary purposes for a max. of 30 days or emergency purposes for a max. of 90 days. Not to be sited in front yard, max. 2 per site,	Sec. 4.5.12 setback regulations. If located on an agricultural, commercial, institutional or industrial property for longer than 30 days, most be screened from public street or lane, and adjacent properties.	As per accessory buildings or structure.	Sec. 5.29 Shipping containers not to be used for fencing, screening or advertising; be rented or leased as part of commercial storage facility, used as dwelling units or habitable space unless converted and received CSA A277 cert.; not to be stacked, must not encroach on public space or landscape buffer. May be temporary (not more than 30 days) or emergency (not more than 90 days). If permanent
<b>Other</b>	Considered as auxiliary building and use where zone permits. Requires Building Permit	Requires Building Permit	Considered as accessory building or structure. Requires Building Permit	If permanent, requires Building Permit	If permanent, requires Building Permit	If permanent requires a Building Permit



## **VILLAGE OF CHASE Administrative Report**

**TO:** Mayor and Council

**FROM:** CFO

**DATE:** June 4, 2020

**RE:** Federation of Canadian Municipalities-2020 Asset Management Grant

---

### **ISSUE/PURPOSE**

To seek Council approval to submit a grant application to the Federation of Canadian Municipalities (FCM) under the Asset Management 2020 funding stream for undertaking conditional assessments and capital planning for paved roadways within the Village.

### **OPTIONS**

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

### **HISTORY/BACKGROUND**

FCM and the Government of Canada announced on May 15, 2020 the launch of the next phase of funding to help communities improve their asset management practices. The funding will support municipalities in the collection of current, accurate and reliable information pertaining to their infrastructure. This will ensure local governments have the tools to make sound asset management decisions pertaining to roads, water systems, buildings and other infrastructure.

### **DISCUSSION**

The Village of Chase contracted TRUE consulting in 2019, to conduct an assessment on a limited number of roads within the municipality, approximately 20% (4.5 km of the total 22.8 kms). The data collected for the report provided conditional assessments, priority and severity data, costs and capital replacement plan.

The maximum grant funding available under the FCM program is 80% of the total eligible project costs, to a maximum of \$50,000 for individual applications. An application for the maximum funding available would provide an opportunity to complete an additional 14.2 km of road assessments.

### **FINANCIAL IMPLICATIONS**

The FCM asset management funding stream maximum is 80% to a maximum of \$50,000, therefore the total Village application would be for \$62,500, with the Village contributing \$12,500. The 2020 budget currently includes \$5,000 for asset management, the additional \$7,500 would come from previous years surplus.

## **RECOMMENDATION**

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for 2020 Paved Roadway Condition Assessment and Capital Planning;

Be it therefore resolved that the Village of Chase commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Condition Assessment of 14.2km of unevaluated roadways, including visual review and coring
- Update of existing Road Condition and Assessment and Upgrading Plan to include newly evaluated roadways
- Update of existing Asset Management documentation to include results of proposed works;

Be it further resolved that the Village of Chase commits \$12,500 from its budget toward the costs of this initiative.

Respectfully submitted,

Approved for Council Consideration by CAO

---

Joanne Molnar

---

Joni Heinrich