



AGENDA

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, May 28, 2019 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the May 28, 2019 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Regular Meeting held May 14, 2019

Pages 1-6

Resolution:

“THAT the minutes of the May 14, 2019 Meeting of Council be adopted as presented.”

3.2 Public Hearing held May 14, 2019

Pages 7-8

Resolution:

“THAT the minutes of the Public Hearing held May 14, 2019 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 Bill Ony, Business Director, BC & Yukon Territory and Glen Desjardine, Operations Supervisor, Pacific Western Group of Companies operating Ebus

Mr. Ony and Mr. Desjardine wish to update Council regarding the proposed bus service for Chase and area.

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 Electoral Reform – Advocacy Committee Delegation from May 14, 2019

This item is being brought back at the request of members of Council as no action was taken on this matter at Council's May 14, 2019 meeting.

8.2 Subdivision and Development Bylaw, and Servicing Standards Manual Pages 9-30
Memorandum from the Corporate Officer.

Recommendation:

“THAT the second reading of the Village of Chase Subdivision and Development Servicing Bylaw be rescinded.”

Recommendation:

“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given second reading as amended.”

Recommendation:

“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given third reading.”

Recommendation:

“THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be adopted.”

Subdivision and Development Servicing Standards Manual

Recommendation:

“THAT the Village of Chase Development Servicing Standards Manual be adopted as amended.”

9. NEW BUSINESS

9.1 Support for Ebus' Application for Kamloops to West Kelowna Service Pages 31-32
Ebus has applied for a passenger license to take riders from Kamloops through Chase to Salmon Arm, Vernon and into West Kelowna.

The Village has received letters from Little Shuswap Lake Indian Band and Neskonlith Indian Band providing support for this passenger bus route.

Council may wish to extend a letter of support from the Village of Chase in relation to this application.

9.2 Community Emergency Preparedness Fund - Volunteer & Composite Fire Department Equipment & Training Grant Application Pages 33-34
Report from the CFO

Recommendations:

“THAT Council approves a grant application to the Community Emergency Preparedness Fund under the Volunteer & Composite Fire Department Equipment & Training program for a maximum of \$25,000 for the purchase portable communication equipment; and that the Village of Chase will provide overall grant management for the project.”

9.3 Amendment to Fees and Charges Bylaw–Change Utility Billing Cycles Pages 35-38
Memo from CAO and Bylaw

Recommendations:

1. **“THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be given first reading.”**
2. **“THAT Village of Chase Fees and Charges Amendment Bylaw No. 872, 2019 be given second reading.”**
3. **“THAT Village of Chase Fees and Charges Amendment Bylaw No. 872-2019 be given third reading.”**

9.4 Team Chase – Request for Grant-in-Aid Pages 39-47
Letter from Janice Whitfield of Team Chase requesting a \$264 grant in aid for 2019.

9.5 2002 BC Provincial Budget Consultation Pages 48-52
An invitation has been received from our MLA, Todd Stone regarding the Select Standing Committee on Finance and Government Services: Budget 2020 Consultations.
Public Hearings are being held in various communities in BC. Administration is suggesting that Council consider reserving a speaking time at the Kamloops public hearing to present a request for the Province to consider a better funding format for the Highway (Road) Rescue Service.

Recommendation:

“THAT Administration be directed to either register a speaking time at the Kamloops public hearing being held on June 12, 2019 or to submit a written submission to the committee for a request to the Province to develop and implement sustainable funding for rural highway/road rescue services.”

9.6 UBCM – Proposed Resolution – Rural Highway/Road Rescue Services

The deadline to submit resolutions to UBCM is June 30, 2019. Council informally discussed recently the wish to develop a resolution (with the support from other communities) to request the Province of BC develop and implement sustainable funding for rural highway/road rescue services delivered by small community fire departments and societies. Administration is requesting formal direction on this matter.

Recommendation:

“THAT Administration be directed to draft a resolution for consideration at UBCM to ask the Province of BC to develop and implement sustainable funding for Highway/Road Rescue Services delivered by small communities or societies; AND,

THAT contact be made to several other communities who have either proposed resolutions in the past, or have indicated in other ways their desire for sustainable funding developed for Highway/Road Rescue Services, and asking that they consider participating in a joint resolution to UBCM.”

9.7 Letter, President of JPW Road & Bridge Inc. End of Maintenance Contract Page 53

Recommendation:

“THAT the letter from J.P. Wrobel, P. Eng., GSC, President and General Manager of JPW Road & Bridge Inc. be received as information.”

10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

11. RELEASE OF IN CAMERA ITEMS

12. IN CAMERA

“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (c), labour relations or other employee relations; and (b), personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.”

13. ADJOURNMENT

Resolution:

“THAT the May 28, 2019 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Regular Meeting of the Council of the Village of Chase
held in the Council Chamber of the Village Office at 826 Okanagan Avenue
on Tuesday, May 14, 2019, at 4:00 p.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Clinton Wright, Manager of Public Works
Brian Lauzon, Fire Chief

Regrets: Councillor Ali Maki

Public Gallery: ~24

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the May 14, 2019 Village of Chase Regular Council agenda be adopted as presented."

CARRIED

2019/05/14_001

3. ADOPTION OF MINUTES

3.1 Special Meeting of Council held April 16, 2019

Moved by Councillor Lauzon

Seconded by Councillor Scott

"THAT the minutes of the Special meeting of April 16, 2019 be adopted as presented."

CARRIED

#2019/05/14_002

3.2 Special Meeting of Council held April 23, 2019

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the minutes of the Special meeting of April 23, 2019 be adopted as presented."

CARRIED

#2019/05/14_003

3.3 Regular Meeting held April 23, 2019

Moved by Councillor Maki

Seconded by Mayor Torbohm

"THAT the minutes of the Regular meeting of April 23, 2019 be adopted as presented."

CARRIED

#2019/05/14_004

Mayor Crowe recessed the meeting at 4:01 to move into a Public Hearing.

4. **PUBLIC HEARING**

Refer to separate minutes for the Public Hearing.

Mayor Crowe reconvened the regular meeting at 4:06 p.m.

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

Dianne Overton, of 941 Okanagan Avenue, regarding item 7, said she felt that the confidentiality of bylaw enforcement exposed her complaint to her complainant.

Ms. Overton, regarding item 9.4, stated that she hopes the costs for the sign permit and construction are paid by the applicant and not the Village.

Carolyn Parks-Mintz, of 813 Okanagan Avenue, regarding item 6.2, said she supported the proponent seeking adjustments to election proceedings.

Bruce Nelson, of 216 Ash Drive, regarding item 9.1, requested clarification on whether the development was for seniors.

The Corporate Officer commented that the developer could not discriminate for or against seniors but could construct a development style that appealed to seniors.

6. **DELEGATIONS**

6.1 Kelly Esslinger, of 806 Hysop Road, spoke in support of allowing overnight parking on the Hysop Road beach access. He added that there is no need for rules pertaining to overnight parking as the users are respectful of the beach access area.

Moved by Mayor Crowe

Seconded by Councillor Torbohm

“THAT Administration be directed to implement a permitting system whereby permits must be obtained from the Village Office and displayed on the vehicle of those people who own or visit water access property on Little Shuswap Lake and wish to park their vehicles overnight at both the Hysop Road and Arbutus Place beach accesses.”

CARRIED

#2019/05/14_005

6.2 Beverley Iglesias, of 621 3rd Avenue, presented a number of proposed ideas for the next election.

7. **REPORTS**

a) Mayor and Council Reports

Mayor Crowe

- April 30 – May 3 – Attended the SILGA conference in Penticton, BC
- May 9 – Met with Sgt. Kennedy of the RCMP and CAO Heinrich to discuss future policing needs
- May 9 – Met with Bikers Against Bullying along with CAO Heinrich
- May 10 – Attended the Chase Legion's Vimy Ridge candlelight ceremony
- May 16 – Attended the Chase & District Health Services Foundation Board meeting

Councillor Lauzon

- April 27 – Participated in the Rotary Food Drive with the Chase Hamper Society
- April 30 – May 3 – Attended the SILGA conference in Penticton, BC
- May 7 – Attended the Chase Heat Jr. Hockey Society Annual General Meeting
- May 10 – Attended the Chase Legion's Vimy Ridge candlelight ceremony

Councillor Scott

- April 30 – May 3 – Attended the SILGA conference in Penticton, BC
- May 9 – Attended a Shuswap Tourism Advisory Committee meeting

Councillor Torbohm

- April 30 – May 3 – Attended the SILGA conference in Penticton, BC
- Ongoing meetings with local businesses and concerned constituents

b) Staff Reports

Fire Chief:

- Fire calls: 2
- Rescue calls: 2
- 221 Burning Permits have been issued to date
- There are 22 members and 4 junior fire fighters in the department; 2 members on leave
- Tim Kenning is a new Captain; Cory Sampson, Lieutenant; Shawn McCarthy, Rescue Coordinator; Samantha Sampson, Safety Officer; Darren Mindel, Maintenance.
- Two members attended training in 150 Mile House
- Command training is ongoing

Reports from the CAO, Corporate Officer, CFO, and Manager of Public Works were included in the agenda package.

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the reports from Council members and staff be received for information."

CARRIED

#2019/05/14_006

8. UNFINISHED BUSINESS

8.1 Sanitary Sewer Regulations

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT property owners on Paquette Road and Aylmer Road be required to connect to the public sewer system and abandon their septic systems upon change of property ownership, or by a known deficiency in their septic system with all charges in place at the time of connection to be paid in full."

CARRIED

#2019/05/14_007

8.2 Zoning Amendment Bylaw 871-2019 – 609 3rd Avenue

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Zoning Amendment Bylaw No. 871-2019 be given third reading."

CARRIED

#2019/05/14_008

Moved by Councillor Lauzon
Seconded by Councillor Torbohm

"THAT Zoning Amendment Bylaw No. 871-2019 be adopted."

CARRIED
#2019/05/14_009

9. NEW BUSINESS

9.1 Development Permit at 220 Shepherd Road

Moved by Councillor Scott
Seconded by Mayor Crowe

"THAT Council approve Development Permit 2019-1."

CARRIED
#2019/05/14_010

9.2 Car Show at Memorial Park – Road Closure Request

Moved by Councillor Lauzon
Seconded by Mayor Crowe

"THAT Council approve usage of Memorial Park Saturday June 8, 2019 for a vehicle Show and Shine event; AND,

THAT Council approve the closure of the Memorial park boat launch and a portion of the Memorial Park parking area for the Show and Shine event June 8, 2019; AND,

THAT Village owned barricades be provided to the organizers of the event on Friday, June 7, 2019 at 1226 2nd Avenue for usage by the organizers."

CARRIED
#2019/05/14_011

9.3 Lagoon Lands Lease Agreement – Chase Rodeo Association

Moved by Mayor Crowe
Seconded by Councillor Scott

"THAT Council ratify the lease agreement between the Village of Chase and the Chase Rodeo Association effective May 1, 2019."

CARRIED
#2019/05/14_012

9.4 Application for Sign Permit

Moved by Councillor Scott
Seconded by Councillor Torbohm

"THAT RecMedia be permitted to place a sign advertising CUPE in Chase for a 17-week period at a cost of the sign permit as provided for by the Village's sign bylaw."

CARRIED
#2019/05/14_013

9.5 Request to Amend Lease Agreement – Chase Hamper Society

Moved by Councillor Lauzon
Seconded by Mayor Crowe

"THAT the Chase Hamper Society Lease Agreement be amended to include Community Hall room usage required for Christmas Hampers and the Christmas Toy Shop for an annual fee of \$750, a copy of all dates for the room usage during Christmas be appended to the Lease Agreement; AND,

THAT the Chase Hamper Society be informed that they will not be eligible for a grant-in-aid to cover the cost of their annual lease payments."

CARRIED
#2019/05/14_014

- 9.6 Shuswap Watershed Council – Annual Report for 2018-2019
Moved by Councillor Scott
Seconded by Councillor Lauzon
“THAT the Shuswap Watershed Council Annual Report for 2018-2019 be received as information.”
CARRIED
#2019/05/14_015
- 9.7 Local and Secwepemc Governments First Annual Meeting Invitation
Moved by Councillor Lauzon
Seconded by Councillor Scott
“THAT costs associated with Council members’ attendance at the June 6, 2019 First Annual meeting of the Local and Secwepemc Governments be approved as per Policy ADM-21, Expense Policy reimbursement.”
CARRIED
#2019/05/14_016
- 9.8 Letter from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing regarding opportunities for Affordable Housing
Moved by Councillor Scott
Seconded by Mayor Crowe
“THAT the letter from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing regarding opportunities for Affordable Housing be received for information.”
CARRIED
#2019/05/14_017
- 9.9 SILGA Sponsored Youth at UBCM
Moved by Councillor Scott
Seconded by Councillor Lauzon
“THAT the information regarding the SILGA sponsored Youth at UBCM be received for information.”
CARRIED
#2019/05/14_018
- 9.10 Invitation from BC Assessment for meeting at UBCM
Moved by Mayor Crowe
Seconded by Councillor Lauzon
“THAT Administration set up a meeting for Council’s attendance at UBCM with BC Assessment to discuss how the tax rates are set for major industry under the Rural Tax Act.”
CARRIED
#2019/05/14_019
- 9.11 Letter, District of Kitimat – Graduated Licensing for Motorcycles
Moved by Councillor Lauzon
Seconded by Councillor Scott
“THAT the Village of Chase provide a letter to the Province of BC in support of the District of Kitimat’s request to the Province to implement graduated licensing for Motorcycles.”
CARRIED
#2019/05/14_020

9.12 City of Burnaby – Expanding Investment Opportunities

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT the letter from the City of Burnaby regarding their request to allow for the expansion of investment opportunities for local governments in BC be received for information.”

CARRIED

#2019/05/14_021

9.13 Invitation, Chase Firefighters Association to attend Lobster Fest

Moved by Councillor Lauzon

Seconded by Councillor Scott

“THAT the invitation from the Chase Firefighters Association to attend the Lobster Fest be received as information.”

CARRIED

#2019/05/14_022

9.14 Kamloops Fire Centre Status Report as at May 2, 2019

Moved by Councillor Scott

Seconded by Councillor Lauzon

“THAT the Kamloops Fire Centre Status Report as at May 2, 2019 be received as information.”

CARRIED

#2019/05/14_023

10. RELEASE OF IN-CAMERA ITEMS

Mayor Crowe released resolution #2019/02/12_IC004 as follows:

“THAT the closed road on 3rd Avenue not be available to the public for disposition.”

11. IN CAMERA

None

12. ADJOURNMENT

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT the May 14, 2019 Village of Chase Regular Council meeting be adjourned.”

CARRIED

#2019/05/14_024

The meeting concluded at 5:44 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE MINUTES OF PUBLIC HEARING

Held on May 14, 2019 at 4:01 p.m. in the Chase Village
Council Chambers, 826 Okanagan Avenue, Chase, BC

PRESENT: Mayor Rod Crowe
Councillor Alison Lauzon
Councillor Steve Scott
Councillor Fred Torbohm

Regrets: Councillor Ali Maki

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

Public Gallery: ~24

I. Call to Order

Chair Crowe called to order the Public Hearing regarding "Village of Chase Zoning Amendment Bylaw No. 871-2019" at 4:01 p.m.

II. Opening Statement on Zoning Amendment Bylaw No. 871 – 2019

Chair Crowe read the opening statement for the Public Hearing noting that all persons present who believe their interest in property is affected by the proposed bylaw shall be given an opportunity to be heard or present written submissions.

III. Introduction of Bylaw

Chair Crowe asked the Corporate Officer to introduce the bylaw.

The Corporate Officer introduced the bylaw and noted:

- The subject property is designated '*General Residential*' in the Official Community Plan Bylaw (OCP) 635-2002
- The proposed land use designation for this property is R-1SS, Low Density Residential with Secondary Suite which is consistent with the OCP
- The purpose is to legalize a secondary suite
- This type of 'infill' density project meets council's objectives in the OCP

IV. Public Input

The Corporate Officer confirmed that all statutory public notifications occurred and that there were no written or verbal submissions received in relation to the proposed bylaw amendment. The Fire Chief also confirmed that he attended the property and has no issues with the zoning amendment bylaw.

Chair Crowe called a first time for public input. None was forthcoming.

Chair Crowe called a second time for public input. None was forthcoming.

Chair Crowe called a third and final time for public input. None was forthcoming.

Hearing no further input, Chair Crowe called for a motion to close the input opportunity and adjourn the public hearing for Village of Chase Zoning Amendment Bylaw No. 871-2019.

V. Adjournment

Moved by Councillor Scott

Seconded by Councillor Lauzon

“THAT the input opportunity to hear from affected persons regarding Village of Chase Zoning Amendment Bylaw No. 871-2019 be closed; AND,

THAT the Public Hearing be adjourned.”

CARRIED

The Public Hearing was concluded at 4:05 p.m.

These minutes were adopted by a resolution of Council this day of , 2019.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: 24 May 2019

To: Mayor and Council

From: Corporate Officer

RE: Subdivision and Development Servicing Bylaw 870-2019;
Subdivision and Development Servicing Standards Manual

On Tuesday May 7, the Village hosted a meeting with the local development community regarding the Subdivision and Development Servicing Bylaw 870-2019 and Subdivision and Development Servicing Standards Manual. There was a strong turnout with 7 attendees. The meeting lasted approximately 2 hours and the discussion was thorough. A summary of the comments is included in the attached email from Dave Underwood of TRUE Consulting Ltd.

The unanimous consensus of the attendees was that both the bylaw and the standards manual amount to competent policy which do not require significant changes. Most of the recommendations submitted by the attendees pertained to typographical corrections, various clarifications, and changes related to self-interests that would result in lower development costs and less developer accountability. The only recommendation by Administration is:

- The engineering inspection fee be reduced from 3% to 2%

The standards manual was corrected only for typographical errors and areas requiring consistency with the bylaw. Only the pages containing changes are attached.

Recommendations:

"THAT the second reading of the Village of Chase Subdivision and Development Servicing Bylaw be rescinded."

"THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given second reading as amended."

"THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be given third reading."

"THAT the Village of Chase Subdivision and Development Servicing Bylaw 870-2019 be adopted."

"THAT the Village of Chase Development Servicing Standards Manual be adopted as amended."

Respectfully submitted,

Approved for Council Consideration by CAO

Sean O'Flaherty

From: Dave Underwood <dunderwood@true.bc.ca>
Sent: May 8, 2019 11:16 AM
To: Sean O'Flaherty
Subject: Bylaw and Standards Manual - Meeting Notes

Hi Sean,

Thanks for inviting me to attend the Developers meeting yesterday. There were a number of good questions/comments. My notes/comments are as follows:

Bylaw:

- Several comments put forward regarding "on-site" or "strata" works. The Bylaw regulates "Public services".
- A comment was made regarding the inspection fee. A sliding scale could be considered, however a flat-rate percentage is typical. In recent bylaws, we observe this percentage to be 3%. The Village could consider reducing to 2%. The intent of the inspection fee is to allow the Village to cover its costs for its employees or its consultants to undertake inspections of works and services installed by a developer. The inspections would be for Quality Assurance. This could include periodic inspection by Village Staff, inspections by outside consultants, materials testing (gravels, concrete, asphalt), etc.
- A comment was made regarding an "automatically renewing letter of credit". I believe financial institutions have the ability to put these together and I see no issue with the clause as written.
- Section 8.0 Geotechnical report. The clause states that a geotechnical report is required wherever the slope on the subject lands exceed 15%, or where past observations warrant same. While developers may find this to be an onerous statement given that most lands exceed 15%, I feel that a geotechnical report is important for EVERY development. The scope and extent of the geotechnical work is at the discretion of the Professional undertaking the work. That Professional has a responsibility to complete the work in accordance with EGBC requirements. As such, it is my opinion that this clause remain as written.
- There was a question regarding the Performance Security. The Standards Manual includes many clauses related to Performance Security, specifically in the Development Agreement. I want to make sure the language is consistent.
- "Offence" and "Penalty". There was comment about each of these sections. I believe it is important that this Bylaw include these clauses. They are only applied if there is a violation or negligence and that is exactly when the Village will want these Sections to fall back on. I believe the Bylaw should remain as written.

Standards Manual:

- Positive feedback received regarding reference to MMCD
- There was a comment regarding a 1 year PLR review period. I reviewed the entire document and could find no such clause. I think there was simply a misinterpretation of this clause: "The approval period for a Preliminary Layout Review (PLR) shall be a maximum of one (1) year with a maximum of one (1) year re-approval period..."
- Performance security noted as 120%. This shall be adjusted to match the bylaw
- Geotechnical comments. See my comment above in this regard. I believe the document should remain as written
- Engineers E&O insurance. Comment was made that this insurance should always be in place. This is not necessarily required by EGBC but is certainly something that we can adjust in the Standards Manual to require E&O insurance for all projects – no matter what size.
- Typo in section 5.2.4

VILLAGE OF CHASE
BYLAW NO. 870, 2019
A BYLAW TO REGULATE SERVICING OF
SUBDIVISIONS AND DEVELOPMENTS

WHEREAS the *Local Government Act* authorizes the Village of Chase to regulate and require the provision of works and services in respect of the subdivision of land, and require as a condition of the issuance of a building permit or approval of a subdivision that the owner of the land provide works and services on the land being developed or subdivided and on the adjacent highway, all in accordance with the works and services standards established in this bylaw and the Village's Subdivision and Development Servicing Standards Manual;

AND WHEREAS the Village may, as authorized by the *Local Government Act*, require that the owner of land that is to be subdivided or developed provide excess or extended services;

AND WHEREAS the Council of the Village of Chase deems it necessary to regulate and require the provision of works and services to prescribed standards;

NOW THEREFORE the Council of the Corporation of the Village of Chase in open meeting assembled HEREBY ENACTS AS FOLLOWS:

1.0 Title

This bylaw may be cited for all purposes as "Village of Chase Subdivision and Development Servicing Bylaw No. 870, 2019.

2.0 Definitions

In this bylaw:

"APPROVING OFFICER" means a person appointed by Council as Approving Officer under the *Land Titles Act*;

“BUILDING INSPECTOR” means a person designated by Council as the Building Inspector for the Village.

“COMMUNITY SANITARY SEWER SYSTEM” means a system owned, operated and maintained by the Village for the collection, treatment and disposal of sanitary sewage;

“COMMUNITY WATER SYSTEM” means a system of waterworks which is owned, operated and maintained by the municipality, or an improvement district under the *Water Act*;

“DEVELOPER” means the owner or agent of the owner of land in respect of which a subdivision or development application has been submitted to the Village.

“DEVELOPMENT” means an activity that requires a Building Permit or an activity that alters the existing surficial characteristics of the land.

“DEVELOPMENT AGREEMENT” means an agreement between the Village and a developer that sets out servicing requirements, construction completion dates, fees and security to be provided by the Developer.

“FRONTAGE” means any parcel boundary which immediately adjoins a highway other than a lane, walkway, trail, bridge, or any other way open to public use.

“HIGHWAY” includes a street, road, lane, walkway, trail, bridge and any other way open to public use, but does not include a private right of way on private property.

“INSPECTION FEE” means a charge of 2% of the construction cost of works and services to be owned and maintained by the Village. The inspection fee enables the Village to recover costs for its employees or its consultants to undertake inspections of works and services installed by a developer.

“MUNICIPALITY OR VILLAGE” means the corporation of the Village of Chase or the geographic area within its boundaries as the context requires as per the Letters of Patent.

“Owner(s)” means the person or persons registered in the Land Title Office as the Owner(s) of the parcel of land for which the application is being made for subdivision or development.

“PARCEL” means any lot, block or other area in which land is held or into which land is subdivided.

"PARCEL LINE, FRONT" means any parcel line common to a parcel and a highway other than a lane or walkway, but in the case of a corner parcel, the front parcel line shall be the shortest parcel line along a highway other than a lane or walkway.

"PROFESSIONAL ENGINEER" means a person who is registered or duly licensed as such under the provisions of the Engineers and Geoscientists Act of British Columbia.

"SECURITY" means cash or a clean, unconditional, irrevocable and automatically renewing letter of credit drawn on a chartered bank or credit union at which demand may be made on the letter of credit.

"SERVICE LEVEL" means the standard of municipal services required for the development of subdivisions and other developments not requiring subdivision under the provisions of this Bylaw.

"SUBDIVISION" means any change in the existing size, shape, number or arrangement of registered lots, whether or not involving the creation of a greater number of lots than existing and whether carried out by plan or metes and bounds description. Developments carried out under the Strata Property Act shall be included with this definition.

"VILLAGE ENGINEER" means the Manager of Public Works of the Village of Chase appointed by the council or such other persons as may, from time to time, be duly authorized to act in his stead by the Council.

"WALKWAY" means a highway intended to carry pedestrians and non-motorized traffic.

"WORKS AND SERVICES" means any public service, facility or utility which is required or regulated by this Bylaw and without restricting the generality of the foregoing includes: the supply and distribution of water; collection and disposal of sanitary sewage and drainage water; street lighting; highways, access roadways, curbs, gutters, and sidewalks; and natural gas, power, telephone and cablevision services.

3.0 Works and Services Requirements for Subdivisions and Developments

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 forcemains.
- (4) stormwater management systems including, without limitation, catch basins, manholes, storm sewers, drywells, swales, ditches, and stormwater retention and detention facilities.

Unless otherwise approved by a Development Variance Permit issued by the Council pursuant to the *Local Government Act*, all subdivisions, strata developments, and developments shall be provided with services as prescribed in Schedule A and Schedule B of this Bylaw and the level of services required may be different for different zones as established by the Zoning Bylaw in accordance with the provisions of Schedule A and Schedule B of this Bylaw.

As it relates to works and service requirements, the following exemptions apply:

- i. where the existing works are deemed adequate by the Village Engineer for the development proposed, no improvements will be required.
- ii. where a subdivision comprises no more than 3 additional single family residential lots and where no curb and gutter is in place within 100 metres of the subdivision on the street side fronting the subdivision, curb, gutter and sidewalk is not required. In this instance, an additional pavement width of 1.2m fronting the subdivision is required to serve as a walkway.
- iii. A walkway has not been designated by the authority having jurisdiction for the side of the road right-of-way adjacent to the subject property under application.

4.0 Subdivision or Development Abutting an Existing Highway

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.

5.0 Service Upgrades

If works and services of the type described in Section 3.0 are already in existence on or in a highway, lane or right-of-way adjacent to a parcel being subdivided or on which a building is proposed to be constructed, and the works and services do not comply with the standards specified in Section 6.0, the Developer must alter the works and services so that they comply with the standards, and all other provisions of this bylaw. All requirements for servicing agreements and security as set out in this bylaw shall apply for service upgrades.

6.0 Standards and Specifications

Works and services required by this bylaw must:

- (1) be designed in accordance with sound engineering principles;
- (2) where installed by a Developer, be designed by a professional engineer licensed to practice in the Province of British Columbia;
- (3) extend through or along the full frontage of a parcel being subdivided or built upon under a building permit, in order to facilitate service to parcels or buildings beyond;
- (4) meet the requirements set out in Schedule A through Schedule F of this bylaw, except to the extent that such standards may have been varied by development variance permit;
- (5) comply with the Village's Subdivision and Development Servicing Standards Manual; and
- (6) be approved by the Village's Engineer

7.0 Excess or Extended Services

The Village may:

- (1) require a Developer to construct excess or extended services as authorized by the *Local Government Act*;
- (2) determine whether the cost to the Village to provide the excess or extended services would be excessive and, in that event, require the cost to be paid by the Developer;
- (3) determine the benefit of the excess or extended service that may be attributed to each of the parcels of land that will be served by the services; and
- (4) Recover costs through latecomer agreements, service fees or parcel taxes as authorized under the *Local Government Act*.

8.0 Geotechnical/ Slope Stability

A geotechnical report(s) on slope stability is required prior to land use re-designation, subdivision, development and/or building approval. A report is required wherever the slope on the subject lands or portions thereof exceed fifteen percent (15%) or where past subsidence, slippage or seepage is evidenced in the vicinity of the site.

9.0 Maintenance Security

On construction completion and prior to subdivision or development final approval:

- (1) Maintenance security shall be provided to the Village in the amount of 5% of the constructed costs of works and services to be owned and operated by the Village including but not specifically limited to roads, water, sanitary sewer, stormwater management and street lighting.
- (2) Maintenance security will be retained by the Village for a period of 1 year from the date of final completion as certified by the developer's engineer.
- (3) The amount of maintenance security shall not be less than \$2,000.

10.0 Development Agreement

All works and services to comply with the requirements of this bylaw shall be constructed by the Developer before the Approving Officer approves the subdivision or the Building Inspector issues final inspection certification. Alternatively, a developer may enter into a Development Agreement with the Village. The development agreement requires:

- (1) provision of Security in the amount of 125% of the estimated costs of the required works and services as determined by the developer's engineer and as approved by the Village;
- (2) a specified completion date after which the Village may utilize the security to complete any uncompleted works and services;
- (3) maintenance security in accordance with item 9.0.

The form of a development agreement is contained in Schedule A of the Village's Subdivision and Development Servicing Standards Manual.

11.0 No Work Prior to Design Approval or Building Permit Issuance

No person shall commence construction of any works or services required or regulated by this bylaw, whether on private property or on public road, without, for a subdivision, first receiving approval of design drawings and written authorization to proceed from the Village; or for a development, by first receiving a building permit. Unless otherwise provided in this Bylaw, all works and services required in this Bylaw shall be constructed and installed at the expense of the Owner.

12.0 Administration Fee

An administration fee is payable on issuance of a building permit or on issuance of preliminary layout approval for a subdivision.

13.0 Violation

Every person who:

- (1) violates any of the provisions of the Bylaw;
- (2) causes or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw;
- (3) neglects or omits to do anything required under this Bylaw;
- (4) carries out, causes or permits to be carried out any subdivision or development in a manner prohibited by or contrary to any of the provisions of this Bylaw;

- (5) fails to comply with an order, direction or notice given under this Bylaw; or
- (6) prevents or obstructs or attempts to prevent or obstruct the authorized entry of Village staff onto property.

shall be deemed to be guilty upon summary conviction of an offence under this Bylaw.

14.0 Offence

Each day's continuance of an offence under Section 13.0 constitutes a new and distinct offence.

15.0 Penalty

Every person who commits an offence under this Bylaw is liable on summary conviction to a fine not exceeding \$5,000 plus the cost of prosecution for each offence.

16.0 Completion

Should any person fail to construct or install any works or services required under this Bylaw, the Village, its agents or servants may construct or install the works and services at the expense of the person in default, and at the expense thereof, with interest at the rate of six percent (6%) per annum with costs, which may be recovered in like manner from the bond or as municipal taxes.

17.0 Schedules

The following is a list of schedules attached hereto and forming part of this bylaw.

- Schedule A – Level of Service Areas
- Schedule B – Roadways and Walkways
- Schedule C – Water System
- Schedule D – Sanitary Sewers
- Schedule E – Stormwater Management
- Schedule F – Street Lighting

18.0 Repeal

The "Village of Chase Subdivision and Development Servicing Bylaw No. 168,1978" is hereby repealed.

READ a first time this **23rd** day of **APRIL, 2019**.

READ a second time this **23rd** day of **APRIL, 2019**.

READ a third time this _____ day of _____, 2019.

FINALLY ADOPTED this _____ day of _____, 2019.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

SCHEDULE A
LEVEL OF SERVICE

Establishment of Service Levels

1. The type of services to be constructed by an owner prior to obtaining approval for a plan of subdivision or development shall be based on the zone in which the land is located as set out on the Official Zoning Map of the Zoning Bylaw of the Village of Chase as amended. In Table A.1, the minimum level of service to be provided with respect to sanitary sewer, water, drainage, street lighting and wiring is set out in Columns 2, 3, 4, 5 and 6, and the zones which are subject to each service level are described in Column 1.

For the purposes of Table A.1:

"Community Sanitary Sewer System (CSSS)" means construction of a sewage collection system and connection to a community sanitary sewer.

"Community Water System (CWS)" means construction of a domestic water distribution system and connection to the Village's domestic water distribution system.

"Ditch System (Ditch)" means a drainage collection and disposal system by open ditches and culverts.

"Overhead Wiring (Overhead)" means overhead electrical, communications and CATV wiring.

"Storm Sewer System (SSS)" means construction of a storm water drainage and collection system and connection to the Village's storm sewer system or major drainage system.

"Street Lighting - Thru Subdivision (Thru Subdivisions)" means the provision of street lighting throughout the subdivision or development to the standards specified in this Bylaw.

"Street Lighting - Intersections Only (Intersections)" means the provisions of street Lighting at intersections only.

TABLE A.1

**REQUIRED MINIMUM LEVEL OF SERVICE FOR SANITARY SEWER,
WATER SUPPLY, DRAINAGE, STREET LIGHTING, AND WIRING**

SCHEDULE B

HIGHWAYS AND WALKWAYS

1. Prior to the design of highways, the Village will classify each new highway proposed within the subdivision and stipulate the required standards in accordance with the Official Community Plan.
2. In Table B.1, the required minimum standards for various classifications of highways are provided in Columns 2 and 3, and the zones which are subject to each standard are described in Column 1. The Highway Classification is as set out in Figure 1. Boulevard and development landscaping shall be specified at the time of subdivision and/or development application, Schedule B of the Village of Chase Subdivision and Development Servicing Standards Manual.

TABLE B.1
REQUIRED MINIMUM HIGHWAY STANDARDS

FIGURE 1
VILLAGE OF CHASE HIGHWAY CLASSIFICATIONS

SCHEDULE C
WATER SYSTEMS

1. Water distribution mains shall be sized to carry the peak hourly flow rate or the maximum daily flow rate plus the fire flow rate, whichever is the greater. Mains shall be sized to operate at or below the following maximum flow velocities:
 - (1) Peak hourly demand rate of 2.0 m per second;
 - (2) Fire flow plus the maximum day demand of 4.0 m per second.
2. For residential areas, the daily domestic demand criteria for purposes of designing water distribution systems shall be:
 - (1) Fire flows concurrent with maximum day water demands with a residual system pressure of 140 kPa (20 psi);
 - (2) Peak hour water demands at a pressure appropriate for the intended land use. For residential land uses the minimum service pressure shall be 310 kPa (45 psi) measured at the highest proposed floor elevation.
3. The minimum required fire flow for different land uses is provided in Table C-1.

Table C-1: Minimum Fire Flow Requirements

Developments (without sprinklers)	Minimum Fire Flow
Single Family/Mixed Residential	60 L/s
Medium Density Residential/Light Industrial and Service Commercial	90 L/s
Core Area Commercial, Institutional and High Density Residential	150 L/s
Industrial	200 L/s

4. Where network modelling indicates that available fire flow within a subdivision or to a development will be less than requirements presented in Table C-1,
 - (1) The development will be required to either upgrade the water supply system sufficiently to provide the required fire flow; and/or
 - (2) The fire protection requirements of the proposed development are to be reduced to be consistent with the water distribution system fire flow capacity.

SCHEDULE D

SANITARY SEWERS

1. Sanitary sewer system requirements shall include, but not be limited to, gravity sewer mains, sewage lift stations, forcemains, manholes, service connections, inspection chambers and all related appurtenances.
2. Sanitary sewers shall be designed:
 - (1) to convey the calculated peak flow for the proposed development and upstream catchment area including allowances for inflow and infiltration;
 - (2) to operate at a minimum flow velocity of 0.6 m/s; and
 - (3) to flow not more than 75% full at the design peak flow including an infiltration and inflow allowance.

SCHEDULE E

STORMWATER MANAGEMENT SYSTEMS

1. Stormwater management infrastructure shall be planned and designed consistent with policies and methodologies as contained in:
 - (1) "Stormwater Planning: A Guidebook for British Columbia", (2002);
 - (2) "Beyond the Guidebook: Context for Rainwater Management and Green Infrastructure in British Columbia" (2007); and,
 - (3) "Beyond the Guidebook 2010: Implementing a New Culture for Urban Watershed Protection and Restoration in British Columbia", (2010).
2. Guiding principles to the Village's design approaches to stormwater management are:
 - (1) Stormwater is a resource;
 - (2) Design should consider the full spectrum of rainfall events as described in "Stormwater Planning: A Guidebook for British Columbia", (2002);
 - (3) To collect, store and infiltrate stormwater resulting from a rainfall event having a return frequency of up to 10 years for all land use categories including medium and high density residential, commercial, industrial and institutional; and
 - (4) Conventional stormwater infrastructure comprising piped systems should be designed to minimize risks of property damage by runoff from an extreme rainfall event.
3. Where site soil conditions constrain onsite management of stormwater and for rainfall events having a return frequency greater than 5 years for single family residential and greater than 10 years for all other land uses, a combination of piped systems and overland flood routes sized for the anticipated runoff from a rainfall event having a return frequency of 100 years is to be provided.

SCHEDULE F

LIGHTING

1. Where the development requires underground electrical distribution, street lighting systems shall be provided to provide levels of illumination and uniformity as set out in the Village's Subdivision and Development Servicing Standards Manual.
2. Where street lighting is permitted to be installed on utility poles owned by public utilities carrying overhead electrical distribution, the Village may prescribe different standards than in developments which are serviced underground.
3. The British Columbia Electrical Code, the most recent edition, and standards of BC Hydro, the electrical utility, shall be applicable to the design, and construction of the street lighting system.



SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL

- b) Preliminary Layout Review of any subdivision shall not be construed as final approval for land registration or any other purpose, nor is a submission for Preliminary Layout Review considered an application under the provisions of the Local Government Act. This approval shall not be considered as acceptance by the Village or its Approving Officer of anything except the general layout of the proposed subdivision, and a list of minimum conditions which would have to be taken into consideration in an application for final approval. Preliminary Layout Review is revocable by the Approving Officer at any time before final approval is granted.
- c) The approval period for Preliminary Layout Review (PLR) shall be a maximum of one (1) year with a maximum one (1) year re-approval period permitted wherein the PLR re-approval conditions may vary from the initial PLR approval conditions.
- d) Preliminary Layout Review Application shall be submitted on a Schedule A form "Application for Preliminary Layout Review".

1.2.10 Pre-Construction Requirements

No construction shall occur until such time as engineering drawings have been accepted by the Village Engineer. Such acceptance is indicated only by the signature of the Village Engineer, or authorized delegate, on the submitted design drawings. These design drawings shall be referred to as the Village of Chase 'Approved in Principle' Design Drawings. Upon acceptance, a mandatory pre-construction meeting will be scheduled. This meeting may be waived at the discretion of the Village Engineer.

The Owner shall provide the following documentation after acceptance of the Engineering Submission and before commencing any works within the Village of Chase rights-of-way as follows:

- a) A Signed and Sealed Servicing Agreement substantially in accordance with Schedule A.
- b) Proof of Insurance in accordance with the terms and conditions provided in the Servicing Agreement (Schedule B), naming the Village of Chase as a 'Named Additional Insured'. The Applicant's insurance provider must submit a completed Schedule K.
- c) In the event that works will be bonded prior to construction, Submission of **Performance Security in the amount equal to One Hundred and Twenty (125%)** Percent of the estimated off-site servicing costs. Performance Security shall be cash or clean irrevocable letter of credit. A letter of credit shall be in a form acceptable to the Village of Chase.
- d) Provision of a Field Review of Construction by A Professional Engineer Schedule D signed by the Owner's Engineer and Owner.
- e) Submission of a copy of the WorkSafe BC 'Notice of Project'.



SUBDIVISION AND DEVELOPMENT SERVICING STANDARDS MANUAL

5.2.4 Minimum Pipe Grade

The minimum Storm pipe grades are:

formerly 'Strom'

TABLE 5-2: MINIMUM PIPE GRADES FOR STORM SEWER

Pipe Diameter (mm)	Grade (%)
200	2.00 (catch basin leads)
250	0.40
300	0.32
375	0.23
400	0.20
450	0.18
525	0.15
600	0.12
675	0.10
750	0.09
900	0.07

5.2.5 Minimum Pipe Diameter

The minimum pipe diameter for storm mains shall be 250 mm and the minimum diameter for catch basin leads shall be 200 mm. The minimum pipe diameter for residential and non-residential storm services shall be 150 mm.

5.2.6 Velocities and Joint Restraints

There is no maximum velocity for gravity storm mains, however, where the velocity exceeds 3.65 m/s consideration shall be given to possible scour and hydraulic shock problems. Gravity mains installed at grades exceeding 20% shall be reviewed for joint restraint requirements.

5.2.7 Storm Manhole Spacing

Storm manholes shall be installed at a maximum spacing of 100 metres except where the pipe grade exceeds 10% where the maximum spacing shall be 60 metres, at the following locations:

- At all changes in pipe grade and/or alignment (for non curvilinear sewers).
- At all changes in pipe size.
- At all pipe junctions and intersections.
- At the beginning and end of pipe curvature for curvilinear sewers.

Where, in the opinion of the Village Engineer, the grades of sewer pipes are sufficient to provide proper cleaning, the maximum spacing of manholes where the pipe grade is less than 10% may be increased to 120 metres.



1886 Little Shuswap Lake Rd • Chase BC • V0E 1M2
tel 250.679.3203 • fax 250.679.3220

May 8, 2019

Mayor Rod Crowe
Village of Chase
PO Box 440, 826 Okanagan Ave.
Chase, BC V0E 1M0

Dear Mayor Crowe:

RE: Letter of Support for application to passenger transportation board

This letter is to confirm that Chief and Council of Little Shuswap Lake Indian Band wholly support the application to Passenger Transportation Board from E-Bus.

Little Shuswap Lake Band members have relied on the Greyhound and were saddened when the services were removed. This E-Bus service route that will serve Chase and Sorrento by reservation will benefit the Little Shuswap Lake Indian Band community and surrounding communities immensely.

If you have any questions or concerns, please contact Doug Brown at 250-679-3203 or by email at dbrown@lslib.com.

Kukstemc,

Chief Oliver Arnouse
Little Shuswap Lake Indian Band



Neskonlith Indian Band

Box 318, Chase, BC V0E 1M0
Phone (250) 679-3295 Fax (250) 679-5306
www.neskonlith.org



April 30, 2019

Councillor Rod Crowe
Village of Chase
PO Box 440
Chase, BC
V0E1M0

Via Email: Rod.crowe@chasebc.ca

Dear Mayor Crowe:

Re: Application to Passenger Transportation Board

In response to your recent letter regarding the above noted, I am pleased to see this initiative in light of last year's service termination by Greyhound. The proposed routes would be of significant assistance to our membership as well as others in the Chase Sorrento area. We support this initiative and ask that you keep us posted on its progress.

Yours truly,

Chief Judy Wilson
Neskonlith Indian Band



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council

FROM: CFO

DATE: May 22, 2019

**RE: Community Emergency Preparedness Fund
Volunteer & Composite Fire Department Equipment & Training Grant Application**

ISSUE/PURPOSE

To seek Council approval to submit a grant application to the Community Emergency Preparedness Fund under the Volunteer & Composite Fire Department Equipment & Training Grant opportunity.

OPTIONS

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

HISTORY/BACKGROUND

Community Emergency Preparedness Fund is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities (UBCM). The Volunteer & Composite Fire Department Equipment & Training grant opportunity funding stream is available for the purchase of new or replacement equipment and to facilitate the delivery of training.

It is not available for ongoing operational costs or the purchase of major fire apparatus; major capital improvements or renovations to existing facilities and/or construction of new permanent facilities are ineligible for funding.

To qualify for funding the applicant must demonstrate the extent to which the proposed project will build the resiliency of volunteer and composite fire departments. Project(s) must also be a new project (no retroactive funding); capable of completion by applicant within one year and align with the Structure Firefighters Competency & Training Playbook (May 2015).

DISCUSSION

The funding under the Community Emergency Preparedness for Volunteer & Composite Fire Department Equipment & Training would provide the Village an opportunity to purchase new radio equipment. The replacement of the existing communication equipment was discussed during the budget process, with the fire chief obtaining quotes from two suppliers. The existing equipment has required continual repairs and maintenance for the last two years at substantial costs; therefore, the project was identified as a capital purchase "need" that required a funding source.

The 2019 budget did not include the radio equipment as other equipment needs were identified for the 2019 capital funding requirements, including, 4" hoses, 4.5 Scott cylinders, and gas detector for a total of approximately \$10,000. Administration intentions, during budget discussions, was to find suitable

funding opportunities to offset the costs of replacing the radio equipment in 2019 or 2020 for inclusion in next year's budget.

FINANCIAL IMPLICATIONS

The Volunteer & Composite Fire Department Equipment & Training funding stream contribution is 100% of the cost of eligible project(s) or activities to a maximum of \$25,000.

The current quotes for the replacement of radio equipment came in at between \$28,500-\$31,000. These quotes included pagers, handheld radios, and vehicle radios, antenna connections and chargers.

The potential funding shortfall will be reviewed and discussed with Council **if** grant approval is received.

The options could include:

- reducing the scope, the mobile (vehicle) equipment not as problematic as the handheld units.
- identifying other funding sources.
- re-allocating funds from the existing fire department 2019 operational budget.
- Village committing to additional funding needs.

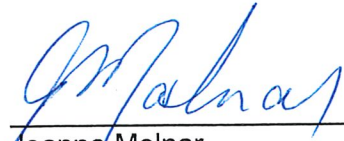
POLICY IMPLICATIONS

None

RECOMMENDATION

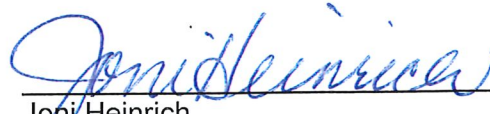
"That Council approves a grant application to the Community Emergency Preparedness Fund under the Volunteer & Composite Fire Department Equipment & Training program for a maximum of \$25,000 for the purchase portable communication equipment; and that the Village of Chase will provide overall grant management for the project.

Respectfully submitted,



 Joanne Molnar

Approved for Council Consideration by CAO



 Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: May 23, 2019
To: Mayor and Council
From: CAO
RE: Amendment to Fees and Charges Bylaw No. 808-2015
Change to Utility Billing Cycle

In discussion with the Chief Financial Officer it is recommended that the utility billing cycle be changed to coincide with the calendar year. Currently the four billing periods are February 1 to April 30, May 1 to July 31, August 1 to October 31 and November 1 to January 31.

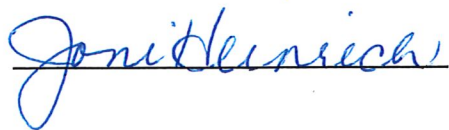
Changing the quarterly billing periods to start January 1 and end ultimately on December 31, 2019, will be easier to administer, and will be more convenient for our utility users as they will still see seasonal usage for water, but will be billed at times that do not fall during other billing cycles such as property tax time.

In order to change the billing cycle, one billing period in 2019 will only be two months in duration. The new billing cycle is proposed to be January 1 to March 31, April 1 to June 30, July 1 to September 30 and October 1 to December 31.

RECOMMENDATIONS

1. "That Amendment Bylaw No. 872-2019 be given first reading."
2. "That Amendment Bylaw No. 872-2019 be given second reading."
3. "That Amendment Bylaw No. 872-2019 be given third reading."

Respectfully submitted,



VILLAGE OF CHASE
Bylaw No. 872 - 2019

A Bylaw to Amend the Village of Chase Fees and Charges Bylaw No. 808-2015

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Fees and Charges Bylaw No. 808-2015;

AND WHEREAS the Council of the Village of Chase deems it necessary to amend Bylaw No. 808-2015;

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

1. This bylaw may be cited for all purposes as "Village of Chase Fees and Charges Bylaw No. 808 – 2015, Amendment Bylaw No. 872-2019".
2. The Village of Chase Fees and Charges Bylaw No. 808-2015, is hereby amended by deleting Schedule "B" in its entirety and replacing it with Schedule "B" Utilities Billing Cycle and Penalties, attached to and forming part of this bylaw.
3. SEVERANCE

If any portion of this bylaw is declared ultra vires by a Court of competent jurisdiction or found to be illegal or unenforceable, that part or section shall be considered to be separate and severable from the bylaw to the intent that the remainder of the bylaw shall continue in full force and effect and shall be enforceable to the fullest extent permitted by law.

READ A FIRST TIME THIS DAY OF , 2019

READ A SECOND TIME THIS DAY OF , 2019

READ A THIRD TIME THIS DAY OF , 2019

ADOPTED THIS DAY OF , 2019

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

proposed

Schedule "B"
Village of Chase Fees and Charges Bylaw No. 808 – 2015,
Amendment Bylaw No. 872-2019

Utilities Billing Cycle and Penalties

- a) Beginning January 2020, the utility billing will be accomplished in 4 billing periods identified as follows:
January 1 to March 31
April 1 to June 30
July 1 to September 30
October 1 to December 31

In 2019, the utility billing periods will be as follows:

February 1 to April 30
May 1 to July 31
August 1 to September 30
October 1 to December 31

- b) Payments are applied to the oldest balance on each account first, then to current charges.
- c) All water, sewer and solid waste charges left unpaid as of December 31 in each year shall be transferred to property taxes and shall bear interest at the rate established by the Provincial Government for arrears and delinquent taxes until paid.

**Schedule "B" to
Village of Chase Fees and Charges Bylaw No. 820 - 2016**

UTILITIES BILLING CYCLE AND PENALTIES

- (a) The utility billing will be accomplished in 4 billing periods identified as follows:
 - 1 February to 30 April
 - 1 May to 31 July
 - 1 August to 31 October
 - 1 November to 31 January
- (b) Payments are applied to the oldest balance first, then to current charges.
- (c) All water, sewer and garbage charges left unpaid on the second business day after January 1 in each year shall be transferred to property taxes and shall bear interest beginning the second business day after January 1 until paid in full at the rate established by the Provincial Government for arrears and delinquent taxes.

Mayor and Council,

January 2019

Village of Chase.

Dear Mayor and Council,

Good morning, my name is Janice Winfield and I am writing this request on behalf of Team Chase. Most of you are probably aware of Team Chase and what we do in our community, for those of you who do not, Team Chase is a group of dedicated women from Chase and surrounding area that have over the last several years (since 2004) raised significant funds (some years an excess of \$10,000.00) annually for the CIBC Run for the Cure. Team Chase also represent Chase in the Kamloops CIBC run for the Cure every fall.

Team Chase currently plans, organizes and executes 2 major yearly fundraising events in support of the CIBC Run for the Cure. These are;

- The Pink Ribbon Classic golf tournament held in Chase every May
- A Tea and Fashion Show held in Chase in September

We are applying for a **Grant in Aid** from the village, to help towards covering the costs generated from putting together our Fall Tea and Fashion Show on September 22, 2019. We are a fundraising group under the umbrella of the Chase Festival Society. Team Chase is looking to rent the hall for our fall tea and fashion show. As mentioned earlier this event is one of 2 major charity fundraisers that we do each year. We would again like to hold our fashion show at the community hall, as it is wonderful to have all the extra space. The extra space has allowed us to invite local business venders to join us and their participation further enhances our already very popular and successful fashion show.

Previous to moving to the Community Hall in order to have a larger venue we held our Fall Tea and Fashion Show at the Chase Curling Rink at no charge. The Chase Curling Club continues to let us use their kitchen facilities, at no charge, in order to prepare our food for the event and meet the food safe guidelines.

Thank you for your consideration in this matter.

Janice Winfield 250-679-4471 or janinchase@cablelan.net

Janice Winfield box 1630 Chase BC V0E 1M0



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name	Team Chase		
Street Address	c/o box 1630		
City	Chase	Prov	BC
Postal Code	V0E 1M0		
Organization Website			

Organization President / Executive Director	Diana Endean		
Title			
Phone Number	250-679-3484	E-Mail Address	

Contact Person (if different)	Janice Winfield		
Title	secretary		
Phone Number	250-679-4471	E-Mail Address	janinchase@cablelan.

Organization Information

Not for profit? ☐ Yes

☒ No

Year Established

2004

Registration Number

Not applicable

Address

Total Organization Budget

Total # of Board
Members

10

Total # of Staff

0

Total # of Volunteers

10+

Organizational Mission
Statements
(350 characters or less)

Team Chase is dedicated to raising funds for Breast Cancer research, all proceeds raised are donated yearly when the members attend the CIBC Run for the Cure in Kamloops.

Brief Description of
Organization
(500 characters or less)

Team Chase members and volunteers have been organizing a yearly golf tournament "The Pink Ribbon Classic" held in May at Sunshore Golf Course, as well as a yearly fashion show held in September at Chase Community Hall.
With the generous support of the community, we have been able to donate significant funds for the cure and to levitate attention to our community.
We care

Population Served
(200 characters or less, include
age groups, race & ethnicity,
income levels, etc.)

Team Chase is an inclusive group with no biases just as cancer has touched all of us and our loved ones in many different ways.

Proposal Request

Program / Project Name

Total Program Budget

Requested Grant Amount

Percent of Total Budget

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event)

Type of Request

Grant Period From

Grant Period To

Multi-Year Event? ☒ Yes

☐ No

Description of Project or Event

Fall fashion show and tea will be held on September 29th at Chase Community Hall. Fashions will be provided by local boutiques and artist. The volunteers include, youth hockey team for set up and ladies serving tea, sandwiches and dessert. There are tables for local businesses to showcase their goods and services. It is a fun event that brings the community together.

Please don't hesitate to provide additional supporting documents that will provide further explanation of the event or organization.

Geographic Area Served

Chase, Kamloops, B.C.

Please estimate the anticipated economic impact of the event or organization. (eg. spending, social impact, or environmental, hotel rooms, visitors & general tourism)

We have a yearly hole in one car donation from a couple in Kamloops. We have a local business Nation Wide that donates a significant item for a second hole in one hole. We have hole sponsors and teams from local businesses. We have people who travel from the Okanagan and Kamloops attending both events. We have generous support from all of the community buying raffle tickets. We are grateful to have many supporters from the community for the cause.

Priority funding areas
of grant makers
(indicate how your request fits
within Council's strategic
plan[s])

Team Chase represents our community of Chase when we attend the CIBC Run for the Cure in Kamloops. We proudly promote Chase and show that we care to help find a cure for cancer.

Most recent grants received from the Village:

Amount (1)

\$250.00

Date
(1)

June 26, 2018

Amount (2)

Date
(2)

Current Fundraising
Initiatives:

Raffle tickets, silent auction, golf tournament, fashion show, 50/50 draws.

Please explain how your event
or organization will be self
sufficient in the future:

We are asking for the support of council and the community by providing a grand in ad to cover the hall rental fee.

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

Diana Endean

Signature:

Date:

May 22nd, 2019

Print Name of Person
completing the application:

Janice Winfield

Signature:

Date:

**TEAM CHASE
FASHION SHOW AND TEA
SEPTEMBER 23, 2018**

Balance in Bank (September 1, 2018)	\$7006.60
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Income

Pink Tickets (125)	\$1250.00
Bag Sales (\$100.00 Float)	\$ 680.00
Bucket Sales (Millers Cabin)	\$ 181.00
Green Tickets (vendors)	\$ 80.00
Extra Door tickets sold	<u>\$ 150.00</u>

Total Income	<u>\$2341.00</u>	\$2341.00
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Expenses

Hall Rental	\$264.00	
Diana Endean (Food)	\$217.25	
Pat Jones (Tea Supplies)	<u>\$ 16.75</u>	

Total Expenses	<u>\$498.00</u>	(-\$498.00)
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Total Profit from Fashion Show	<u>\$1843.00</u>
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Paid to the CIBC Run for the cure	\$8500.00
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Total in Bank	<u>\$ 349.60</u>
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Team Chase

Bank Balance Forward	Income Expense Report		\$318.05
Deposits	Sunshore Golf Club Tournament May 6 2018		
Total Income From Golf Teams (19 Teams)		\$4,940.00	
Total Income From Hole Sponsors (10 Hole Sponsors)		\$1,000.00	
Total Inome From 50/50		\$203.00	
Total Income From Raffle Tickets Sales		\$1,965.00	
Total Income From Donations		\$204.00	
Total Income From Extra Dinners		\$150.00	
Total Income fFrom Silent Auction		\$1,627.00	
Total Deposits		#####	#####
Expences			
refund money to Everett for over payment		-\$50.00	
Sunshore Golf Club Gift Certificate – mens		-\$50.00	
sunshore Golf Club Gift Certificate – women		-\$50.00	
Putting		-\$64.00	
Poker		-\$64.00	
Beat the Pro		-\$64.00	
Diania (Trophy & Miscellous)		-\$30.26	
Sunshore Golf Club (6 extra Dinner \$22.00)		-\$132.00	
Sunshore Golf Club (2 extra Dinner \$20.00) Pro		-\$40.00	
Liela (Potatoes)		-\$14.00	
Fran (Flowers for Staff)		-\$26.90	
Total Cash Expenses		-585.16	-\$585.16
Diania (Ticket Books)	Cheque #147	-\$184.80	-\$184.80
77 Books sold 2 parchel Books sold			
Puchased 100 Books (0001-1500)			
Sunshore Golf Club (77 x \$22.00)	Cheque #148	-\$2,939.00	-\$2,939.00
Bank Balance			\$6,698.11
Return cheque Account Closed D Velestuk			-\$65.00
Service Charge			-\$7.00
			\$6,626.11
Deposit		\$72.00	
Bank Balance			\$6,698.11

Joni Heinrich

From: Stone.MLA, Todd <Todd.Stone.MLA@leg.bc.ca>
Sent: Wednesday, May 15, 2019 10:21 AM
To: Joni Heinrich
Subject: Select Standing Committee on Finance and Government Services: Budget 2020 Consultations
Attachments: Budget2020-Public-Hearing-Schedule.pdf; Budget2020-Brochure-English.pdf; Budget2020-Poster-General-English.pdf; Budget2020-Poster-AIIPH-English.pdf

Good Morning, Joni.

On behalf of MLAs Stone, I am sharing the information below and attached regarding the **Select Standing Committee on Finance and Government Services: Budget 2020 Consultations**, as your organization may be interested in participating. We encourage you to register as soon as possible so you do not miss the opportunity to provide your input. If you do register, please let us know what topic/request you are bringing forward, so MLA Stone can help support your request should the opportunity arise.

Kind Regards,

Becky Blixrud
Constituency Assistant
Todd Stone, MLA Kamloops – South Thompson
446 Victoria Street Kamloops, BC V2C 2A7
Office 250-374-2880 Toll Free 1-855-474-2880
Email becky.blixrud@leg.bc.ca

On behalf of the Select Standing Committee on Finance and Government Services, I am writing to share information about the Committee's **Budget 2020 Consultation**, taking place in **June**. We encourage you to forward this information to organizations and other constituents in your area who may have an interest in participating.

British Columbians can share their priorities and recommendations for the next provincial budget by speaking with the Committee at a public hearing in-person or via teleconference, making a written, audio or video submission or completing an online survey.

The Committee will be holding public hearings in **15 communities** from June 10-14 and June 17-21: Colwood, Kimberley, Castlegar, Kelowna, Kamloops, Courtenay, Qualicum Beach, Vancouver, Prince Rupert, Kitimat, Prince George, Fort St. John, Quesnel, Abbotsford and Surrey.

A detailed listing of public hearings, including dates, times and locations is attached.

Registration to reserve a speaking time will be available beginning **Monday, May 27** on the Committee's website: <https://bcleg.ca/FGSbudget>. Teleconference opportunities are available by calling 250-356-2933 or 1-877-428-8337 (toll-free in BC). Speaking times will be **10 minutes** – 5 minutes for the presentation and 5 minutes for questions from Committee Members.

In accordance with the Legislative Assembly's commitment to accessibility, public hearings take place in accessible settings. We will make every effort to accommodate any additional accessibility requirements, including the need for interpretive services.

The opportunity to make a written, audio and video submission, or complete the online survey will be available beginning **June 3, 2019** on the Committee's website: <https://bcleg.ca/FGSbudget>

The deadline for all input is **Friday, June 28 at 5:00 p.m.**

Copies of promotional materials are attached for your convenience. Translated versions (Traditional Chinese, Simplified Chinese, Korean and Punjabi) are also available and can be forwarded to you in digital format or downloaded from the Committee's website: <https://bcleg.ca/FGSbudget>

We will also be sharing information about the consultation on the Legislative Assembly [Twitter](#) and [Facebook](#) accounts.

Further information on the work of the Committee is available on the Committee's website: www.leg.bc.ca/cmt/finance. Should you have any questions about the consultation, the Committee's work or the information in this email, please don't hesitate to contact me directly at 250-356-0823.

Kind regards,

Susan

Susan Sourial

Clerk Assistant – Committees and Interparliamentary Relations | [Legislative Assembly of British Columbia](#) | Room 224, Parliament Buildings | Victoria, BC V8V 1X4 | t 250 356 0823 | Follow us on [Facebook](#) and [Twitter](#)

Public Hearing Schedule

For full details on the Budget 2020 Consultation, please visit bcleg.ca/FGSbudget or contact the Parliamentary Committees Office at 250-356-2933 or 1-877-428-8337 (toll-free in BC).

what
are

your
ideas?

2020

**BC BUDGET
CONSULTATION**

Colwood	June 10, 2019 8:45 am - 4:00 pm City of Colwood, Council Chambers 3300 Wishart Road	Prince Rupert	June 17, 2019 2:00 pm - 6:00 pm Highliner Plaza Hotel and Conference Centre, Tsimshian Ballroom 815 1st Avenue
Kimberley	June 11, 2019 8:30 am - 11:30 am Hotel Kimberley, Alpine Room 300 Wallinger Avenue	Kitimat	June 18, 2019 8:00 am - 11:00 am Riverlodge Recreation Centre, Activity Room 654 Columbia Avenue
Castlegar	June 11, 2019 3:00 pm - 6:00 pm Sandman Hotel Castlegar, Kootenay Room 1944 Columbia Room	Prince George	June 18, 2019 4:00 pm - 7:00 pm Prince George Conference and Civic Centre, Room 208 808 Canada Games Way
Kelowna	June 12, 2019 8:00 am - 12:00 pm Best Western Plus Kelowna Hotel & Suites, North Ballroom 2402 Highway 97 N	Fort St. John	June 19, 2019 8:00 am - 11:00 am Best Western Plus Chateau Fort St. John, Meeting Room 8322 86 Street
Kamloops	June 12, 2019 4:00 pm - 8:00 pm Thompson Rivers University Conference Centre, Alpine Room 805 TRU Way	Quesnel	June 19, 2019 4:00 pm - 7:00 pm City of Quesnel, West Fraser Centre, Dunkley Room 330 Vaughan Street
Courtenay	June 13, 2019 8:00 am - 12:00 pm The Westerly Hotel, Courtenay Room 1590 Cliffe Avenue	Abbotsford	June 20, 2019 9:00 am - 5:00 pm Quality Hotel and Conference Centre, Mt. Baker Room 36035 North Parallel Road
Qualicum Beach	June 13, 2019 4:00 pm - 7:00 pm Town of Qualicum Beach Civic Centre, Windsor Room 747 Jones Street	Surrey	June 21, 2019 9:00 am - 5:00 pm Sheraton Vancouver Guildford Hotel, Fraser Room 15269 104 Avenue
Vancouver	June 14, 2019 9:00 am - 5:00 pm Morris J. Wosk Centre for Dialogue, Strategy Room 420 580 West Hastings Street	<i>*Schedule subject to change.</i>	

PUBLIC HEARINGS*

June 10: **Colwood**
 June 11: **Kimberley** and **Castlegar**
 June 12: **Kelowna** and **Kamloops**
 June 13: **Courtenay** and **Qualicum Beach**
 June 14: **Vancouver**
 June 17: **Prince Rupert**
 June 18: **Kitimat** and **Prince George**
 June 19: **Fort St. John** and **Quesnel**
 June 20: **Abbotsford**
 June 21: **Surrey**

*Schedule subject to change




TIMELINE

- May 27**
Registration opens for public hearings
- June 3**
Minister of Finance releases budget consultation paper
Consultation opens
- June 28**
Consultation closes: deadline for all input
- July**
Committee reviews input
- Late July/Early August**
Committee issues report with recommendations
- Third Tuesday in February**
Budget 2020 presented

SELECT STANDING COMMITTEE ON FINANCE AND GOVERNMENT SERVICES

Phone: 250.356.2933 or
Toll-free in BC 1.877.428.8337

Email: FinanceCommittee@leg.bc.ca
Web: bcleg.ca/FGSbudget

 @LegislativeAssemblyBC
 @BCLegislature
 @BCLegislature

what are your ideas?

2020 BC BUDGET CONSULTATION

health?

education?

economic development?

environment?

housing?

social services?

public safety?

...?



LEGISLATIVE ASSEMBLY

of BRITISH COLUMBIA

Select Standing Committee on Finance and Government Services

What is the Select Standing Committee on Finance and Government Services?

The Select Standing Committee on Finance and Government Services is one of ten permanent parliamentary committees established to undertake business on behalf of the Legislative Assembly. It is currently made up of seven MLAs from government and the official opposition.

The committee is mandated by the *Budget Transparency and Accountability Act*, to hold a budget consultation and report on the results.

The Act also requires the Minister of Finance to release a budget consultation paper which is referred to the committee. The paper outlines key issues and how British Columbians can share their views.

This is your opportunity to have a say on the next provincial budget.

Do you have ideas to help make BC a better place to live?

What issues affect you and your family?




What do you think the priorities should be?

Tell us what you think. From an online survey to hand written letters, there are many ways for British Columbians to provide input on the next provincial budget. There are also opportunities to speak directly to the committee in communities throughout the province.

Your input matters!

Your ideas will inform the recommendations the committee makes for the next provincial budget. Your input and the committee's recommendations will be summarized in a report that will be publicly released in late July/early August. The next provincial budget will be presented on the third Tuesday of February 2020.

HOW TO PARTICIPATE

-  Speak at a public hearing
-  Provide written comments
-  Fill out the online survey

Online registration for public hearings opens **May 27**. Teleconference opportunities and interpretive services are available.

Provide written comments or fill out the online survey beginning **June 3**: bcleg.ca/FGSbudget

Written comments can also be mailed to:
Select Standing Committee on Finance and Government Services
Room 224, Parliament Buildings
Victoria, BC V8V 1X4

The deadline for all input is June 28, 2019.

For more details on how to participate please visit: bcleg.ca/FGSbudget

April 29, 2019

Village of Chase
PO Box 440, 826 Okanagan Avenue
Chase, B.C. V0E 1M0

Re: End of Maintenance Contract

JPW Road & Bridge Inc. ceased road and bridge maintenance operations for the Province of B.C. contract in the North Okanagan – Shuswap on March 31, 2019. We are continuing in business and pivoting to a smaller operation focused on excavation and civil contracting.

We very much appreciated your support these past six years in our service to the public in meeting the infrastructure needs within the terms of our contract. Your input and feedback whether formal, informal, verbal or written was useful in our program and operational response decisions.

Thank you again and best wishes.

Yours truly,



J.P. Wrobel, P. Eng., GSC
President and General Manager

