



AGENDA

Regular Meeting of the Council of the Village of Chase held
virtually
on Tuesday, May 25, 2021 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the May 25, 2021 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held May 11, 2021

Pages 1-5

Resolution:

“THAT the minutes of the Regular meeting of May 11, 2021 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

None

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 Snow Clearing Policy

Page 6

This revised snow clearing policy amendment reflects the added Public Works responsibility of clearing snow from the Art Holding Memorial Arena as part of the Partnering Agreement with the Chase & District Recreation Society.

Recommendation:

“THAT Public Works Policy 21, *Street and Sidewalk Snow Clearing* be adopted as revised.”

8.2 Road Closure Bylaw – 901-2021 (Boscher)

Pages 7-9

Council has previously resolved to sell a portion of dedicated highway to the Boschers. There are many steps to complete this, and a road closure bylaw is the next key advancement.

Recommendation:

“THAT the Village of Chase Road Closure Bylaw 901-2021 be given first three readings.”

8.3 Notice of Motion – Recycle BC Letter to Businesses Page 10

As per a Notice of Motion put forward by Mayor Crowe at the May 11, 2021 Regular meeting, Council is being asked to support a letter campaign to educate and inform all business who will lose curbside recycling.

Recommendation:

“THAT the Recycle BC Transition Announcement letter dated June 1, 2021 be delivered to ALL customers”

8.4 Notice of Motion – Downtown 2-Hour Parking Limits

As per a Notice of Motion put forward by Councillor Lauzon at the May 11, 2021 Regular meeting, Council is being asked to support 2-hour parking limits.

Recommendation:

Council direction is requested

8.5 Cellular Towers

Page 11

Memorandum from the Corporate Officer

Recommendation:

“THAT the memorandum from the Corporate Officer, regarding Administration’s direction to Telus to investigate other locations for their telecommunications tower, be received for information.”

8.6 Adams River Salmon Society

Pages 12-17

Ken Benoit, Vice President, Adams River Salmon Society, presented to Council at the April 13, 2021 Regular meeting and requested financial support. The matter was deferred based on receiving an updated fundraising report from the Society.

Recommendation:

Council direction is requested

9. **NEW BUSINESS**

9.1 2020 Statement of Financial Information (SOFI)

Pages 18-25

Report from the CFO

Recommendation:

“THAT Council approve the 2020 Statement of Financial Information – SOFI as presented.”

9.2 Building Bylaw Amendment

Pages 26-37

Report from the Corporate Officer

Recommendation:

“THAT the Village of Chase Building Regulations Amendment Bylaw 902-2021 be given first three readings.”

- 9.3 Fees & Charges Amendment Bylaw Pages 38-40
Memorandum from the Corporate Officer

Recommendation:

“THAT the Village of Chase Fees & Charges Amendment Bylaw 905-2021 be given first three readings.”

- 9.4 Fire Department Regulations Bylaw Amendment 906-2021 Page 41
Recommendation:

“THAT the Village of Chase Volunteer Fire Department Establishment and Regulation Amendment Bylaw No 906-2021 be given first three readings.”

- 9.5 Zoning Amendment Bylaw – Shipping Containers Pages 42-44
Memorandum from the Corporate Officer

Recommendation:

“THAT the Village of Chase Zoning Amendment Bylaw 904-2021 be given first three readings.”

- 9.6 Recycle BC – Village of Chase Onboarding Opportunity Pages 45-47
Report from the Corporate Officer

Recommendation:

“THAT the Village submit a Transition and Implementation Plan to Recycle BC; AND,

THAT the Village of Chase enter into a Services Agreement with Recycle BC; AND,

THAT the Mayor and Corporate Officer be authorized to execute the agreement on behalf of the Village.”

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

Resolution:

“THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (c) labour relations or other employee relations.”

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Resolution:

“THAT the May 25, 2021 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Regular Meeting of the Council of the Village of Chase
held virtually on
Tuesday, May 11, 2021 at 4:00 p.m.

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

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

Public Participants: 9

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:01 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT the May 11, 2021 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2021/05/11_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Special meeting of Council held April 20, 2021

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the minutes of the April 20, 2021 Special Meeting of Council be adopted as presented."

CARRIED

#2021/05/11_002

3.2 Minutes of the Regular meeting of Council held April 27, 2021

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT the minutes of the April 27, 2021 Regular Meeting of Council be adopted as presented."

CARRIED

#2021/05/11_003

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Oli Martens, of 6133 VLA Road, regarding the cell phone tower to be located in Chase, believes Canada's safety regulations are too relaxed for cell towers and requested Council have the cell phone tower companies measure the radiation produced from the towers.

Ken Huxham, of 514 Alymer Road, advised that the proposed cell phone tower will be in his backyard and he wants the tower moved away from residences. He has also written to Navigation Canada as he believes the tower will intrude the flight path for fire fighting aircraft.

Russell Rowe, of 548 Alymer Road, acknowledged that improved cell service is needed for this area, however, the tower should be located away from residences, suggested across the river on the hillside.

Jenny Armitage, of 825 Okanagan Avenue, believes that cell phone towers have harmful effects on people, especially children, and does not want any towers near homes until the long term safety can be studied.

6. DELEGATIONS

6.1 Recycle BC

The TNRD Manager of Environmental Health Services, Jamie Vieira, provided a PowerPoint presentation outlining the advantages of the Village of Chase joining Recycle BC:

- Recycle BC is a not-for-profit organization responsible for residential packaging and paper products (PPP) recycling throughout BC
- The TNRD joined Recycle BC in 2018 and introduced multi-stream recycling at depots, stopping the single-stream (mixed) recycling that was in the "blue bag"
- The TNRD now accepts the Village of Chase recycling, however, if Chase declines joining Recycle BC, the TNRD will stop accepting Chase's curbside mixed recycling
- Benefits for Chase to join Recycle BC are:
 - Stable end-market for recyclables
 - Financial benefit of \$60,000
 - Processing fees now paid to the TNRD at \$30,000/year would discontinue
 - Recycle BC would pay Chase \$30,000/year for residential recycling
- Disadvantages to join Recycle BC are:
 - Must comply with conditions and standards (contamination standards and bin checks)
 - Industrial, Commercial and Institutional (ICI) recycling is not included, meaning businesses in Chase would have to contract their own mixed recycling company for pickup of recyclables
 - Receiving facility determined by Recycle BC, however, would probably be in Kamloops
- Three options were provided, with the recommended option to join the Recycle BC program

The Corporate Officer advised Council that a full report will be on the next Regular Council agenda.

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- April 28 – Attended the Southern Interior Local Government Association (SILGA) virtual conference and AGM. The Village of Chase had a resolution regarding firetrucks aging out after 20 years of use, seeking support that as long as the truck was tested and deemed to be in good condition, that the Fire Underwriters allow them to remain in service beyond 20 years of service. It was a unanimous vote in favor of the resolution and it will now go to the UBCM Annual Convention to be voted on by the local

government politicians in the entire province. If successful at UBCM it will go to the Provincial Government.

- April 29 – Attended Mayors Vaccine Roundtable with Interior Health
- May 4 – Attended a meeting with federal MP Mel Arnold
- May 6 – Attended a meeting with our Corporate Officer and a local first nations person to discuss ancestral remains that were found in Chase
- May 6 - Attended Mayors Vaccine Roundtable with Interior Health

Councillor Lauzon

- April 29 – Phone call with a citizen regarding parking issues in the downtown core
- May 4 – Followed up with the Willson Park Footbridge contractor, who anticipates construction will start in July or August
- May 6 – Met with a downtown business regarding a recent citation and toured their business for possible outdoor dining, subject to Provincial approval
- May 10 – Reached out to the Youth Action Committee to discuss the Chase and Area Young Learners program

Councillor Maki

- Nothing to report

Councillor Scott

- April 14 – Attended a virtual meeting with MP Mel Arnold
- April 20 – Attended a Special meeting of Council with the Chamber of Commerce
- Working with the Corporate Officer regarding concern with LED streetlights in our area

Councillor Torbohm

- April 28 – Attended the Southern Interior Local Government Association (SILGA) virtual conference, AGM and resolutions meeting
- May 4 – Met with Sergeant Kennedy to discuss damage that is occurring at Memorial Park. The RCMP will institute late night patrols of the park.
- May 7 – met with a downtown business regarding their parking requirements and shed variance
- Reviewed emails and responded when required
- Responded to phone calls
- Met with staff to discuss various issues

b) Staff Reports

Reports from the Corporate Officer, Chief Financial Officer and Fire Chief were included in the agenda package.

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

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

CARRIED
#2021/05/11_004

8. UNFINISHED BUSINESS

8.1 2021 to 2025 Financial Plan Bylaw 899-2021

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the 2021 to 2025 Financial Plan Bylaw No. 899-2021 be adopted."

CARRIED

#2021/05/11_005

8.2 2021 Tax Rate Bylaw 900-2021

Moved by Councillor Torbohm

Seconded by Councillor Maki

"THAT the Village of Chase 2021 Tax Rates Bylaw No. 900-2021 be adopted."

CARRIED

#2021/05/11_006

8.3 Fire Department Regulations Bylaws Amendment 903-2021

< Councillor Lauzon left the meeting at 4:50 pm after declaring a conflict of interest as Councillor Lauzon, her spouse and her daughter are all members of the Chase Fire Rescue Department. >

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT the Village of Chase Volunteer Fire Department Establishment and Regulation Amendment Bylaw No 903-2021 be adopted."

CARRIED

#2021/05/11_007

< Councillor Lauzon returned to the meeting at 4:51 pm. >

8.4 Art Holding Memorial Arena – Partnering Agreement

Letter from the Chase & District Recreation Society requesting amendments to the Arena Partnering Agreement that was on the April 27, 2021 Council agenda; at Council's request, Administration provided an excerpt from August 11, 2020 Council meeting relating to the additional \$50,000 that the Chase & District Recreation Society is requesting.

Moved by Councillor Maki

Seconded by Mayor Crowe

"THAT the motion from August 11, 2020 "THAT if additional funds are required, that the Recreation Centre Society approach Council if and when that need arises to explain and justify the need for additional funds" is sufficient and the Partnering Agreement will NOT be amended for the Society to have access to grant-in-aid without a specific request to Council, and a decision at that time from Council."

CARRIED

#2021/05/11_008

8.5 Cellular Towers

Moved by Councillor Torbohm

Seconded by Councillor Maki

"THAT the report entitled *Village Response to Installation of Telecommunications Infrastructure in Chase*, be received for information."

CARRIED

#2021/05/11_009

Moved by Councillor Lauzon
Seconded by Councillor Scott

"THAT Administration contact Telus to determine the alternate viable locations that were considered for the siting of the proposed cell tower."

CARRIED

#2021/05/11_010

8.6 Grant in Aid Application – Chase and Area Young Learners Society

Moved by Councillor Scott
Seconded by Councillor Maki

"THAT Council authorize an Extraordinary Grant in Aid in the amount of \$2,000 to the Chase and Area Young Learners Society."

CARRIED

#2021/05/11_011

9. **NEW BUSINESS**

9.1 Development Variance Permit Application – 116 MacPherson Street

Moved by Mayor Crowe
Seconded by Councillor Lauzon

"THAT Council accept the application and direct staff to complete the referral process."

CARRIED

#2021/05/11_012

10. **NOTICE OF MOTION**

Mayor Crowe provided the following Notice of Motion:

- That Administration notify all businesses in town of the possible changes that could occur if Council authorizes to join Recycle BC, and the subsequent impact to the businesses.

Councillor Lauzon provided the following Notice of Motion:

- That Council consider implementing a two hour parking limit downtown.

11. **IN CAMERA**

Moved by Councillor Scott
Seconded by Councillor Lauzon

"THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (c) labour relations or other employee relations."

CARRIED

#2021/05/11_013

12. **RELEASE OF IN CAMERA ITEMS**

None

13. **ADJOURNMENT**

Moved by Mayor Crowe
Seconded by Councillor Lauzon

"THAT the May 11, 2021 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2021/05/11_014

The meeting concluded at 5:31 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Village of Chase Policy Manual

| | | |
|--|--|------------------------------|
| Title: | PW 21 – Street and Sidewalk Snow Clearing | |
| Date Adopted: | January 20, 1994 | Revised: May 25, 2021 |
| Date Effective: | January 20, 1994 | Reviewed: |
| Special Notes / Cross Reference: | | |
| <i>Priority 5 added May 25, 2021</i> | | |
| Cross Reference - Streets and Parking Bylaw No. 732 | | |

POLICY: This is a Public Works Policy to address snow clearing for streets and sidewalks within the Village of Chase for the safe passage of vehicles and pedestrians (excluding the provincial highway).

PURPOSE: To define for the public and staff the accepted priorities for street and sidewalk snow clearing.

PRIORITIES:

Street Snow Clearing Priorities

- | | |
|-------------|---|
| Priority #1 | Shuswap Avenue Pine Street Thoroughfares with Hills |
| Priority #2 | School Bus Routes |
| Priority #3 | Main Thoroughfares |
| Priority #4 | Residential Areas |
| Priority #5 | Municipal Owned Facilities |

Sidewalk Snow Clearing

- | | |
|------------|---|
| Priority 1 | Shuswap Avenue from the east entrance to the Legion bridge |
| | As time permits the snow may be cleared off the other sidewalks (Streets and Parking Bylaw requirements for property owners to clear fronting sidewalks takes precedent). |

Level of Service

Snow clearing is subject to weather and budget.

Snow in lanes and back alleys may only be cleared by special request for service, and subject to capacity as determined by the Manager of Public Works.

VILLAGE OF CHASE

BYLAW NO. 901 - 2021

A BYLAW TO CLOSE UP AND REMOVE THE DEDICATION OF A PORTION OF HIGHWAY

WHEREAS under the Community Charter a Council may close a highway to traffic, remove the dedication of a highway and dispose of municipal land;

AND WHEREAS the Municipal Council of the Village of Chase deems it expedient to provide for a closure of a portion of highway and to remove the dedication of that same portion of highway;

AND WHEREAS the Municipal Council of the Village of Chase has posted and published notices of its intention to close highway referred to in this Bylaw and remove its dedication, and has provided an opportunity for persons who consider they are affected to make representations to Council;

AND WHEREAS the Municipal Council of the Village of Chase does not consider that the closure will affect the transmission or distribution facilities or works of utility operators;

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

- 1.0 Attached to the Bylaw as Schedule "A" and forming part of the Bylaw is a copy of the Reference Plan of highway closure (the "Plan").
- 1.1 Council hereby authorizes the closure to all types of traffic of a portion of highway created by the deposit of Plan 514, District Lot 517, KDYD, in the Village of Chase being a portion of the highway running between Aylmer Road and Pine Street as shown outlined in black bold on the Plan numbered EPP109158 (the "Closed Road").
- 1.2 The dedication as highway of the Closed Road is removed.
- 1.3 The Mayor and Corporate Officer are hereby authorized to execute all plans and other instruments as are necessary to effect the aforesaid closure and removal of highway dedication.
- 1.4 On deposit of Plan EPP109158 and instruments necessary for the road closure in the Land Title Office:
 - 1.4.1 the Closed Road is stopped up and closed to all types of traffic and shall cease to be a public highway; and

1.4.2 the dedication of highway within the Closed Road is removed.

2. This bylaw may be cited as "Village of Chase Road Closure and Removal of Highway Dedication Bylaw No. 901 - 2021."

READ A FIRST TIME THE __ DAY OF __, 2021

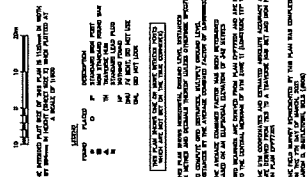
READ A SECOND TIME THE __ DAY OF __, 2021

READ A THIRD TIME THE __ DAY OF __, 2021

ADOPTED THE __ DAY OF __, 2021

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer





Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0
Office: 250.679-3238
Fax: 250.679-3070
www.chasebc.ca

June 1, 2021

Recycle BC Transition Announcement

BACKGROUND

The Village of Chase is joining Recycle BC September 1, 2021 as a registered collection partner. By joining, there will be an end-market for our recyclables, and financial savings by shifting recyclable costs to manufacturers who produce packaging and paper. As a Recycle BC member, and along with other local government's we will collectively keep recyclable materials out of BC's landfill's. Recycle BC is a provincial non-profit entity established to transfer excessive recycling costs to large corporations.

All local governments participating in the Recycle BC program must follow provincially approved requirements and guidelines for recycling collection services. The Village will be financially accountable if **recycling contamination** (*non-allowable materials*) occurs. Recycle BC and Village staff will conduct regular audits and inspections of the Village's curbside recycling. If recycling is contaminated, the Village can be penalized, which may result in increased rates.

Historically, Industrial, Commercial, and Institutional (ICI) customers have been serviced under the same collection strategy as residential customers. Recycle BC, however, dictates that only residential recycling can be part of the program and 2% of ICI customers. All Institutional customers such as the Chase & District Health Centre, and the RCMP station, will be retained under the new arrangement. All industrial and commercial businesses will not be retained under the Recycle BC umbrella. Efforts will be made to engage those customers to provide alternate recycling options. The current options for them is to hire one of the many commercial recycle haulers that operate in the area or to self-haul material to the TNRD's South Thompson Eco-Depot in Pritchard, located 13 minutes away via the Trans-Canada Highway.

THE VILLAGE'S OBJECTIVES

1. Minimize and reduce cost of recycling for residents.
2. Eliminate "recycling contamination," avoiding additional cost to residents.
3. Encourage recycling – promoting environmental sustainability.
4. Mandate Village staff to monitor and enforce recycling requirements.
5. Education is key to avoid fines.

All required information pertaining to Village Recycling:

**These guides will be distributed to residents by mail and will be further available at Village facilities, Municipal Hall, and Village's website. For further information, please contact the Municipal Hall (250) 679-3238, visit the Village website at www.chasebc.ca or TNRD website at www.tnrd.ca



VILLAGE OF CHASE

Memorandum

Date: May 18, 2021
To: Mayor and Council
From: Corporate Officer
RE: Telus Telecommunications Tower at 640 Aylmer Road

At the May 11, 2021 Regular meeting, Council resolved:

“THAT Administration contact Telus to determine the alternate viable locations that were considered for the siting of the proposed cell tower.”

On May 12, 2021, the Corporate Officer, contacted Brian Gregg of SitePath Consulting Ltd., a consultant acting on behalf of Telus Communications Inc., to discuss Telus' site selection process.

It was learned that Mr. Gregg was directed by Telus to locate a tower site within a small defined search area. The search area that Telus provided Mr. Gregg was 640 Aylmer Road, 523 Aylmer Road, and one other undisclosed property in this proximity.

For this reason, Telus, through SitePath, did not consider any location outside of Chase, including Matthey's Hill because Telus has a project in mind for cellular and data, and locations outside of Chase are not conducive to data as a service provision.

Mr. Gregg also clearly stated that cost is not a driving factor for site selection. Site selection is only driven by network connectivity and network strength. Costs do not enter into the equation until later in their process.

At the end of our conversation, Mr. Gregg committed to re-connecting with Telus to revisit the site selection process, and to nominate Matthey's Hill as a site requiring further investigation.

Recommendation:

“THAT the memorandum from the Corporate Officer, regarding Administration's direction to Telus to investigate other locations for their telecommunications tower, be received for information.”

Respectfully submitted,



The Adams River Salmon Society

PO Box 24034

Scotch Creek, BC V0E 3L0

20 May 2021

Village of Chase
PO Box 440
Chase, BC V0E 1M0

Attn. Mayor Rod Crowe and Council

Re: The Adams River Salmon Society – Funding

Dear Mayor Crowe:

Since our participation in your Council meeting on 13 April, my colleagues and I have conducted a detailed analysis of The Society's financial situation for the period 2014 – 2020. This analysis commenced in August 2020 as we were already concerned about the long-term viability of The Society under its current funding model. We have also developed a forecast for the years 2021 – 2024.

Cost of Operations for 2014 – 2020

The Society derives operating revenues from souvenir sales, donations and memberships. For the period under consideration, these sources generated revenue as low as \$2,000 in 2016 and as high as \$13,000 in 2014.

The Society's largest operating expenses include wages, accounting fees, insurance, and maintenance of its interpretive cabin at Tsutswecw Provincial Park. Total operating costs have been as low as \$14,000 in 2015 and as high as \$44,000 in 2019. The increase is largely attributable to the following:

- **wages and contractors** (\$13,300 increase) – in the past, admin costs were part-time for part of the year. Those costs have increased to part-time year-round. Contractor personnel are needed to keep the cabin open, supervise summer students and provide education. In the past, the interpretive cabin was not open regularly.
- **summer students** (\$6,200 increase) - In 2020, this cost was \$6,200 and was 100% offset by grants. An equivalent amount is included in the revenue total for 2020 and for each year we received the grant. In the past, there was \$0 expense and \$0 grant.
- **Insurance** (\$4,300 increase) - In the past, The Society did not have director liability insurance. We have that now, and premiums have increased significantly recently due to a break-in and theft from the cabin and tree damage to the roof of the cabin.



The Adams River Salmon Society

PO Box 24034

Scotch Creek, BC V0E 3L0

- **internet** (\$1,400 – new cost) – In the past, The Society did not have internet at the cabin.

Other small expenses have also increased over the years, with a combined increase of <\$1000.

Volunteers are no longer willing to handle the demands and we need high calibre personnel to handle the increasingly difficult workload complying with the Society's Act and all requisite governmental reporting.

The Society has not been profitable for any year during the period 2014 – 2020. The losses range from a low of \$10,000 in 2015 to a high of \$37,000 in 2019. Based on this data, it is not surprising that The Society is facing insolvency this year. **Table 1** and **Graph 1** at the end of this letter present The Society's historical cost of operations.

Forecast Cost of Operations for 2021 - 2024

As of 30 April 2021, The Society has \$21,000 remaining for operating expenses. This amount includes the \$12,000 remaining in our Legacy Fund.

The Board cannot envision a realistic scenario whereby revenues from souvenir sales, donations and memberships generate sufficient revenue to offset the cost of operations going forward.

Sensitivity analysis of revenue from our current revenue sources reveals that it would have to increase five-fold for The Society to break even. The Board is considering creative sources of revenue including 50/50 draws, GoFundMe campaigns, membership drives, and liquidating souvenirs and art that has been acquired over the years. Each of these initiatives requires a relatively high effort to deliver relatively low reward. Keep in mind that The Society is run by a **volunteer working Board of Directors**. All Board members have roles and responsibilities and devote many hours to meet the mandate of The Society. The Executive feels that the need to continually raise operational funds only adds to the frustration and worry for Board members. Attracting and retaining qualified board members continues to be a challenge given our financial situation.

The Board plans to continue to pursue funding for capital projects, summer students and educational programs with grants. These costs are directly offset by grants and have no impact on revenues or expenses.



Table 2 and **Graph 2** present The Society's forecast cost of operations for the period 2021 - 2024.

In order to break even for the period 2021 – 2024 and indeed every year going forward, The Society would need additional funding averaging \$35,000/year, every year. This funding would have to come from as yet unknown, sources.

The Board has also taken many steps to raise funds and awareness of The Society, including:

- opening the Interpretive Cabin at Tsutswew Provincial Park on Earth Day April 22nd. Souvenir sales and donations since then are in excess of \$1200.
- Submitting a donation request to Interfor, our partners on Earth Day. Interfor has donated \$2400 towards our 'science of the salmon' summer field trip program.
- submitting an application to CSRD for a COVID Safe Re-Start grant-in-aid for \$5000. Results will be known in July.
- holding a planning session for the 2022 Salute, at which several fundraising ideas were discussed including a 50/50 draw and on-line auction.
- Arranging with Askew Foods to stock some of our souvenir clothing in their stores.
- Having discussions with Quaaout Lodge to explore the potential to display/sell some of our artisans pictures and crafts.
- Reviewing and revising souvenir stock prices to accelerate liquidation of existing inventory.
- Directing \$1000 to Secwepemc Lakes Tourism-DBC Coop Marketing Project in support of greater marketing for The Society.
- Arranging with the Chase Chamber of Commerce to stock some of our souvenirs and rack cards.
- planning a Fall Market / Thanksgiving Event by opening the Interpretive Cabin, offering interpretive tours, education stations, vendor tables and souvenir sales.
- Voting to increase the Lifetime Membership fee from \$25 to \$35.
- planning a membership drive.

Our greatest and most urgent need continues to be funding for ongoing operations of The Society. While we explore options with our partners and implement some of the initiatives described above, we request **\$15,000**. This amount of funding would equate to 5 – 6 months of operating expenses and would certainly give us a little breathing room. Having said that, any support that Village of Chase can provide would be greatly appreciated. We appreciate your consideration of The Society's circumstance and financial needs.



The Adams River Salmon Society
PO Box 24034
Scotch Creek, BC V0E 3L0

Please contact the undersigned should you have any questions.

With kind regards,

Ken Benoit
Vice President
The Adams River Salmon Society
vicepresident@salmonsociety.com
403-700-8185 cell

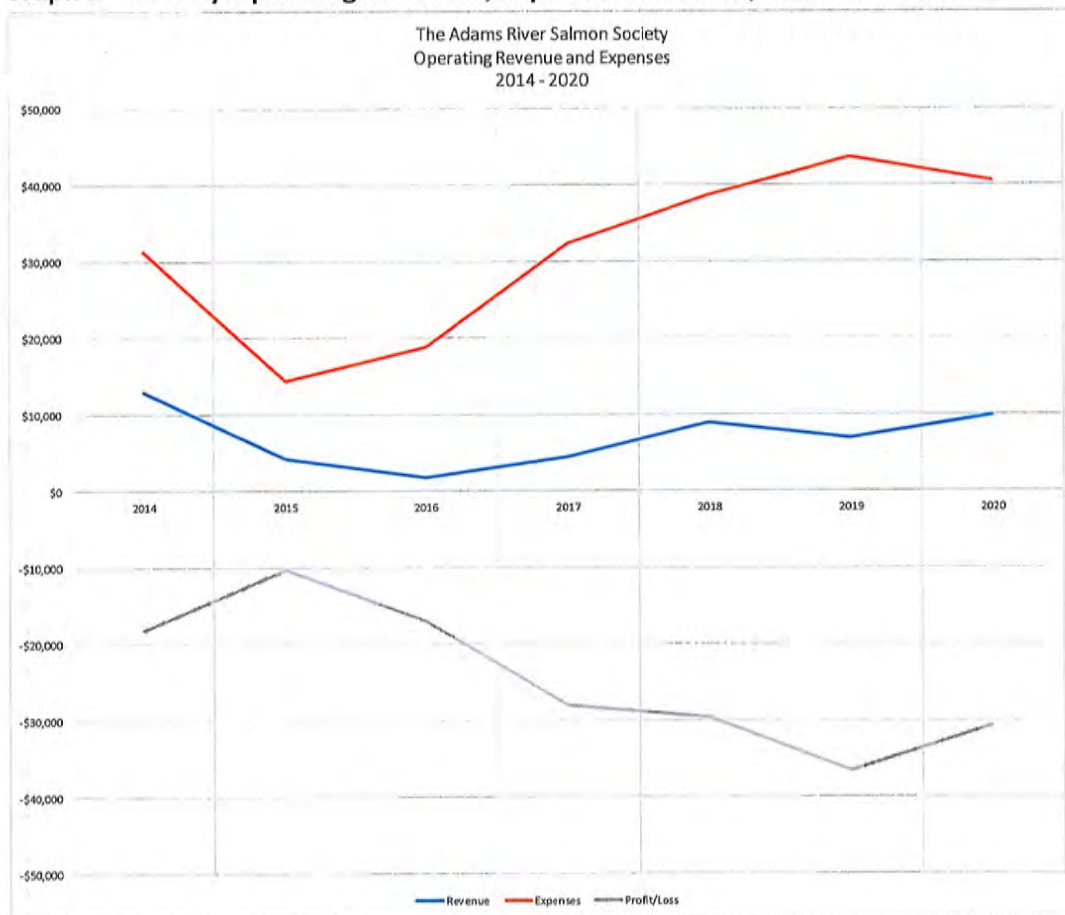


The Adams River Salmon Society
PO Box 24034
Scotch Creek, BC V0E 3L0

Table 1 – Society Operating Revenues, Expenses and Profit/Loss 2014 - 2020

| Year | Revenue | Expenses | Profit/Loss |
|------|----------|----------|-------------|
| 2014 | \$12,953 | \$31,236 | -\$18,283 |
| 2015 | \$4,127 | \$14,425 | -\$10,298 |
| 2016 | \$1,786 | \$18,836 | -\$17,050 |
| 2017 | \$4,386 | \$32,346 | -\$27,960 |
| 2018 | \$8,931 | \$38,626 | -\$29,695 |
| 2019 | \$6,906 | \$43,566 | -\$36,660 |
| 2020 | \$9,842 | \$40,525 | -\$30,683 |

Graph 1 – Society Operating Revenues, Expenses and Profit/Loss 2014 - 2020



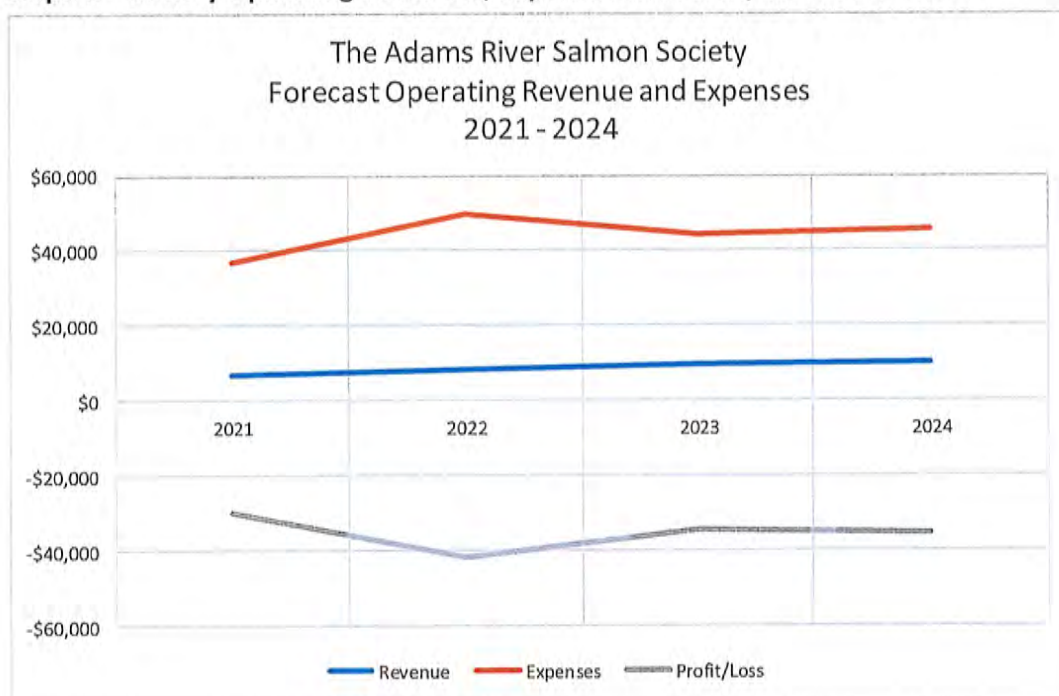


The Adams River Salmon Society
 PO Box 24034
 Scotch Creek, BC V0E 3L0

Table 2 – Society Operating Revenues, Expenses and Profit/Loss 2021 - 2024

| Year | Revenue | Expenses | Profit/Loss |
|------|----------|----------|-------------|
| 2021 | \$7,100 | \$36,929 | -\$29,829 |
| 2022 | \$8,500 | \$49,950 | -\$41,450 |
| 2023 | \$9,800 | \$44,275 | -\$34,475 |
| 2024 | \$10,400 | \$45,825 | -\$35,425 |

Graph 2 – Society Operating Revenues, Expenses and Profit/Loss 2021 - 2024





VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: May 13, 2021
RE: 2020 Statement of Financial Information (SOFI)

ISSUE/PURPOSE

To seek a Council resolution approving the 2020 Statement of Financial Information (SOFI) and make available to the public.

HISTORY/BACKGROUND

The Statement of Financial Information (SOFI) is a Public Accounts report prepared in compliance with the Financial Information Act, Statutes of British Columbia (Canada), Chapter 140. It contains a statement of assets and liabilities, operational statement, schedule of debts, schedule of guarantee and indemnity agreements, schedule showing remuneration and expenses paid to or on behalf of employees and schedule showing payments for suppliers of goods or services.

DISCUSSION

The Statement of Financial Information includes, for the year being reported, the Village's audited financial statements and information regarding remuneration paid to the Mayor and Council, the remuneration paid to every employee that the Village of Chase paid more than \$75,000 and the amount paid to any supplier of goods and/or services to which the Village paid more than \$25,000.

FINANCIAL IMPLICATIONS

None, this is a summary of 2020 Financial Information as required by the Province of BC

POLICY IMPLICATIONS

The Statement of Financial Information (SOFI) complies with the Financial Information Act, Statutes of British Columbia (Canada), Chapter 140.

RECOMMENDATION

That Council approve the 2020 Statement of Financial Information (SOFI) as presented.

Respectfully submitted,


Joanne Molnar

Approved for Council Consideration by CO


Sean O'Flaherty

**VILLAGE OF CHASE
2020 FINANCIAL INFORMATION**

Schedule of Remuneration and Expenses Paid To Or On Behalf of Each Elected Official:

| | | Remuneration | Expenses | Total |
|---|------------|---------------------|--------------|------------------|
| Crowe, Rod | Mayor | 14,848 | 350 | 15,198 |
| Lauzon, Alison | Councillor | 9,909 | 0 | 9,909 |
| Maki, Alison | Councillor | 9,909 | 0 | 9,909 |
| Scott, Steven | Councillor | 9,909 | 0 | 9,909 |
| Torbohm, Manfred | Councillor | 10,659 | 479 | 11,138 |
| | | <u>\$ 55,234</u> | <u>\$829</u> | <u>\$56,063</u> |
| | | Remuneration | Expenses | Total |
| Other Employees with Remuneration Exceeding \$75,000.00 | | | | |
| Fandrey, John, Utility Operator | | 84,884 | 3,472 | 88,356 |
| Heinrich, Joni, Chief Administrative Officer | | 113,114 | 309 | 113,423 |
| Magnusson, Tyler, Equip Operator I | | 78,668 | 50 | 78,718 |
| Molnar, Joanne, Chief Financial Officer | | 93,748 | 541 | 94,289 |
| O'Flaherty, Sean, Corporate Officer | | 94,910 | 1,591 | 96,501 |
| Richens, Fred, Equip Operator II | | 83,112 | 106 | 83,218 |
| Spencer, Guy, Equip Operator II | | 87,974 | 109 | 88,083 |
| Consolidated Total for all employees with remuneration of \$ 75,000 or less | | 385,659 | 955 | 386,614 |
| | | <u>\$ 1,022,069</u> | <u>7,133</u> | <u>940,846</u> |
| Reconciliation | | Remuneration | Expenses | Total |
| Total remuneration - elected officials | \$ | 55,234 | 829 | 56,063 |
| Total remuneration - other employees | | 1,022,068 | 6,801 | 1,028,869 |
| | \$ | <u>1,077,302</u> | <u>7,630</u> | <u>1,084,932</u> |
| Total per Statement of Operations | | | | 1,252,815 |
| Less Contractor Payments | | | | -74,191 |
| MPP benefit as per Note 14(c) | | | | -75,935 |
| WCB | | | | -17,531 |
| Net Statement of Operations | | | | 1,085,158 |
| VARIANCE | \$ | | | <u>226</u> |

Prepared under the Financial Information Regulation, Schedule 1, section 6(2),(3),(4),(5) and (6)

**VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
STATEMENT OF SEVERANCE AGREEMENTS**

NIL - Statement

There were no severance agreements made between The Village of Chase and its non-unionized employees during the fiscal year 2020

Prepared under the Financial Information Regulation 1, subsection 6(8)

**VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
STATEMENT OF FINANCIAL INFORMATION APPROVAL**

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

Joanne Molnar
Director Financial Services

Rod Crowe, Mayor
Council Member on behalf of Council

Date: _____

Date: _____

Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9

**VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
SCHEDULE OF DEBTS**

The Schedule of debts is presented in Note 6 - Demand Promissory Note, and note 7 - Term Debt, and note 8 - MFA Debt Reserve of the annual audited financial statements for the year ended 31 December 2020.

.....

**VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

Information on all guarantees and indemnities for the Village of Chase is included in Note 14 (b) to the audited annual financial statements for the year ended 31 December 2020.

VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
Schedule of Suppliers of Goods or Services: Section 7

Schedule of Payments Made for the Provision of Goods and Services

1. List of Suppliers receiving aggregate payments exceeding \$ 25,000

| | |
|--|------------------|
| B.C. ASSESSMENT AUTHORITY FINANCIAL SERVICES | 29,945 |
| BC HYDRO | 156,154 |
| CANADIAN PACIFIC RAILWAY | 25,453 |
| COMPUTER PROFESSIONALS | 26,502 |
| CORIX UTILITIES | 28,875 |
| GROUP HEALTH BENEFIT SOLUTIONS | 82,816 |
| KARCON ROADWORKS CORP. | 26,323 |
| LEE'S MUSIC | 29,984 |
| MINISTRY OF PROVINCIAL REVENUE | 92,399 |
| MUNICIPAL PENSION PLAN | 149,012 |
| OKANAGAN COLLEGE | 61,960 |
| RECEIVER GENERAL OF CANADA | 267,142 |
| SCHOOL DISTRICT NO 73 | 37,403 |
| SPOONER ELECTRIC LTD. | 32,873 |
| STEWART MACDANNOLD STUART | 51,678 |
| TNRD (THOMPSON-NICOLA REGIONAL DISTRICT | 677,640 |
| THOMPSON REGIONAL HOSPITAL DISTRICT | 216,292 |
| TRUE CONSULTING | 34,162 |
| TURNER, BRENDA | 40,282 |
| URBAN SYSTEMS | 72,580 |
| Total aggregate amount paid to suppliers | \$ 2,139,475 (A) |

2 Consolidated total paid to suppliers receiving aggregate payments of \$25,000 or less:

\$ 930,067 (B)

3 Total of payments to suppliers for grants and contributions exceeding \$25,000

CHASE & DISTRICT RECREATION CENTRE SOCIETY 128,978 (C)

\$ 3,198,520

VILLAGE OF CHASE
2020 FINANCIAL INFORMATION
Schedule of Suppliers of Goods or Services: Section 7

Schedule of Payments Made for the Provision of Goods and Services

| | |
|---|---------------|
| 4 Reconciliation | |
| Total aggregate payments exceeding \$25,000 paid to suppliers | 2,139,475 (A) |
| Consolidated total of payments of \$25,000 or less paid to suppliers | 930,067 (B) |
| Consolidated total of all grants and contributions exceeding \$25,000 | 128,978 (C) |

Reconciling items

| | |
|--|---------------------|
| Property Tax payments to other governments net of Revenue | -1,592,356 |
| Home Owner Grants deducted from other Government payments | 804,575 |
| School tax admin fee | 2,908 |
| Property tax refunds not an expense | 0 |
| Rebatable GST Included in Schedule of supplier payments | -54,431 |
| Wages and Salaries included in expenses in Statement of Operations | 1,252,815 |
| Pension payments not an expense | -67,721 |
| Employee EI/PPP/Tax not an expense | -226,202 |
| Employee Benefits not an expenses union & LTD | 34,449 |
| Subcontractor WCB & Supplies | 6,640 |
| Amortization of TCAS | 1,149,988 |
| Principal payments on capital lease obligations | 0 |
| Principal payments on term debt | -59,550 |
| Principal payments on demand Promissory Note Issued | 0 |
| Acquisition of TCAs | -101,629 |
| Proceeds from Sale of TCA | 0 |
| Gain or Loss on disposal of assets | 0 |
| Changes in Accruals | -261,365 |
| Change in Prepaid expenses | 52,023 |
| Total of Reconciled Payments to Suppliers | \$ <u>4,138,664</u> |
| Total per Statement of Operations | \$ <u>4,138,990</u> |
| Variance | \$ <u>326</u> |

Prepared under the Financial Information Regulation, Schedule 1, section 7 and the Financial Information Act, section 2



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: May 20, 2021
RE: Building Regulations Bylaw Amendment

ISSUE/PURPOSE

This report is to introduce an amendment to Building Regulations Bylaw No. 803-2014 that would affect two main changes: simplify the Building Permit (BP) application form and remove the requirement to permit and inspect solid fuel appliances when not a part of an entire dwelling application. There is another small change as it relates to the language pertaining to an owner's acknowledgment of responsibility and undertakings.

These changes are driven by the Village's Building Authority, the TNRD. All member municipalities have been directed to update their respective Building Bylaws with this amendment.

OPTIONS

1. Give the bylaw first three readings.
2. Do not proceed with changes.

HISTORY/BACKGROUND

Since 2019 the Thompson-Nicola Regional District (TNRD - contracted to provide building inspection services to the Village) has sought to streamline application flow, including:

- completed a comprehensive BP guide: <https://tnrd.civicweb.net/document/163310>
- created one pager check lists for each of the main categories of BP applications;
- have replaced the six page long, repetitive four-part application form with one 3-page form (4 pages in the case of a corporate or institutional landowner).

We experience a high number of incomplete BP applications, a common challenge for local governments that has a significant impact on processing time.

The Province has also, as of February 21st, amended the *Contaminated Site Regulation* so that every Building Permit where soil is disturbed (typically all except interior renovations) is now subject to a site disclosure statement. Local government must broker this process.

DISCUSSION

Please refer to the attached proposed amendment bylaw. The recommended changes (in order of Bylaw 902) to the Village of Chase Building Bylaw include:

- Delete the Building Permit requirement and fee for a solid fuel appliance (i.e. wood or pellet burning stove).

We currently charge \$100 for a solid fuel appliance such as wood/ pellet stove or a traditional fireplace with masonry chimney. TNRD inspectors are knowledgeable about wood stoves but only one inspector is certified under WETT (Wood Energy Technology Transfer). All the inspectors are qualified for traditional fireplaces (masonry chimney, hearth, damper, burning chamber, etc.) as the regulations are set out in the BC Building Code. Meanwhile solid fuel appliances are covered by WETT certified and insured inspectors (typically the installers).

To meet requirements of most insurance companies, owners' must submit the WETT certified forms (which TNRD inspectors do not, or cannot sign). The recommendation at this time is to keep inspections under code for traditional fireplaces BUT remove the review, inspection, and approval of the appliances.

- Add a provision to *Penalties and Enforcement* that reads as follows:

"Where there is a violation of this Bylaw or Part 20 of this Bylaw, whether a notice has been registered on the property title or not, the Building Official may refuse to issue a building permit for an addition to, or alternation of, any offending, unsafe, or unpermitted building or structure until it has been brought into substantial Bylaw and Building Code compliance; qualifying, building permits may be issued for any other detached building or structure on the property."

This enables inspectors to refuse permits to add onto or alter a non-compliant or unsafe building. This would not stop an owner from applying for and being issued a permit for another building on the same property. It would also not apply to historic buildings that either predate the service or may have other minor infractions (perhaps added after the original permit completion).

- Remove Appendix "B" and "C" from Bylaw 803 and simply note in the Bylaw that applications and submissions be made in a form as set out by the Building Official.

Appendix "B" and "C" are application forms which under historic BC legislation, were required to be appended to a bylaw; however, this has not been the case for almost 20 years. The proposal is simply to remove them from Bylaw 803 and provide a delegated clause, thereby enabling the attached new form to be used.

Appendix "C" is straightforward and can be used even if it is not attached to a Bylaw (we have made it fillable online).

In closing, in the overall scope of the service, these changes are not major and will have minimal to no financial impact. The change that will be noticed, especially by contractors, is the new application form.

Attached to this report are:

- Amending Bylaw No. 902-2021
- New Building Permit application form

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

STRATEGIC PLAN REFERENCE

Building Inspection is a core service of the Village

RECOMMENDATION

THAT the bylaw be given first three readings.

Respectfully submitted,

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Approved for Council Consideration by CAO

VILLAGE OF CHASE
BYLAW NO. 902 - 2021

A BYLAW TO AMEND THE VILLAGE OF CHASE BUILDING REGULATIONS
BYLAW NO. 803 - 2014

WHEREAS the Village of Chase Council has adopted Building Regulations Bylaw No. 803, 2014;

AND WHEREAS the Village of Chase Council considers it advisable to amend the Building Regulations Bylaw No. 803, 2014;

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 the "Village of Chase Building Regulations Amendment Bylaw No. 902-2021".
2. Building Regulations Bylaw No. 803 is amended as follows:
 - 2.1 by replacing clause 1.5 (k) with the following:

"design, **construction**, or installation of fireplaces and chimneys."
 - 2.2 by deleting Appendix "B" to the Bylaw and replacing clauses 8.1(b); 9.1(b); 11.1(b); 12.1(b) and 13.2(b) with the following:

"be accompanied by the **owner's** acknowledgment of responsibility and undertakings made in a form provided by the Building Official and signed by the **owner**, or a signing officer if the **owner** is a company;"
 - 2.3 by deleting Appendix "C" to the Bylaw and replacing section 14.3 with the following:

"When a registered professional provides letters of assurance in accordance with this Bylaw, he or she shall also provide proof of professional liability insurance in a form provided by the **Building Official**."
 - 2.4 by adding the following as section 20.9:

"Where there is a violation of this Bylaw or Part 20 of this Bylaw, whether a notice has been registered on the property title or not, the **Building Official** may refuse to issue a building **permit** for an **addition to** or **alternation of** any offending, unsafe, or unpermitted building or **structure** until it has been brought into substantial Bylaw and **Building Code** compliance; qualifying, building **permits** may be issued for any other detached building or **structure** on the property."

3. Appendix "A" is amended by replacing item 'K' with the following:

"K. CHIMNEY

Fee for the installation of a chimney or masonry fireplace

\$100"

READ A FIRST TIME THIS __ DAY OF __, 2021

READ A SECOND TIME THIS __ DAY OF __, 2021

READ A THIRD TIME THIS __ DAY OF __, 2021

ADOPTED THIS __ DAY OF __, 2021

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Building Permits: Application to Issuance





Municipal Building Permit Review

APPROVED



REJECTED



Building Permit #:

«FOLDERNUMBER»

Applicant/Contractor:

«NAME1» & «NAME2»

Legal Description:

«SHORTLEGALS»

PID:

«PIDS»

Application type/descrip

Civic Address

To be assigned by Municip if required

| As Proposed | Bylaw Provisions (Min/Max) | Does it comply? | | | Notes |
|---|----------------------------|-----------------|----|--|-------|
| | | Yes | No | | |
| Zone | | | | | |
| Land & bldg use | | | | | |
| Parcel area | | | | | |
| Parcel coverage &/or Bldg area restrictions | | | | | |
| Bldg height | | | | | |
| Parking & Loading | | | | | |
| Setbacks Front | | | | | |
| Side | | | | | |
| Side | | | | | |
| Rear | | | | | |
| Water & Sewer Connections | | | | | |
| Review aerial image | | | | | |
| Contaminated Site Declaration | | | | | |
| Other potential requirements | | | | | |
| Floodplain elevation (vertical) | | | | | |
| Floodplain setback (horizontal) | | | | | |
| Any covenant restrictions? | | | | | |
| Riparian Area Protection Act 30m | | | | | |
| ALR Use/GFA – does it comply? | | | | | |
| Encroachments | | | | | |
| Are DCCs to be paid? | | | | | |
| Is Development Permit required? | | | | | |
| Is it a hazard land area? | | | | | |
| Other | | | | | |

COMMENTS:

DATE: / /
dd mm yy

REVIEWED BY: _____



Village of Chase
826 Okanagan Avenue, Chase, BC V0E 1M0
Telephone: (250) 679-3238
Email: co@chasebc.ca
Website: www.chasebc.ca

File No. _____

CONTAMINATED SITE DECLARATION

I, _____, hereby acknowledge that the *Environmental Management Act*, 2003, as amended, is effective as of February 1st, 2021.

Legal Description(s): _____

☐ Based on my personal knowledge of the property in question, I do not believe that it is or has been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the regulations. Accordingly, I elect not to complete and submit a 'site disclosure statement', as outlined in Section 40.(1) of the *Act*.

☐ I have read Schedule 2 and one or more of the identified purposes or activities is or has occurred on the land(s) legally described above.*

*Please contact staff to submit a "site disclosure statement" at co@chasebc.ca

I further acknowledge that this election does not remove any liability, which may otherwise be applicable under the legislation.

X

Owner/Agent

_____/_____/_____
dd mm yy

X

Witness

_____/_____/_____
dd mm yy

X

Owner/Agent

_____/_____/_____
dd mm yy

[View Complete Regulation](#)B.C. Reg. 375/96
O.C. 1480/96Deposited December 16, 1996
effective April 1, 1997

This consolidation is current to January 26, 2021.
See the [Cumulative B.C. Regulations Bulletin 2020](#)
for amendments effective after January 26, 2021.

[Link to consolidated regulation \(PDF\)](#)[Link to Point in Time](#)***Environmental Management Act*****CONTAMINATED SITES REGULATION**

[includes amendments up to B.C. Reg. 13/2019, January 24, 2019]

Schedule 2

[am. B.C. Regs. 17/2002, s. 16; 239/2007, s. 5; 343/2008, s. 12; 62/2013, s. 1; 253/2016, s. 16.]

Industrial and Commercial Purposes and Activities

| COLUMN 1 Item | COLUMN 2 Purpose or Activity |
|--------------------------|--|
| A | Chemical industries and activities <ol style="list-style-type: none"> 1. adhesives manufacturing or wholesale bulk storage 2. chemical manufacturing or wholesale bulk storage 3. explosives or ammunition manufacturing or wholesale bulk storage 4. fire retardant manufacturing or wholesale bulk storage 5. fertilizer manufacturing or wholesale bulk storage 6. ink or dye manufacturing or wholesale bulk storage 7. leather or hides tanning 8. paint, lacquer or varnish manufacturing, formulation, recycling or wholesale bulk storage 9. pharmaceutical products, or controlled substances as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations 10. plastic products (foam or expanded plastic products) manufacturing 11. textile dyeing 12. pesticide manufacturing, formulation or wholesale bulk storage 13. resin or plastic monomer manufacturing, formulation or wholesale bulk storage |
| B | Electrical equipment and activities <ol style="list-style-type: none"> 1. battery (lead acid or other) manufacturing or wholesale bulk storage |

| | |
|----------|---|
| | <ol style="list-style-type: none"> 2. communications stations using or storing equipment that contains PCBs 3. electrical equipment manufacturing, refurbishing or wholesale bulk storage 4. electrical transmission or distribution substations 5. electronic equipment manufacturing 6. transformer oil manufacture, processing or wholesale bulk storage 7. electrical power generating operations fuelled by coal or petroleum hydrocarbons and supplying electricity to a community or commercial or industrial operation |
| C | Metal smelting, processing or finishing industries and activities <ol style="list-style-type: none"> 1. foundries or scrap metal smelting 2. galvanizing 3. metal plating or finishing 4. metal salvage operations 5. nonferrous metal smelting or refining 6. welding or machine shops (repair or fabrication) |
| D | Mining, milling or related industries and activities <ol style="list-style-type: none"> 1. asbestos mining, milling, wholesale bulk storage or shipping 2. coal coke manufacture, wholesale bulk storage or shipping 3. coal or lignite mining, milling, wholesale bulk storage or shipping 4. milling reagent manufacture, wholesale bulk storage or shipping 5. nonferrous metal concentrate wholesale bulk storage or shipping 6. nonferrous metal mining or milling |
| E | Miscellaneous industries, operations or activities <ol style="list-style-type: none"> 1. appliance, equipment or engine repair, reconditioning, cleaning or salvage 2. ash deposit from boilers, incinerators, or other thermal facilities 3. asphalt tar manufacture, wholesale storage and distribution 4. coal gasification (manufactured gas production) 5. medical, chemical, radiological or biological laboratories 6. rifle or pistol firing ranges 7. road salt storage facilities 8. measuring instruments (containing mercury) manufacture, repair or wholesale bulk storage 9. dry cleaning facilities or operations and dry cleaning chemical storage 10. sites which have been or likely have been contaminated by substances migrating from other properties 11. controlled substances, as defined in the <i>Controlled Drugs and Substances Act</i> (Canada), manufacturing or operations |
| F | Petroleum and natural gas drilling, production, processing, retailing, distribution and storage other than the storage of residential heating fuel in tanks <ol style="list-style-type: none"> 1. petroleum or natural gas drilling 2. petroleum or natural gas production facilities 3. natural gas processing 4. petroleum coke manufacture, wholesale bulk storage or shipping 5. petroleum product, other than compressed gas, dispensing facilities, including service stations |

| | |
|----------|---|
| | <p>and card locks</p> <ol style="list-style-type: none"> 6. petroleum, natural gas or sulphur pipeline rights of way excluding rights of way for pipelines used to distribute natural gas to consumers in a community 7. petroleum product, other than compressed gas, or produced water storage in above ground or underground tanks 8. petroleum product, other than compressed gas, wholesale bulk storage or distribution 9. petroleum refining wholesale bulk storage or shipping 10. solvent manufacturing or wholesale bulk storage 11. sulphur handling, processing or wholesale bulk storage and distribution |
| G | <p>Transportation industries, operations and related activities</p> <ol style="list-style-type: none"> 1. aircraft maintenance, cleaning or salvage 2. automotive, truck, bus, subway or other motor vehicle repair, salvage or wrecking 3. bulk commodity storage or shipping (e.g. coal) 4. dry docks, ship building or boat repair and maintenance, including paint removal from hulls 5. marine equipment salvage 6. rail car or locomotive maintenance, cleaning, salvage or related uses, including railyards 7. truck, rail or marine bulk freight handling |
| H | <p>Waste disposal and recycling operations and activities</p> <ol style="list-style-type: none"> 1. antifreeze bulk storage or recycling 2. barrel, drum or tank reconditioning or salvage 3. battery (lead acid or other) recycling 4. biomedical waste disposal 5. bulk manure stockpiling and high rate land application or disposal (nonfarm applications only) 6. construction demolition material, including without limitation asphalt and concrete, landfilling 7. contaminated soil storage, treatment or disposal 8. dredged waste disposal 9. drycleaning waste disposal 10. electrical equipment recycling 11. industrial waste lagoons or impoundments 12. industrial waste storage, recycling or landfilling 13. industrial woodwaste (log yard waste, hogfuel) disposal 14. mine tailings waste disposal 15. municipal waste storage, recycling, composting or landfilling 16. organic or petroleum material landspreading (landfarming) 17. sandblasting waste disposal 18. septic tank pumpage storage or disposal 19. sewage lagoons or impoundments 20. hazardous waste storage, treatment or disposal 21. sludge drying or composting 22. street or yard snow removal dumping 23. waste oil reprocessing, recycling or bulk storage 24. wire reclaiming operations |
| I | <p>Wood, pulp and paper products and related industries and activities</p> |

- | |
|--|
| <ol style="list-style-type: none">1. particle board manufacturing2. pulp mill operations3. pulp and paper manufacturing4. treated wood storage at the site of treatment5. veneer or plywood manufacturing6. wafer board manufacturing7. wood treatment (antisapstain or preservation)8. wood treatment chemical manufacturing, wholesale bulk storage9. sawmills |
|--|

[Contents](#) | [Parts 1 to 20](#) | [Schedule 1](#) | [Schedule 1.1](#) | [Schedule 2](#) | [Schedule 2.1](#) | [Schedule 3](#) | [Schedule 3.1](#) | [Schedule 3.2](#) | [Schedule 3.3](#) | [Schedule 3.4](#) | [Schedules 4 to 7](#) | [Schedule 8](#) | [Schedules 9 to 11](#)

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VILLAGE OF CHASE

Memorandum

Date: May 18, 2021
To: Mayor and Council
From: Corporate Officer
RE: Fees & Charges Bylaw Amendment

Council is being asked to consider updating the Fees & Charges Bylaw relating to fees prescribed in the Fire Department Regulation Bylaw, and the Zoning Bylaw.

Fire Department Regulation Bylaw Fees

Section 3.17 (e) of the *Village of Chase Volunteer Fire Department Establishment and Regulation Bylaw No. 795, 2014* states:

“If a fire event occurs within 10km outside the boundaries and the Fire Department’s assistance is requested by another jurisdiction, the Fire Chief will consult, in order of availability, the Mayor, CAO, any member of Council, and finally the Corporate Officer, before providing suppression assistance; AND, provided there is adequate fire suppression coverage for the properties within the current Village of Chase fire boundary.”

Administration is recommending a fee schedule for Fire Department apparatus and personnel cost recovery purposes so that our charges are transparent and consistent for every client benefiting from our fire suppression services outside the municipality.

Zoning Bylaw Fees


The shipping container placement fee replaces the more expensive Building Permit fees. We heard feedback that a \$50-\$100 Building Permit fee for a shipping container is expensive. Therefore, Administration suggests using a ‘placement’ fee of \$20 for a shipping container that is more reasonable and affordable.

Both the Fire Department Regulation Bylaw, and the Zoning Bylaw require updating so the cross-referencing between the respective regulation changes, and the fee updates are consistent.

Recommendation:

“THAT the Fees & Charges Amendment Bylaw 905-2021 be given the first three readings.”

Respectfully submitted,



VILLAGE OF CHASE
Bylaw No. 905-2021

A Bylaw to Amend the Village of Chase Fees and Charges Bylaw No. 820-2016

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Fees and Charges Bylaw No. 820-2016;

AND WHEREAS The Council of the Village of Chase deems it necessary to amend Bylaw No. 820-2016;

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 the "Village of Chase Fees and Charges Amendment Bylaw No. 905-2021".
2. Schedule "J" Development Fees, is hereby amended by adding:

Section "9. Every application for a Permanent Shipping Container Permit shall be charged a fee of Twenty Dollars (\$20.00)."
3. The following schedule is hereby replaced in its entirety:

"Schedule "M" – Fire Department Fees".

READ A FIRST TIME THIS __ DAY OF __, 2021.

READ A SECOND TIME THIS __ DAY OF __, 2021.

READ A THIRD TIME THIS __ DAY OF __, 2021.

ADOPTED THIS THIS __ DAY OF __, 2021.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

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

FIRE DEPARTMENT FEES

| | |
|-----------------------------|------------------------|
| More than one re-inspection | \$50 per re-inspection |
|-----------------------------|------------------------|

| Fire Suppression outside of the Village of Chase Fire Protection Area | Fee |
|--|--------------------|
| Fire Engine | \$600 per hour |
| Support Vehicle | \$250 per hour |
| Fire Fighters | \$15 per hour each |
| Fuel | at cost |

VILLAGE OF CHASE
Bylaw No. 906-2021

A Bylaw to Amend Village of Chase Volunteer Fire Department Establishment and
Regulation Bylaw No. 795-2014

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Volunteer Fire Department Establishment and Regulation Bylaw No. 795-2014;

AND WHEREAS The Council of the Village of Chase deems it necessary to amend Bylaw No. 795-2014;

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

This bylaw may be cited as "Village of Chase Volunteer Fire Department Establishment and Regulation Bylaw Amendment Bylaw No. 906-2021".

1. The following is to be added as the last sentence to Section 3.1:

"Fees as set out in the *Fees and Charges Bylaw* will be charged to the entity."
2. The following is to be added as the last sentence to Section 3.17:

"Fees as set out in the *Fees and Charges Bylaw* will be charged when responding to subsections a., b., c., and e."

READ a First time this DAY of , 2021.

READ a Second time this DAY of , 2021.

READ a Third time this DAY of , 2021.

ADOPTED this DAY of , 2021.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: May 18, 2021
To: Mayor and Council
From: Corporate Officer
RE: Zoning Bylaw Amendment – Shipping Containers

There are two primary reasons for bringing this housekeeping amendment forward regarding the placement of shipping containers. First, applicants in the TNRD Building Permit process routinely experience 6-10 weeks in delay in getting permits. Second, the fee for a TNRD Building Permit costs \$50-\$100.

Also, the bylaw language has been simplified. Administration has worked closely with Regina Sadilkova, Director of Development Services, TNRD, who also recommends moving away from the Building Permit process into a more local process where it will be cheaper and faster for applicants to secure placement permits for their shipping containers.

There is no fee proposed for any 'temporary' placement, and a \$20 fee for all 'permanent' replacements, and permits can be reviewed/issued within days (and not weeks). Since this is a minor amendment to zoning 'regulations' and not zoning 'uses', the bylaw can be given three readings at one meeting, and a Public Hearing is not required.

Recommendation:

"THAT Village of Chase Zoning Amendment Bylaw No. 904-2021 be given the first three readings."

Respectfully submitted,

**VILLAGE OF CHASE
BYLAW NO. 904 - 2021**

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

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

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

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

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

1. This Bylaw shall be cited for all purposes as “Village of Chase Zoning Amendment Bylaw No. 904-2021”.
2. Section 4.14.1 is hereby replaced with:

“4.14.1. Where a Shipping Container is placed on a property for a period of 12 months or more, it will be considered a Permanent Shipping Container, otherwise it will be considered a Temporary Shipping Container.”
3. Section 4.14.2 is hereby replaced with:

“4.14.2. Subject to Corporate Officer written approval, a Shipping Container placed on a property as a Temporary Shipping Container will not require a Placement Permit, where the Shipping Container is for the purposes of:

 - (a) moving, up to a maximum of two months;
 - (b) renovations, under an approved Building Permit for a maximum of twelve months;
 - (c) a special event; or
 - (d) an emergency situation.”
4. Section 4.14.3 is hereby replaced with:

“4.14.3. Subject to Corporate Officer approvals, a Shipping Container placed on a property as a Permanent Shipping Container will require a Placement Permit, and subject to fees as set out in the *Fees and Charges Bylaw*, as amended from time to time.”

READ A FIRST TIME THIS __ DAY OF __, 2021

READ A SECOND TIME THIS __ DAY OF __, 2021

READ A THIRD TIME THIS __ DAY OF __, 2021

ADOPTED THIS __ DAY OF __, 2021

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Village Of Chase

Administrative Report

TO: Mayor and Council

FROM: Corporate Officer

DATE: 18 May 2021

RE: Recycling BC – Onboarding the Village of Chase

ISSUE/PURPOSE

The purpose of this report is to obtain a resolution of Council to enter into an agreement with Recycle BC tentatively scheduled to be in effect September 1, 2021.

OPTIONS

1. **Decline Recycle BC offer - Continue collection without TNRD support.**
This will force the Village to independently find an end market recipient for our recycling, including hauling to end market. It may also require we build a consolidation/reload facility in Chase
2. **Decline Recycle BC offer - Cease collecting curbside recycling.** Both residents and businesses can self-haul recycling to South Thompson Eco-Depot. There is no single-stream at the depot meaning that sorting into seven categories for residential recycling is required
3. **Join Recycle BC,** an established, province-wide program who have secured long-term stable end markets for residential recycling. This is the recommendation. It will require some operational changes and will negatively impact recycling collection to all businesses. Residential collection will not be impacted (no changes to acceptable materials). Also there is a financial benefit to Village over \$60,000 annually

HISTORY/BACKGROUND

The Village of Chase has been working on this initiative since the summer of 2018 when the TNRD first presented the opportunity to its member municipalities.

The initiative was born out of the 2018 Chinese “National Sword” campaign that ceased in the importing of most recyclables from North America. This permanently changed the global recycling market requiring much higher standards regarding contamination of recyclables. The TNRD joined Recycle BC in 2018 which required a major and disruptive change in service to TNRD residents. Recycling now needed to be separated at the depot by residents.

- TNRD Board gave direction to staff to assist member municipalities on the Recycle BC waitlist by continuing to receive and finding temporary markets for single stream recyclables until they were given the opportunity to join Recycle BC.
- Fortunately Recycle BC allows curbside single stream recycling, even though not permitted at drop off depots (like the TNRD sites). Merritt, Barriere, and Logan Lake have all since joined Recycle BC allowing them to continue to provide curbside collection to residents. Chase is the only remaining member municipality collecting curbside recycling outside of the Recycle BC program.

The TNRD has been very supportive of Chase by temporarily allowing the lowest recyclable rates in 2019, offering staff assistance in the onboarding process. This is because the transition to Recycle BC is in the best interest of all.

DISCUSSION

Even though TNRD is billing the Village the processing fees (\$200/tonne), transportation from Pritchard to Kelowna has been covered by the TNRD.

- Market for single stream (mixed) recyclables outside of the Recycle BC program continues to be very unstable because most MRFs prioritize Recycle BC material through province wide contracts. This is the reason Emterra in Kamloops won't accept the Chase material and we have to haul to Kelowna instead.
- If Chase declines to join Recycle BC, TNRD will immediately cease accepting mixed curbside recycling.
- Recycle BC is the only realistic option available to Chase if Council wishes to continue to provide residential curbside recycling collection.

There are ongoing efforts with respect to lobbying Recycle BC to accept curbside recyclables from businesses or have the province establish a separate program for Industrial, Commercial, and Institutional (ICI) recycling. The TNRD depots currently accept 2 categories of ICI recycling (the ICI customers are charged \$80/tonne).

Switching over to Recycle BC requires a "Transition and Implementation Plan" that essentially states when and how we collect recycling, and how, through container inspections, we will control contaminants to a 3% threshold. It also outlays how we will provide customer service and deliver education and information to our customers. It is important to know that while we are currently listed as a potential 'onboarding' community, we still need to qualify under their stringent standards, and be accepted into the program.

FINANCIAL IMPLICATIONS

There are financial implications. Recycle BC will pay to the Village approximately \$30,000 for recyclables collected. Furthermore, the Village will no longer incur

the \$220/tonne fee from the TNRD for them to accept our recyclables at the South-Thompson Eco Depot which will result in \$30,000 savings. The net benefit to chase is approximately \$60,000.

Finally, since the Village does not charge its customers for recycling service, no adjustments will be necessary to utility billings.

POLICY IMPLICATIONS

There is no policy on this.

RECOMMENDATION

“THAT the Village submit a Transition and Implementation Plan to Recycle BC; AND,

THAT the Village of Chase enter into a Services Agreement with Recycle BC; AND,

THAT the Mayor and Corporate Officer be authorized to execute the agreement on behalf of the Village.”

Respectfully submitted,

A handwritten signature consisting of several overlapping, swirling loops, written in black ink.

Approved for Council Consideration by CAO
