



AGENDA

Regular Meeting of the Council of the Village of Chase
to be held in the Council Chamber at the Village Office, 826 Okanagan Avenue, and via Zoom
on July 18, 2023 at 4:00 p.m.

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/86515608742?pwd=aG43NVc5TUhSVmx4WHVIM25yNGtiZz09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 865 1560 8742

Passcode: 446674

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the agenda of the July 18, 2023 Regular Meeting be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the June 27, 2023 Regular Meeting

Pages 1-7

Resolution:

“THAT the minutes of the June 27, 2023 Regular Meeting be adopted as presented.”

3.2 Minutes of the May 9, 2023 Public Hearing

Pages 8-9

Resolution:

“THAT the minutes of the May 9, 2023 Public Hearing 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 business items on this Agenda.

6. DELEGATIONS

6.1 Dave Underwood, P. Eng. TRUE Consulting

South Thompson/Little Shuswap Lake Flood Plain Mapping Report

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 10-14

8. UNFINISHED BUSINESS

8.1 Hysop Lake Access

Pages 15-20

Memorandum from the CAO

Recommendation:

Council direction is requested.

8.2 Forest Garden

Pages 21-22

Memorandum from the Director of Corporate Operations

Recommendation:

“THAT Council approve the use of 123’ x 38’ of space at Willson Park located between the existing community garden and Wilson Street for the Chase and Area Young Learners Society’s ‘Forest Garden’.”

Recommendation:

“THAT Council defer funding the “Installation of Water service to Willson Park” project until the spring of 2024, when the estimated cost can be attributed.”

8.3 845 Thompson – Request of Village to pay for sewer main extension

Pages 23-35

Memorandum from the Director of Corporate Operations

Recommendation:

“THAT Council deny the request from the owners of 845 Thompson Avenue, for the Village to provide for and install a public municipal sewer main extension to their private property.”

8.4 Visitor Information Services – Location

Pages 36-37

Memorandum from the CAO

Letter from the Chase Museum & Archives Society

Recommendation:

“THAT the provision of Visitor Information Services for the Village of Chase remains at its current location at 400 Shuswap Avenue.”

8.5 Climate Action Committee – Terms of Reference

Pages 38-39

Terms of Reference

Recommendation:

“THAT the Terms of Reference for the Village of Chase’s Climate Action Committee be adopted.”

8.6 Water and Sewer Rates – Defer increases to allow for public notification

Pages 40-41

Report from the Chief Financial Officer

Recommendation:

“THAT in order to provide for public notification, the Fees and Charges bylaw be amended to include the following modifications effective October 1, 2023:

- 1. Water fixed charge increase by a minimum of 8%**
- 2. Water consumption rate increase to \$0.98 per m³ with a minimum usage charge of 60m³/quarter, and**
- 3. Sewer consumption rate stays at \$0.875 per m³ and add a minimum charge of \$61.26/quarter.”**

9. NEW BUSINESS

9.1 2022 Annual Report

2022 Annual Report

Recommendation:

“THAT Council receives the 2022 Annual Report for information.”

9.2 Letter of Support for Shuswap Economic Development Society

Pages 42-43

Letter from Shuswap Economic Development Society

Letter of Support from the District of Sicamous

Recommendation:

“THAT the Village of Chase provide a letter of support for the Shuswap Economic Development Society’s application to the Connecting Communities Grant.”

9.3 Interfor - Adams Lake Division – Proposed Fire Protection

Page 44

Memorandum from the CAO

Recommendation:

“THAT the Village’s Fire Department provide fire protection to Interfor – Adams Lake Division as long as a duty crew and fire apparatus is available with the main Village boundaries with costs being reimbursed on a standard rate basis.”

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

This opportunity is for members of the gallery to provide input on any municipal matter.

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

14. ADJOURNMENT

Resolution:

“THAT the July 18, 2023 Regular Meeting be adjourned.”



MINUTES

of the Regular Meeting of the Council of the Village of Chase
held in the Council Chamber at the Village office at 826 Okanagan Avenue, and via Zoom
on Tuesday, June 27, 2023 at 4:00 p.m.

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder (via Zoom)
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Debi Lovin, Chief Financial Officer

Public Participants: 15 in-person, 2 via Zoom

1. CALL TO ORDER

Mayor Lepsoe called the meeting to order at 4:06 p.m.

Mayor Lepsoe thanked the Chase Lions Club for their generous donation of \$15,000 for the Chase Summer Recreation Program.

2. ADOPTION OF AGENDA

Moved by Councillor Herman

Seconded by Councillor Connett

"THAT the agenda of the June 27, 2023 Regular Meeting be adopted as presented."

CARRIED
#2023/06/27_001

3. ADOPTION OF MINUTES

3.1 Minutes of the June 6, 2023 Special Meeting

Moved by Councillor Herman

Seconded by Councillor Connett

"THAT the minutes of the June 6, 2023 Special Meeting be adopted as presented."

CARRIED
#2023/06/27_002

3.2 Minutes of the June 13, 2023 Regular Meeting

Moved by Councillor Connett

Seconded by Councillor Torbohm

"THAT the minutes of the June 13, 2023 Regular Meeting be adopted as presented."

CARRIED
#2023/06/27_003

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

The Corporate Office stated that this part of the meeting allows the public to provide input on current agenda items found under Unfinished Business and New Business. The allotted total time for this public input is 15 minutes. The function of Council is to only listen to the views and input of the public.

Carolyn Parks-Mintz of 813 Okanagan Avenue queried whether larger municipalities receive more funding from Emergency Management and Climate Readiness (EMCR) than smaller municipalities.

Bev Iglesia of 621 Third Avenue referred to item 9.4 on the agenda and explained that she has all the necessary health and safety permits in place for the event, and is asking Council to consider donating \$488 to cover those various costs.

6. DELEGATIONS

None.

7. REPORTS

a) Mayor and Council Reports

Mayor Lepsoe

June 14 – Shuswap Watershed Council meeting. Before the meeting I met with CSRD Area F and G Directors. I also met with Erik Kok from Interfor (Adams Lake Division).

During the Watershed meeting we discussed the voting procedure and the overall procedure for the continuance of this committee as the current contract ends at the end of this year. We also went on a field trip to two of the projects the Council had funded. One area was 700 meters of river bank stabilization work on Eagle River. The other was reclaimed wetland near Gardom Lake.

June 15 – TNRD Regular Board meeting. We were shown a flood mapping map. Chase creek is on this map. The CAO gave us a report on FireSmart we will be getting a presentation at our next meeting.

The strategic plan for 2023 – 2026 was approved.

June 16 – 9:00 a.m. Committee of the Whole (TNRD) meeting. We had a presentation from the Library. They have upgraded the access at the back and are looking at a better grade for the front entrance.

1:30 p.m. TNRD regular Board meeting.

June 19 – At 10:00 I met with a resident who had concerns about taxation. At 1 p.m. I met with Senior Staff.

June 21 – Attended Indigenous Day activities at Adams Lake Indian Band and took 1,000 Saskatoon berries as a gift.

June 22 – Briefly attended the Extreme Heat Plan familiarization presentation. Reviewed the June 27, 2023 agenda with the CAO

June 24 – Did my Annual Historic Tour of Chase in conjunction with the Museum's annual Strawberry Tea.

June 27 – The Shuswap Tribal Alliance announced they were successful in obtaining \$72,000 towards the Chase Falls project.

Councillor Connett

June 13 – Council meeting

June 13 – Chase and District Health Services Foundation

June 22 – Extreme Heat Plan Familiarization workshop

Councillor Herman

June 13 – Attended Regular Meeting of Council

June 14 – Met with CAO regarding clarification on some issues

June 15 – Attended Rotary Meeting as guest speaker for the Village of Chase regarding some possible upcoming Rotary projects

June 16 – Attended the Chase Secondary School 2023 Graduation ceremony, bringing congratulations and greetings on behalf of the Village of Chase Mayor and Council

June 17 – volunteered with the Chase Rotary at Chase Fun Soccer Tournament

June 21 – Attended a PNP/Choose Chase meeting at the Village office

June 21 – Attended Indigenous Day Celebrations at Adams Lake Indian Band and enjoyed the various activities including the slow pitch, comedy and drumming

June 22 – Attended the Village led Extreme Heat Plant Familiarization workshop
Council Herman announced that Andy Phillips has been hired by the Chase Chamber to assist with the Visitor Information Services.

She also announced that the Sunshine Club will be hosting a meet and greet at the Work BC Office on Wednesday June 28, 2023 from 12 noon to 2 p.m.

Councillor Harder

June 13 – Attended Regular Meeting of Council

Responded to emails and phone calls

Councillor Torbohm

June 13 – Council meeting

June 16 – Shuswap Trail Alliance Trails Working Group meeting

June 17 – FireSmart Workshop at Chase Fire Hall

June 24 – Mayor Lepsoe's Historical Tour

Reviewed agendas, responded to emails and phone calls, met with staff as required

Moved by Councillor Herman

Seconded by Councillor Torbohm

“THAT the reports from Council members be received for information.”

CARRIED

#2023/06/27_004

8. UNFINISHED BUSINESS

8.1 838 Shuswap Avenue – Land Disposition

Moved by Councillor Torbohm

Seconded by Councillor Harder

“THAT Council accept the Appraisal Report from Cosh Property Appraisals, and dispose of approximately 127m² of unused and undeveloped Village property to the owners of 828 Shuswap Avenue for the appraised value of \$22,912 plus GST.”

Councillor Connett stated that the valuation of the land seems high.

Comments included:

- The owner did not have time to get a second appraisal
- Can the owners be given more time to get another appraisal?
- An appraiser could be hired by the Village at the property owners' expense
- The owner stated she would appreciate more time

The vote was called on the motion and it was

DEFEATED
Councillor Harder in Favour
#2023/06/27_005

Moved by Councillor Torbohm
Seconded by Councillor Herman

“THAT the decision on the value of the land sale to the owner at 828 Shuswap Avenue be deferred until the owner gets another appraisal and/or more information regarding the value of the land and contacts Village staff to bring the issue back to Council.

CARRIED
#2023/06/27_006

8.2 Chase Lions Club – Proposal for Public Washrooms

Moved by Mayor Lepsoe
Seconded by Councillor Harder

“THAT the matter of the Chase Lions Club proposal for public washrooms in Willson Park and/or in the downtown area be referred to Council’s strategic planning discussions.”

CARRIED
#2023/06/27_007

8.3 Select Committee – PNP to “Choose Chase”

Moved by Councillor Torbohm
Seconded by Councillor Connett

“THAT the PNP-EIRP Select Committee be now known as the Choose Chase Committee.”

CARRIED
#2023/06/27_008

9. NEW BUSINESS

9.1 UBCM Resolution – Highway Rescue Funding

Moved by Councillor Herman
Seconded by Councillor Harder

“THAT Council submit the attached resolution to UBCM urging the Province of BC to seriously commit to the development and implementation of a comprehensive funding model for Highway Rescue Services such that small community taxpayers are not subsidizing a Provincial service.”

CARRIED
#2023/06/27_009

9.2 Shepherd Road – Watermain Looping Contract Award

Moved by Councillor Connett
Seconded by Councillor Torbohm

“THAT Council authorize a budget amendment by increasing the “Capital Expenditures – water” by \$10,000 and by increasing the “Transfer from Reserves – Gas Tax Reserve” by \$10,000; AND

THAT Council award the 2023 Shepherd Road Watermain Expansion project to Extreme Excavating Ltd. In the amount of \$94,384.50.”

CARRIED
#2023/06/27_010

9.3 Grant-in-Aid Request – Working Together Traditional Powwow

Moved by Councillor Torbohm

Seconded by Councillor Herman

“THAT the Village of Chase provide a \$250 grant-in-aid to the Working Together Traditional Powwow for their 2023 events.”

CARRIED

Councillor Connett opposed

#2023/06/27_011

9.4 Grant-in-Aid Request – Bev Iglesias – Parkside Bus Fundraiser

Moved by Councillor Torbohm

Seconded by Councillor Connett

“THAT Council waive the \$50 fee associated with the applicant’s mobile vendor license.”

CARRIED

#2023/06/27_012

9.5 2022 Statement of Financial Information

The Chief Financial Officer explained what the Statement of Financial Information is and why it is required. She added that it provides a good summary to the public regarding the annual expenditures of the municipality.

Moved by Councillor Connett

Seconded by Councillor Torbohm

“THAT the 2022 Statement of Financial Information (SOFI) be adopted.”

CARRIED

#2023/06/27_013

9.6 Art Holding Memorial Arena – Facility Manager Proposals Process

<Councillor Herman recused herself from the meeting at 4:51 p.m.>

Moved by Councillor Connett

Seconded by Councillor Torbohm

“THAT Councillor Jane Herman be appointed to the Arena Management contract selection sub-committee.”

CARRIED

#2023/06/27_014

<Councillor Herman returned to the meeting at 4:52 p.m.>

10. NOTICE OF MOTION

None.

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

Jeanette Galley of 230 Brooke Drive spoke to the issue of the Order to Clean Up at 229B Brooke Drive and wondered why the work had not yet been done. She also added that there was supposed to be a Notice on Title registered on the property title and it has not been done.

Bev Iglesias of 621 Third Avenue asked what we are doing about our downtown. She stated that it is dusty and needs to be swept – shop keepers do not seem to take pride like they used to.

Don McDonald of 229A Brooke Drive stated that while the Corporate Officer had recommended a 2 week extension to the owner of 229B Brooke Drive at Council's last meeting, nothing has been done about the mess at 229B Brooke Drive in the last two weeks other than one load was taken away last evening. He also stated that he thought the Village was going to hire someone to clean up the property. He also asked who the Bylaw officer reports to, and suggested that when a new bylaw officer is being hired that it be someone from outside the community so there is not favouritism.

12. IN CAMERA

None.

13. RELEASE OF IN CAMERA ITEMS

None.

14. ADJOURNMENT

Moved by Councillor Torbohm

Seconded by Councillor Herman

"THAT the June 27, 2023 Regular Meeting be adjourned."

**CARRIED
#2023/06/27_015**

The meeting concluded at 5:01 p.m.

David Lepsoe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE MINUTES OF PUBLIC HEARING

May 9, 2023 at 4:04 p.m.
Council Chamber - Village Office
at 826 Okanagan Avenue

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer
Mike McLean, Deputy Corporate Officer (virtual)

Public Participants: Approximately 19 people in attendance and 6 virtually

I. Call to Order:

Chair Lepsoe called to order the Public Hearing regarding *Zoning Amendment Bylaw No. 926-2023* at 4:04 pm.

II. Opening Statement:

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

One written submission was received prior to the public hearing.

III. Introduction of Zoning Amendment Bylaw No. 926-2023

Chair Lepsoe asked the Corporate Officer to provide background information.

The Corporate Officer introduced the bylaw and presented it by PowerPoint.

Some notable aspects of the bylaw included:

- Proposed *Zoning Amendment Bylaw No. 926-2023* would allow shipping containers to be used as storage rental units at 230/234/238 Aylmer Road by amending the M-1, Light Industrial zone.
- Section 4.14.4 of the Zoning Bylaw No. 683-2006 states that shipping containers shall not be rented or leased as part of a commercial storage facility or be made readily accessible to the public.
- Zoning specific regulations for shipping containers in section 4.14.5 restrict the maximum number of shipping containers to 1 per 0.4ha, up to 4, for long-term use in Service Commercial and Industrial zones.
- The requirements of compliance for storage facilities, including an Occupancy Certificate from a completed Building Permit application, contribution of Development

- Cost Charges to the Village, completed assessment from BC Assessment with appropriate taxation, and compliance with the BC Building Code and BC Fire Code.
- Many examples of storage companies that have complied with zoning regulations were shown, and it was noted that regulations had been followed.
 - It was noted that there has never been a building permit submitted at Alymer Road Storage.
 - The financial benefits to Aylmer Road Storage thus far include:
 - Waiving by Council of the \$500 Development Variance Permit fee
 - Waiving of the \$800 Zoning Amendment fee
 - Multiple other Building Permit fees, Development Permit fees and Development Cost Charges (DCCs) that have not been collected
 - The inability to collect ongoing commensurate tax revenue on the improvements as shipping containers are not considered improvements by BC Assessment
 - Public safety implications, including documentation provided by the fire department indicating that shipping containers are not an appropriate substitution for proper commercial buildings and the 'strong need' to regulate shipping containers as it relates to firefighter safety, structural safety, and neighbourhood protection.
 - The Corporate Officer also mentioned that Building Permit applications are also the mechanism used to weigh all applications against other Council priorities and plans such as the Active Transportation Plan (i.e trails), property acquisitions, and infrastructure upgrades.
 - Lastly the Corporate Officer implored Council to consider the legal ramifications of providing assistance to a business through land use controls that only benefits a single business. Section 25 of the *Community Charter* prohibits a council from providing a grant, benefit, advantage, or other form of assistance to a business.
 - Council was informed that the applicant can still, legally and in compliance with Village bylaws, *BC Fire Code*, *BC Building Code*, and other related legislation, still use shipping containers to grow their business under Part 9 of the *BC Building Code*.

IV. **Public Input**

The Corporate Officer confirmed that all statutory public notifications occurred, and that one written submission was received.

A statement of opposition from Bob & Wendy Watt of 343 Shuswap Avenue was received and the Corporate Officer summarized it be illuminating the fact that the Watt's, owner of Big Horn Storage on Shuswap Avenue, had complied to all Village bylaws and respective requisite fees, and are being taxed accordingly for all improvement on their property.

Chair Lepsoe called a first time for public input.

Shelly Amies of 113-455 VLA Road expressed that there is a demand for the use of shipping containers for storage purposes, that lack of paperwork indicating previous claims is not the fault of her and her husband's business, the Village failed to act on the

previous placement of shipping containers and the expansion of storage facilities using shipping containers represents her and husband's retirement plan.

Mitch Amies of 113-455 VLA Road sought to answer some of the concerns raised by presentation, including that the fire chief had looked at the shipping containers and was happy with their condition, the location of setbacks on the property which make it difficult to access sewer lines in the back of property,

Dan Stevens of 1016 2nd Avenue expressed support for the Zoning amendment and dismissed claims that shipping containers are a problem.

Chair Lepsoe called a second time for public input.

Chair Lepsoe asked the Corporate Officer for further clarity on the permitting process, to which the Corporate Officer answered that engineering and building certification can be obtained for structures that incorporate shipping containers.

Chair Lepsoe called a third and final time for public input.

Zilly Palamar of 141 Shuswap Avenue stated that the shipping containers are made of fireproof materials.

Hearing no further input, Chair Lepsoe called for an adjournment to the Public Hearing.

Councillor Torbohm indicated his doubts about the referral from the fire department regarding the safety of shipping containers for storage and noted that Kamloops has a large storage facility with shipping containers that has not encountered any issues.

V. **Adjournment**

Moved by Councillor Herman

Seconded by Councillor Connett

“THAT the input opportunity to hear from affected persons regarding Zoning Amendment Bylaw 926-2023 be closed; AND,

THAT the Public Hearing be adjourned.”

CARRIED

The Public Hearing was concluded at 4:30 p.m.

David Lepsoe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: July 13, 2023

To: Mayor and Council

From: Sean O'Flaherty, Director of Corporate Operations

RE: Activities undertaken from June 10, 2023 to July 10, 2023

Regular Duties:

- Attend Council's meetings (Regular, Special, In Camera) and workshops
- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responsible for confidential matters, information and privacy, and legislative affairs
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use inquiries
- Ongoing human resource management
- Liaising with the Building Inspector on zoning confirmation matters
- Discuss operations with Team Lead Hand daily
- Monday meetings with Mayor
- Weekly staff meetings
- Coordinate Village communications through social media, the Village's website, and the Sunflower newsletter insert

Other Duties/Activities During the Reporting Period:

- Processed 2 Comfort Letters
- Processed 1 Building Permits
- Approved 3 new Business Licenses
- Continue to add businesses that comply with water cross-connection requirements
- Met with Chase DevCo agent regarding Phase II
- Attended a Heat Emergency training workshop
- Business Licence renewals which were due April 1. Compliance enforcement is live.
- Dog Licence renewals which were due April 1. Compliance enforcement is live.
- Hired a Public Works Labourer
- Attended project status meeting with MoTI Operations Supervisor
- 2023 dust control program is complete
- 2023 line marking is complete
- Centennial Park Wading Pool is open
- Participated in property inspection at 229B Brooke Dr and working with cleanup contractor
- Participated in property cleanup at 229B Brooke Dr
- Met with the Chase Environmental Action Group at Mill Park Ball Diamond to discuss weed control
- Tender package was awarded to Extreme Excavating and project will begin sometime after July 21
- Attended May 29 MoTI/CIF coordination meeting
- Attended June 11 MoTI/CIF coordination meeting
- Attended June 18 MoTI/CIF coordination meeting
- Attended July 4 MoTI/CIF coordination meeting
- Memorial Park Pier painting/restoration is now completed

2nd Quarter 2023 Statistics:

- Dog Licences: **260** (236 in 2022). This represents a 10% increase year over year.
- Bus Licenses: **228** (205 for 2022). This represents a 12% increase year over year.
- Building Permits totalled **\$0.8** million for the quarter, a decrease of 71% in value year over year.

Bylaw Enforcement

- Bylaw Enforcement activity is normal for the season. There has been progress on a significant unsightly property.

Dog Control

- Dog control matters are average, a few more dogs in our pound than usual.

Respectfully submitted,



Approved for Council Consideration by CAO

Joni Heinrich

THOMPSON-NICOLA REGIONAL DISTRICT
BUILDING INSPECTION SERVICES
Jun-23

LOCATIONS	PERMIT VALUE									
	2023-June		2022-June		2023 YTD		2022YTD		% CHANGE YTD	
	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value
Ashcroft	0	0	0	0	9	15,880,027	3	47,000	200.0	33687.29
Cache Creek	0	0	0	0	0	0	3	414,789	-100.0	-100.00
Clinton	0	0	0	0	0	0	1	5,000	-100.0	-100.00
E - Bonaparte Plateau	2	255,000	5	1,703,374	15	2,827,000	16	5,487,640	-6.3	-48.48
I - Blue Sky Country	1	12,000	0	0	4	1,015,275	16	10,602,020	-75.0	-90.42
Chase	2	370,000	2	1,800,000	7	831,500	10	2,881,000	-30.0	-71.14
Logan Lake	1	40,000	0	0	5	970,000	9	1,995,000	-44.4	-51.38
J - Copper Desert Country	2	1,420,000	8	2,800,000	21	9,513,500	31	13,761,500	-32.3	-30.87
L - Grasslands	3	880,000	5	1,470,925	21	5,942,077	26	7,291,841	-19.2	-18.51
P - Rivers and the Peaks	5	2,956,000	5	2,185,000	21	7,075,500	25	7,995,150	-16.0	-11.50
M - Beautiful Nicola Valley - North	1	15,200	5	4,068,958	8	3,193,300	19	11,644,846	-57.9	-72.58
N - Beautiful Nicola Valley - South	3	1,140,000	3	1,470,000	7	2,269,500	6	2,270,000	16.7	-0.02
Clearwater	3	302,500	2	320,000	11	546,900	13	3,515,000	-15.4	-84.44
A - Wells Gray Country	2	472,500	3	1,075,000	8	1,872,700	6	1,839,640	33.3	1.80
B - Thompson Headwaters	0	0	0	0	2	730,400	1	2,394,000	100.0	-69.49
O - Lower North thompson	2	615,000	1	350,000	9	2,960,000	6	1,865,000	50.0	58.71
TOTAL	27	8,478,200	39	17,243,257	148	55,627,679	191	74,009,426	-22.5	-24.84



VILLAGE OF CHASE

Memorandum

Date: July 6, 2023

To: Council

From: Deb Lovin, Chief Financial Officer

RE: June 2023 Report

Regular Duties

Attend Council's meetings (Regular, Special, In Camera) and workshops.
Complete monthly eTax (Provincial Property Tax) calculation, reconciliation, and requisition.
Dealt with property taxes and utility billing issues as required.
Monthly Bank Reconciliation.
Weekly meetings with Mayor
Weekly staff meetings
Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
Respond to email and telephone inquiries.
Upload BC Assessment roll updates.

Budget, Property Taxes & Financial Reporting

2023 Property taxes collected, for all authorities, by July 4, 2023 = 92.45%
All things taxes including mortgage company requests and payments, deferrals, homeowner grants, ownership issues, HOG downloads, online payments.
Complete Province of BC property tax deferment information requests.
Download and process HOG information when approved by the Province of BC
Complete Statement of Financial Information for Council review
Submit Employer Health Tax Reporting

Grant Applications, Implementation and Reporting

Complete and submit TNRD 2022 final grant reports for Fire Department and Cemetery funding
Work with staff to compile the annual report

Other

Work with Insurance agent and adjuster regarding the Curling Club flooding situation
Participated in GFOA taxation webinar.
Participate in webinar regarding the new Local Community Accessibility Grant Program
Participate in Heat Emergency training for all staff

Respectfully submitted,

Approved for Council Consideration by CAO

D Lovin

Deb Lovin

Joni Henrich

Joni Henrich



VILLAGE OF CHASE

Memorandum

Date: July 10, 2023
To: Mayor and Council
From: Deputy Corporate Officer
RE: Activities Report – June 5, 2023 to July 7, 2023

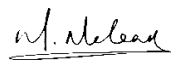
Legislative Services/Council Support

- Preparation of bylaws and minutes for archival purposes
- Maintenance of bylaw and resolution indexes
- Bylaw consolidation and indexing
- Completed preservation of original bylaws
- Ongoing digitization of records

Operational Support

- Updated social media pages and performed routine website maintenance
- Ongoing IT support, installation of new equipment
- Coordination with Community Hall users
- Preparation of fillable forms and digital documents
- Introduction of online application forms
- Design of 2022 Annual Report
- Support for cemetery management software
- Ongoing inventory of records

Respectfully submitted,



Approved for Council Consideration by CAO





VILLAGE OF CHASE

Memorandum

Date: July 12, 2023
To: Mayor and Council
From: CAO
RE: Hysop Road Public Lake Access-Outstanding Council Direction

The matter of the Hysop Road Public Lake Access has been discussed by the previous Council and the Council before. Several issues with competing interests of property owners in the vicinity of the access have been voiced to Council on several occasions.

BACKGROUND

The owner of the property to the west of the public access has been seen on many occasions utilizing the public access as an entrance into his property, has stored various materials and equipment on the public access, and has been seen moving material on the public access.

The owner of the property to the east of the access has also, at times, utilized the access to store personal pieces of equipment and vehicles.

While these trespasses have been occurring, the owner of the property to the west has been selling berths at an illegal dock in the crown land lease area associated with his property. The lease states he can have two fingers attached to his dock and store his own vessels and provide for visitor vessels to park (at no charge). The Village was informed several years ago and has witnessed the property owner adding up to two additional fingers to his dock and the dock currently has four. This activity has added to the usage and activity in the public access area, with motorized boats being launched, and overnight and longer parking of vehicles and boat trailers. The location is not properly suited to launch motorized boats on trailers as there is no concrete ramp, necessitating vehicles driving on the lake bottom which can be detrimental to the habitat of various aquatic life.

HISTORY

As noted above, the issue of the Hysop Road Public Lake Access has been discussed many times. Below is a chronology of Council directions to staff starting in 2015:

May 26, 2015

"That Administration send letters to the residents along Hysop Road explaining no-posts will be installed on the right of way access as a temporary measure."

April 8, 2019

"THAT the parks Regulation Bylaw be updated to include both Hysop Road beach access and Arbutus Place beach access under the definition of 'parkland'; AND,

THAT the signage at both Hysop Road beach access and Arbutus Place beach access be consistent with all other 'parkland' signage."

May 14, 2019

"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."

Sept 6, 2022

"THAT Administration be directed to collect further information regarding Hysop Road Lake Access and bring a report back to Council for consideration."

October 11, 2022

"THAT the public access to the lake between 724 and 802 Hysop Road be improved by restricting access to the lake for trailered boats and providing a specific area closer to Hysop Road for parking of vehicles."

"THAT the current trespass onto the public lake access by the property owner of 724 Hysop Road be rectified and that the property owner at 724 Hysop be required to access his property from Hysop Road and not the public lake access lands."

"THAT the improvements to the Hysop Road public lake access lands in 2023 budget deliberations."

At many of the meetings at which the lake access was discussed, members of the local community stated their concerns/wishes regarding the access:

- Some wish the access be physically closed off to motorized vehicles, having parking made available near the roadway, and a picnic area closer to the lake, with benches/tables, garbage bin and trees being planted to enhance the access for public usage
- Some wish the access to be left as it is

Unfortunately, it will be difficult to please everyone. It appears that the issues for some of the residents began when the owner of the property to the west of the access began renting out spaces on additional fingers that were installed onto his existing dock. Renting out spaces on additional fingers is not permitted by the Province of BC, and Village staff have been working with the Provincial staff for a number of years regarding this matter. To date there has not been any resolution to the illegal boat mooring.

Regardless of the boat moorage issue, both neighbouring property owners appear to use parts of the right of way at varying times, for storage and/or for access to their private properties.

OPTIONS

1. Council may choose to do nothing and leave the situation status quo
2. Council may choose to budget in 2024 to block access to the right of way from both neighbouring properties (fencing or no-posts) and only allow access from Hysop Road
3. Council may choose to block access to the right of way from both neighbouring properties and restrict vehicle parking to an area close to Hysop Road, and allowing only non-motorized vessels to access the lake

Closing of the access is not an option. The *Land Title Act* requires that lake access be provided every 200 meters in a populated area.

RECOMMENDATION

Council direction is requested.

Respectfully submitted,



Approved for Council Consideration by CAO



Permitted finger

Permitted finger

Illegal

Illegal



Legend

Library Services

- Library
- Mobile Library

Waste Disposal and Recycling

- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit

Emergency Services

- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office

Facility

- Other
- Cemetery
- Community Hall
- Education
- Emergency Response
- Government Building
- Health
- Landmark
- Recreation
- Transportation
- Utility

- Parcel
- TNRD Boundary (Outline)
- Administrative Boundary (Outline)



Author:

0.1 0 0.03 0.1

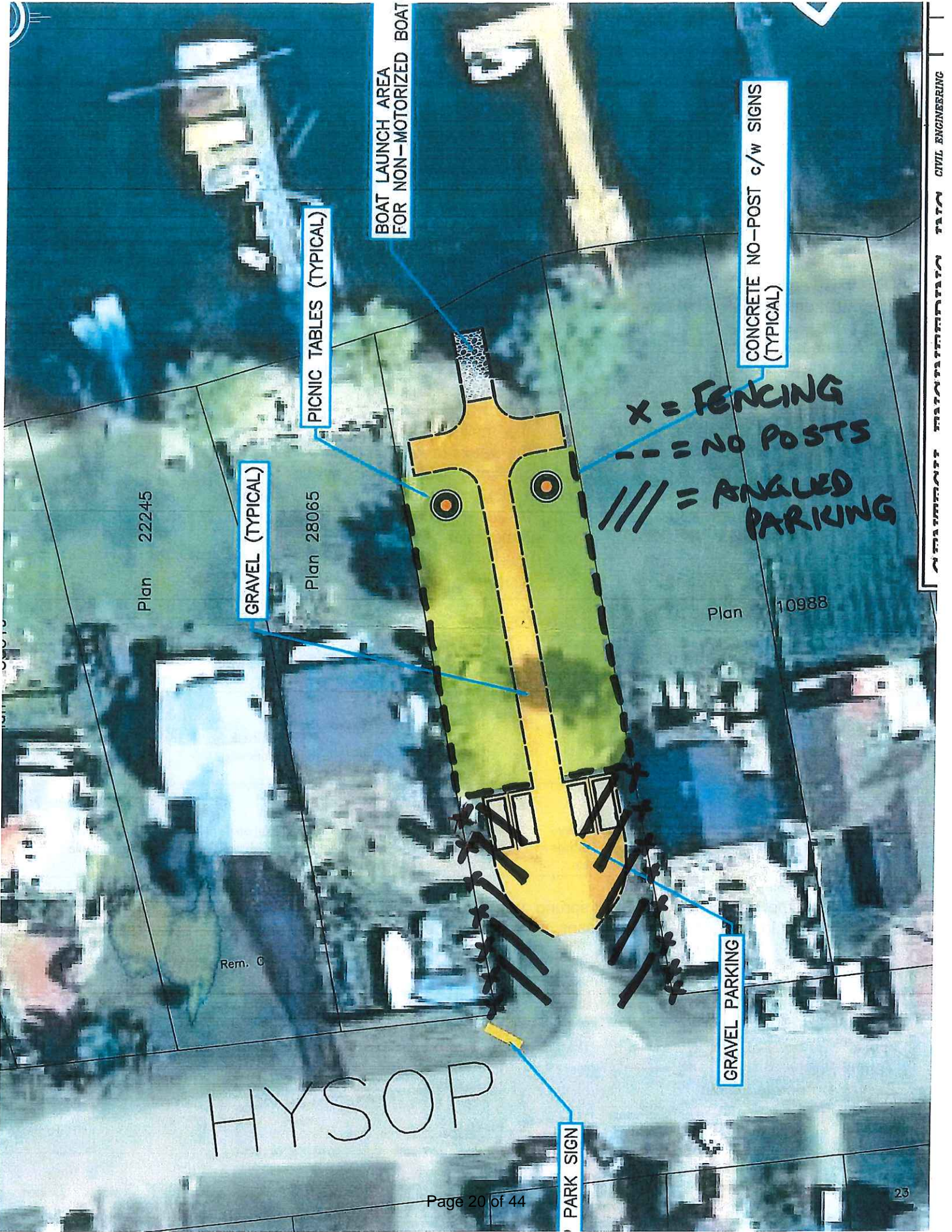
1:1,128

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Kilometers

Page 19 of 44

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Plan 22245

GRAVEL (TYPICAL)

Plan 28065

PICNIC TABLES (TYPICAL)

BOAT LAUNCH AREA
FOR NON-MOTORIZED BOAT

CONCRETE NO-POST c/w SIGNS
(TYPICAL)

X = FENCING
--- = NO POSTS
/// = ANGLED
PARKING

Plan 10988

GRAVEL PARKING

PARK SIGN

HYSOP

Rem. G



VILLAGE OF CHASE

Memorandum

Date: July 11, 2023

To: Mayor and Council

From: Deb Lovin, CFO

RE: Installation of Water service to Willson Park for the "Willson Park Food Forest" project proposed by the Chase and Area Young Learners.

ISSUE/PURPOSE

The Chase and Area Young Learners have requested:

1. Approval from Council to use a portion of Willson Park spanning 123' x 38' from the edge of the community garden to Wilson Street for purposes of a food forest project.
2. The Village pay for, and install a water standpipe for the purpose of irrigating the food forest.

HISTORY/BACKGROUND

At the May 9, 2023, Council meeting, Ashton Sweetnam and Kristen From (from the Chase and Area Young Learners) provided an overview of a proposed Forest Garden for a specific area in Willson Park. The proposed Forest Garden would provide an opportunity for learning and sharing within the Village.

DISCUSSION

The use of land at the park comes with no financial implications, the improvements and maintenance of the site will be the responsibility of the Chase and Area Young Learners. A licence of occupation could be created if Council has a concern that the Chase and Area Young Learners might walk away from the project and the Village is not interested in maintaining the area.

Regarding the water standpipe installation, Administration have obtained a quote for \$15,000 that includes a hot-tap water service connection into the existing water main in Willson Park, installation of the ¾" service, a water meter, backflow preventor, and standpipe. If approved, the Chase and Area Young Learners are hoping that the water standpipe will be installed in the Spring of 2024, therefore allowing them to start with the infrastructure installation at the same time. The groups would then be ready to move forward with planting in the late Spring of 2024.

FINANCIAL IMPLICATIONS

The standpipe is not a 2023 budgeted item. If the Mayor and Council decided to fund the standpipe, a budget amendment would need to be approved with a corresponding funding source.

Options for other funding sources – ask the Chase and Area Young Learners group to seek out their own fund raising to cover the costs of the water standpipe installation.

Option for 2024 funding through taxation, include the project in the 2024 “Grant-in-Aid” process.

OPTIONS

1. Choose to defer the funding of this project until the 2024 budget with installation in the spring of 2024, or
2. Choose to ask the group to seek the funding for the project, i.e.: fundraising or seeking other community group participation.

RECOMMENDATIONS:

“THAT Council approve the use of 123’ x 38’ of space at Willson Park located between the existing community garden and Wilson Street for the Chase and Area Young Learners Society’s ‘Forest Garden’.”

“THAT Council defer funding the “Installation of Water service to Willson Park” project until the spring of 2024, when the \$15,000 cost can be attributed.”

Respectfully submitted,

D Levin

Approved for Council Consideration by CAO

Joni Heinrich



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: July 11, 2023
RE: Municipal Sewer Main Extension – 845 Thompson Avenue

ISSUE/PURPOSE

To provide Council with information related to a property owner's request to have the Village install 65m (213 ft) of municipal sanitary sewer main works in order that a private residence can connect to the municipal sewer service.

OPTIONS

1. **Amend the 2023 budget, and direct Administration to install the sewer main extension works at the Village's expense**
2. **Deny the request to install the sewer main extension works**
3. **Direct Administration to enforce the Villages Sewer Regulations Bylaw No. 750-2010 providing the owners 30 days' notice for them to provide the necessary infrastructure to connect to the Village's municipal sewer at their expense**

DISCUSSION

The Village's *Sanitary Sewer Regulations Bylaw No. 750-2010* applies to this situation. An excerpt is attached that basically states that the owner/developer is responsible for all costs related to any required offsite sanitary infrastructure, and furthermore, the Village and/or Interior health, can impose upon the owner/developer an Order to install the required sewer infrastructure.

The Village did have the foresight in 1987 to register a statutory right-of-way (SRW) across the Interior Health clinic property in order that a future sewer extension could occur when and if the church (at that time) or a subsequent owner of 845 Thompson wanted municipal sewer instead of their septic system. The current property owner has awareness of the SRW, and furthermore, purchased the property knowing that the property was on a septic system.

Council must be careful of setting a precedent in covering costs of any utility infrastructure that benefits a private property, particularly when Council's bylaw specifically states these costs are to be borne by the property owner.

Attached to this report are:

- Letter of request from the Kym Behrns
- Various sanitary sewer and right-of-way maps
- Emails from former Manager of Public Works, Tim Perepolkin
- Excerpt from the Village's Sewer Regulations Bylaw
- Cost Estimate prepared by Gentech Engineering

FINANCIAL IMPLICATIONS

The financial costs of offsite development are on to owner/developer as per municipal bylaws. Otherwise, local governments would be paying to service private interests by installing the off-site requirements and then passing those costs to all other non-benefitting taxpayers.

Administration and Public Works staff have already incurred costs assisting the Behrns' in solution finding with them, paying for land title searches, performing utility locates, strategizing, mapping work, liaising with IHA, and office time.

Mr. Behrns indicates in his request letter of June 19, 2023 that he understands the Village has received grants from both the Federal and Provincial governments for the purpose of Village infrastructure improvements so funding should not be an issue.

Federal and Provincial government grants to municipalities for infrastructure improvements are intended to benefit a large portion of the population of a municipality, not for the benefit of one property owner. Using these types of grants to fund a sewer extension that will benefit one private property owner would put the Village into a very serious situation, likely preventing the Village from receiving infrastructure grants in the future.

The Behrns' have requested that the Village pay for a 65m extension of the sanitary sewer main so that they can connect it up with their residential sewer output. The estimate of costs for the works is \$59,966. There is an additional \$325 sewer connection charge as per the *Village's Fees & Charges Bylaw*.

POLICY IMPLICATIONS

The *Community Charter*, Sec. 69, authorizes the Village, by bylaw, to require property owners to connect to municipal sewer. In the current case this means that the property owner must extend the sewer main to the property line and then connect to that main. This enabling legislation supports the provincial *Public Health Act* in moving properties off septic systems within municipal boundaries, and by providing local governments with tools to properly plan, install, maintain and replace sewer infrastructure through asset management. Municipal sewer is a significant contributor to public health and environmental protection.

The Village has a Sewer Regulations Bylaw that states the requirement to install and connect to the municipal sewer service are borne by the owner and

not the Village. In the case of the Behrns, they are unable to connect to municipal sewer until they extend the sewer main to their property line. If the Behrns' wish to benefit from municipal sanitary sewer, they are required to install and extend the sanitary main to their property line.

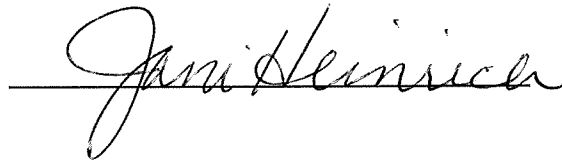
RECOMMENDATION

"THAT Council deny the request from the owners of 845 Thompson Avenue, for the Village to provide for and install a public municipal sewer main extension to their private property."

Respectfully submitted,

A handwritten signature consisting of several overlapping loops, appearing to be a stylized 'S' or 'B'.

Approved for Council Consideration by CAO

A handwritten signature in cursive script, reading 'Jani Heinrich', written over a horizontal line.

Kym Behrns
PO Box 1701
845 Thompson Ave
Chase, BC V0E 1M0
June 19, 2023

Sean O'Flaherty
Corporate Officer
Village of Chase
PO Box 440, 826 Okanagan Ave
Chase, BC V0E 1M0

Dear Sean O'Flaherty:

This letter is in response to your request related to my presentation to council on June 13, 2023, requesting sewer connection to my property.

This is a formal request to the Village of Chase to extend the sewer service, from the closest service, to my property at 845 Thompson Ave using the Statutory Right of Way, Plan 37882.

This request addresses a number of issues including compliance with the village's public works and infrastructure plan goal for "Transitioning septic users to municipal sewer".

I understand that the Village has received grants from both the Federal and Provincial Governments for the purpose of village infrastructure improvements, so funding should not be an issue. I am prepared to cover all costs for the sewer connection from my house to my property line to make the required connection. I also ask that this work be completed prior to freeze up this calendar year.

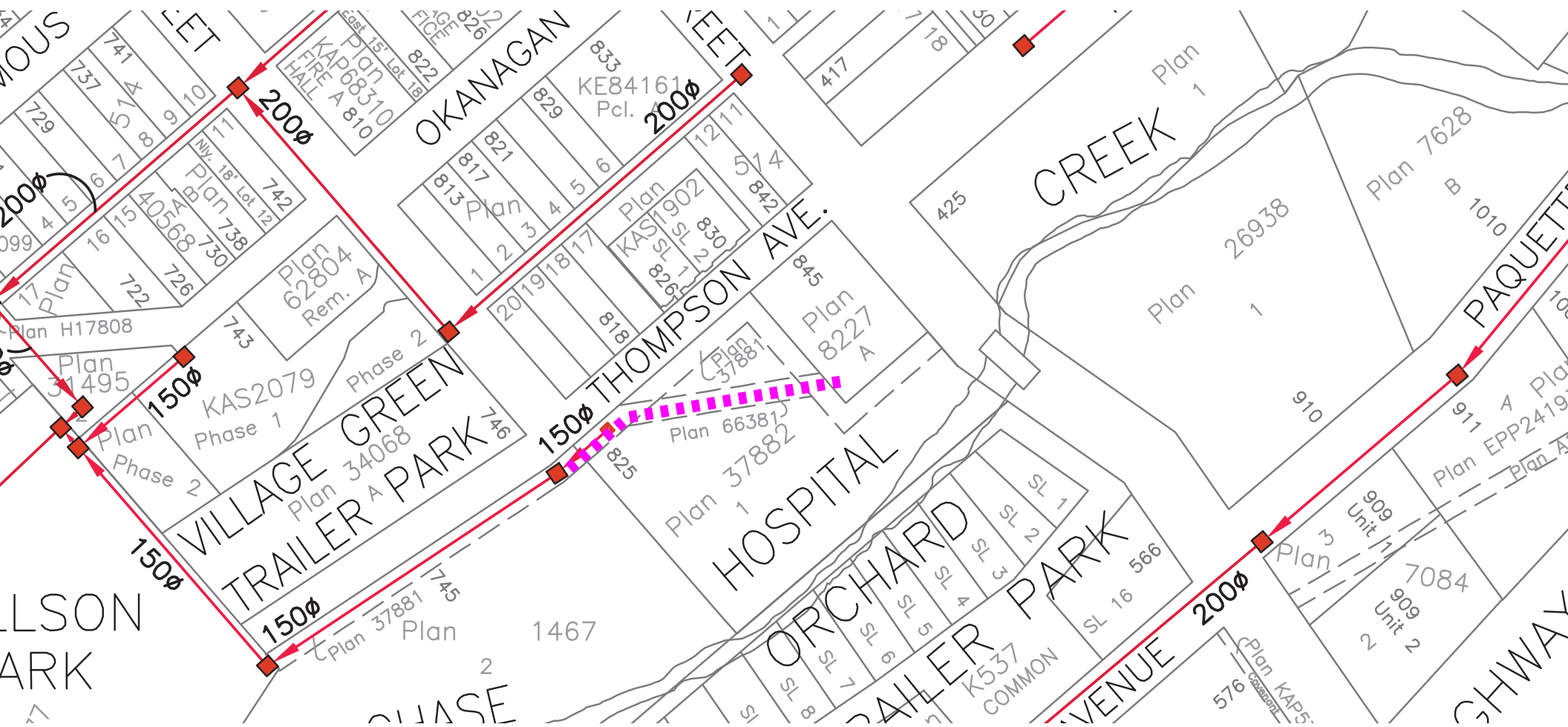
I have attached a copy of Plan 37882 showing the Statutory Right of Way from the corner of Chase Street to my property at 845 Thompson Ave.

Sincerely,



Kym Behrns
PO Box 1701
250 819-9595

1 Attachment:





Legend

Library Services

- Library
- Mobile Library

Waste Disposal and Recycling

- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit

Emergency Services

- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office

Facility

- Other
- Community Hall
- Health
- Transportation
- Education
- Utility



Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

June 21, 2023

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Author:

From: [Sean O'Flaherty](#)
To: [Sean O'Flaherty](#)
Subject: FW: 845 Thompson sewer service inquiry
Date: Monday, July 10, 2023 4:53:19 PM
Attachments: [image007.jpg](#)
[image008.png](#)
[image009.jpg](#)
[image001.jpg](#)
[image002.png](#)
[image003.jpg](#)

From: Sean O'Flaherty
Sent: Wednesday, June 1, 2022 10:05 AM
To: Guy Spencer - Village of Chase Public Works <publicworks@chasebc.ca>
Subject: FW: 845 Thompson sewer service inquiry

Guy, is there a way to confirm that the upstream termination of the sanitary main ends at the clean-out as indicated on our records?
We are trying to determine if the main extends through the SRW to Kim's property at 845 Thompson.

Regards,

Sean O'Flaherty, RPP
Director of Corporate Operations

Village of Chase
Box 440, 826 Okanagan Ave.
Chase, BC, V0E1M0
250.679.3238 Office
250.679.3070 Fax

From: Tim Perepolkin <TPerepolkin@chasebc.ca>
Sent: Friday, April 27, 2018 10:24 AM
To: 'behrns70@telus.net' <behrns70@telus.net>
Cc: Sean O'Flaherty <soflaherty@chasebc.ca>; Joni Heinrich <cao@chasebc.ca>
Subject: 845 Thompson sewer service inquiry

Kim,

As per our discussions and you request last week I can provide the following information:

1. You were wanting to know who owns 745 Thompson (lot 2 Pan 1467) and the rights to the statutory right-of-way (plan 37881)?
 - a. 745 Thompson is owned by the Village of Chase and this property is leased to the Health Unit for their Adult Day care operations.

b. The SRW 37881 is for all Village utilities as necessary.

As we discussed today, I suggest that you consult with an engineer to determine your options for connection to the Village of Chase sanitary sewer system.

I have included a schematic that illustrates the legal plans and limits of the VOC sanitary sewer system infrastructure limits.

I trust this is sufficient in answering your questions.

Regards,

Tim Perepolkin, ASCT

Manager of Public Works

Village of Chase

Box 440, 826 Okanagan Ave.

Chase, BC, V0E1M0

250.679.3436 Office

250.679.3496 Fax

From: [Tim Perepolkin](#)
To: stephanie.danyluk@interiorhealth.ca; mockford.04@hotmail.com
Cc: [Sean O'Flaherty](#)
Subject: Sewer service 845 Thompson Ave
Date: Wednesday, August 30, 2017 1:03:32 PM
Attachments: [2013-sanitary-chase-comp.pdf](#)
[image001.jpg](#)
[image002.png](#)
[image003.jpg](#)

Roland,

As discussed, attached please find schematic showing sanitary sewer infrastructure the Village currently has, I have shown in dashed pink a potential option for service to 845 Thompson thru 825 Thompson. This would need to be designed accordingly to confirm it would work without interference with existing utilities and easements on the property. There are currently two easements shown on our mapping Plan 37881 and Plan 66381 that would need to be confirmed prior.

The Village would consider allowing a private sanitary sewer service thru #825 Thompson for service to #845 Thompson. The service would be private and need to be in a private easement provided across Lot 1 Plan 37882 (Hospital Property).

Thanks,

Tim Perepolkin

Manager of Public Works

Village of Chase

Box 440, 826 Okanagan Ave.
Chase, BC, V0E1M0
250.679.3436 Office
250.679.3496 Fax

- 6.6 The sewer service to any utility customer may be disconnected for any of the following reasons:
- (a) Repair
 - (b) Want of capacity
 - (c) Non-payment of accounts rendered
 - (d) Defective piping, or
 - (e) For any reason which the Supervisor of Works or Council considers sufficient.
- 6.7 All connections to the sewer utility, whether specified in this bylaw or not, shall require the prior approval of the Village.
- 6.8 A premise shall be approved for occupancy by the Building Inspector only after all provisions of this bylaw have been complied with.
- 6.9 Any property up to two (2) hectares in area within the Village of Chase on which there is located a building, and which abuts upon any Village highway, right-of-way or easement in which there is now or hereafter located a sanitary sewer main, the owner is hereby required to connect that property directly to the Village sanitary sewer at the owner's expense, in accordance with the British Columbia Plumbing Code and this Bylaw within thirty (30) days after notice from the Public Works Manager, and otherwise within 18 months. In the event of any owner failing to make the required connections within the specified time, the Manager of Public Works shall complete the works at the expense of such owner and the cost of work shall be deemed to be a charge for the works completed and the provisions of the Community Charter for the collection of special fees, will apply.
- It is further provided that such connection will be required within thirty (30) days of being provided notice from the Interior Health Authority, if, in the opinion of the Medical Health Officer, a nuisance or health hazard exists as a result of any building not being connected to the sanitary sewer. In the event of any owner failing to make the required connections within the specified time, the Manager of Public Works shall complete the works at the expense of such owner and the cost of work shall be deemed to be a charge for the works completed and the provisions of the Community Charter for the collection of special fees, will apply.
- All costs resulting from a required sanitary sewer connection shall become due and payable by the owner upon invoice. If the invoice is not paid prior to the end of the calendar year, the amounts outstanding will be transferred to the property tax account as arrears. (Amending Bylaw No. 839)
- 6.10 At such time that the Village Sanitary Sewer System becomes available to a property by abutting upon any Village highway, right-of-way or easement, and that property is serviced by a private sewage disposal system, the conditions of Section 6.9 of this bylaw shall apply. Any septic tank, cesspool, or similar facility shall then be abandoned and filled with sand or suitable material as approved by the Building Inspector. (Amending Bylaw No. 839)

**VILLAGE OF CHASE
JUNE 2023
845 THOMPSON AVENUE
OPINION OF PROBABLE COST**

**SCHEDULE OF APPROXIMATE QUANTITIES AND UNIT PRICES
(*Denotes Nominal Quantity)**

<i>Item No.</i>	<i>MMCD Ref.</i>	<i>Description</i>	<i>Unit</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Amount</i>
1.0	Div. 01	General Requirements				
		Miscellaneous				
1.1		Bonding/Insurance	Lump Sum	1	2500.00	\$ 2,500.00
		Subtotal: Division 01 - General Requirements =				\$ 2,500.00
2.0	Div. 03	Concrete				
	03 30 20	Concrete Walks, Curb and Gutter				
2.1	1.4.5	Concrete Walkway - 150mm Thick	Square Metre	10	175.00	\$ 1,750.00
		Subtotal: Division 03 - Concrete =				\$ 1,750.00
3.0	Div. 31	Earthworks				
	31 22 01	Site Grading : Landscaping				
3.1		Landscape Restoration	Lump Sum	1	2500.00	\$ 2,500.00
	31 24 13	Roadway Excavation, Embankment and Compaction				
3.2	1.8.4	Asphalt/Concrete Removal	Square Metre	125	15.00	\$ 1,875.00
		Subtotal: Division 03 - Earthworks =				\$ 4,375.00
4.0	Div. 32	Roads and Site Improvements				
	32 11 16.1	Granular Sub-Base				
4.1	1.4.3	Supply & Place Granular Sub-Base	Cubic Metre	50	75.00	\$ 3,750.00
	31 11 23	Granular Base				
4.2	1.4.2	Supply and Place Granular Base	Cubic Metre	10	105.00	\$ 1,050.00
	32 12 16	Hot-Mix Asphalt Concrete Paving				
4.3	1.5.1	Asphalt Pavement - Upper Course #1 - 75mm	Square Metre	120	50.00	\$ 6,000.00
4.4	1.5.7	Saw Cut Asphalt or Concrete Pavements	Lump Sum	1	1000.00	\$ 1,000.00
	32 17 23	Painted Pavement Markings				
4.5	1.5.2	Permanent Pavement Markings	Lump Sum	1	2500.00	\$ 2,500.00
		Subtotal: Division 32 - Roads and Site Improvements =				\$ 14,300.00

845 THOMPSON AVENUE

OPINION OF PROBABLE COST

<i>Item No.</i>	<i>MMCD Ref.</i>	<i>Description</i>	<i>Unit</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Amount</i>
5.0	Div. 33	Utilities				
	33 30 01	Sanitary Sewers				
5.1	1.6.1	150ø PVC Sanitary Pipe, Native Backfill	Lineal Metres	65	225.00	\$ 14,625.00
5.2	1.6.7	Sanitary Tie-in, Sanitary Sewer	Each	1	1500.00	\$ 1,500.00
		Subtotal: Division 33 - Utilities =				\$ 16,125.00
Summary						
1.0		General Requirements				\$ 2,500.00
2.0		Concrete				\$ 1,750.00
3.0		Earthworks				\$ 4,375.00
4.0		Roads and Site Improvements				\$ 14,300.00
5.0		Utilities				\$ 16,125.00
		Subtotal				\$ 39,050.00
6.0		Contingency (25%)				\$ 9,762.50
		Subtotal				\$ 48,812.50
7.0		Engineering				
		Design/Inspection/Records (15%)				\$ 7,321.88
		Geotechnical Testing (2%)				\$ 976.25
		Subtotal				\$ 57,110.63
		GST 5%				\$ 2,855.53
		Total				\$ 59,966.16

***Opinion of Probable Cost Notes**

- 1) Quantities may vary depending on field revisions and/or conditions encountered at the time of construction, thereby affecting the final cost.
- 2) Unit Prices are influenced by supply & demand for both contractors and materials at the time of construction, thereby affecting the final cost.
- 3) Prices do not include BC Hydro, Telus, Gas, Legal Survey (BCLS) and property/right-of-way acquisitions.
- 4) Prices do not include Geotechnical, Environmental and Archaeological studies, reviews and approvals.
- 5) Unit Prices are estimated in 2023 Canadian Dollars for similar works and exclude taxes.



VILLAGE OF CHASE

Memorandum

Date: July 12, 2023
To: Mayor and Council
From: CAO
RE: Visitor Information Services - Location

At Council's April 11, 2023 meeting, the following resolutions were made:

8.1 Visitor Information Services – Proposal for Relocation

“THAT the Visitor Information Centre Services be relocated from the Chamber office to the Museum effective January 1, 2024.” **DEFEATED**

“THAT Administration be directed to obtain additional information from both the Chamber and the Museum and discuss the location of the Visitor Information Centre with both Boards of Directors and others in the community and bring a report back to Council for consideration.” **CARRIED**

Since being directed to obtain additional information, staff contacted both organizations to discuss their wishes and intentions.

The Chamber indicated its wish to continue offering the Visitor Information Services from the current location at 400 Shuswap Avenue citing a host of reasons including ample parking, current layout of the building focusses on Visitor Information services, there is wi-fi, a seating area, a washroom and other amenities for the travelling public.

Staff met with Museum Board representatives and the curator. Both Board members indicated that they were taken by surprise when the issue was raised. They did as a Board discuss the matter, and stated that they believe the current location of the Visitor Information Service works well. They also stated that they would be willing to enter into discussions in the future if at some point the current location for the service was not longer available. They also provided a letter to that effect.

Based on the discussions with both organizations, staff is of the opinion that the current arrangement be retained.

RECOMMENDATION

“THAT the provision of Visitor Information Services for the Village of Chase remains at its current location at 400 Shuswap Avenue.”

Respectfully submitted,





Chase & District Museum & Archives

Box 160 - 1042 Shuswap Ave, Chase, BC. V0E1M0
250-679-8847 chasemuseumsgociety@gmail.com
www.chasemuseum.com

June 27, 2023

Dear Village of Chase,

After a meeting with Joni Heinrich, the Chase & District Museum & Archives Society would like to inform the Village of Chase that we are open to having a discussion about incorporating the visitor information centre with the museum, if it is decided that the visitor information centre cannot stay in its current location.

sincerely,

Maureen Torbohm
President

Janie Emeny
Treasurer

Breanne Malo
Curator



Village of Chase Climate Action Committee Terms of Reference

1. Purpose

The Village of Chase Climate Action Committee's purpose is to provide advice to Council on a wide variety of initiatives that will assist the Village in reducing greenhouse gas emissions and meet objectives related to Climate Action, identified in the Village's Official Community Plan.

2. Objectives

- 2.1 Identify and advise on ways to build local climate action awareness, and promote environmental stewardship within the community
- 2.2 Provide recommendations to Council on the implementation of various GHG emissions reduction initiatives as identified in the Village's Official Community Plan
- 2.3 Provide recommendations to Council on approaches to educate members of the community
- 2.4 Assist with Village-led climate action outreach and engagement activities
- 2.5 Provide a forum for dialogue and information sharing related to climate action and environmental stewardship
- 2.6 Review, research, analyze and provide feedback on any other community related climate action items as directed by Council, including strategic planning, bylaws, and policy development

3. Membership

- 3.1 The committee will consist of a maximum of seven (7) citizens who shall serve without compensation appointed or as otherwise directed by Council; and two (2) Council members appointed by Council
- 3.2 Of the seven (7) citizens, two (2) will be members of the Chase Environmental Action Society, three (3) will be members of local area First Nations communities, and two (2) will be members at large from the Village of Chase
- 3.3 Committee members will have demonstrated sincere interest in advising Council on various initiatives, projects and tasks that will meet the purpose of the committee to promote environmental stewardship in the Village of Chase
- 3.4 Committee members will have demonstrated commitment to working in a collaborative manner
- 3.5 Committee members will be appointed on the basis of availability, experience and expertise they can bring to the committee and not necessarily as representatives of particular agencies, organizations or interest groups

- 3.6 Additional resource persons (Village staff) may be called on as needed to attend meetings from time to time in an effort to assist the committee in achieving their objectives
- 3.7 Advertising and outreach for new members will be conducted with the assistance of Village staff

4. Term

- 4.1 The committee will exist for the term of the current Council
- 4.2 Members shall be appointed by Council resolution for an initial two (2) year term any may be reappointed for a further two (2) year term
- 4.3 If a committee member is continuously absent from meetings for a period of three (3) consecutive regularly scheduled meetings, unless absence is because of illness or with leave of the committee members, the member's appointment will be deemed vacant and new volunteer will be appointed

5. Meeting Procedures

- 5.1 One of the two appointed Council members will act as the Chairperson of the committee. The other Council member will act as the Vice Chairperson and chair meetings in the absence of the Chairperson.
- 5.2 The committee will choose a recording secretary from amongst its members
- 5.3 The committee will meet on a regular basis but not less than four (4) times per year. All meetings are to be held at the call of the Chairperson.
- 5.4 A quorum will be three (3) citizen representatives plus the Chairperson. While an attempt will be made to reach consensus on all decisions, a majority of voting members present at a meeting will be sufficient for a vote to carry.
- 5.5 Minutes of the meetings will be taken by the recording secretary and approved by the committee. Minutes will be forwarded to the CAO to be placed on regular Council agendas and posted to the Climate Action page of the Village of Chase website.
- 5.6 Agendas will be prepared by the Chairperson in consultation with the committee members. Agendas will be posted on the Village's website at least three (3) days in advance of each meeting. All meetings will be open to the public and advertised in advance on the Village's website, Facebook page and in the Chase Sunflower.

6. Staff Support

Staff will provide support to the committee in the following ways:

- Ensuring meeting space is available
- Providing information and professional advice
- Attendance at meetings as needed
- Providing assistance in developing and distributing agendas, advertising meetings
- Assist with effective committee functioning, ensure committee recommendations are communication to Council, ensure follow up to action items,
- Provide orientation to the work and role of the committee to new members

Drafted March 31, 2023

Approved by Council April x, 2023



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Deb Lovin, CFO
DATE: July 11, 2023
RE: Water, Wastewater & Solid Waste bylaw preparation

ISSUE/PURPOSE

To obtain direction from Council regarding fees for water, wastewater, and solid waste utilities bylaw amendment.

OPTIONS

1. Approve the recommendations to increase water and wastewater rates, effective October 1, 2023.
2. Do not approve the recommendations and provide other direction.

HISTORY/BACKGROUND

On March 28, 2023, Council was presented with a report regarding the water, wastewater & solid waste 2023 budget consideration. Council passed a resolution at that meeting as follows:

““THAT the Fees and Charges bylaw be amended to include the following modifications effective July 1, 2023:

- 1. Water fixed charge increase by a minimum of 8%**
- 2. Water consumption rate increase to \$0.98 per m³ with a minimum usage charge of 60m³/quarter, and**
- 3. Sewer consumption rate stays at \$0.875 per m³ and add a minimum charge of \$61.26/quarter.”**

Due to workload issues in the last few months, the bylaw has not been prepared.

Staff want to ensure that the proper public notice is provided regarding the increases. Therefore staff is recommending that Council pass a new resolution to allow the changes to take effect October 1, 2023.

RECOMMENDATION

“THAT in order to provide for public notification, the Fees and Charges bylaw be amended to include the following modifications effective October 1, 2023:

- 1. Water fixed charge increase by a minimum of 8%**
- 2. Water consumption rate increase to \$0.98 per m3 with a minimum usage charge of 60m3/quarter, and**
- 3. Sewer consumption rate stays at \$0.875 per m3 and add a minimum charge of \$61.26/quarter.”**

Respectfully submitted,

Deb Lovin

Deb Lovin, CPA, CGA
Chief Financial Officer

Approved for Council Consideration by CAO

Joni Heinrich

Joni Heinrich
CAO

July 10, 2023

Joni Heinrich
Chief Administrative Officer
Village of Chase
826 Okanagan Ave.
Chase, BC
V0E 1M0

Subject: Letter of Support request for Shuswap Economic Development's (SEDS) Connecting Communities Grant application

Good afternoon, Joni

Following from our previous meeting, where we had the opportunity to update you on SEDS application to Connecting Communities BC to build an open access, Community owned Broadband network, we would respectfully like to ask the Village of Chase for a Letter of Support for the project and application.

The application was submitted in February 2023 to CCBC's second grant intake. To date, we have learned that it was the only application in the province to build a regionally based open access, community owned rural Broadband network. The initial footprint of the network runs through the North and South Shuswap and into Area D (Salmon Valley, Silver Creek, Falkland, Deep Creek, Gardom Lake) within the Columbia Shuswap Regional District. The network borders the Regional District of the North Okanagan, the Thompson-Nicola Regional District and several Indigenous communities, making it ideal to use the fiber backbone infrastructure to service the underserved areas within these communities at a future date, and presenting a number of collaborative opportunities from a broader regional perspective.

Our team has identified improved Broadband service to be one of the top three priorities of the residents and businesses that live and operate within the 16 communities that we serve. Further, improved Broadband service has a direct impact on community sustainability, business retention and attraction, and foreign direct investment.

In the Kootenay Connectivity Benefits Study, prepared for the Ministry of Citizen's Services, by Deloitte in 2022 "The study showed that connectivity funding to support the expansion of high-speed internet to underserved rural areas can have both positive short and long- term impacts in Gross Domestic Product (GDP) for the region and for B.C.

For the Kootenay region this return was estimated to be 14 times the Province's initial investment in benefits to B.C.'s GDP in the long-term".

We appreciate your consideration, look forward to a positive outcome and to future collaborative discussions.

Regards,



John Reed
Executive Director
Shuswap Economic Development Society

Shuswap Economic Development Society PO Box 489 Sorrento, BC V0E 2W0

www.shuswapecdev.ca

District of Sicamous Development Corporation
2 - 217 Finlayson St, PO Box 40
Sicamous, BC V0E 2V0
T: 250 517 7641
F: 250 836 4314



June 29, 2023

CONNECTING COMMUNITIES BC

To Whom it May Concern:

Re: Shuswap Economic Development Society Grant Application – Letter of Support

Please accept this letter from the District of Sicamous Development Corporation (DOSDC), expressing our support for the Shuswap Economic Development Society's funding application to the Connecting Communities BC program to provide high-speed broadband internet services to the underserved areas and households identified within the Columbia Shuswap Regional District.

As advocates for bridging the digital divide, we firmly believe that access to reliable and high-speed internet is a fundamental right that should be available to all individuals, regardless of geographic location. In today's increasingly interconnected world, access to the internet has become essential for education, economic growth, healthcare, communication, and numerous other aspects of modern life. However, many rural areas continue to suffer from inadequate broadband infrastructure, leading to significant disparities and hindrances in these areas' development.

Improving rural broadband service has far reaching benefits and will continue to be a top priority for the region. The DOSDC fully endorses the Shuswap Economic Development Society's funding request as by investing in rural broadband infrastructure, they will not only be fostering equitable access to essential services, but also bolstering the overall well-being and prosperities of the region.

Respectfully Submitted,

A handwritten signature in black ink that reads "Carly Procyshyn".

Carly Procyshyn
Tourism & Economic Development Manager
District of Sicamous Development Corporation
e: c.procyshyn@dosdc.ca
p: 250.517.7641



VILLAGE OF CHASE

Memorandum

Date: July 12, 2023
To: Mayor and Council
From: CAO
RE: Fire Protection – Interfor – Adams Lake Division (Adams Lake Mill)

The management at Interfor - Adams Lake Division (the mill) have approached the Village of Chase asking for fire protection from the Village's Fire Department in the event of a fire at the mill.

The mill is officially within the Village of Chase boundaries for the purposes of taxation. When the letters patent were amended to include the mill within the boundaries, the arrangement at the time was that the mill would not receive and municipal services, yet would pay property taxes to the Village, as there are a large number of employees of the mill that reside in the Village of Chase.

The mill has not had any formal fire protection. While they do have some equipment and hydrants, they are requesting the Village consider providing such a service and that the service be entered into by way of a contract.

The contract includes typical language that saves harmless the Village should any unfortunate accident or injury occur while providing fire protection services, and Interfor will reimburse the Village for equipment usage and personnel during an incident at rates in line with those set under the Interagency Operational Procedures and Reimbursement Rates Memorandum of Agreement between Wildfire BC and the Fire Chiefs' Association of BC.

Fire protection will only be provided to the mill if there is a duty crew and fire apparatus available in Chase in case of a structure fire within the boundaries of the residential/commercial Village.

RECOMMENDATION

"THAT the Village's Fire Department provide fire protection to Interfor – Adams Lake Division (Adams Lake Mill) with costs being reimbursed on a standard rate basis as long as a duty crew and fire apparatus is available within the Village boundaries."

Respectfully submitted,

Joni Heinrich
