



AGENDA

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, August 20, 2019 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the August 20, 2019 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the Special meeting of Council held July 8, 2019

Pages 1-3

Resolution:

“THAT the minutes of the Special meeting of Council held July 8, 2019 be adopted as presented.”

3.2 Minutes of the Regular meeting of Council held July 9, 2019

Pages 4-9

Resolution:

“THAT the minutes of the Regular meeting of July 9, 2019 be adopted as presented.”

4. PUBLIC HEARINGS

OCP Amendment Bylaw 874-2019

There is a separate Public Hearing agenda

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

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 10-13

8. UNFINISHED BUSINESS

8.1 OCP Amendment Bylaw 874-2019

The bylaw had first and second readings on April 23, 2019, and a public hearing tonight. Council can consider giving third reading, and then adopting the bylaw.

Recommendation:

“THAT OCP Amendment Bylaw No. 874-2019 be given third reading.”

Recommendation:

“THAT OCP Amendment Bylaw No. 874-2019 be adopted.”

- 8.2 Chase Golf Course Property OCP Application – Letter Page 14
Letter from Janelle Iglesias regarding Council's handling of the application

- 8.3 Streets and Parking Bylaw Amendment for Highway Closures – Delegation of Authority Pages 15-18
Memorandum from the Corporate Officer

Recommendations:

“THAT Village of Chase Streets and Parking Bylaw Amendment No. 875-2019 be read a first time.”

“THAT Village of Chase Streets and Parking Bylaw Amendment No. 875-2019 be read a second time.”

“THAT Village of Chase Streets and Parking Bylaw Amendment No. 875-2019 be read a third time.”

- 8.4 Off-leash Dog Park Request Page 19
Letter from Rusty and Peter Van Hoof requesting Council budget for the creation of an off-leash dog park

- 8.5 Official Community Plan – Contract Award Pages 19-45
Recommendation from Hazel Christy, Professional Planner, for awarding the Official Community Plan bylaw re-write.

Recommendation:

“THAT the Official Community Plan contract be awarded to Urban Systems Limited for the budgeted amount of \$60,000.”

9. NEW BUSINESS

- 9.1 Housing Needs Report Pages 46-47
Report from the Corporate Officer

Recommendation:

“THAT Council approves the submission of a grant application to UBCM for the Community Housing Needs Report Program for a maximum of \$15,000; AND,

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

- 9.2 Application to Vary Zoning Regulations – 316 MacPherson Street Pages 48-54
Report from the Corporate Officer

Recommendation:

“THAT Council accepts the application, and directs staff to complete the referral process.”

- 9.3 Expense Reimbursement for Council Members Pages 55-61
Report from the Corporate Officer

Council direction is requested

- 9.4 Fire Truck Purchasing Options Pages 62-65
Report from the CFO

Recommendation:

“THAT the Village of Chase authorize the purchase of a new firetruck for an amount of not more than \$450,000; AND,

Authorize the Mayor and Chief Administrative Officer to enter into an equipment loan with Municipal Finance Authority for not more than \$250,000 over a five-year term for the purchase of a new firetruck; AND,

THAT the remaining maximum funds required, of not more than \$200,000 be allocated from reserves and/or general surplus for the purchase of the firetruck.”

- 9.5 Interior Provincial Exhibition & Stampede V.I.P. Luncheon Pages 66-67
Invitation from Mayor Pieper, City of Armstrong and Mayor Fraser, Township of Spallumcheen for Mayor Crowe and a guest to attend the 120th IPE VIP Luncheon on Saturday, August 22, 2019.

- 9.6 Ministry of Children and Family Development – Childcare BC Pages 68-69
Letter from Rhonda Eden, Project Lead, Thompson Region Division of Family Practice, requesting a letter of support for two grant applications to fund an emergency preparedness program for primary care providers.
Council has already provided conditional support prior to the August 8, 2019 deadline, and are now being asked to ratify their support.

Resolution:

“THAT Council provide a letter of support to the Thompson Region Division of Family Practice for its application for funding from the Province of BC’s Rural Dividend Program.”

- 9.7 Shuswap Trail Alliance – Support of Grant Application Pages 70-71
Email request from Lori Schneider Wood of the Shuswap Trails Alliance
Council has already provided conditional support prior to the August 8, 2019 deadline, and are now being asked to ratify their support.

Resolution:

“THAT Council provide a letter of support to the Shuswap Trails Alliance for its application for funding from the Province of BC’s Rural Dividend Program.”

9.8 Rainbow Crosswalk Pages 72-86
Memorandum from the CAO

Council direction is requested

9.9 UBCM 2019 Resolutions Pages 87-88
Confirmation from UBCM of Council's resolution regarding Highway Rescue Funding

9.10 UBCM Resolutions from City of Prince George Pages 89-90
Letter from Mayor of Prince George asking for support for two resolutions at UBCM:

1. Proceeds of Crime
2. Clean-Up of Needles and Other Harm Reduction Paraphernalia

9.11 UBCM Resolution -District of West Vancouver- Regulatory Jurisdiction Pages 91-93
The BC Court of Appeal recently ruled in favour of the Canadian Plastic Bag Association against the City of Victoria's Checkout Bag Regulation Bylaw. The bylaw, which has been in effect since July 1, 2018, banned the use of single-use plastic checkout bags and set a minimum price on paper and reusable checkout bags. It was developed with extensive input from local businesses and the community over a two-year period. According to the Mayor, the program has been tremendously successful in Victoria, both with businesses and residents.

A letter from the City of Pitt Meadows is also attached for Council's information. This issue will be one of the more highlighted items for discussion at the 2019 UBCM Convention.

9.12 UBCM Resolutions from North Cowichan Pages 94-95
Letter from the Deputy Corporate Officer asking for support for a resolution at UBCM pertaining to a regional management approach for forestry.

9.13 Ministry of Children and Family Development – Childcare BC Pages 96-100
Letter from Minister of Children and Family Development and Minister of State for Child Care and backgrounder regarding Childcare BC New Spaces Fund

9.14 Request to Prohibit Bottling of Groundwater for Sale Pages 101-105

- Letter from Bruce Gibbons of Merville, Comox Valley, BC
- Sunshine Coast Regional District Board Policy regarding extraction of fresh water for commercial sales

9.15 Small Talk Forum 2019 – Input Requested for Discussion Items Pages 106-108
Request from UBCM soliciting for participants in the Small Talk Forum 2019

Council direction is requested

- 9.16 Request from Mayor of Coquitlam - Letter regarding Ride-hailing Pages 109-112
Mayor Richard Stewart of Coquitlam is seeking support for his letter to Minister Trevena, Ministry of Highways and Infrastructure. With Councils' support, the Village of Chase will be added as a supporting community on Mayor Stewart's letter.

Council direction is requested

10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

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

11. RELEASE OF IN CAMERA ITEMS

Resolution #2019/07/08_IC003, an update on Council's Strategic Priorities, has been released from In-Camera. Pages 113-119

12. IN CAMERA

None

13. ADJOURNMENT

Resolution:

"THAT the August 20, 2019 Village of Chase Regular Council meeting be adjourned."



Minutes of the Special Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Monday, July 8, 2019 at 4:15 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Clinton Wright, Manager of Public Works

Regrets: Joanne Molnar, Chief Financial Officer

Public Gallery: 4

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 4:15 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Scott

Seconded by Councillor Maki

**"THAT the July 8, 2019 Village of Chase Special Council meeting agenda be adopted
as presented."**

CARRIED

#2019/07/08_001

3. ADOPTION OF MINUTES

None

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Carolyn Parks-Mintz of 813 Okanagan Avenue, stated she supported Council conducting a branding exercise.

Ms. Parks-Mintz also supported parking time limits in the Village, and re-iterated a past suggestion she presented that indicated a 2-hour 'complimentary' parking limit and no "re-parking".

6. DELEGATIONS

None

7. REPORTS

None

8. UNFINISHED BUSINESS

None

9. **NEW BUSINESS**

9.1 Communications Strategy and potential Branding exercise in the future

Council discussed communications strategies in general terms, and while Council is satisfied with the current communications activities undertaken by Administration there was also support to invite a communications professional that specializes in local government to present before Council at a future meeting.

Council then turned to discussing branding.

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT Administration prepare a report for a Regular meeting containing examples of ideas and options of branding from other municipalities."

CARRIED

#2019/07/08_002

9.2 Placement of Shipping Containers in Various Land Zones in Chase

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT Administration prepare a report for a Regular meeting containing practices in other communities, as well as options and recommendations for establishing controls on installing shipping containers in Chase."

CARRIED

#2019/07/08_003

9.3 Transportation and Parking Issues in Chase

Council discussed the fact that with continued growth in Chase, traffic is increasing and in particular parking is becoming more of a premium commodity. A parking matter on Thompson Avenue by the Chase Medical Clinic was discussed specifically. The Village has received complaints regarding parking at this location, relating to parking allocation, and drivers occupying parking spaces for many hours. It was noted that a permissive tax exemption has been granted in the past for the owners of the parking lot at 818 Thompson Avenue. It was also noted that there is a Village sidewalk right-of-way on a portion of the parking lot associated with 818 Thompson Avenue with parking lot access that could potentially be transformed into 4 additional off-site parking spaces along Thompson for the public.

Moved by Councillor Torbohm

Seconded by Mayor Crowe

"THAT Administration contact the owners of 818 Thompson Avenue to discuss potential solutions that require their assistance in relieving parking pressures near the Chase Medical Clinic and Chase & District Health Centre."

CARRIED

#2019/07/08_004

Moved by Councillor Scott
Seconded by Councillor Lauzon

"THAT 3-hour parking limit signs be installed along the 800 block of Thompson Avenue."

CARRIED

#2019/07/08_005

11. RELEASE OF IN-CAMERA ITEMS

None

12. IN CAMERA

Moved by Councillor Scott
Seconded by Councillor Lauzon

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) (k) of the *Community Charter*, related to discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public."

CARRIED

#2019/07/08_06

13. ADJOURNMENT

Moved by Councillor Scott
Seconded by Councillor Maki

"THAT the July 8, 2019 Village of Chase Special Council meeting be adjourned."

CARRIED

#2019/07/08_07

The meeting concluded at 6:56 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Regular Meeting of the Council of the Village of Chase
held in the Council Chamber of the Village Office at 826 Okanagan Avenue
on Tuesday, July 9, 2019, at 4:00 p.m.

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

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

Regrets: Joanne Molnar, Chief Financial Officer

Public Gallery: 40+

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the July 9, 2019 Village of Chase Regular Council agenda be adopted as amended by adding additional information relating to item 9.6, Item 9.7, Chase Community Services Society, and Item 9.8, Fortis BC \$15,000 Annual Award."

CARRIED

#2019/07/09_001

3. ADOPTION OF MINUTES

3.1 Regular Meeting of Council held June 25, 2019

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the minutes of the Regular meeting of June 25, 2019 be adopted as presented."

CARRIED

#2019/07/09_002

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Gary Gray, of 950 Hysop Road, regarding item 8.1, requested Council to ensure procedural fairness and due process in the handling of the OCP amendment application by Shawnessy Enterprises by moving the bylaw to a Public Hearing.

Joan Anderson, of 832 Hysop Road, regarding item 8.1, is not in favour of the OCP amendment application by Shawnessy Enterprises to proceed. She indicated that these lands are valuable to the entire community and deserve to be protected waterfront. She is concerned that flooding on the property would be a liability for all taxpayers that could bankrupt the Village.

Wayne Quinn, of 832 Hysop Road, regarding item 8.1, is not in favour of the OCP amendment application by Shawnessy Enterprises to proceed. He says it is a flood zone and the land should be used as a park.

Paul Dunning, of 835 Hysop Road, regarding item 8.1, is not in favour of the OCP amendment application by Shawnessy Enterprises to proceed. He is certain that it will flood which will result in taxpayer liability.

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT item 8.1, OCP Amendment Bylaw 873-2019 – 950 Hysop Road, be considered before 6., Delegations in consideration of the gallery's interest in Item 8.1."

CARRIED

#2019/07/09_003

5.1 OCP Amendment Bylaw 873-2019 – 950 Hysop Road

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT OCP Amendment Bylaw No. 873-2019 be defeated."

CROWE OPPOSED

CARRIED

#2019/07/09_004

6. DELEGATIONS

6.1 Sgt. Barry Kennedy, Chase RCMP Detachment – Bi-Annual Report

Sgt. Kennedy reported on RCMP activities for the second half of their fiscal year.

6.2 Rhonda Eden, Thompson Region Division of Family Practice - Community Visioning Engagement Results

Ms. Eden presented the results of the Community Visioning Engagement Results from their public engagement activities in Chase from 2018.

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- June 26 – Attended the Fire Smart meeting at the Community Hall
- June 28 – Attended a government to government meeting with the Village of Chase and Neskonalith Indian Band at the Creekside Seniors Centre
- June 28 – Attended the Neskonalith Pow Wow grand entry ceremonies and gave a brief speech as the First Nations Liaison
- June 29 – Attended an Open House at the Chase & District Legion
- July 1 – Participated in the Canada Day Parade by riding in the fire truck with other Council members and the CAO
- July 1 – Attended Canada Day celebrations at Memorial Park and gave a welcoming speech
- July 8 – Attended a Special Meeting of Council
- July 8 – Attended an In-Camera Meeting of Council

Councillor Lauzon

- June 26 – Attended the Chase Lions installation of Officers and awards night
- June 26 – Attended the Fire Smart meeting at the Community Hall
- June 28 – Attended a government to government meeting with the Village of Chase and Neskonalith Indian Band at the Creekside Seniors Centre
- July 1 – Participated in the Canada Day Parade by riding in the fire truck with other Council members and the CAO
- July 1 – Attended Canada Day celebrations at Memorial Park
- July 4,7 – Met with concerned citizens regarding Lakeshore Developments
- July 8 – Attended a Special Meeting of Council
- July 8 – Attended an In-Camera Meeting of Council

Councillor Maki

- June 25 – Met with the Festival Society Director to discuss Canada Day festivities
- July 2 – Organized and performed Master of Ceremonies duties for Music on the Lake
- July 3 – Met with eBus management regarding potential Chamber of Commerce revenue opportunities by providing ticket sale service from the chamber office
- July 1 – Participated in the Canada Day Parade by riding in the fire truck with other Council members and the CAO
- July 8 – Attended a Special Meeting of Council
- July 8 – Attended an In-Camera Meeting of Council
- July 9 – Met with the TNRD Film Commission regarding photography and filming in the area and to discuss film/photograph permissions related to Music on the Lake
- July 9 – Met with the Chase Chamber of Commerce President to discuss revenue opportunities by providing ticket sale service from the chamber office

Moved by Councillor Maki

Seconded by Mayor Crowe

“THAT Administration invite a representative from Interior Health to appear as a delegation at a future Council meeting to discuss smoking, vaping, and cannabis regulations.”

CARRIED

#2019/07/09_005

Councillor Scott

- June 26 – Attended the Fire Smart meeting at the Community Hall
- June 28 – Attended a government to government meeting with the Village of Chase and Neskonalith Indian Band at the Creekside Seniors Centre
- July 1 – Participated in the Canada Day Parade by riding in the fire truck with other Council members and the CAO
- July 1 – Attended Canada Day celebrations at Memorial Park
- July 8 – Attended a Special Meeting of Council
- July 8 – Attended an In-Camera Meeting of Council

Councillor Torbohm

- June 26 – Attended the Fire Smart meeting at the Community Hall
- June 28 – Attended a government to government meeting with the Village of Chase and Neskonalith Indian Band at the Creekside Seniors Centre
- June 29 – Attended an Open House at the Chase & District Legion
- July 1 – Participated in the Canada Day Parade by riding in the fire truck with other Council members and the CAO
- July 1 – Attended Canada Day celebrations at Memorial Park

- July 2 – Met with Sgt. Kennedy at the Chase RCMP detachment to discuss several issues
- July 8 – Attended a Chase & District Chamber of Commerce meeting
- July 8 – Attended a Special Meeting of Council
- July 8 – Attended an In-Camera Meeting of Council
- July 9 – Attended the Shuswap Sands trailer park, and 1297 Montgomery Place to look at land slide issue

b) Staff Reports

Fire Chief:

- Fire call outs: 3
- Rescue call outs: 1
- 258 Burning Permits have been issued to date
- There are 24 members and 4 junior fire fighters in the department; 1 member on leave
- The Fire Chief and Deputy Fire Chief attended a Fire Chief's meeting at the Pritchard Fire Department on June 23, and toured the TNRD's recently purchased Structural Protection Unit
- First Responder training has begun for a number of members

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

Moved by Councillor Scott

Seconded by Councillor Lauzon

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

CARRIED

#2019/07/09_006

8. **UNFINISHED BUSINESS**

8.2 Variance of Regulations of Village of Chase Zoning Bylaw– 220 Shepherd Road

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Development Variance Permit #1-2019 be issued."

CARRIED

#2019/07/09_007

9. **NEW BUSINESS**

9.1 Statement of Disclosure Updates – UBCM Resolution

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT the resolution to UBCM from City of Richmond to include spouse's financial information on financial disclosure statements for municipal nominees and elected representatives, be received for information."

CARRIED

#2019/07/09_008

9.2 Conflict of Interest Complaint Mechanism – UBCM Resolution

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the resolution to UBCM from City of Richmond proposing a mechanism to resolve and remedy conflict of interest complaints of a municipal elected person, be received for information."

CARRIED

#2019/07/09_009

9.3 Recovery Costs for Local Climate Change Impacts – UBCM Resolution

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT the resolution to UBCM from City of Richmond asking the Province of BC to enact legislation to require the fossil fuel industry to contribute financially to costs incurred by governments in their efforts to adapt to climate change, be received for information.”

CARRIED

#2019/07/09_010

9.4 Lobbying Regulation for Municipal Government

Moved by Councillor Maki

Seconded by Councillor Torbohm

“THAT the resolution to UBCM from City of Richmond to ask the Province of BC to establish a lobbying system for municipal government similar to the Provincial mechanism, be received for information.”

CARRIED

#2019/07/09_011

9.5 Adams Lake Indian Band 1st Annual Honouring the Elders Golf

Moved by Councillor Lauzon

Seconded by Councillor Maki

“THAT no financial contribution be provided to support the Honouring the Elders Golf Tournament to be held August 23, 2019, and that Kukpi7 Arnouse be informed by way of a letter of the Village’s parameters regarding the granting of funds from the grant-in-aid budget.”

CARRIED

#2019/07/09_012

9.6 Community Hall Rental Rate for Fundraising Event

Moved by Councillor Lauzon

Seconded by Mayor Crowe

“THAT rental fees for the Community Hall be waived for the ‘He’s a Fighter’ fundraising event on July 27th, 2019.”

CARRIED

#2019/07/09_013

9.7 Chase Community Services Society

Moved by Councillor Scott

Seconded by Councillor Maki

“THAT a letter of support be provided to the Chase Community Services Society to be used in applications for grants.”

CARRIED

#2019/07/09_014

9.8 Fortis BC \$15,000 Annual Award

Moved by Councillor Maki

Seconded by Councillor Lauzon

“THAT the letter from Fortis BC regarding their \$15,000 Annual Award be received for information; AND,

THAT Council advise Administration of any groups Council wishes to nominate for this award.”

CARRIED

#2019/07/09_015

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

Bruce Nelson, of 216 Ash Drive, asked about where the access would be to the new development on Shepherd Avenue.

The Corporate Officer responded that the access will be on Shepherd Road. Furthermore, Shepherd Road will eventually connect Brooke Drive to Cottonwood Street.

11. RELEASE OF IN-CAMERA ITEMS

None

12. IN CAMERA

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (e), the acquisition, disposition or expropriation of land or improvements."

CARRIED

#2019/07/09_016

13. ADJOURNMENT

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the July 9, 2019 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2019/07/09_017

The meeting concluded at 6:17 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: August 16, 2019
To: Mayor and Council
From: CAO
RE: Report of Tasks from July 8 to August 16, 2019

Council Support/Meetings

- Oversee follow-up for Council decisions
- Oversee agenda preparation
- Ensured staff members are informed of pertinent items from Council meetings
- Reviewed and ensured Council minutes for inclusion on agendas are accurate
- Met and spoke with various individuals relating to matters from Council meetings and in relation to upcoming matters
- Met with Mayor and individual Councillors relating to various matters
- Provided regular updates to Council on governance and other pertinent matters
- Provided mid-week information to Council as required
- Prepared and submitted various information items to local newspaper and other media regarding Council activities and Village business

Regular Duties

- Met with staff members and managers relating to various operational matters
- Provided support and advice to management team and staff relating to various matters
- Updated items on Village's Facebook page of interest to the community and submitted Village information to the local newspaper
- Received all incoming mail and email enquiries and delegated items to appropriate staff members for response
- Met with various members of the public regarding requests for information
- Authorized, with the Mayor, payroll and accounts payable transactions

Other

- Attended FireSmart events and participated in public awareness activities
- Participated in discussion with Economic Development officer from Huron East, Ontario regarding various initiatives that may work for Chase
- Hiked the new Rocky Road trail that connects to the switchback trail on Scatchard Mountain
- Met with BC Hydro representative regarding various requests and projects
- Attended Committee of the Whole meeting at TNRD regarding Interior of BC Forestry related initiatives being undertaken by the Provincial Government
- Assisted in the organization of the TNRD's out-of-town Board meeting in Chase in July

Respectfully submitted,



VILLAGE OF CHASE

Memorandum

Date: 16 August 2019

To: Mayor and Council

From: Sean O'Flaherty, Corporate Officer

RE: Activities undertaken from July 8 to August 16, 2019

Regular Duties:

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

Other Duties/Activities During the Reporting Period:

- Proponent shortlisting process – Received 2 proposals for the OCP re-write
- Working with developers on various residential housing developments
- Processed 2 Building Permits
- Met with Creekside Seniors to discuss their 2020 renovation project
- Met with Chase Hampers Society regarding approved changes to their lease
- Met with BC Hydro regarding general ongoing communications
- Completed Aylmer land sales to RODER and MJ Reid
- Attended soft opening of the Rocky Road trail
- Met with Jehovah Witnesses regarding parking matter on Thompson Ave

Bylaw Enforcement

- Bylaw Enforcement activity is minimal, primarily unsightly premises

Dog Control

- Dog control matters are slightly above normal

Respectfully submitted,

Approved for Council Consideration by CAO



VILLAGE OF CHASE

Memorandum

Date: August 12, 2019
To: Council
From: CFO
RE: July 2019 Report

Regular Duties

- Dealt with customer property taxes and utility issues as required
- Upload BC Assessment updates
- Review Accounts Payable and Payroll Batches
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers
- Monthly Bank Reconciliation
- Participated in Management meetings
- Preparation of reports to Council

Budget, Property Taxes & Financial Reporting

- Reconcile Property Taxes and apply appropriate penalties
- Prepare requisition payments for other authorities
- Balanced Home Owner Grant, Reporting and Payment Submission
- Received 2019 PILTs for Provincial Housing
- Updated Mortgage holder's information
- Letters to all property owners and financial institutions with delinquent taxes owing regarding potential Tax Sale implications (currently 14 properties & 5 mobiles)
- Submit tax deferment applications received to date

Grant Applications, Implementation and Reporting

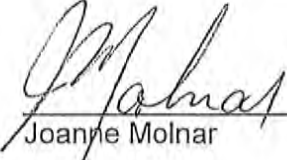
- Sent our Permissive Tax package and submitted advertisement to Sunflower
- Prepared information for FireSmart initiative and attended Music on the Lake public information table.
- Attended Salmon Arm FireSmart Champion Workshop
- Completed final report for Infrastructure & Planning grant for Sanitary Sewer Scoping project
- Sent out Grant in Aid packages.

Other

- Prepared fleet insurance packages and sent out for proposals
- Attended TNRD members Finance Meeting in Kamloops
- Participated in Economic Development meeting
- Research and prepare information for Council report on Fire truck purchasing options
- Participated in Neptune Water Meter 360 Software webinar

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar


Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: August 16, 2019
To: Mayor and Council
From: Public Works Manager
RE: Public Works Operations Update

Utilities

- Sanitary Sewer – Video inspection of the Sanitary Sewer mains north of the railway tracks is now complete. Inspection results were very positive with most of our Sanitary Sewer infrastructure in good shape.
- Our Utility Operator has been cleaning and painting Fire Hydrants around town and will continue to do so as long as good weather permits.

Roads and Drainage

- Veterans Bridge on Shuswap Ave has received a fresh coat of paint.
- Storm system maintenance continues... when crews have the opportunity ditches, swales and road edges have been getting cleaned up.

Parks and Recreation

- Crews have been working hard at getting Mill Park Ball diamond cleaned up for a soft ball tournament August 16th – 18th.
- Memorial Park boat launch has been closed due to a large drop off at the end of the concrete pads leading to the water. The Ministry of Fisheries and Oceans has been made aware that Public Works staff would like to make appropriate repairs. We are still waiting for permission to enter the water course with equipment.

Fleet and Equipment

- Parks Maintenance staff has taken delivery of our new Grass Pick up Mower. This mower is a same make replacement of the old mower. The old mower was a 2006 and has given us 13 years of excellent work but has shown signs of wear and was in need of replacement.

Respectfully submitted,

Clinton Wright

Approved for Council Consideration by CAO

Joni Heinrich

July 9, 2019

Re: Golf Course Property Rezoning

Good afternoon Council,

Firstly, thank you for your time to acknowledge my letter and also allowing public input on the Chase Golf Course Property OCP application. Although I no longer reside in Chase, the fact I was born and raised in the community up until my early 20's and that my immediate family and close friends still reside in Chase, should provide enough significance to my statement and opinion of this matter. The 7 acres up for development discussion is invaluable to the community of Chase, and I encourage you, the council, to review the current public green space and overall health initiatives and accessibility for the public. I understand that there is currently no development in place for this space but a review of other cities or communities on their green space and how they've implemented positive green space planning could be a great first step.

Furthermore, I personally feel this land should be used for public to access the waterfront with dedicated bike-path/walking path would positively impact this community tremendously. This encourages a space of interaction and engagement between citizens/public and also a tourism feature for the community which in turn increases traffic within local businesses. The Active Transportation Plan for Chase, reflects on active participation to include bike-path/walking paths.

Given my background in health and wellness and with a position at UBC as a health and wellness activist, literature proves a correlation between green space and mental health. Not only is green space important for our mental health but it provides the opportunity for the community to increase their overall physical activity in addition to social activity. We are social beings, and not given the opportunities, accessibility or space to interact with one another, leads to possible increased risk of mental health issues such as depression and anxiety.

I hope this information is of value to you all. Even though I am not a part of the committee, or a current citizen, I would be more than happy to assist with grant applications if you do pursue the option for green space development as I value this community and would love to give back my time and efforts to see it flourish.

I have provided links to research and also grant application information for your convenience.

The Importance of Green Space for Mental Health Article
<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5663018/>

Mental Health and Function; Green Cities
https://depts.washington.edu/hhwb/Thm_Mental.html

Grants for Green Space Funding:
<https://www.nrcan.gc.ca/funding-grants-incentives/4943>

<https://parkpeople.ca/resources/en/resource/958/grants-and-funding-your-park-group-can-access>

Janelle Iglesias,
BHK, Exercise Physiologist, Health and Wellness Activist
Email: jan.iglesias23@gmail.com

RECEIVED
Village of Chase
JUL 11 2019

Council _____
File _____
Copy _____
Agenda _____



VILLAGE OF CHASE

Memorandum

Date: August 16, 2019
To: Mayor and Council
From: Corporate Officer
RE: Highway Closures for Purposes of Recurring Parades, and Construction

At the May 28, 2019 Regular meeting, Council directed Administration to draft a policy that would delegate the authority for closing roads to the Manager of Public Works only in situations when Council has previously authorized a road closure.

Delegated authorities can only occur through a bylaw. A subordinate policy to the bylaw has also been prepared that provides additional operational details that are more appropriate in a policy versus the overarching bylaw. Policies can be monitored for effectiveness and are less complicated to update. The policy can only be considered for adoption once the bylaw is 'in-effect'.

Additionally, the bylaw authorizes that Manager of Public Works to close a road in situations of development, repairs, or maintenance of civil infrastructure.

RECOMMENDATION

"THAT Bylaw 845-2019 be given first three readings."

Respectfully submitted,

Approved for Council Consideration by CAO

VILLAGE OF CHASE
Bylaw No. 875-2019

A Bylaw to Amend the Village of Chase Streets and Parking Bylaw No. 732-2011

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Streets and Parking Bylaw No. 732-2011;

AND WHEREAS The Council of the Village of Chase deems it necessary to amend Bylaw No. 732-2011;

AND WHEREAS The Council, under the authority of the *Community Charter*, can temporarily restrict or prohibit all or some types of traffic on a highway;

AND WHEREAS The Council, under the authority of the *Community Charter*, can authorize a municipal employee or any other person to control traffic on a highway, or to temporarily restrict or prohibit all or some types of traffic on a highway;

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

This bylaw may be cited for all purposes as "Village of Chase Streets and Parking Amendment Bylaw No. 875-2019".

1. The definition for "SUPERVISOR OF PUBLIC WORKS" is replaced in its entirety with:

"'MANAGER OF PUBLIC WORKS' means the person holding the position of Manager of Public Works for the Village, or their delegate to act in their place."

2. Section 7 is hereby inserted as:

7. DELEGATION OF POWERS

Subject to Policy PW-32, and subject to first-time events being approved by Council, the Manager of Public Works, their superior, or their delegate, is authorized to:

- (1) Approve a temporary road closure of any section of highway on behalf of Council along the route of any parade or in the vicinity of large public gatherings and install or authorize installation of appropriate signage consistent with the *Motor Vehicle Act*.
- (2) Temporarily close any section of highway and cause a change in the flow of traffic so as to accommodate construction and maintenance works.

All subsequent sections are hereby renumbered in numerical sequence

READ A FIRST TIME THIS __ DAY OF _____, **2019.**

READ A SECOND TIME THIS __ DAY OF _____, **2019.**

READ A THIRD TIME THIS __ DAY OF _____, **2019.**

ADOPTED __ DAY OF __, **2019**

Rod Crowe, Mayor

Sean O'Flaherty



Village of Chase Policy Manual

Title: PW 32 – Highway Closures

Date Adopted: _____, 2019

Revised:

Date Effective: _____, 2019

Reviewed:

Special Notes / Cross Reference: *Streets and Parking Bylaw 732-2011*

POLICY:

Village of Chase Policy PW 32, *Highway Closures*, provides the circumstances when the Manager of Public Works can exercise their delegated authority to temporarily close any section of highway for events that Council has previously authorized a highway closure.

PURPOSE:

To authorize the temporary closure of a highway for recurring public events where the inaugural closure was authorized by Council.

PROCEDURE:

The CAO or Manager of Public Works, as authorized under Streets and Parking Bylaw 732-2011, can temporarily close a section of highway to traffic for any community event that Village Council has previously authorized a temporary highway closure.

Events can include, but are not limited to:

- Chase Legion's Vimy Ridge Ceremony
- Chase Legion's Remembrance Day
- Canada Day
- Easter
- Wild Salmon Caravan
- Chase Country Christmas
- Memorial Park Car Show

They are also authorized to temporarily close any section of highway and cause a change in the flow of traffic so as to accommodate construction and maintenance works.

Dogs

To village council,

I have made it known that we need a dog park. Here is the reason why I feel so strongly About this subject. First off there are more than a thousand dogs in Chase , most of course are not registered. Dogs cannot speak for themselves so let me be the voice of all man's and woman's best friend.

We are born to run to play, to guard our master's property. We comfort them we make them smile and we love them unconditionally. We watch as cats are permitted to roam the neighbourhood and do their thing wherever it pleases them. They need no collars, no leashes nor licenses. They, as you could say "rule". We on the other hand require a license. We must wear a collar and have a leash when our master takes us for walks. I say walk because most dog owners in Chase are senior citizens and cannot run as we would like them to.

This brings me to the point of my letter. We need a park for dogs so we can run and exercise and be one with nature. Please as man's best friend I beg you , give some thought to our plight. After all we are here to please you, nothing more.

Rusty and Peter Van Hoof

Citizens of Chase

Sean O'Flaherty

From: HAZEL CHRISTY <hchristy@shaw.ca>
Sent: August 16, 2019 9:04 AM
To: Sean O'Flaherty
Subject: Re: WSP and Urban Systems OCP Proposals

Hi Sean,

Based on the scoring matrix outlined in the Chase Official Community Plan Review RFP2019-001, it is my recommendation that the Village of Chase consider the proposal submitted by Urban Systems to be the leading proposal and commence contract negotiations with Urban Systems for this project.

Best regards,

Hazel Christy MBA, MCIP, RPP
Christy & Associates Planning Consultants Ltd.
161 Whitetail Ridge
Vernon, BC V1H 2L7
250-212-8085

Urban Systems

Evaluation Criteria	Max. Points		Score	Comments
Price	15		15	<ul style="list-style-type: none"> • Within budget, includes GST
Proposed Project Plan	30			
<ul style="list-style-type: none"> • Work Plan or Methodology; 	10		9	<ul style="list-style-type: none"> • Comprehensive; beyond land use; Village input;
<ul style="list-style-type: none"> • Time Schedule for Completion of each component of the work; 	10		8	<ul style="list-style-type: none"> • Follows RFP; depends on Village response;
<ul style="list-style-type: none"> • Appropriate level of effort to ensure practical and cost-effective recommendations; 	10		6	<ul style="list-style-type: none"> • Ambitious; watch out for cookie cutter plan
Innovation	10			
<ul style="list-style-type: none"> • Innovative procedures, engagement methods and/or documentation output presented in the Proposal; 			8	<ul style="list-style-type: none"> • "OCP in a Week"; good approach; intensive effort; Allows greater community interaction; • Virtual Town Hall (\$\$?)
Project Resources	40			
<ul style="list-style-type: none"> • Consultant's experience in similar work; 	10		8	<ul style="list-style-type: none"> • Extensive BC and small town experience; some of it dated; needs reference check; • Junior planner; depends on quality of supervision; • Traditional and non-traditional methods; • Kamloops; local knowledge
<ul style="list-style-type: none"> • Quality of Consultant's interdisciplinary team members; 	10		6	
<ul style="list-style-type: none"> • Past ability to meet schedules with required deliverables and positive outcomes; 	10		6	
<ul style="list-style-type: none"> • Past experience with public consultation and engagement; 	10		8	
<ul style="list-style-type: none"> • Knowledge of the area 	10		8	
Other	5		5	<ul style="list-style-type: none"> • Good proposal
<ul style="list-style-type: none"> • Completeness and thoroughness of Proposal submitted 				
Total	100		88	

Evaluation Criteria	Max. Points		Score	Comments
Price	15		15	<ul style="list-style-type: none"> • Within budget, includes GST
Proposed Project Plan	30			
<ul style="list-style-type: none"> • Work Plan or Methodology; 	10		8	<ul style="list-style-type: none"> • Promise uniquely tailored; requires Village input;
<ul style="list-style-type: none"> • Time Schedule for Completion of each component of the work; 	10		8	<ul style="list-style-type: none"> • Follows RFP; dependent on Village response;
<ul style="list-style-type: none"> • Appropriate level of effort to ensure practical and cost-effective recommendations; 	10		8	<ul style="list-style-type: none"> • Significant junior planner hours.
Innovation	10			
<ul style="list-style-type: none"> • Innovative procedures, engagement methods and/or documentation output presented in the Proposal; 			6	<ul style="list-style-type: none"> • "World Cafe"; just another Open House?
Project Resources	40			
<ul style="list-style-type: none"> • Consultant's experience in similar work; 	10		6	<ul style="list-style-type: none"> • Not much BC experience; possibly ideas from elsewhere; needs reference check; • Most hours junior planner; depends on quality of supervision; strong technical support • Traditional and non-traditional methods; • Junior planner, recent hire from Kelowna
<ul style="list-style-type: none"> • Quality of Consultant's interdisciplinary team members; 	10		6	
<ul style="list-style-type: none"> • Past ability to meet schedules with required deliverables and positive outcomes; 	10		6	
<ul style="list-style-type: none"> • Past experience with public consultation and engagement; 	10		8	
<ul style="list-style-type: none"> • Knowledge of the area 	10		5	
Other	5		4	<ul style="list-style-type: none"> • Good proposal, but some significant errors/weaknesses
Total	100		80	



Request for Proposals

OFFICIAL COMMUNITY PLAN BYLAW

RFP #:2019-001

URBAN
systems

DYLAN HOULIHAN
200-286 St. Paul Street
Kamloops, BC V2C 6G4
250-374-8311 Ext. 7232
dhoulihan@urbansystems.ca

July 15, 2019

File: 0511.0000.00

Village of Chase
P.O. Box 440
Chase, BC V0E 1M0

Attention: Sean O'Flaherty, Corporate Officer

RE: REQUEST FOR PROPOSALS – RFP # 2019-001 - OFFICIAL COMMUNITY PLAN BYLAW REVIEW

Please find enclosed our response to the Village of Chase's RFP # 2019-001- Official Community Plan Bylaw Review. As per the requirements listed in the RFP, our proposal includes a detailed work plan for completing the Official Community Plan (OCP) update, a description of our project team and our corporate experience, and breakdown of our budget.

Urban Systems has a long history working with the Village of Chase. The Village was one of Urban Systems' first clients in the 1970s. Since then, we have been privileged to work with the Village on numerous planning and engineering projects including the 2002 Official Community Plan, the downtown enhancement program, the Water Conservation Strategy, the Corporate Energy and Emissions Inventory, and the Sewage Treatment Plant upgrades. Through these experiences, we have gotten to know the Village and how it operates.

We understand that the Village wants to update its OCP in order to prepare the community for the future. The previous version was adopted in 2002 and does not account for changes in legislative requirements for OCPs, such as requirements for greenhouse gas emissions reductions targets, nor does it account for key changes in the community since that time including:

- An aging and declining population according to Statistics Canada Census data and BC Stats population estimates;
- Volatility in the forestry and agricultural sectors that could change Chase's traditional employment base;
- Emergence of the regional tourism industry; and
- Proposed re-alignment of Highway 1 that could impact access into the community.

Since 2002, issues that were typically more prevalent in larger communities have started to be considered in smaller communities. These include topics such as affordable housing, climate change adaptation and mitigation, food security and health and wellness (including mental health and addictions). While many of these issues are outside of the direct jurisdiction of local governments to address, pressures from residents within communities, as well as increased reliance on collaboration with senior government agencies to address these issues, means that local governments, even in smaller communities, are dedicating some resources to these issues. An OCP can provide the policy direction for the local government in terms of how to address these issues that are outside of its jurisdiction.

At a national and global level, there are many other issues that are either already impacting Chase or have the potential to impact the community that need to be reflected in the OCP. These include:

- Risks associated with climate change, primarily the increased risk of flooding that could imperil lives and property; increased risk of drought that could impact the agricultural industry as well as Chase's own water supply; and increased risk of wildfires that not only imperil lives and property but could impact the regional tourism industry. In addition, the impacts of climate change on salmon in the area could have significant impacts to the tourism industry as well;
- Emergence of high-speed internet which continues to change the way in which people carry out day-to-day activities and the impact this is having on traditional retail areas;
- Continued development of automation in day-to-day jobs and emergence of the 'gig economy' which impacts commercial and residential development;
- The pursuit of reconciliation with Indigenous peoples in Canada and relationships between local governments and nearby First Nations;
- The impact of cannabis legalization in Canada and the potential economic and business development opportunities associated with this in the Chase area; and
- Aging of population across Canada, meaning a greater competition for younger people to live in communities as well as a need to determine how to make 'aging in place' a more practical reality.

At a practical level, there have been instances where an updated OCP will be helpful. Recently, the proposed development of waterfront lands was met with resistance in the community. A few years ago, the potential development of a biomass energy plant in Chase was met with resistance and ultimately did not proceed. While these issues will inevitably happen as new opportunities for development present themselves, a more up-to-date OCP will ensure that decisions on these developments are made with a more current understanding of the vision for Chase and the policy framework to help achieve that vision.

In addition, in past years, the Village has considered boundary extension to increase the Village's land base. If this is still desired, an updated OCP will be an important supporting document for the boundary extension process.

To develop this OCP for Chase, the process must:

- **Be a community-based plan** – while many Official Community Plans focus on land use and growth management issues and policies that are under the direct purview of the municipal government, this OCP must go beyond these and incorporate the vision of the community on a broader range of topic areas, including those where the Village has less influence such as health, education, economic development, housing, and environmental protection. In this regard, this plan must not only identify areas where the Village can lead and implement initiatives, but also capture community sentiment and provide policies and guidance on issues, that may be addressed by other agencies. Therefore, the OCP must be supported, endorsed, and implemented by the whole community, including senior government departments and agencies.

Date: July 15, 2019
File: 0511.0000.00
Attention: Sean O'Flaherty, Corporate Officer
Page: 3 of 3



- **Involve extensive community collaboration** – despite its small population, there are a number of stakeholders that must be consulted with in order to ensure that a meaningful OCP is prepared. A variety of consultation techniques must be employed to enable residents and stakeholders to meaningfully participate. This will ensure that there is a broader base of support for the plan that is developed. Also, it will provide an opportunity for the community to come together and identify 'what makes Chase tick' and ensure that this is articulated throughout the plan.
- **Prepare the community for growth** – while the Village has experienced declining population, it does not mean that there have not been opportunities for development. As mentioned previously, there have been development proposals that have either been rejected or postponed. There is interest in development in Chase and opportunities for the Village to articulate the type of development it wishes to see occur.
- **Be a communications and advocacy tool** – the OCP for Chase could be an important communications and advocacy tool to senior government, industry, and developers. The OCP could be used to advocate for funding from senior government agencies for infrastructure and other community needs. It could also be used to communicate to senior government agencies the community's expected level of government service in the community. The OCP could communicate to local industry the desires of the community. Finally, the OCP communicates to developers the expectation that the community has when new development occurs in the Village.

Closure

We would greatly appreciate the opportunity to work on this important project with the Village of Chase. We believe Urban Systems will go beyond expectations to help the Village in creating an OCP that reflects the current and future needs of the community.

Please let us know if you have any questions or comments.

Sincerely,

URBAN SYSTEMS LTD.

A handwritten signature in blue ink, appearing to read "Dylan Houlihan".

Dylan Houlihan, MCIP
Community Planner/Principal

CR/crb

Enclosure

\\us1.urban-systems.com\projects\Projects_KAM\0511\0000\2019-07-11 OCP Update RFP Proposal\Chase OCP\2019-07-12 Village of Chase - RFP #2019-001- Official Community Plan Bylaw - Cover Letter.docx

Proposal

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Proposal

1.0 Introduction

The Village of Chase is a community in transition. BC Stats estimates suggest the population has been in decline, while 2016 Statistics Canada Census data indicates that the population is aging and has a median age higher than the rest of the province. There have been changes in industry as well – while forestry and agriculture have been major employers in the area, these industries are not as reliable as they once were, and the tourism industry continues to develop in the area. The Village itself remains a great place to live that is affordable, central within the province and has access to Little Shuswap Lake and a great natural environment while retaining a compact, Village feel. There are a number of possibilities for enhancing the Village to make it an even better place to live and conduct business.

To determine what the vision is for the future, the Village needs to update its Official Community Plan, which was last developed in 2002. The Village has issued a request for proposals to seek a consultant who can lead the development of an update to the Village's OCP that will reflect the current vision of the community and incorporate changes in provincial legislation and local, regional and global changes in economic, social, and environmental characteristics.

This proposal outlines Urban Systems proposed approach to updating the OCP. The proposal includes:

- A summary of our proposed project plan;
- A description of potential innovative aspects of the project plan;
- A summary of our project team members, our experiences on similar assignments, and the knowledge that we can bring to this project process; and
- A summary of our project budget.



Proposal

2.0 Proposed Project Plan

Our proposed plan is based on our understanding of the needs outlined by the Village of Chase and our expertise in Official Community Plan development. Our work program is divided into five phases, including:

PHASE 1: PROJECT INITIATION

Phase 1 is intended to ensure that we successfully launch the planning project by developing strategies for engaging the community and beginning to collect relevant background information. Steps in this phase include:

1.1 Project Start-Up Meeting

The success of any project begins with a clear understanding of each party's expectations and establishing lines of communication. We will meet with the Village's project team to:

- Introduce the Urban Systems team to Council and staff members;
- Establish a clear communication strategy, contacts, roles and reporting procedures;
- Confirm the overall project goals, work plan tasks, and schedule;
- Identify key issues that may arise during the planning process;
- Identify relevant background information and key stakeholders; and
- Confirm expected deliverables of the project, including any optional work.

Deliverable – Meeting notes, detailed work program, communications strategy

Timeline – September 2019

1.2 Consultation and Engagement Strategy

In conjunction with Village staff, we will prepare a Consultation and Engagement Strategy with the Village of Chase that outlines how we will raise awareness of the project and engage residents and stakeholders in the development of the OCP. Specifically, the Strategy will identify:

- Key stakeholders, their relationship to the OCP development process, and how they should be engaged in the process (i.e. specific meeting, part of a focus group, specific invitation to community-wide workshops/open houses);
- The schedule for various engagement activities and locations;



Proposal

- Roles and responsibilities for the consulting team and Village staff;
- Local First Nations that will require to be engaged in the development of the OCP and how this engagement should occur;
- Type of materials that should be provided for each engagement activity;
- How online resources such as the Village's website and social media platforms (Twitter, Facebook, Instagram, Snapchat) should be utilized for posting OCP-related content, community surveys, and event notification.

We will meet with Village staff to review and confirm the Consultation and Engagement Strategy.

It is recommended that Village Council adopt the Consultation and Engagement Strategy once it is finalized.

Deliverable – Consultation and Engagement Strategy

Timeline – September 2019 – October 2019

1.3 Initial Community Engagement

Early in the process, we would build awareness of the Official Community Planning process. Awareness would be built in the following ways:

- Posters – displayed in key locations in the community that would summarize what an OCP is and how people can get involved in the development of the plan
- Flyer – a flyer will be developed summarizing what an OCP is, the key issues that will be addressed, the process for developing the OCP, and how the community will be engaged. It is intended that the flyer be distributed to all residences and businesses in the Village
- Web content – we would prepare content pertaining to the OCP to be posted on the Village's website and work with Village staff to establish social media presence for the OCP process
- Community Survey – we would initiate a community survey, both online and available in paper. The survey would follow general themes of asking people what they like about living in Chase, what they would like to change, and what they envision Chase being in the future. This will allow us to better understand current issues in the community.

While Urban Systems will prepare material and content, we assume the Village will be responsible for advertising costs, costs of mailouts, or costs and staff time associated with placing materials on the Village's website.



Proposal

Deliverable – Engagement Materials, Summarized Community Survey

Timeline – October 2019 – November 2019

PHASE 2: TECHNICAL REVIEW

Phase 2 of the project will include the review of background information and documents, as well as updating information to include in the new OCP. This Phase will also include consultation with staff to review content for the updated OCP.

2.1 Collect and Analyze Background Information

In this step we will compile and document relevant background information to prepare a technical report that will form the basis for the introductory sections of the OCP. Information that will be collected and analyzed includes:

- Current OCP;
- Other relevant plans and policies;
- Current land uses;
- Historical, current, and projected demographics;
- Infrastructure servicing and community facilities;
- Commercial and industrial development;
- Greenhouse gas emissions profile from BC Ministry of Environment;
- Housing, including age of housing, type, and projected needs;
- Key social and cultural drivers; and
- Education and health information.

We will research and analyse data collected from the Village, senior government sources, and external agencies. This information will be used to better understand key issues and topic areas for use as discussion points in subsequent consultation sessions and will be informed by the initial community survey. We will also compile base maps for the OCP that would include:

- Cadastral;
- Existing land uses;
- Environmentally sensitive areas;
- Topography.



Proposal

The information collected and analyzed will be reviewed in conjunction with the information gathered through the initial community survey. A draft of the technical report will be prepared and submitted to staff for review and one round of edits made.

Deliverable – Technical Report

Timeline – October 2019 – December 2019

PHASE 3: OCP IN A WEEK

This phase of the work program comprises our major community engagement prior to the development of the first draft of the OCP. Urban Systems has developed an 'OCP in a Week' methodology for working with smaller communities. This methodology has been used in several communities including Ashcroft, Tumbler Ridge, Dawson City, Kent, and Hudson's Hope. Essentially, our planning team works in the community for several days, and during that time, they meet with various stakeholders and the general public to seek input on issues, and begin to draft guidance on the community plan.

3.1 'OCP in a Week'

Key activities for the 'OCP in a Week' would include:

Council Workshop

- Facilitating a Council workshop to understand key community goals and priorities, and to identify direction for a community vision for the future.

Stakeholder Meetings

- Meeting with key business representatives including the Chase and District Chamber of Commerce;
- Meeting with key community organization representatives including School District staff, students/youth, provincial services representatives (i.e. healthcare, transportation); and
- Meeting with key community groups.

Public Consultation

- Enabling informal 'chats' with the public by having members of our project team available in key locations in the community and potentially going to places such as the arena to talk to parents in the community; and
- Facilitating a public workshop to gather community input on key planning issues and hosting a public open house to report back on progress.



Proposal

Working on OCP

- Documenting key policy directions identified for key topic areas such as housing, economic development, environmental values, education, health, community identity, and completing draft outlines of the OCP.

We are open to discussing with staff all aspects of this consultation week. Our schedule could include:

Monday

- Meet with key stakeholders and focus groups;
- Meeting with Staff to confirm issues; and
- Council workshop.

Tuesday

- Meet with key stakeholders and focus groups; and
- Workshop with the public.

Wednesday

- Meet with stakeholders and focus groups;
- Develop draft vision, guiding principles, topic areas, and policies; and
- Begin draft outline of OCP.

Thursday

- Meet with Village staff to review materials; and
- Host community open house to review materials to-date.

We would also suggest that our team set up office space at a key community facility for the week and work out of there. We would be available periodically to meet informally with members of the public to discuss the OCP. We would also be working there on drafting materials for the open house.

Following the engagement session, we will compile and analyze input received at each of the meetings and develop a summary report to be reviewed with staff.

During an 'OCP in a Week' in the Village of Ashcroft we consulted with several stakeholder groups and also set up an office at the Ashcroft HUB community centre. This enabled us to talk to residents that were under-represented in many of our engagement sessions, particularly younger



Proposal

Deliverable – Consultation Summary

Timeline – January 2020

PHASE 4: DRAFT OCP PREPARATION

Taking the information gained throughout the project, and following extensive public and stakeholder consultation, we will be in a position to begin developing the draft of the OCP. Steps in this phase include:

4.1 Draft Detailed OCP Outline

We will develop a detailed outline of the OCP based on the key themes revealed through the technical review and community engagement. This will be reviewed with Village staff to confirm the direction.

Deliverable – Confirmed Draft Outline

Timeline – February 2020

4.2 Prepare Draft OCP

We will prepare a complete draft of the OCP that will reflect the key themes identified through the engagement process and the proposed direction.

We will prepare mapping in conjunction with the preparation of the draft OCP. GIS will be used to prepare the maps. We propose developing a series of maps that could address the following themes, pending community input and quality/availability of data:

- Future land use;
- Transportation networks (including trails and other active transportation facilities);
- Infrastructure servicing;
- Green space and Environmentally Sensitive Areas; and
- Hazardous areas (e.g. Wildfire Interfaces).

We would be happy to discuss these, alternative or additional mapping tasks with you.

The draft document will be submitted to the Village for review. We will make changes and edits, as required.

Deliverable – Draft maps and visual aids

Timeline – February 2020 – March 2020



Proposal

4.3 Referral Package Preparation

A referral package for stakeholder and government agencies will be put together for their review. The referral package should include the following:

- Direction to the Village's website where we propose to provide the OCP for download
- A cover letter explaining what is requested of each agency;
- Requests to provide comments in writing to the Village by a specific date. It is expected that the Village will circulate this referral package to each agency.

Agencies that the OCP might be referred to include:

- Ministry of Transportation and Infrastructure;
- Agricultural Land Commission;
- Ministry of Environment;
- Interior Health Authority;
- Local First Nations;
- Thompson Nicola Regional District; and
- School District # 73 (Kamloops/Thompson).

We have assumed that the Village will handle referrals and we have not budgeted for this.

PHASE 5: APPROVAL

Once we have compiled the comments on the draft materials and confirmed proposed directions with Village staff, we will finalize the OCP and present this to Council for adoption. Steps in this phase include:

5.1 Prepare Final Draft of OCP

Based on feedback provided through the referrals, we will prepare a final draft of the OCP to be submitted to staff and Council for review. The OCP would also be made available on the Village's website for residents to review.

Deliverable – Final draft of OCP

Timeline – May 2020



Proposal

5.2 Presentation to Council at First and Second Reading

We would deliver a presentation to Council prior to first and second reading of the OCP and make any revisions to the OCP as-required prior to the public hearing.

Deliverable – Council presentation materials, revised OCP

Timeline – June 2020

5.3 Public Hearing and Final Approval

The Public Hearing for the OCP will be held in accordance with the *Local Government Act*. We will attend the Public Hearing to answer any questions that might arise.

Following the Public Hearing and final approval, we will submit a copy of the OCP.

Deliverable – Final OCP

Timeline – July 2020



Proposal

3.0 Innovation

We would propose the following innovation:

'OCP in a Week' process – the 'OCP in a Week' process is a community engagement process that we have utilized on several occasions. Through our experiences with this process, we have found that we have been able to obtain a deeper and broader understanding of the communities that we are working in and the issues that are being faced, particularly in comparison to processes that involve us attending specific meetings. The OCP in a Week process also allows us more flexibility to have more informal engagement with residents, such as talking to parents at a hockey practice. This enables us to reach out to people that have much to contribute to an OCP but are not typically participating in workshops or open houses or filling out surveys.

Community Development Focus – many OCPs focus solely or primarily on land use related issues. While this makes sense for larger communities that may be experiencing significant development, smaller communities such as Chase also need to take a leadership role in other community development issues that are not necessarily linked to land use. These community development issues can include healthcare, arts and culture, community service programming and social planning depending on the context. In some smaller communities, these community development issues are actually more important than the land use related issues given the anticipated pace of development and the desire to mitigate some of the consequences of an aging and declining population. While background research and community engagement will be required to confirm the direction of the OCP, it is worth considering how these non-land use related issues are considered within the OCP as it can be an effective advocacy and communications tool for working with senior government agencies and local community groups as well as being a key component of funding grant applications.

Virtual Town Hall – while not included in our proposal, it may be worth considering the use of Virtual Town Hall technology for initial stages of community engagement. A Virtual Town Hall is a technology provided by The PrimeContact Group that enables everyone within a geographic area to be contacted via telephone call and invited to participate in a large conference call pertaining to a particular topic. Participants are able to ask questions which are vetted through a moderator. We have used this technology as part of the development of the District of Tumbler Ridge's OCP and during that call, approximately 400 people listened to a part of the conference call and it was an effective way of introducing the OCP process to the community. The cost and logistics of this could be explored further if the Village were interested.



Proposal

4.0 Project Team

For this assignment, we have pulled together a strong and diverse team that is uniquely suited to address the complex issues encountered in the Village. We understand and are confident of our ability to deliver on the Village's expectations for preparing a broad based OCP. Please see below for an overview of our proposed team and **Appendix A** for full resumes.

Core Team

Dylan Houlihan, MCIP, Community Planner – Project Leader

Located in Kamloops BC, Dylan has been a community planner with Urban Systems for over 17 years. During that time, he has worked on a wide variety of projects including transportation plans, land use plans and bylaws, community sustainability plans, economic development strategies, and community and municipal corporate energy and greenhouse gas emissions planning. He has worked extensively with both local governments and First Nations and is knowledgeable of the contexts that each operate within and how they relate to one another. Dylan is known for bringing innovative and creative, yet practical thinking to his projects. He has led or participated in the development of several Official Community Plans for communities such as the Village of Ashcroft, District of Stewart, District of Tumbler Ridge and Dawson City. He originated Urban Systems 'OCP in a Week' approach to plan development as a means of supporting deeper and broader community engagement in a community planning project while also being time sensitive.

Dylan will be the project lead if we are awarded the Official Community Plan Bylaw Update project. Dylan will be overseeing all project activities and acting as a main facilitator throughout the project.

Chris Rempel, MCIP, Community Planner – Project Planner

Chris has been a community planner and GIS technician in our Kamloops office for over ten years. He has worked on a wide range of projects including development approvals for municipalities; creation of land use plans and zoning bylaws including community engagement activities; subdivision feasibility studies; integrated storm water management planning; and infrastructure asset management. Through his work with the City of Merritt and the City of Revelstoke, he has 'behind the counter' experience assisting with development approvals and therefore understands how policy documents such as an OCP relate to day-to-day decision making on development applications.

Chris will be a lead community planner for this project.



Proposal

Thérèse Zulinick, MCIP, Community Planner - Senior Review

Thérèse is a community planner with over 18 years of experience working on strategic plans, sustainability plans and land use planning. She holds a master's degree in urban planning and is a member of the Canadian Institute of Planners and is a Registered Professional Planner. Thérèse works with municipal and First Nation clients across western Canada and is an expert at facilitating community engagement and ensures that projects are well coordinated and integrated through strong project management skills. Thérèse was involved with the development of the Village of Chase's 2002 Official Community Plan as well as leading the downtown enhancement project.

Thérèse will be the senior review for the OCP.

Taylor Boucher, Community Consultant – Project Planner

As a junior planner with Urban Systems in Kamloops, Taylor has gained valuable experience working with small municipal and First Nations communities. Her experience ranges in research and writing for land use plans, economic development plans, tourism strategies, comprehensive community plans and official community plans. Taylor also assists in the facilitation of community engagement, where she promotes meaningful discourse and collaborative planning.

Taylor's main role throughout the project will be supporting Dylan and Chris in background research and writing, draft writing and facilitation of community meetings and consultation sessions.

Alisa Khlietkova – GIS Technician

While working as a GIS Technician at Urban Systems, Alisa has gained valuable experience in managing spatial data, performing GIS analysis, and creating maps for reports and community engagement sessions, including for Official Community Plans. Alisa has been involved in a range of projects including land use and economic development plans, official community plans, climate change adaptation strategies, zoning bylaws, and asset management projects. She holds a Bachelor of Science degree in Geography from Karazin Kharkiv National University in Ukraine and a Postgraduate GIS Certificate from Fanshawe College.

Alisa will serve as the GIS technician on the project and will be responsible for compiling all maps for the OCP.

Alyssa Crannis – Production Designer

Alyssa is an experienced Graphic Designer and Web Designer with a demonstrated history of working in the marketing, advertising and printing industry. Alyssa is skilled in Adobe Suite programs, WordPress, and Microsoft Office programs. Since joining Urban Systems, Alyssa has had a wide range of experience designing land use plans, tourism strategies, comprehensive



Proposal

community plans, official community plans, consultation materials, and informational posters.

Alyssa will be responsible for designing and formatting materials that have an aesthetic that reflects the Village of Chase and are easily digested by the general public.

Advisors

In addition to our core team, we have several advisors who can provide input on discrete topics as and when needed. These advisors include:

Jen Casorso, MCIP, Community Planner

Jen has been catalyzing social change for over a decade. She brings a wealth of experience to her position at Urban Systems, including nine years working within local government with the City of Kamloops as its Social Development Supervisor where she led the City's social planning efforts. As a proven community leader, she knows that social change occurs when government, the private sector, Indigenous groups, non-profit organizations, foundations, and concerned citizens listen to one another and work together. Both for the City of Kamloops and for Urban Systems, Jen has been involved with the development of social housing strategies that seek to address barriers to housing for at-risk individuals.

Jen holds a bachelor's degree in human geography from Thompson Rivers University and is a Master's candidate in Community Development at the University of Victoria. She will provide advice on any topics relating to housing and social policies within the OCP.

John Kenney, MES, Community Sustainability Advisor

John has been working for Urban Systems for 9 years and is based in our Kamloops office. His specialty is in community energy planning, community sustainability, and social impact assessment. He has worked with several municipalities and Indigenous communities on the development of climate change adaptation and mitigation plans, clean energy plans and has helped communities analyze and develop projects relating to biomass, micro-hydro, and solar energy systems. He assisted the Village of Chase with the development of its Corporate Energy and Emissions Inventory.

John will assist the core team by providing advice on any policies relating to sustainability, climate change and community energy planning that may arise in the OCP.

Rick Collins, P.Eng, Municipal Engineer

Rick has been working with Urban Systems for over 20 years. For much of that time, Rick has been working with municipalities on a range of issues including



Proposal

development finance; infrastructure master planning, design, and operations and maintenance; and asset management planning. He has a deep understanding of how municipalities operate and the challenges they face on a practical level to ensure high levels of service to residents. He also has a strong understanding of how policies such as Official Community Plans relate to infrastructure planning and development and how they can be leveraged to ensure better outcomes for issues such as community design and asset management planning.

Rick will provide advice to the core team on infrastructure related issues.

Table 1 summarizes the amount of time that each team members is expected to contribute to the project. Based on our projected workload, our team has the capacity to undertake the project over the next year.

Table 1: Project Hours

	% of Overall Workload	% of Project Hours
Dylan Houlihan	2%	11%
Chris Rempel	10%	45%
Taylor Boucher	5%	23%
Alisa Khlietkova	2%	8%
Alyssa Crannis	2%	8%
Therese Zulinick	0%	2%
Jen Casorso	0%	1%
John Kenney	0%	1%
Rick Collins	0%	1%

4.1 Why Choose Our Team?

Urban Systems is a Western Canadian interdisciplinary firm specializing in planning, engineering and landscape architecture. In the 44 years since the company was founded, our practitioners have built strong and successful relationships with municipalities of all sizes. Although local governments comprise the majority of our client base, we also work with other levels of government, First Nations, land developers, and private industry, including the natural resource sector. Urban Systems has a staff complement of over 450 talented professionals working in 10 offices.

Urban Systems is a 'living company' committed to investing in the future and in our clients. Because we are a western Canada-based firm, independently owned and operated (i.e. all of our shareholders are active leaders in Urban Systems) we have more financial flexibility than many larger publicly-traded consulting firms. This



Proposal

independence allows us to make significant investments in developing long term partnering relationships with our clients.

Our people are committed to helping to develop vibrant communities and it's this passion for community that sets us apart from other firms. Everything we do at Urban Systems centres around our core strategy of "spirit in service for vibrant communities." Whether we're working on front-end strategic planning, conducting environmental assessments, or developing community infrastructure, we're always thinking about the long-term health and well-being of the communities impacted by our work.

For this project, we believe we provide the right mix of technical experience and local knowledge to ensure that the OCP created for Chase is the result of a truly transformative process and puts Chase in a position to benefit from the growth and development anticipated for the community.

Our Experience on Similar Assignments Our team has extensive experience developing Official Community Plans as well as supporting bylaws including zoning and subdivision and development servicing for communities of different sizes and locations throughout Western Canada and understand the importance of integrating these municipal policies and bylaws. We understand the legislative requirements of an OCP and recognize all the different ways that effective community planning can be leveraged to support community development and evolution. **Table 2** summarizes the various communities for which Urban Systems' has developed Official Community Plans, Zoning Bylaws, and Subdivision and Development Servicing Bylaws.



Proposal

Table 2: Urban Systems' Experience

OCPs/MDPs	Zoning Bylaws	Subdivision and Development Bylaws
<ul style="list-style-type: none"> District of Kent, BC Fort Good Hope, NWT City of Dawson, YT District of Tumbler Ridge, BC District of Hudson's Hope, BC District of Stewart, BC City of Fort St. John, BC District of Chetwynd, BC Squamish-Lillooet Regional District, BC Central Okanagan Regional District, BC City of Abbotsford, BC Town of Fort Nelson, BC City of Dawson Creek, BC Town of Bonnyville, AB Town of Gibsons, BC City of Merritt, BC Town of Golden, BC City of Penticton, BC Town of Smithers, BC City of Revelstoke, BC Village of Ashcroft, BC Village of Chase, BC City of Rossland, BC 	<ul style="list-style-type: none"> Fort Good Hope, NWT District of Tumbler Ridge, BC Township of Spallumcheen, BC City of Fort St. John, BC City of Dawson Creek, BC District of Hudson's Hope, BC District of Chetwynd, BC Lakeland County, AB Town of Bonnyville, AB Regional District of Central Okanagan, BC District of Lake Country, BC District of 100 Mile House, BC District of Logan Lake, BC Town of Three Hills, AB Town of Fort Nelson, BC Village of Cache Creek, BC Village of Clinton, BC Village of Keremeos, BC Village of New Denver, BC 	<ul style="list-style-type: none"> District of Chetwynd, BC City of Dawson Creek, BC District of Tumbler Ridge, BC Columbia Shuswap Regional District, BC City of Rossland, BC City of Nelson, BC District of Coldstream, BC District of 100 Mile House, BC Town of Cochrane, AB District of Peachland, BC Westbank First Nation, BC Penticton Indian Band, BC Regional District of Central Okanagan, BC District of Summerland, BC City of Fort St. John, BC Village of Keremeos, BC Village of Radium Hot Springs, BC City of Merritt, BC Village of Chase, BC Village of Valemount, BC Village of Montrose City of Castlegar



Proposal

Our Experience with the Village of Chase – historically, the Village of Chase was one of the first communities that Urban Systems worked with. During that time, we have worked with the Village on a number of important projects including the 2002 Official Community Plan, the downtown enhancements, the sewage treatment plant upgrades, and the water conservation strategy. We have a strong understanding of the community context.

Our Experience in Small Communities - Urban Systems has significant experience working in smaller communities in a variety of contexts including high growth communities, as well as communities experiencing little to no growth. We also understand the unique challenges that smaller communities in BC face and how they can begin to address these challenges through effective community and stakeholder engagement and the development of a comprehensive OCP that not only establishes policies for land uses, but also sets direction for overall community development and serves as a communications tool with the community, industry and senior government agencies.

Our Team is Local – our Kamloops office is the largest planning and engineering firm based in the Thompson-Shuswap region. All of our team members listed in the proposal are based in Kamloops and are a short drive away from Chase. We are extremely familiar with the physical and human geography of Chase, which provides us a stronger starting point for the OCP process. In addition, most of the team members have projects in other communities in the Chase area and therefore would be able to meet with staff on a more frequent informal basis along with the formal meetings listed in the work plan.

Our Ability to Engage the Public and Stakeholders - Through our experience working on many community planning exercises, we have developed and refined a number of techniques to engage the public and various stakeholders in order to collect meaningful input. Most notably, we have used Virtual Town Hall technology whereby everyone in the community is phoned at once and invited to participate in discussion about community planning activities, as well as development of concentrated engagement techniques which enable us to gather a significant amount of input in a short period of time. We have also learned that going to where the people are is important. In Ashcroft we had success engaging people who were watching their kids at a hockey practice. This enabled us to target a group of people – young families – who are often underrepresented through traditional means of consultation such as open houses. Also, during this experience we had the opportunity to engage youth in the process. This included speaking to students in Grades 8 – 12 as well as facilitating a 'Mayor for a Day' session with students in younger grades.



Proposal

Our Ability to Go Deep on Many Issues – While our project team members have the ability to leverage their own knowledge in a number of key topic areas such as housing, economic development, social development and environmental policy, you can also rest assured that we have a deep team of practitioners who will be available to assist on various aspects of the community planning project. While the OCP is a broad-based plan, more depth on many issues will be a function of the overall planning process. We have specialists in many discrete areas that are important to communities such as transportation planning (including a nationally recognized active transportation team), clean energy development, climate change mitigation and adaptation, environmental regulations, infrastructure planning and engineering, municipal finance, urban design, economic development, and social planning. Urban Systems also works in a collaborative manner with our sister company, Urban Matters, which is a Community Contribution Company that works with community-oriented organizations and individuals to apply social innovation on key issues, particularly as they relate to housing, food security, and health and wellness. Our Urban Matters team can offer a different lens to explore community issues.

Our Knowledge of Indigenous Communities – we have been fortunate to develop deep relationships with many of the individual First Nations in the territory of the Secwepemc Nation which will be helpful in considering how to engage them in the development of the OCP.

Our Practical and Interdisciplinary Approach - Urban Systems prides itself on using an interdisciplinary approach to planning assignments. Our ability to effectively integrate planners, engineers and landscape architects on projects means that no discipline works in isolation and that the policies we develop as part of a community planning project, while potentially ambitious, are grounded in reality. We are able to bring a diverse team of professionals to every project we work on and we work to ensure that there is openness and collaboration on our team. This approach whelp to ensure that the communities we work with are provided the opportunity for the best possible results.





VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: July 22, 2019
RE: Housing Needs Report Program

ISSUE/PURPOSE

To attain Council approval to submit a grant application to UBCM for funding a Community Housing Needs Report Program.

OPTIONS

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

HISTORY/BACKGROUND

The Housing Needs Report Program supports local governments in undertaking housing needs reports in order to meet the provincial requirements. The Report will strengthen the ability of local governments to understand what kinds of housing types are most needed in their communities, and help inform local plans, policies, and development decisions. Local governments in B.C. are now required as of April 2019 (*Local Government Act*) to complete housing needs reports by April 2022 and every five years thereafter.

DISCUSSION

The Report will strengthen the ability of our local government to understand what kinds of housing gaps exist in our community, and help inform local plans, policies, and development decisions. We are currently experiencing a low vacancy rate, rising property assessments, and increased developer interest from other regions of BC and Alberta. Our Official Community Plan (OCP) is 20 years old meaning we do not have current, reliable data required to understanding our demographic/housing complex. An additional benefit of the Report will be to inform the updated OCP.

This project will include data collection, data compilation, and data analysis that will be used to inform the Report. We will undertake community engagement activities to ensure that the report reflects the desired outcomes of the entire population. The final Village of Chase Housing Needs Report will be presented back to the community, and to Council in a public meeting. The report will subsequently be used to inform other municipal master plans, and operational activities.

FINANCIAL IMPLICATIONS

UBCM's funding for the Community Housing Needs Report Program covers 100% of the cost of eligible activities to a maximum of \$15,000.

RECOMMENDATION

"THAT Council approves the submission of a grant application to UBCM for the Community Housing Needs Report Program for a maximum of \$15,000; and that the Village of Chase is willing to provide overall grant management for the project."

Respectfully submitted,


Sean O'Riordan

Approved for Council Consideration by CAO


Joni Heinrich

British Columbia News

New reports to help forecast housing needs in B.C.

<https://news.gov.bc.ca/19467>

Tuesday, April 16, 2019 12:30 PM

Victoria - New housing needs reports will help local governments and the Province better understand and respond to long-term housing needs specific to their communities.

New legislation requires local governments to collect data, analyze trends and present a report every five years that describes current and anticipated housing needs. To support the work of local governments, the Province is providing \$5 million over the next three years through a program administered by the Union of B.C. Municipalities, along with data and guidance to support communities' efforts.

"Empowering communities to develop housing solutions that work for them is a key part of our government's affordable housing strategy," said Selina Robinson, Minister of Municipal Affairs and Housing. "Housing needs reports will provide the information that local governments, along with the Province, need to make sure that we are all creating the right kind of homes for people living in communities throughout B.C."

The reports will assess key housing needs, including the need for affordable housing, rental housing and homes for seniors, people with special needs, families and people at risk of homelessness. Most of the data required by local governments, such as demographics and household income levels, will be available on a single provincial website at no cost.

"Effective housing policy needs a high level of collaboration and co-operation between the various levels of governments," said Arjun Singh, president of the Union of B.C. Municipalities (UBCM). "Local governments around the province have been undertaking their own housing need studies. The new provincial requirement will increase the data available and improve its consistency among communities. UBCM is pleased to administer funding for this initiative."

The new requirements were developed in consultation with an advisory group, including representatives from the Union of B.C. Municipalities, the Ministry of Municipal Affairs and Housing, BC Stats, BC Housing, the Planning Institute of BC, the BC Non-Profit Housing Association and local governments.

"The District of Chetwynd is pleased to have support from the Province to work on a housing needs study," said Allen Courtoreille, mayor of Chetwynd. "As a resource community, Chetwynd faces unique housing challenges due to shifting demographics, and this is an important first step to help make sure that our young people, families and seniors have the homes they need."

Once complete, all reports will be presented to a local government council or board. The reports will also be publicly available online to anyone seeking to better understand local housing needs.

The intake for the first round of funding is now open and successful local governments will be notified in summer 2019.



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: 14 August, 2019
RE: Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006
316 Macpherson Street

ISSUE/PURPOSE

To obtain Council's authorization to proceed with the referral process for a development variance of required setback distances from parcel lines.

OPTIONS

- 1. Accept the application and authorize Administration to proceed with the required referral process and prepare a draft Development Variance Permit that would vary setback requirements.**
- 2. Do not accept the application.**

BACKGROUND

The owners of 316 Macpherson Street have applied to vary 1) the rear parcel setback distance from 6.0m to 3.2m (2.8m reduction) to allow for an addition to the original structure, and 2) the exterior side setback distance from 3.0m to 2.68m (0.32m reduction) to allow for a carport. It is important to note that the original construction, from over 40 years ago, is already encroaching into both the rear and side setbacks.

DISCUSSION

Attached to this report are:

- Application
- Property Report
- Maps

REFERRALS

If the application proceeds, notifications will be sent out to property owners within 50 metres of the subject property. Section 499 of The Local Government Act requires notice be provided to affected property owners and tenants.

FINANCIAL IMPLICATIONS

Improvements to the subject property will likely result in a higher property assessment as it relates to taxes collected.

POLICY IMPLICATIONS

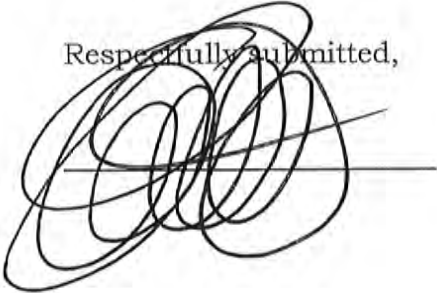
Pursuant to the provisions in the Local Government Act, a local government may, by resolution, issue a development variance permit, in respect of the land covered in the permit, the provisions of a bylaw that regulates Zoning. As a limit to Council's authority, the use or density of land cannot be varied. In the existing case, the use and density of the property is not affected by the granting of the variance request.

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance. The best way to hear from neighbouring residents is to allow the application to proceed and initiate the referral process.

RECOMMENDATION

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

Respectfully submitted,

A large, dark, and somewhat illegible handwritten signature, possibly reading "J. Smith", written over a horizontal line.

Approved for Council Consideration by CAO

A handwritten signature in blue ink, appearing to read "Jon Hume", written over a horizontal line.

PAID \$500

AUG 01 2019

VILLAGE OF CHASE

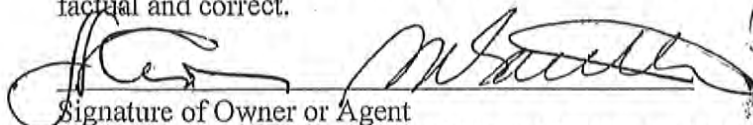
Application for Permit

(please check one)

- ☐ Development Permit
☒ Development Variance Permit
☐ Temporary Use Permit

1. Registered property owner's name, address and telephone number 250-463-3223
JOE LACASSE + M. GAUTHIER 316 MACPHERSON ST. BOX 723, Chase
B.C. VERIMO
2. Authorized agent's name, address and telephone number (If agent is handling application, please supply written authorization from owner)
N/A MOGOBMW@GMAIL@COM
3. Legal description and Property Identification Number of subject property
Parcel 2 Block A. Plan 514, P/D 012-295-531
4. Approximate area of subject property
9'2" off back lane setback 6m
5. Existing use of subject property
Family Dwelling
6. Existing use of adjacent property
Family Dwelling
7. Detailed description including drawings, of the project or situation necessitating your application. Please provide additional pages as necessary.
Emailing PDF file to Sean.

I hereby declare that the information contained herein is, to the best of my knowledge, factual and correct.



Signature of Owner or Agent

Date

Aug 1, 2019

Note: Please see attached sheet for additional information to be included with application



Property Information Report

Report Generated On: August 07, 2019 10:30:54 PM

Thompson-Nicola Regional District
300 - 465 Victoria St
Kamloops, BC V2C 2A9
T (250) 377-8673
F (250) 372-5048
E gisinfo@tnrd.ca

316 MacPherson St

Parcel Description & Location

[More Details](#)

Legal Description:

PCL Z BLK L PL 514 DL 517

District Lot:

517

Land District:

KDYD

Lot Size(Calculated)(+/-5%):

Square Meter:

916.81

Acre:

0.227

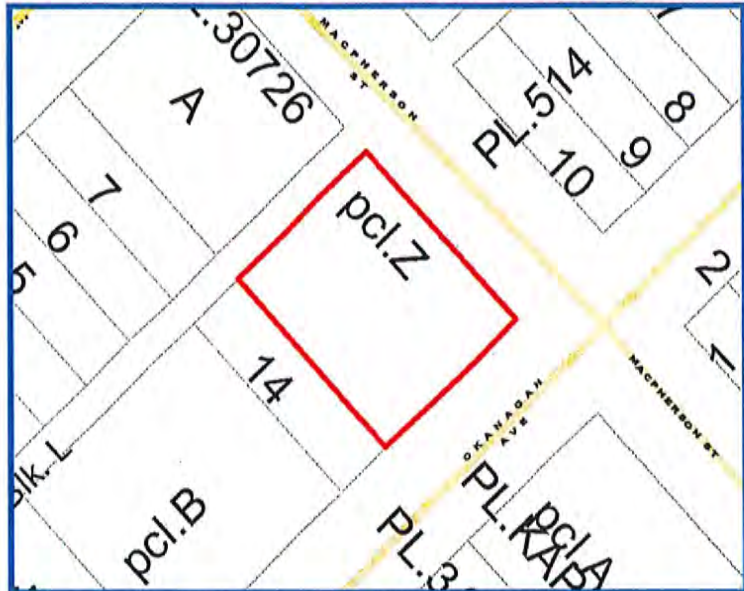
Hectare:

0.092

Community: Chase

Local Authority: Village of Chase

School District: Kamloops/Thompson



TNRD Services

(Contact the Local Authority for services provided by other jurisdictions)

[More Details](#)

Water Service: N/A

Sewer Service: N/A

Fire Protection: N/A

Future Debt (Loan Authorization)

(For enquiries, contact the Local Authority)

[More Details](#)

Future Debt: Unknown - contact Village of Chase for any future debt.

Planning & Zoning

(For enquiries, contact the Local Authority)

[More Details](#)

Zoning Bylaw: 683

Zoning: R-1

Lakeshore Development Guidelines (Intersect): Yes

Lake Name: Little Shuswap Lake

Lake Classification: Development Lake, Special Case Lake

Fringe Area: N/A

Floodplain Information: Not applicable

Site Specific Zoning: Not Applicable

Development Permit Area: N/A

Official Community Plan Name: N/A

OCP Designation: N/A

Agriculture Land Reserve (Intersect): No

Riparian Area (Source: TRIM)(Intersect): No

Post-Wildfire Geohazard Risk Restrictions: Unknown

Development Applications & Permits - from July 2009 to Present (For enquiries, contact the Local Authority)

[More Details](#)

Folio:	Development Application Number:	Development Application Type:	Status:
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Folio:	File Number:	Application Date:	Issued Date:	Completion Date:	Status:
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Type of Construction:

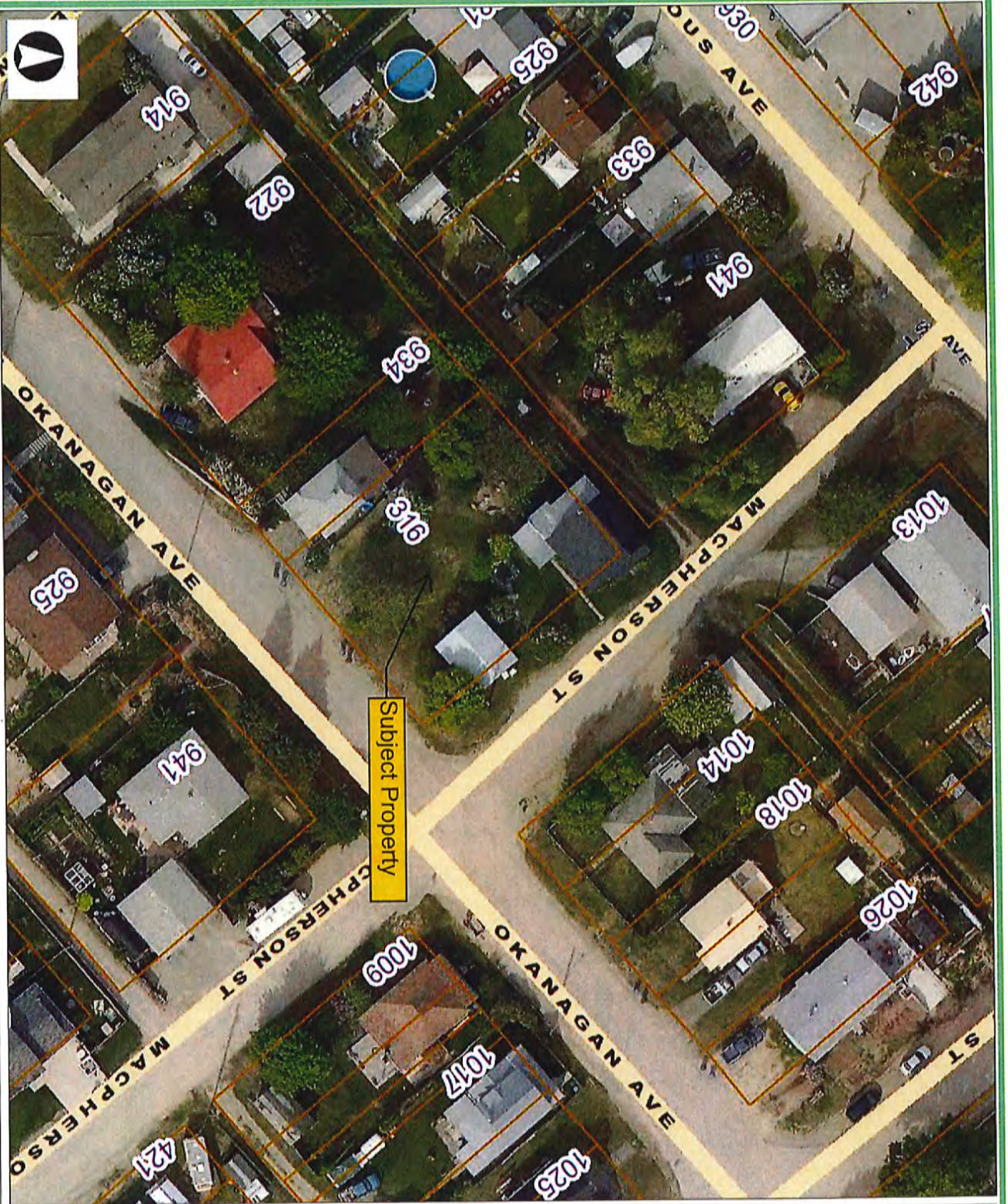
BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
512.00209.000	012-295-531	2019	\$98,900.00	\$100,000.00	1-Res
512.00209.000	012-295-531	2018	\$97,700.00	\$101,000.00	1-Res

Folio:	Actual Use:
512.00209.000	SINGLE FAMILY DWELLING

Manual class:
1 1/2 STY. SFD-ALL AGES-SUBST.



0.1 0 0.03 0.1

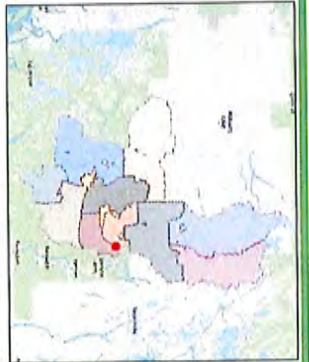
1:1,128

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

August 14, 2019

Kilometers

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.



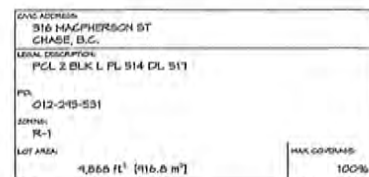
Legend

- 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
 - Cemetery
 - Community Hall
 - Education
 - Emergency Response
 - Government Building
- Other



316 Macpherson Ave

Author:



SITE PLAN
SCALE: 1/8" = 1'-0"



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: August 9, 2019
RE: Expense Reimbursement for Council Members

ISSUE/PURPOSE

To provide options for Council to consider updates to the existing Expense Reimbursement policy relating to meals and mileage while undertaking Village related business.
(Council's current policy is attached to this report for reference)

HISTORY/BACKGROUND

At the March 26, 2019 Regular meeting, the following resolution was passed:

"THAT Administration be directed to prepare a report with various options for Council to consider in order to amend the existing expense reimbursement policy regarding the reimbursement of per diem and other associated costs for members of Council while undertaking Village business."

At the April 9, 2019 Regular meeting Council amended ADM-21, Expense Reimbursement: with the following additions:

"If approval for attendance and expense reimbursement for the Mayor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Mayor will consult with at least two (2) Councillors and obtain support for such attendance and expense reimbursement."

If approval for attendance and expense reimbursement for a Councillor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Councillor will consult with the Mayor and obtain support for attendance and reimbursement."

DISCUSSION

There are still some remaining considerations for Council pertaining to expense reimbursement, namely per diems, meal allowances, and the travel mileage rate. The last adjustment to per diems, meal allowance, and mileage reimbursement amounts was February 23, 2016.

For mileage reimbursement, one approach is to use the Canada Revenue Agency (CRA) 'rate' which is currently \$0.54 per kilometer and this amount is reviewed and adjusted

annually based on external financial factors such as the consumer price index. If Council were to adopt CRA rates in the policy, then mileage reimbursement would increase every time the federal government increases the CRA rates thus eliminating ongoing reviews and adjustments to the policy.

For meal allowances, we accessed the 2019 statistics collected and distributed from Civic Info for comparison purposes. Only some municipalities differentiate between smaller and larger 'centres' as many municipalities simply have one rate. Here are some comparables:

	Breakfast	Lunch	Dinner
Chase	\$15.00 (\$20.00)	\$18.00 (\$25.00)	\$25.00 (\$40.00)
Ashcroft	\$15.00	\$15.00	\$35.00
Clearwater	\$20.00	\$20.00	\$25.00
Cache Creek	\$12.00 (\$16.00)	\$15.00 (\$19.00)	\$23.00 (\$30.00)
TNRD	\$14.00 (\$16.00)	\$15.00 (\$22.00)	\$24.00 (\$32.00)

For per diem reimbursements, we again accessed the 2019 statistics collected and distributed from Civic Info. A printout of all communities in BC with populations between 1,000-5,000 is attached. The average per diem amount is \$86 per day. The median rate is \$80 per day.

FINANCIAL IMPLICATIONS

None unless reimbursements rates are increased.

POLICY IMPLICATIONS

None unless Council resolves to make changes.

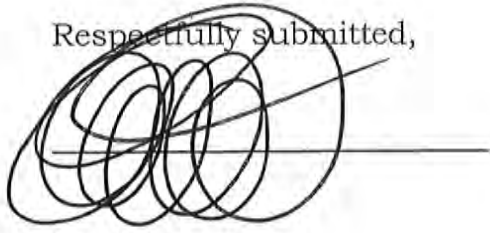
OPTIONS

1. Consider linking mileage rates to the CRA rate
2. Consider an adjustment to the per diem rate
3. Consider changes to meal allowance reimbursements

RECOMMENDATION

Council direction is requested.

Respectfully submitted,

A large, stylized 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

A handwritten signature in blue ink, appearing to read 'Jon Hearnice', written in a cursive style with a long horizontal stroke at the end.

	<u>2019</u>
100 Mile House - Full Day Per Diem	\$150.00
Armstrong - Full Day Per Diem	\$100.00
Burns Lake - Full Day Per Diem	\$75.00
Chase - Full Day Per Diem	\$100.00
Creston - Full Day Per Diem	\$67.00
Elkford - Full Day Per Diem	\$80.00
Fernie - Full Day Per Diem	\$75.00
Fraser Lake - Full Day Per Diem	\$70.00
Harrison Hot Springs - Full Day Per Diem	\$50.00
Keremeos - Full Day Per Diem	\$65.00
Lantzville - Full Day Per Diem	\$80.00
Metchosin - Full Day Per Diem	\$50.00
Valemount - Full Day Per Diem	\$125.00
Tumbler Ridge - Full Day Per Diem	\$100.00
Telkwa - Full Day Per Diem	\$85.00
Peachland - Full Day Per Diem	\$100.00
Montrose - Full Day Per Diem	\$80.00
Mackenzie - Full Day Per Diem	\$100.00
Invermere - Full Day Per Diem	\$70.00
Highlands - Full Day Per Diem	\$60.00
Gold River - Full Day Per Diem	\$70.00
Fort St. James - Full Day Per Diem	\$110.00
Enderby - Full Day Per Diem	\$120.00
Duncan - Full Day Per Diem	\$0.00
Chetwynd - Full Day Per Diem	\$85.00
Anmore - Full Day Per Diem	\$77.40



Village of Chase Policy Manual

Title:	<u>ADM – 21 Expense Reimbursement</u>
Revised: February 23, 2016	Effective:
Date Originally Adopted: January 27, 2009	Date Originally Effective: January 27, 2009
Special Notes / Cross Reference: Rescinds ADM 4, ADM 16, ADM 17	

POLICY: Village of Chase Council members and staff shall receive reimbursement for expenses incurred while undertaking Village related business in accordance with this policy and approved annual budget allocations

PURPOSE: It is the purpose of this Policy to establish a fair and equitable method of compensation for Council approved expenses incurred by members of Council and staff while representing or acting on behalf of the Village of Chase.

DEFINITIONS: Council shall mean the Mayor and Councillors of the Village of Chase
Staff shall mean all workers of the Village of Chase
Larger centres are defined as Vancouver, Greater Victoria or Whistler within British Columbia, or a major city in Canada

PROCEDURES:

1. All members of Council and staff are required to submit a signed claim form, Schedule "A", in order to receive an expense reimbursement.
2. The Village of Chase Chief Administrative Officer reviews the claim for accuracy, signs and forwards to Accounts Payable Clerk for processing.

GUIDELINES / PROCEDURES / RESPONSIBILITIES

MEETING PER DIEM AND REIMBURSEMENT OF EXPENSES:

All claims related to this policy will be paid when:

- a) pre-authorization for attendance is given by resolution of Council, with the exception of the Annual UBCM Convention and the Annual SILGA Convention
- b) the claim is in accordance with available budget funds
- c) expenses are not otherwise reimbursed through other agencies / organizations
- d) mileage for trips of 10 kilometres or less will not be reimbursed without justification approved by Council



Village of Chase Policy Manual

Expenses incurred related to social events/functions that members of Council and staff have been requested to attend on behalf of the Village will be compensated. Acceptable items for reimbursement include items that are not for personal gain (i.e. food hamper, gifts as per cultural protocol, hosting of distinguished guests of the Village).

If a spouse or guest is requested or expected to be in attendance, these expenses will also be compensated. Costs such as meal tickets and mileage, will be considered, however, it is expected that appropriate discretion will be used in all cases.

- A. PER DIEM** – The amount paid to members of Council on a daily basis for travel time, attendance at conventions, seminars, workshops, and other functions or business shall be as follows:

Per Diem Rates

\$100.00 per day	-	four (4) hours or more in duration
\$ 75.00 per day	-	less than four (4) hours

- B. EXPENSE REIMBURSEMENT** – Costs incurred while travelling to and from meetings and attendance at meetings or other Village-related functions that are approved by Council includes the following: mileage, meals, telephone, accommodation, personal expenses, telephone and registrations.

Travel – Personal Vehicle

Mileage rate will be consistent with the provincial Government rates, to be adjusted annually as required (last increase occurred April 1, 2013). Travel distance must be greater than 10 kilometres one way to qualify for reimbursement.

Effective March 1, 2016 the rate is \$0.52 per kilometre

Travel – Accommodation

Unless otherwise requested, accommodation will be coordinated through the Village office and paid for in advance where possible with the Village credit card. All authorized, business related incidentals will also be charged to the Village credit card. A letter of authorization will be sent to the relevant property. Any incidentals not relevant to Village business will be deducted from the individual's remuneration.

Travel – Taxi, Bus, Airplane, Rental Vehicle, Parking

Shall be reimbursed as per receipts submitted with claim.



Village of Chase Policy Manual

Meal Allowance

Local & Smaller Centres

\$15.00 – Breakfast

\$18.00 – Lunch

\$25.00 – Dinner

Or as per receipts submitted with claim.

Larger Centres

\$20.00 – Breakfast

\$25.00 – Lunch

\$40.00 – Dinner

Telephone

All Telephone charges related to Village Business will be reimbursed upon submission of receipts. Claimants will be reimbursed for charges of one (1) personal telephone call to their place of residence per 24 hour period of absence, however, it is expected that appropriate discretion will be used in all cases.

Registration Fees

Registration fees will be reimbursed if not paid directly by the Village.



Village of Chase Policy Manual

Title: ADM – 21 Expense Reimbursement

Revised: February 23, 2016 **Effective:**

Date Originally Adopted: January 27, 2009 **Date Originally Effective:** January 27, 2009

Special Notes / Cross Reference: Rescinds ADM 4, ADM 16, ADM 17

NAME: _____

ADDRESS: _____

TIMES AND DATE(S) OF TRAVEL: _____

REASON FOR TRAVEL: _____

EXPENSES

TRAVEL: _____ KM @ \$.54/KM \$ _____

Must be greater than 10 kilometres one way or a Council resolution is required.

MEALS:

Local & Smaller Centres

\$15.00 – Breakfast

\$18.00 – Lunch

\$25.00 – Dinner

Larger Centres

\$20.00 – Breakfast

\$25.00 – Lunch

\$40.00 – Dinner

\$ _____

\$ _____

\$ _____

Or as per receipts submitted with claim

PER DIEM: (Council only)

\$100.00 per day - four (4) hours or more

\$ 75.00 per day - less than four (4) hours

\$ _____

\$ _____

AIRFARE *Actual cost, receipt required*

\$ _____

ACCOMMODATION \$ _____ per day _____ days \$ _____

OTHER *Taxis, Telephone, Gratuities, Miscellaneous*

\$ _____

\$ _____

\$ _____

TOTAL CLAIM

\$ _____

Claimant Signature

Date

Department Head

Date

Approved by

Date



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: July 26, 2019
RE: Fire Truck Purchasing Options

ISSUE/PURPOSE

To seek Council direction and/or approval of financing the purchase of a new Fire Truck.

OPTIONS

1. Support MFA financing of \$250,000 over 5 years and the additional \$200,000 required, come from reserves and/or surplus. Estimated annual principle and interest payments of \$53,214
2. Support MFA financing of \$450,000 over 5 years. Estimated annual principle and interest payments of \$95,785.
3. Support MFA financing of \$450,000 over 10 years and begin the "Alternative Approval Process" required for the loan authorization bylaw. Estimated annual principle and interest payments \$39,254
4. Support MFA financing of \$450,000 over the life expectancy of the vehicle of 20 years and begin the "Alternative Approval Process" required for the loan authorization bylaw. Estimated annual principle and interest payments \$27,773
5. Support cash payment of \$450,000 required to come from reserves and/or surplus

HISTORY/BACKGROUND

Currently the fire department has a 1994 Freightliner Firetruck and a 2006 Spartan Firetruck. The Fire Underwriters regulations govern the fire insurance grade for a community and consider an apparatus over 20 years old to be unable to meet the necessary safety and mechanical standards of the Underwriters Laboratories of Canada (ULC). An apparatus beyond 20 years of age can remain in service for up to 30 years but only as a second line pumper truck.

DISCUSSION

The fire department has for the past several years brought forward the need for the purchase of a new fire truck during Capital budget discussions. The 1994 Freightliner Firetruck is beyond the life expectancy (20 years) of fire engine. The fire department has ensured, the engine is fully functional for emergency situations as a "backup" to the 2006 Spartan through consistent maintenance and ongoing inspections, however, this will not prevent the apparatus from "ageing out" completely within the next few years.

Items of note:

- 1.) The current quoted values from Municipal Finance Authority are based on information obtained July 29th, 2019, interest rate is 2.45%.
- 2.) The fire chief has researched several fire truck proposals and determined that for a cost of \$450,000 or less the Village can purchase and equip a firetruck to replace the 1994 Freightliner Firetruck;
- 3.) the 2006 Spartan will soon reach it's 20 year lifecycle term (2026) and will require a replacement plan;
- 4.) The purchase and delivery of a new firetruck can take between 6 to 12 months, depending on unit availability and financing options;
- 5.) The current Village long term debt commitments extend to 2035 and beyond;
- 6.) The 2018 audited financial statement indicated the Village's Liability Servicing Limit was at 45% (2017-49%) of the Provincial maximum allowable. The Liability Servicing Limits are determined by the Province, using several indicators, including, Class 4 (major industry) assessment value, current debt repayment schedules, municipal revenues sources, and expenditures.
- 7.) It is anticipated that the 2019 servicing level will change due to the increase of "unissued debt", Sunshore Golf Course loan, and the repayment of the Demand Promissory Note for the Arena.

Public Alternative Approval Process

A variety of municipal actions require public approval before Council may proceed with its decision, including disposal of certain utilities or parkland, municipal boundary extensions and **municipal loan authorization bylaws** (long term borrowing-terms beyond 5 years). The Alternative Approval Process is a process which allows the electors to indicate whether they are AGAINST a local government proposal moving forward. The Community Charters outlines the procedures involved to obtain elector approval.

In general, "Alternative Approval Process, (AAP) is obtained by providing notice of the process in the local newspaper, providing a deadline for responses, and providing "elector response" forms, which electors may sign if they are NOT in favor of the proposed action of Council. If at the deadline for receiving electoral responses the number of responses received is:

- a.) less than 10% (approximately 230) of the electors, the initiative is considered to have received electoral approval and Council may proceed with the initiative as outlined in the proposal (bylaw adoption);
- b.) more than 10% (approximately 230), of the electors, the initiative is deemed to have NOT received electoral approval and Council may abandon the initiative or consider other voting options, such as undertaking a referendum process.

Current Term Debt Summary

Sewer- Bylaw 724 MFA Issue 110

2010 funding obtained for the Sewage Treatment in the amount of \$480,000 to be paid over 25 years at 4.50%. Expiry April 2035. 12/31/18 Debt Outstanding \$370,692

Annual Principle Payment	Annual Interest	Total Annual
\$11,526	\$21,600	\$33,126

Water-Bylaw 748 MFA Issue 117

2011 funding obtained for the Water Treatment in the amount of \$1,000,000 to be paid over 25 years at 3.25% Expiry: October 2036 12/31/18 Debt Outstanding \$866,137

Annual Principle Payment	Annual Interest	Total Annual
\$24,012	\$32,500	\$56,512

Water-Bylaw 779 MFA Issue 124

2013 funding obtained for Water Treatment in the amount of \$1,000,000 to be paid over 25 years at 3.15% Expiry: April 2038 12/31/18 Debt Outstanding \$808,684

Annual Principle Payment	Annual Interest	Total Annual
\$24,012	\$31,500	\$55,512

Total MFA Term Debt	12/31/18 Debt Outstanding	\$2,045,513
----------------------------	----------------------------------	--------------------

Annual Principle Payments	Annual Interest	Total Annual Payments
\$ 59,550	\$85,600	\$145,100

*Debt Reserve Fund must be maintained as a condition of borrowing - \$78,291 (2019)

Loan Authorization Bylaw 701, 2007 (Unissued Debt)

Sunshore Golf Course \$550,000 20 years Expiry 2027

Bylaw 772, 2011 Partnering

Resolution 8.2, 10 Dec 2013 authorized obtaining a Demand Promissory Note for paying out the Royal Bank of Canada mortgage on the Arena facilities for \$525,000 to be paid over 5 years at 2.80%, annual principle payment of \$87,500 Expiry 2019 **Paid in Full: April 2019**

FINANCIAL IMPLICATIONS

1. Support MFA financing of \$250,000 over 5 years and the additional \$200,000 required come from reserves and/or surplus. Estimated annual principle and interest payments of \$53,214-this option presents a balanced approach by utilizing some surplus/ reserves, without severely impacting the current financial plan and ensuring the payment schedule and costs do not present significant risk to the Village future borrowing capacity, should emergency measures be required. Loan allows for early payment option without penalties.
2. Support MFA financing of \$450,000 over 5 years. Estimated annual principle and interest payments of \$95,785. The significant annual payment required would impact the amount of capital, short term projects the Village could undertake during the five year term required for repayment. Loan allows for early payment option without penalties.
3. Support MFA financing of \$450,000 over 10 years and begin the "Alternative Approval Process" required for the loan authorization bylaw. Estimated annual principle and interest payments \$39,254. Though the payments would be manageable for the municipality; the term of the loan could impact the replacement of the 2006 Spartan firetruck replacement at the end of it's 20 year life cycle; as well as any other necessary funding requirements within the 10 year duration of the loan. Early payment option only available at certain times throughout the loan. Public may not approve the action
4. Support MFA financing of \$450,000 over the life expectancy of the vehicle of 20 years and begin the "Alternative Approval Process" required for the loan authorization bylaw. Estimated annual principle and interest payments \$27,773. Same comments as item 3, in addition the extended term would mean the vehicle would be "aged out" and "paid out" at the same time.
5. Support cash payment of \$450,000 required to come from reserves and/or surplus. This option would severely restrict all Village projects and financial plans until such time that surplus/reserves could be recovered.

RECOMMENDATION

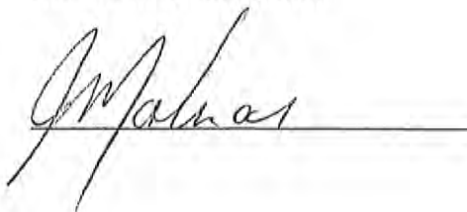
"That the Village of Chase authorize the purchase of a new firetruck for an amount of not more than \$450,000;

and authorize the Mayor and Chief Administrative Officer to enter into an equipment loan with Municipal Finance Authority for not more than \$250,000 over a five year term for the purchase of a new firetruck;

and that the remaining maximum funds required, of not more than \$200,000 be allocated from reserves and/or general surplus for the purchase of the firetruck."

Respectfully submitted,

Approved for Council Consideration by CAO






City of Armstrong



July 15, 2019

File No. 0940-03

Mayor Rod Crowe
Village of Chase
Box 440 826 Okanagan Avenue
Chase, BC V0E 1M0

Dear Mayor Crowe,

Re: Interior Provincial Exhibition & Stampede V.I.P. Luncheon

On behalf of the City of Armstrong, the Township of Spallumcheen and the citizens we represent, we extend a special invitation to you and your guest to join us in celebrating the occasion of the 120th Interior Provincial Exhibition (IPE) and Stampede. The IPE's theme this year is "horsin' around at the IPE".

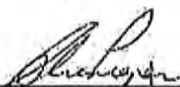
You are invited to the annual VIP Luncheon following the IPE parade on Saturday, August 31, 2019, at the Royal York Golf Course, located at 2440 York Avenue, Armstrong, BC. A map highlighting the location of the Royal York is enclosed for your convenience. We cannot advise of the exact time the lunch will begin, but anticipate it will be around 11:30 a.m.

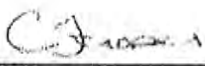
Please confirm your attendance to the luncheon to Sharon Keane, City of Armstrong Administration Clerk, at (250) 546-3023 or to skeane@cityofarmstrong.bc.ca, **no later than Thursday, August 22, 2019** and remember to update your calendar with this event.

We hope that you and your guest will join us for lunch and then proceed to enjoy a day at the fair – the pride of our two communities.

If you are interested in participating in the parade, please contact the Armstrong/Spallumcheen Chamber of Commerce at (250) 546-8155.

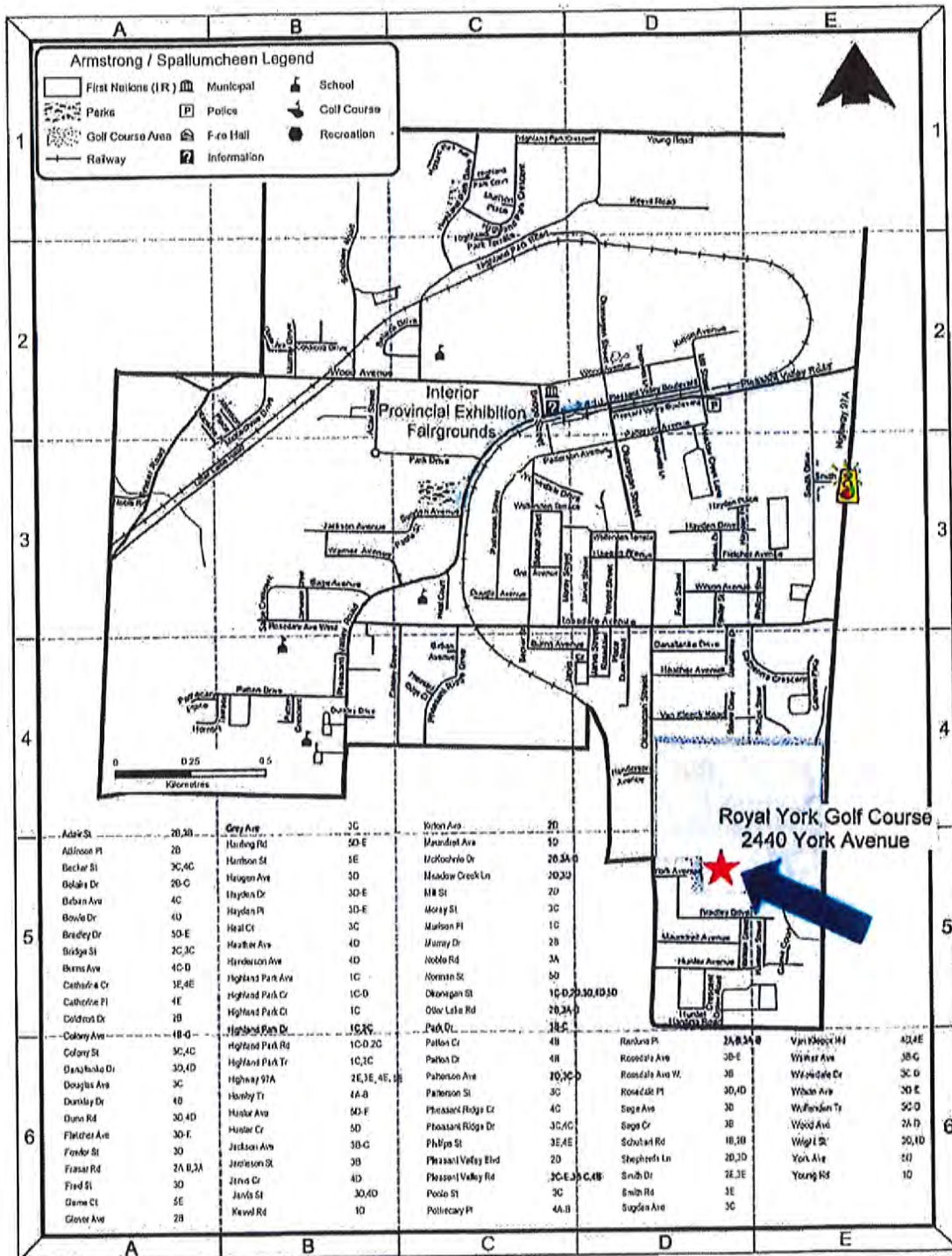
With warmest regards,


Chris Pieper, Mayor
City of Armstrong


Christine Fraser, Mayor
Township of Spallumcheen



City of Armstrong



3570 Bridge Street, Armstrong, BC, V0E 1B0
Phone: 250-546-3023; Fax: 250-546-3710

4144 Spallumcheen Way, Spallumcheen, BC, V0E 1B6
Phone: 250-546-3013; Fax: 250-546-8878

Sean O'Flaherty

From: Rhonda Eden <reden@divisionsbc.ca>
Sent: July 22, 2019 9:43 AM
To: Sean O'Flaherty
Subject: Asking for The Village of Chase support - Thompson Region Division of Family Practice Emergency Preparedness Program for Physicians
Attachments: Village of Chase Rural Dividend Fund EM Program 2019 07 22 v1.0.docx
Importance: High

Good morning Sean,

The Division is embarking on the development of an emergency preparedness program for family physicians in our region, including Chase. This includes the development of a co-designed framework for healthcare providers to work with communities in a coordinated fashion in the event of a disaster. A large part of this framework will include the development of an business/patient readiness and family practice business continuity plan, in which we will implement at Dr. Barnard's clinic.

In order to create this program, we are seeking funding through Shared Care BC, who regularly funds Division's work, and the Province of BC's Rural Dividend Program. Both funding applications will highly benefit from community support letters and I am hoping we can get support from the Village of Chase. As such, I have drafted some language in a letter and hoping you can review, edit, and endorse. I am not sure if the letter should come from you or the mayor, and if this needs to go before Mayor and Council for input/approval.

I need to submit the Shared Care funding proposal on August 8 and the Rural Dividend application on August 15.

Thank you for your consideration to this much needed program and I am happy to discuss further by phone if you would like.

Rhonda Eden

Project Lead

E reden@divisionsbc.ca

T 250-372-1621 F 250-372-1610

#209-310 Nicola St. Kamloops, BC V2C 2P5



"Real innovation takes collaboration – and the best and hardest thing to create is not the product itself, but the team behind it" Steve Jobs



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

August 1, 2019

Monique Walsh, Executive Director
Thompson Region Division of Family Practice
209-310 Nicola Street Kamloops BC V2C 2PS

Delivered via email: mwalsh@divisionsbc.ca

Dear Ms. Walsh:

RE: Support for the Thompson Region Division of Family Practice Family Physician Preparedness and Business Continuity Program

On behalf of the Village of Chase, I am pleased to provide this letter of support to the Thompson Region Division of Family Practice (the Division) and its application for funding from the Province of BC's Rural Dividend Program. Funding from this grant will help support the development of an emergency preparedness program for primary care providers in Thompson Region rural communities. The main objective of this program is to build a co-designed healthcare emergency framework. Part of this framework includes the building of a proactive family practice preparedness and business continuity program. These programs aim to ensure patient and family physician readiness as well as to enable family physicians to not only continue to provide care to their patients in the event they are displaced from their practice during an emergency, but also to support the recovery effort of their business in the event it is the target of a disaster.

We recognize the importance in building resilient communities who work together in the face of an emergency. Being a rural community with only one family physician private practice, it is critical that there is a coordinated approach to emergency preparedness, response and recovery efforts. As such, we support, and will work collaboratively with, the Division to ensure the family practice physicians in our community can respond and recover from a disaster effectively through the development of an emergency response and business continuity plan. We respectfully ask for your support of this

Sincerely,
VILLAGE OF CHASE


Mayor Rod Crowe

Sean O'Flaherty

From: Admin at Shuswap Trails <admin@shuswaptrails.com>
Sent: August 2, 2019 5:26 PM
To: Admin Trails
Cc: Phil McIntyre-Paul
Subject: Shuswap Trails Request for Letters of Support
Attachments: 2020 Shuswap Trails Project Letter of Support - Template only.docx

Dear Shuswap Trail Alliance partners and friends,

We are once again assembling an application to the BC Rural Dividend Program to support further trail planning and trail infrastructure project work in 2020. Can we lean on you for a letter of support? (See draft letter attached)

Deadline for BCRD Grants is Aug 15th so we are hoping we can get all letters of support in by August 9th.

In order to continue complimenting our regional partners, we will once again target two applications through the STA - one to the smaller planning grant to leverage our local fundraising efforts in support of trail planning in the Chase/West Shuswap, Sicamous/East Shuswap, Hunakwa Lake/North Shuswap, and Enderby/Mabel Lake sub-regions. And a second larger infrastructure grant to address currently approved shelf-ready capital trail infrastructure repairs to two of our regional destination alpine hiking trails in the East Shuswap, and further trail additions for hiking, mountain biking, equestrian, and winter snowshoeing in Salmon Arm and the Larch Hills.

All are priorities identified in our Shuswap Regional Trails Strategy, and will allow us to continue to incrementally support implementation of the strategy along with all the other projects we are currently supporting regional partners on in 2020.

Please let us know if you have further questions.

With regards,

Lori Schneider Wood
for the Shuswap Trail Alliance



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

August 6, 2019

Board of Directors
The Shuswap Trail Alliance
PO Box 1531
Salmon Arm, BC
V1E 2C4

Dear Board Members:

RE: Support for Shuswap Trail Alliance 2020 Grant Applications for Trail Planning and Development

The Village of Chase is pleased to support the Shuswap Trail Alliance's application for funding to support both the 2020 Shuswap Regional Trails Infrastructure Projects and the 2020 Shuswap Trails Planning Projects.

These trail planning and infrastructure projects continue to build on the success of the collaborative destination trail development work with regional partners throughout the Shuswap. The 2020 projects leverage local fundraising to advance trail planning in the Chase/West Shuswap, Sicamous/East Shuswap, Hunakwa Lake/North Shuswap, and Enderby/Mabel Lake sub-regions, as well as capital trail infrastructure repairs to two of our regional destination alpine hiking trails in the East Shuswap, and further trail additions for hiking, mountain biking, equestrian, and winter snowshoeing in Salmon Arm and the Larch Hills.

Destination trail development remains a core pillar of our regional Tourism Strategy targeting greater economic resilience through expanded four-season tourism. It is an initiative that continues to strengthen collaboration between Secwepemc First Nations, Regional/Municipal, Community Stewardship, industry, business, economic development, environmental, health, education, and provincial land management leadership in the Shuswap. The Shuswap Trail Alliance acts as a focal point of facilitation on our behalf in this effort.

Please let us know if there is anything further we can do to support the upcoming grant applications.

Sincerely,

VILLAGE OF CHASE


Rod Crowe, Mayor on behalf of all of Council



VILLAGE OF CHASE

Memorandum

Date: August 15, 2019
To: Mayor and Council
From: CAO
RE: Rainbow Crosswalk

Councillor Maki requested that this item be added to an agenda for consideration in response to a local resident's request.

Many communities in BC have been approached or have initiated the installation of a rainbow crosswalk. Attached is a listing of communities in BC who have either approved or rejected rainbow crosswalks, installed them, their location and status.

Council is being asked to consider whether it wishes to install a rainbow crosswalk. If so, Administration can bring forward options for locations, and costs associated with installation and maintenance.

Respectfully submitted,

LGBT in B.C.: All the rainbow crosswalks in British Columbia

B.C.'s streets are alive with every colour of the rainbow. Every time a new rainbow crosswalk is approved in the province, news stories mention other nearby towns that also have colourful roads. It feels like everywhere—from the heart of Davie Village to the tiny town of Princeton (population: 2,828)—has embraced the rainbow.

While it's easy to think of B.C. as a liberal paradise, there's still opposition. Councils in Merritt and Valemount both voted against the rainbow crosswalks, while some populous areas—like Burnaby, Richmond, and West Vancouver—have never even discussed the idea.

Now, the *Georgia Straight* has compiled all our glorious rainbow crosswalks into one place. Scroll through the listings or check out the interactive map to find your closest.

This listing will be updated to reflect changes.

Jump to: [Lower Mainland](#) | [Vancouver Island and Coastal B.C.](#) | [Interior B.C.](#) | [Northern B.C.](#) | [Interactive Map](#)

Lower Mainland

Vancouver Rainbow Crosswalks

Where: Davie Street and Bute Street intersection, Vancouver

Status: Active

When: July 29, 2013

History: The first permanent rainbow crosswalks in Canada. They were repainted in 2016 with the construction of the Jim Deva Plaza.

Information: Read more [here](#)

New Westminster Rainbow Crosswalk

Where: Columbia Street and Church Street intersection

Status: Active

When: July 27, 2015

History: A day after being unveiled, a 91-year-old man vandalized the crosswalk with white paint.

Information: Read more [here](#)

Squamish Rainbow Crosswalk

Where: Cleveland Avenue between Victoria Street and Main Street, Squamish

Status: Active

When: June 30, 2016

History: The council voted unanimously in favour of the crosswalk in January 2016.

Information: Read more [here](#)



Maple Ridge's rainbow crosswalk is on the main road.
Maple Ridge-Pitt Meadows News

Maple Ridge Rainbow Crosswalk

Where: 224 Street near Memorial Peace Park, Maple Ridge

Status: Active

When: July 28, 2016

History: The council approved the crosswalk on June 12, 2016, following the mass shooting at Pulse Nightclub in Orlando, Florida.

Information: Read more [here](#)

University of the Fraser Valley Rainbow Crosswalk

Where: University of the Fraser Valley, Abbotsford campus, Abbotsford

Status: Active

When: September 2016

History: The crosswalk was painted prior to the start of the 2016 fall semester. The UFV Pride Collective initially voted against the measure as it felt like "lip service".

Information: Read more [here](#)

Port Moody Rainbow Crosswalk

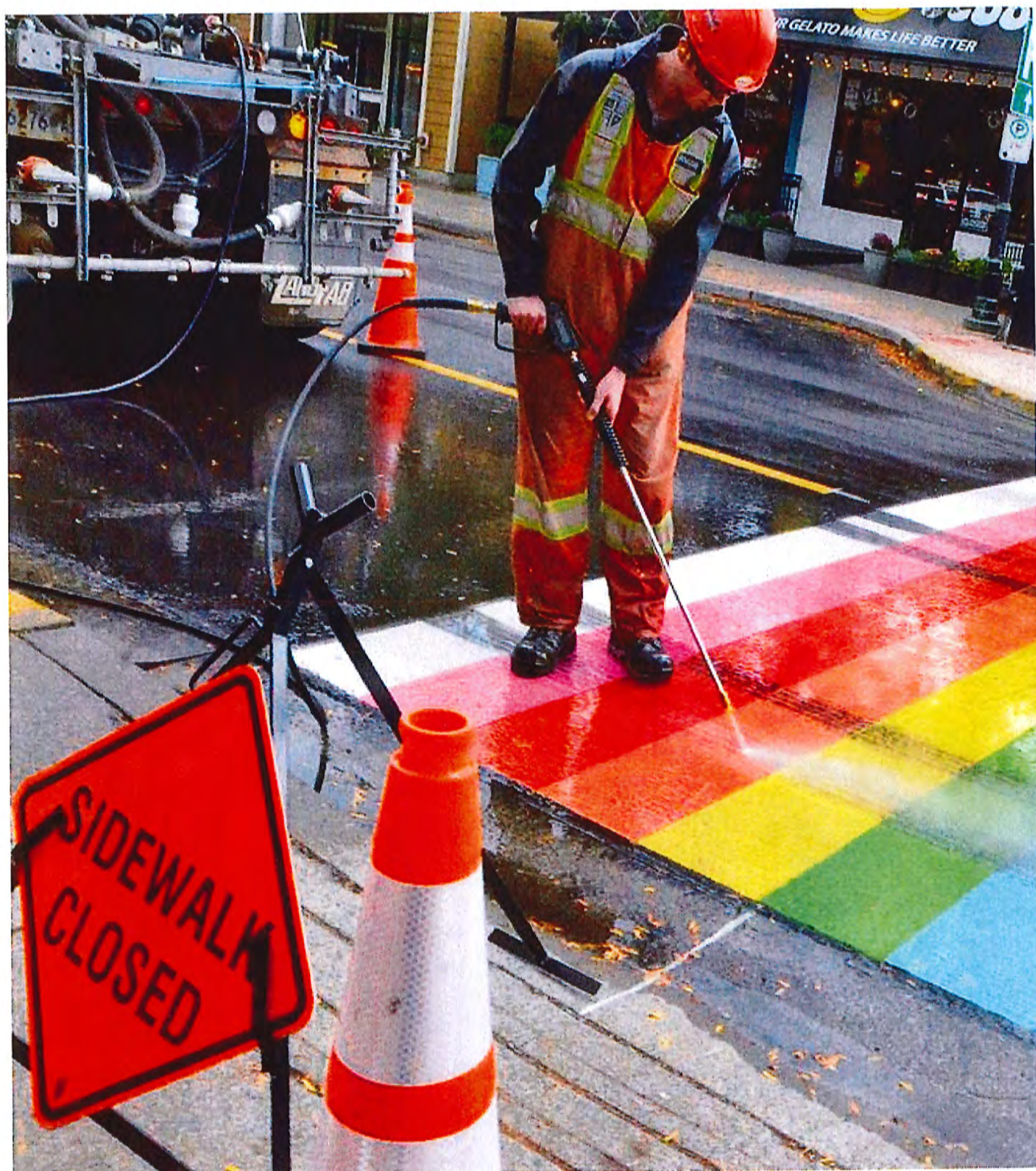
Where: Newport Village, Port Moody

Status: Planned

When: Approved September 12, 2017

History: The council approved the plans in September 2017, but voted in November to move the proposed site from Murray Street to Newport Village.

Information: Read more [here](#)



The rainbow crosswalk in Langley being pressure-washed clean after vandals left tyre marks on it.
Heather Colpitts

Fort Langley Rainbow Crosswalk

Where: Glover Road and Mary Avenue, Fort Langley

Status: Active

When: September 14, 2017

History: Only a few days after its installation, the crosswalk was vandalized by someone performing burn-outs on it.
Information: Read more [here](#)

Whistler Rainbow Crosswalks

Where: Two on Main Street, close to Whistler Public Library, Whistler

Status: Active

When: September 15, 2017

History: The crosswalks were launched the same year as Whistler Pride's 25th anniversary.

Information: Read more [here](#)

Coquitlam Rainbow Crosswalk

Where: Burlington Drive and Pinetree Way, outside Coquitlam City Hall

Status: Active

When: March 28, 2018

History: The crosswalk was proposed in September 2017 and divided the council, before they approved the plans in October.

Information: Read more [here](#)

British Columbia Institute of Technology Rainbow Crosswalk

Where: Goard Way, outside the main BCIT building, Burnaby Campus, Burnaby

When: May 14, 2018

Status: Active

History: The crosswalk was installed just before the International Day Against Homophobia, Transphobia and Biphobia (May 17).

Information: Read more [here](#)

Surrey Rainbow Crosswalk

Where: Old Yale Road and University Drive intersection, Surrey

Status: Planned

When: June 19, 2018

History: Mayor Linda Hepner made the decision [without council input](#). Some opponents have argued it would cost over \$100,000, but Hepner said it will cost \$8,500 over five years. It was installed in time for Surrey Pride 2018.

Information: Read more [here](#)

White Rock Rainbow Crosswalks

Where: Five Corners intersection, White Rock

Status: Planned

When: Approved May 31, 2018

History: The council approved the "inclusive" crossings and hoped to have them painted before the rainbow flag-raising on July 28.

Information: Read more [here](#)



Victoria has three rainbow crossings at Pandora Avenue and Broad Street.
CTV Vancouver Island

Vancouver Island and Coastal B.C.

Victoria Rainbow Crosswalks

Where: Pandora Street at Broad Street intersection, Victoria

Status: Active

When: June 22, 2015

History: Coun. Jeremy Loveday posted a photo of Edmonton's temporary rainbow crosswalk on social media and was overwhelmed by the response. Council unanimously approved the project.

Information: Read more [here](#)

Nanaimo Rainbow Crosswalks

Where: Two crosswalks at Commercial Street and Bastion Street intersection, Nanaimo

Status: Active

When: June 6, 2016

History: In September 2016, [Bible verses](#) were graffitied over one of the rainbow crosswalks.

Information: Read more [here](#)

Ladysmith Rainbow Crosswalk

Where: Gatacre Street and First Avenue intersection, Ladysmith

Status: Active

When: June 18, 2017

History: Within two weeks of [approving](#) the crosswalk, Ladysmith had painted it.

Information: Read more [here](#)

Campbell River Rainbow Crosswalk

Where: Shoppers Row and 10th Avenue, Campbell River

Status: Removed

When: June 20, 2017

History: Volunteers painted a temporary crosswalk in [June 2016](#) for Pride. A vinyl one was installed in June 2017, but quickly [destroyed by vandals](#). In March 2018, the council voted to ban all non-standard crosswalks.

Information: Read more about the vote to ban rainbow crosswalks [here](#)

Port Alberni Rainbow Crosswalk

Where: Argyle Street near Fourth Avenue, beside City Hall, Port Alberni

Status: Temporary, now permanent

When: Temporary chalk crosswalk June 2017; permanent crosswalk installed July 17, 2017

History: After the success of a chalk rainbow crosswalk outside City Hall, two city councillors launched a GoFundMe to cover costs. The city painted it in time for Pride 2017.

Information: Read more [here](#)



Courtenay had its rainbow crosswalk painted in May 2018.

James Wood

Courtenay Rainbow Crosswalk

Where: Duncan Avenue and Fifth Avenue, Courtenay

Status: Active

When: May 31, 2018

History: Courtenay's rainbow crosswalk was vandalized on June 1, only a day after it was installed.

Information: Read more [here](#)

Wellington Secondary School Rainbow Crosswalk

Where: Outside Wellington Secondary School, Nanaimo

Status: Active

When: June 6, 2018

History: The high school's Queer Straight Alliance fundraised for the crosswalk for several years, and the school parental advisory committee contributed \$1,500.

Information: Read more [here](#)

Cowichan Secondary School Rainbow Crosswalk

Where: Outside Cowichan Secondary School, James Street, Duncan

Status: Planned

When: Approved June 6, 2018

History: North Cowichan municipal council approved the crosswalk on June 6. Of the seven members, two voted against it.

Information: Read more [here](#)



Thompson Rivers University in Kamloops was the second place in Canada to install a permanent rainbow crosswalk.

TRUSU

Thompson Rivers University Rainbow Crosswalk

Where: Between the human resources building and Old Main, Thompson Rivers University Campus, Kamloops

Status: Active

When: September 16, 2013

History: Thompson Rivers University's rainbow crosswalk was the first in the B.C. Interior, and the second in Canada. It's at one of the busiest intersections on campus.

Information: Read more [here](#)

Castlegar Rainbow Crosswalk

Where: Third Street between Columbia Avenue and 13 Avenue, Castlegar

Status: Active

When: May 8, 2014

History: The initiative was approved in November 2013. It was the third crosswalk in the province, after Vancouver and Thompson Rivers University in Kamloops.

Information: Read more [here](#)

Princeton Rainbow Crosswalk

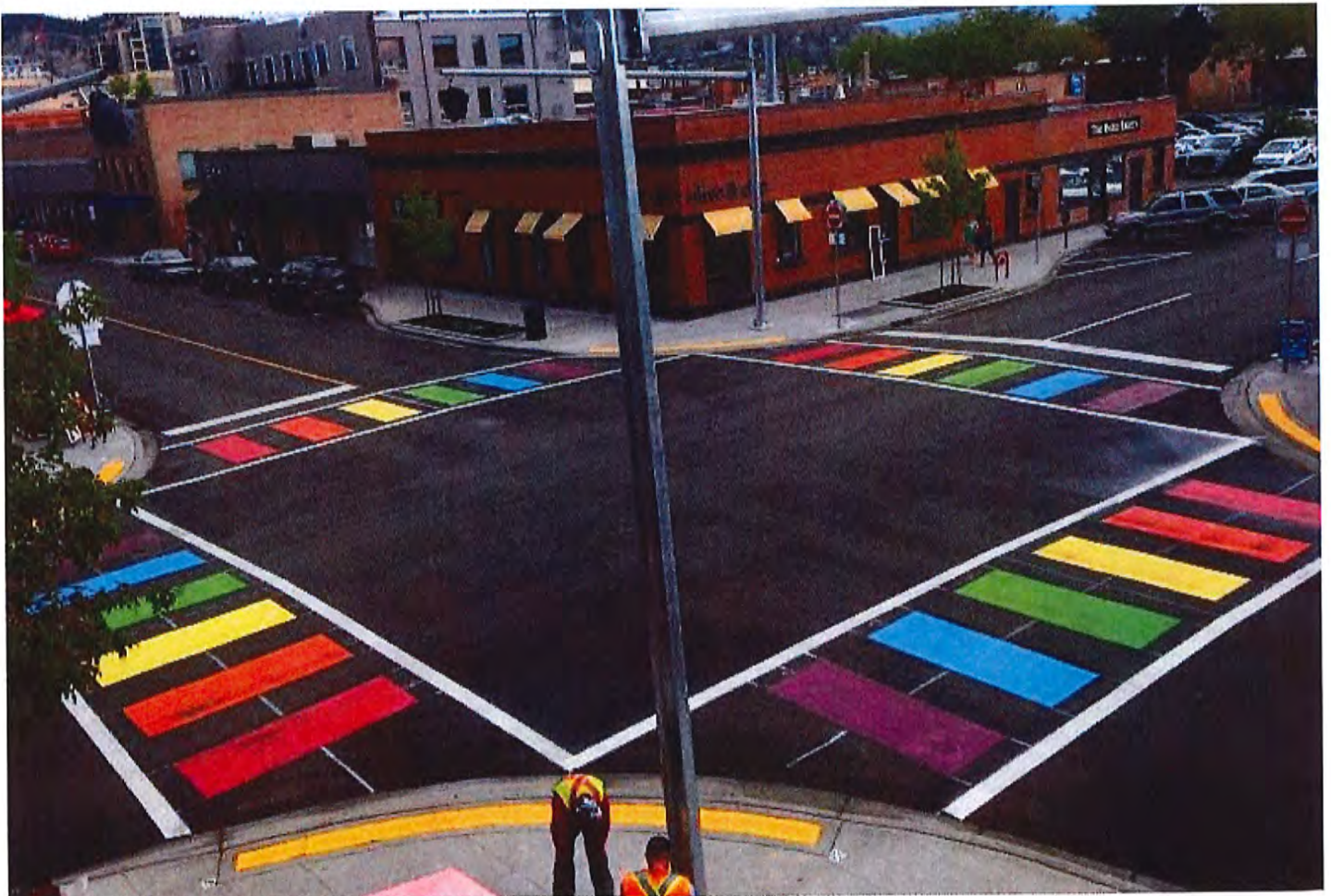
Where: Bridge Street, at the intersection of Kenley Avenue and Veterans Boulevard, Princeton

Status: Active

When: July 30, 2015

History: Princeton's rainbow crosswalk didn't attract much fuss. It was painted before the eight annual Princeton Traditional Music Festival.

Information: Read more [here](#)



Four rainbow crosswalks appeared in Kelowna in 2015.

Neetu Garcha/Global News

Kelowna Rainbow Crosswalks

Where: Lawrence Avenue and Pandosy Street intersection, Kelowna

Status: Active

When: August 6, 2015

History: The four crosswalks were unveiled just before the city's pride march that year.

Information: Read more [here](#)

Nelson Rainbow Crosswalk

Where: Stanley Street and Victoria Street intersection, Nelson

Status: Active

When: September 6, 2015

History: A team of young people originally tried to spray-paint a different crossing in Nelson days before Kootenay Pride, but got caught by a police officer. They managed to contact Nelson council for their blessing and painted the rainbow crossing themselves a few days later.

Information: Read more [here](#)

Summerland Rainbow Crosswalks

Where: One at the corner of Main Street and Kelly Avenue; one on Victoria Road between Main Street and Junilee Road West, Summerland

Status: Active

When: September 10, 2015

History: The crosswalks were proposed in August, and painted around a month later.

Information: Read more [here](#)

Valemount Rainbow Crosswalk

Location: Fifth Avenue, Valemount

Status: Temporary

When: August 4, 2016

History: Valemount council unanimously rejected the proposal for a rainbow crosswalk on July 26, 2016. In response, a team of around 50 residents drew a chalk rainbow crosswalk in the proposed location anyway.

Information: Read more [here](#)

Selkirk College Rainbow Crosswalk

Where: Selkirk College Campus, Castlegar

Status: Active

When: September 2, 2016

History: Selkirk College added a rainbow to its Castlegar campus to demonstrate its support for the LGBTQ community.

Information: Read more [here](#)



Vernon's rainbow crosswalk was installed in May 2017.

Carla Chico Hesch Rayner

Vernon Rainbow Crosswalk

Where: 30th Avenue between 33rd Street and 34th Street, Vernon

Status: Active

When: May 18, 2017

History: The crosswalk was approved by Vernon council six votes to one. Local company Caliber Sports Systems installed it at no cost to the city.

Information: Read more [here](#)

Fernie Rainbow Crosswalks

Where: In front of Fernie Secondary School; downtown Fernie

Status: Active; unclear

When: June 1, 2017

History: Fernie Secondary School have a rainbow crosswalk outside their school. There were plans for [more](#) across downtown Fernie but their status is unclear.

Information: Read more [here](#)

Rossland Rainbow Crosswalk

Where: Washington Street, opposite Rossland Summit School, Rossland

Status: Active

When: September 5, 2017

History: It took two years of planning to install Rossland's rainbow crosswalk, as the street spent some time undergoing repairs.

Information: Read more [here](#)

Salmon Arm Crosswalk

Where: Fifth Street SW, near the Blackburn Skate Park, Salmon Arm

Status: Unclear

When: Approved January 15, 2018

History: The council approved a budget of \$2,000 for a rainbow crosswalk to be installed over an existing crosswalk on Fifth Street SW, leaving the decision up to city staff.

Information: Read more [here](#)

The Coldwater Hotel in Merritt let community members paint a rainbow in its parking lot.

The Coldwater Hotel in Merritt let community members paint a rainbow in its parking lot.

John Allison Reid

Merritt Rainbow Crosswalk

Where: Coldwater Hotel parking lot, Merritt

Status: Active

When: March 25, 2018

History: Merritt city council [rejected a proposal](#) for a rainbow crosswalk on February 27, but local groups protested. Coldwater Hotel's owners offered their parking lot for a 12-metre rainbow.

Information: Read more [here](#)

Kamloops Airport Rainbow Crosswalks

Where: Outside the arrivals area and next to the terminal, Kamloops Airport

Status: Active

When: April 13, 2018

History: There was over a year of discussion about where to put rainbow crosswalks in Kamloops. The crosswalk was approved unanimously by Kamloops Airport Authority Society representatives.

Information: Read more [here](#)

Cranbrook Rainbow Crosswalk

Where: Industrial Road 1, in front of the School District 5 building

Status: Active

When: May 28, 2018

History: The crosswalk was enthusiastically supported by the local Board of Education. Around 100 people showed up for its opening.

Information: Read more [here](#)

Williams Lake Rainbow Crosswalk

Where: Williams Lake

Status: Planned

When: Approved June 12, 2018

History: Members of Williams Lake Pride Committee brought the motion to council. It was approved, and the committee plans to fundraise to cover costs.

Information: Read more [here](#)

A painting crew puts the finishing touches on Prince George's rainbow crosswalk.

A painting crew puts the finishing touches on Prince George's rainbow crosswalk.

Brent Braaten

Northern B.C.

Masset Rainbow Crosswalk

Where: Collinson Avenue and Main Street intersection, Masset

Status: Active

When: June 2015 (estimated)

History: Masset [approved](#) rainbow crosswalks on June 11, 2015, but it is unclear when the crosswalks were installed. They were [repainted](#) in 2017.

Information: Read more [here](#)

Smithers Rainbow Crosswalk

Where: Main Street and Second Avenue Intersection, Smithers

Status: Active

When: Late June 2016

History: Anna Ziegler wrote to the council requesting a rainbow crosswalk, which they granted. It was installed across two days in late June and vandalized with [burnouts](#) shortly after.

Information: Read more [here](#)

Prince George Rainbow Crosswalk

Where: Seventh Avenue at the intersection of Quebec Street and Canada Games Way, Prince George

Status: Active

When: June 14, 2016

History: The council approved the crosswalk in April 2016. It was painted shortly after the Pulse nightclub shooting.

Information: Read more [here](#)

Prince Rupert Rainbow Pathway

Where: Cow Bay Road, Prince Rupert

Status: Active

When: June 16, 2016

History: The council [approved](#) a rainbow crosswalk in June 2015. In 2016, it was changed to a pathway instead. The town apparently boasts [two rainbow crosswalks](#), but it's unclear where they are.

Information: Read more [here](#)

Terrace's original rainbow crosswalks eroded over winter, and were replaced in April 2017.

Terrace's original rainbow crosswalks eroded over winter, and were replaced in April 2017.

Margaret Spiers

Terrace Rainbow Crosswalks

Where: Park Avenue, either side of the Emerson Street intersection, Terrace

Status: Active

When: June 30, 2016

History: The original crosswalk was painted in front of [City Hall](#), but it eroded over the winter. The replacements were painted a few blocks over in 2017.

Information: Read more [here](#)

Dawson Creek Rainbow Crosswalk

Where: 15th Street and 109th Street opposite South Peace Secondary School, Dawson Creek

Status: Active

When: March 2017

History: The rainbow crosswalk was approved in August 2016 and painted in [March 2017](#).

Information: Read more [here](#)

Kitimat Rainbow Crosswalk

Where: Upper City Centre Mall parking lot, Kitimat

Status: Active

When: September 6, 2017

History: The council approved the rainbow crosswalk, but its original location was an uncontrolled crossing on a high speed road, so they moved it to a parking lot.

Information: Read more [here](#)

July 8, 2019

Mayor Rod Crowe
Village of Chase
Box 440
Chase, BC V0E 1M0

Dear Mayor Crowe:

Re: 2019 Resolutions

UBCM confirms receipt of the attached resolution(s) endorsed by your Council and submitted directly to UBCM by the June 30 deadline.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2019 UBCM Convention in September.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: jjustason@ubcm.ca

Very Best Wishes,



Arjun Singh
UBCM President

Enclosure



Equitable Funding for Highway Rescue Services

Chase

Whereas British Columbia highways are handling larger volumes of traffic much of which is travelling at higher than posted speeds, with vehicle crashes more serious and frequent in all parts of BC in all seasons;

And whereas many small community volunteer fire departments and societies provide vital highway rescue services for crashes occurring on Provincial highways primarily at their own cost either by fundraising or by local community taxation or both;

And whereas while Emergency Management BC reimburses highway rescue service providers for some of their costs, most small local governments and societies are paying 66% of the costs associated with the provision of this valuable service performed on Provincial highways, while the Province of BC funds 100% of other emergency services attending to vehicle crashes on Provincial Highways;

And whereas the Province of BC has received resolutions for this very topic for several years, and to date, no equitable funding model has been developed to provide consistent, reliable and fair funding for this service provided on Provincial highways:

Therefore be it resolved that the Province of BC seriously commit to the development and implementation of an equitable funding model that is fair for all parties, to ensure that this important service continues to be delivered for people travelling on Provincial highways, perhaps by way of a partnership between various Provincial authorities.

Convention Decision:



OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

July 2, 2019

Mayor and Council
Village of Chase
Box 440
Chase, BC V0E 1M0

RECEIVED
Village of Chase
JUL 09 2019

Original _____
File _____
Copy _____
Agenda _____

Dear Mayor Crowe and Members of Council,

At the City of Prince George regular Council meeting held June 24, 2019, Council gave consideration to proposed Union of British Columbia Municipalities (UBCM) resolutions regarding: Proceeds of Crime; and Clean-Up of Needles and Other Harm Reduction Paraphernalia. The following resolutions were approved for submission to the UBCM for consideration at the 2019 Convention.

1. Proceeds of Crime

WHEREAS the provision of police services places a significant financial burden on local government;

AND WHEREAS the Civil Forfeiture Crime Prevention and Crime Remediation Grant Program funds community crime reduction and crime prevention activities, but does not address local government policing costs, including expenditures related to investigations and police work that result in seizures of proceeds of crime;

THEREFORE BE IT RESOLVED that the Province share seizures of proceeds of crime with local governments to help address protective services costs.

2. Clean-Up of Needles and Other Harm Reduction Paraphernalia

WHEREAS the low barrier distribution of harm reduction supplies, including syringes and other safe injection supplies, in communities across BC poses a significant safety and cleanliness concern;

AND WHEREAS local governments, businesses and residents are bearing the escalating cost of cleaning up needles and drug paraphernalia in public spaces;

THEREFORE BE IT RESOLVED that UBCM request ongoing provincial funding to local governments to cover the cost of cleaning up needles and drug paraphernalia in their communities.

On behalf of Prince George City Council, your support of these resolutions at the 2019 UBCM Convention is appreciated.

If you have any questions or would like more information please feel free to contact my office at MayorAdmin@princegeorge.ca or 250-561-7691.

Sincerely,

A handwritten signature in black ink, appearing to be 'Lyn Hall', written in a cursive style.

Mayor Lyn Hall
City of Prince George

On June 24, 2019, District of West Vancouver Council considered and passed the following motion:

6. **Councillor's Motion regarding Confirming Municipal Jurisdiction to Regulate Single-Use Items** (File: 0120-06)

Councillor Cameron introduced the motion regarding Confirming Municipal Jurisdiction to Regulate Single-Use Items.

MOVED by Cameron, seconded by Gambioli:

THAT WHEREAS single-use items increase waste, are often not recyclable, and have various negative impacts on communities across British Columbia;

AND WHEREAS citizens in West Vancouver and other communities have indicated that they would like to see regulations to restrict the use of single-use items in the District of West Vancouver;

AND WHEREAS over the past 10 years there have been several UBCM resolutions calling for the Province of British Columbia ("the Province") to regulate single-use items, including UBCM Resolution B126 in 2018, which read:

Therefore be it resolved that the Province of British Columbia develop a provincial Single-Use Item Reduction Strategy as part of a provincial Zero Waste Strategy, which would include but not necessarily be limited to plastic and paper shopping bags, polystyrene foam cups and polystyrene foam containers, other hot and cold drink cups and take-out containers, straws and utensils, but would exclude all single use items needed for medical use or for people with disabilities.

AND WHEREAS the Province has not acted to restrict the use of single-use items at the provincial level, and responded to UBCM Resolution B126 as follows:

The Ministry commends the actions taken by local governments to develop single-use item strategies and other related initiatives to reduce plastic in the environment.

AND WHEREAS Metro Vancouver has taken the position that it does not have jurisdiction to regulate the use of single-use items;

AND WHEREAS several municipalities in British Columbia recently have acted or are in the process of acting to restrict the use of single-use items, including Victoria, Squamish, Salmon Arm, Qualicum Beach, and Tofino;

AND WHEREAS the ability of municipalities to regulate to protect the environment is specifically circumscribed by s. 9 of the *Community Charter*, S.B.C. 2003, c. 26, which states that a municipality may not adopt a bylaw for the protection of the natural environment unless the bylaw is established in accordance with a regulation made by the Province, is established in accordance with an agreement by the Province; or is approved by the Minister responsible (and there are no applicable regulations, agreements or approvals);

AND WHEREAS, as a result of the *Community Charter*, the ability of municipalities to regulate the reduction or banning of single-use items may be constrained and is uncertain even after the British Columbia Supreme Court decision in *Canadian Plastic Bag Association v. Victoria (City)*, 2018, BCSC 1007 (which is under appeal);

AND WHEREAS even if the City of Victoria prevails in the legal challenge under appeal, different bylaws regulating single-use items in different municipalities may still face costly and time-consuming legal challenges given the uncertain legal context;

AND WHEREAS municipalities should have clear and unambiguous jurisdiction to pass bylaws to protect the natural environment on matters wholly within the boundaries of the municipality and that do not adversely impact the interests of other municipalities or other levels of government and, more specifically, every municipality should have the jurisdiction to regulate the use of single-use items within the municipality at it sees fit;

THEREFORE BE IT RESOLVED THAT:

- (1) The Mayor, on behalf of Council, request that the Province enter into an agreement to allow the District of West Vancouver (and any other municipality that so chooses) to regulate reducing and banning single-use items within the municipality; or pass a regulation which has the same effect; or that the Minister responsible give his or her approval to bylaws which attempt to regulate or restrict single-use items within municipalities that pass such bylaws; and
- (2) The District of West Vancouver submit a Resolution to the Union of British Columbia Municipalities (UBCM) for consideration at the 2019 annual UBCM convention requesting that the Province specifically allow municipalities to regulate or restrict single-use items by the Province's agreement, by regulation, or by approval of the Minister.

CARRIED



City of Pitt Meadows
OFFICE OF THE MAYOR

July 24, 2019

File: 0400-50/19

District of West Vancouver
750 17th Street
West Vancouver BC V7V 3T3
Sent via email: MayorandCouncil@westvancouver.ca

Dear Mayor and Council:

Re: District of West Vancouver Council Resolution regarding "Confirming Municipal Jurisdiction to Regulate Single-Use Items"

At the regular meeting of Council held on July 23, 2019, Pitt Meadows City Council reviewed correspondence received from the District of West Vancouver regarding their resolution pertaining to the regulation of single-use items.

Pitt Meadows fully supports this resolution and looks forward to the opportunity to support this initiative at the upcoming UBCM Convention.

Yours Truly,

Bill Dingwall

Mayor Bill Dingwall
BGS, LL.B., CPHR

cc: Honourable George Heyman, Minister of Environment and Climate Change Strategy
(sent via email)

Honourable Selina Robinson, Minister of Municipal Affairs and Housing (sent via email)

UBCM staff and member municipalities via email

JULY 15, 2019

File: 0250-20-UBCM

VIA EMAIL: UBCM Members – All Elected Officials

Dear UBCM Members,

Re: UBCM Resolution – Regional Management of Forestry

This letter is to advise that North Cowichan Municipal Council passed the following resolution on June 19, 2019. Accordingly it has been submitted to the UBCM, and accepted for the 2019 Convention:

WHEREAS the forest industry in British Columbia has been on a steady decline in recent decades, with dozens mill closures, thousands of lost jobs and once-thriving rural communities experiencing severe economic decline – due in large part to corporate mismanagement, misguided government policies, and lack of public oversight;

AND WHEREAS many communities across British Columbia and globally have demonstrated that when local people are empowered to manage public forests and other common resources through community forest licenses, regional trusts and other community-based governance models, there are significant social, economic and environmental benefits;

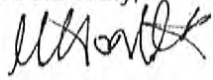
THEREFORE BE IT RESOLVED that the Province of British Columbia explore the feasibility of:

- **Adopting a new model of regionally-based forestry management that will empower local communities to engage in long term planning of the regional economies and ecosystems;**
- **Creating a Forest Charter passed by the Legislature that includes an overall vision, sustainability principles, and standards for our forests; and**
- **Appointing a Forester General to serve as a new independent officer who will report annually to the Legislature and work with the diverse regions of our province on local land planning processes.**

July 19, 2019

Enclosed for your information is the paper *Restoring Forestry in BC*, which provides a strong basis for the resolution. Council requests your favourable consideration of this important issue at the upcoming Convention.

Yours Truly,



Matt O'Halloran
Deputy Corporate Officer

Enclosure



VIA E-MAIL

Ref: 244242

July 15, 2019

Dear Mayor:

Since Childcare BC launched in 2018, we have taken great strides towards our vision of universal child care: a system that will provide parents with access to affordable, high-quality child care whenever and wherever they need it.

One of the key pillars of Childcare BC is accessibility. Under this pillar, the Childcare BC New Spaces Fund offers funding to create new licensed child care spaces for British Columbian families.

Today, we have good news to share. Public sector organizations, Indigenous Governments, and non-profit societies can now access more money through the Childcare BC New Spaces Fund to create spaces. Based on feedback from communities throughout British Columbia, we have tripled the funding maximums up to:

- **\$3 million per facility** (previously \$1 million) **for up to 100% of project costs** for public sector organizations and Indigenous Governments,
- **\$1.5 million per facility** (previously \$500,000) **for up to 100% of project costs** for Indigenous non-profit societies, and
- **\$1.5 million per facility** (previously \$500,000) **for up to 90% of project costs** for non-profit societies and Child Development Centres.

We are making this change to recognize that in many communities, high capital costs can be a barrier to creating child care spaces. Increasing funding maximums means that more communities can access the Childcare BC New Spaces Fund, and more families will benefit from access to licensed child care.

For a breakdown of applicant type, new funding maximums and provincial contribution levels, see attached table.

Looking ahead, the ministry is also creating a multi-project funding stream so that public sector organizations and established non-profit societies can submit a single proposal for multiple projects, or for large-scale projects that require more than the funding maximums. More information on this stream will be available in coming weeks.

.../2

Ministry of
Children and Family
Development

Office of the
Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1X4

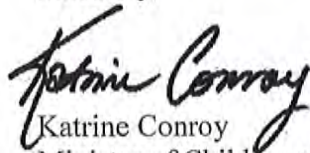
Location:
Parliament Buildings
Victoria

We hope you share this information with your colleagues, partners and clients, and apply for funding if you are an eligible organization. By working together, we can make life better for British Columbia's families by improving access to child care.

Childcare BC New Spaces Fund guidelines, application forms and FAQs are available at www.gov.bc.ca/childcare/newspacesfund. If you have any questions, you can contact the Childcare BC New Spaces Fund Program at MCF.CCCF@gov.bc.ca or 1 888 338-6622 (option 5).

Thank you.

Sincerely,



Katrine Conroy
Minister of Children and Family Development



Katrina Chen
Minister of State for Child Care

Appendix: Contribution Percentages and Funding Award Commitment by Applicant Type

Applicant Type	Required Organization Contribution	Provincial Contribution	Maximum Provincial Funding Amount*	Funding Award Commitment
Public sector organizations and Indigenous Governments	0%	100%	Up to \$3,000,000	Up to 15 years
Indigenous Non-Profit Societies	0%	100%	Up to \$1,500,000	Up to 15 years
Non-Profit Child Care Providers and Child Development Centres	10%	90%	Up to \$1,500,000	Up to 15 years
For-profit child care organizations (Businesses and Incorporated Companies).	25%	75%	Up to \$250,000	Up to 10 years
<i>*The maximum provincial funding amount applies to a single physical location. Projects occurring within the same physical location are considered as a single project.</i>				

NEWS RELEASE

For Immediate Release
2019CFD0082-001418
July 15, 2019

Ministry of Children and Family Development

Bringing child care closer to home for families through new incentives for publicly funded child care

VICTORIA – A significant increase in funding will help public sector and non-profit organizations create more publicly owned and operated child care spaces in their communities, bringing child care closer to home and making life more affordable for British Columbian families.

The maximum funding amount available from the Childcare BC New Spaces Fund to public sector organizations, such as local governments, school districts, tribal councils and First Nations governments, is increasing to \$3 million per project, up from \$1 million. Additionally, non-profit organizations – including Indigenous organizations – will be eligible for up to \$1.5 million per project, three times more than was previously available.

“Our government believes all families should have access to publicly supported child care just as they have access to public education – and the best way to make that happen is by working in partnership with public sector and non-profit organizations,” said Katrine Conroy, Minister of Children and Family Development. “By offering incentives to these sectors, we can strengthen communities and give families access to the services they need right on their doorstep, meaning they no longer have to give up valuable family time to get to their child care centre far from where they live – and we know that for families, that positive change can’t come soon enough.”

As well as the funding increase, the ministry is introducing a new process to allow experienced public-sector and non-profit organizations to apply for funding for multiple projects at once. More information on this process will be available in the coming weeks.

“Child care has the ability to be the common ground that brings families in communities together,” said Katrina Chen, Minister of State for Child Care. “We’ve seen the City of Vancouver and the School District of Victoria thinking outside the box to create hundreds of new licensed child care spaces, and we encourage other local governments and organizations, from large to small, to bring their ideas for solving the child care space shortage. Together, we will forge long-lasting partnerships to deliver publicly funded child care spaces that will be life-changing for families and communities for decades to come.”

Under the Childcare BC New Spaces Fund, child care providers can apply for funding to create new child care spaces at any time throughout the year under a continuous application process. It is part of the Province's Childcare BC plan, designed to give British Columbian families access to affordable, quality child care when they want or need it. Since July 2018, the Province has funded approximately 9,000 new licensed child care spaces throughout British Columbia. More new spaces will be announced as projects are approved.

Investing in child care and early childhood education is a shared priority between government and the BC Green Party caucus, and is part of the Confidence and Supply Agreement.

Learn More:

For more about Childcare BC, visit: www.gov.bc.ca/childcare

To learn more about the Childcare BC New Spaces Fund and to apply, visit:
www.gov.bc.ca/childcare/newspacesfund

To find child care in a community, view the online child care map:
<http://maps.gov.bc.ca/ess/hm/ccf/>

Child care factsheet: <https://news.gov.bc.ca/18430>

Contact:

Ministry of Children and Family Development
Government Communications and Public Engagement
(250) 356-2028

Connect with the Province of British Columbia at: news.gov.bc.ca/connect

Presentation to the Village of Chase

August 9, 2019

Mayor, Councillors and staff of the Village of Chase

Request to change the zoning bylaws of the Village of Chase to prohibit the bottling of groundwater for commercial sale or bulk export

My name is Bruce Gibbons, and I live in Merville in the Comox Valley. I am submitting this request to address council about the issue of protecting groundwater all over British Columbia. In November of 2017, the Provincial Government approved a groundwater extraction licence for a resident of Merville, in the Comox Valley, to extract up to 10,000 liters of water per day from the Comox Valley aquifer, and bottle and sell that water. That was the moment we realized our groundwater was under threat from a new source. Under the 2016 Water Sustainability Act the provincial government has targeted our groundwater for extraction and commercial sale or bulk export. The provincial government continues to approve water extraction licences for groundwater in many areas of BC. Bottling of groundwater is extremely profitable for the licence holder, whether it is bottled on-site or trucked to a suitable bottling site. That is why we are campaigning to ask British Columbia communities to revise their bylaws to prevent water licence holders from bottling their water and asking those communities to also support the Strathcona Regional District resolution that was passed unanimously at the Association of Vancouver Island and Coastal Communities (AVICC) convention in April, and will be presented at the UBCM convention in September. The effects of climate change and the increasing demands of population growth are putting increasing demands on existing water sources for cities and groundwater will likely become more critical. Many communities/cities are becoming more conscious of treating groundwater as a critical natural asset.

I am the founder of a group called Merville Water Guardians. I formed the group in March 2018 to oppose the water licence in Merville, oppose the rezoning application and to achieve reforms to the Water Sustainability Act to protect the groundwater aquifers of BC. In March of this year we presented a petition with approximately 1,200 signatures in the BC Legislature, asking the BC Government to stop approving licences to bottle and sell water from all aquifers in BC. We have also posted that petition online in support of the paper petition, and it has approximately 1,400 signatures to date. Water is becoming a critical issue all over the world, and British Columbia is no exception. We just experienced a severe winter drought in many areas of BC, with water levels recorded at record lows. In the past few years we have seen prolonged summer drought, with serious repercussions to our rivers, streams and lakes and to the fish and fish habitat in those waterways. Rain events are less frequent during those drought periods, but are also more severe and extreme, causing serious run-off, flooding and erosion and not the typical behaviour associated with aquifer recharge. Our supporters and followers in the Comox Valley tell us that water, and the protection of our water was a big issue in the recent local elections and will be a huge issue in the next provincial election.

Approximately 22% of British Columbians, over a million people, rely on aquifers, or groundwater, for their only source of water for their personal needs and for producing food. If that water supply is depleted, then those millions of residents and farmers will not be able to look after their personal needs for drinking water, sanitation, growing their backyard gardens or growing their crops and raising their livestock. That would put our food security at risk. Without water, farmers cannot produce our food, the local food that so many people want and rely on. That applies to aquifers all over Vancouver Island and mainland British Columbia. Without water, there is no life. Population growth is putting more demand on the aquifers and we are already seeing the negative effects of climate change impact the quality and quantity of water in the summer drought period. We experienced level 4 drought all over Vancouver Island and in many other areas of BC this past summer. We have seen record dry months and record heat and every indication is that these changes are here to stay and will likely only get worse. Many areas of BC have had record low months of rainfall and have record low levels of water in their drinking water systems for this time of year. A Level 3 drought has been declared in some areas. This is causing grave concern over water supply in the coming summer drought period. Residents and farmers are being told to seriously conserve water. Yet we have provincial water licence holders for commercial profit who continue the extraction of water from the aquifers we all rely on despite the level 4 drought, and despite government precedence procedures. Climate change is causing glaciers to recede and shrink. Snow-packs in the mountains are diminishing. Those two factors alone are causing surface water volumes to shrink, and since those two sources are also part of the recharge system for groundwater, the normal recharge of groundwater is in question.

The Ministry of Environment and Climate Change Strategy just recently released a Climate Risk Assessment. The key findings of the assessment were:

- The greatest risks to B.C. are severe wildfire season, **seasonal water shortage**, heat wave, ocean acidification, **glacier loss, and long-term water shortage**.
- Other risks that have the potential to result in significant consequences include severe river flooding and severe coastal storm surge, although these events are less likely to occur.
- Nearly all risk event scenarios (except moderate flooding and extreme precipitation and landslide) would have major province-wide consequences in at least one category.

At some point, communities will need to rely on our aquifers for community water supplies when surface water systems become depleted or tainted. There is not enough information known about our aquifers to risk bottling and selling any of the water. The FLNRORD Ministry licence approval in Merville relied on old data, and technical calculations but did not consider climate change that is producing extended periods of serious drought, putting rivers, streams, fish habitat and fish stocks at risk. It did not consider serious impacts from receding glaciers and diminishing snowpack. The Ministry of Environment is espousing the risks of climate change while the FLNRORD Ministry is ignoring those risks and approving licences for the bottling of groundwater. It is clear from worldwide data that groundwater is being dangerously depleted by over-pumping, mismanagement and corporate greed. In countries like India, Morocco, Peru and even closer to home in California there are water crisis situations caused by mismanaging water resources. It is critical for us to take serious steps to start the process for managing and protecting our groundwater.

In the meantime, there is an existing, real threat to the groundwater of British Columbia since the provincial government continues to approve extraction licences for bottling and commercial sale or bulk export. We have campaigned with two specific goals.

1. Lobby the provincial government to stop approving licences for the extraction, bottling and sale or bulk export of groundwater.
 - a. The provincial government controls the approval of extraction licences; therefore, it is the provincial government who can stop the approval. We fully realize the Merville licence volume was not significant, but we are concerned about the precedent such a licence sets and concerned about future increases of the licence volume and/or the sale of the property, with the licence, to a large corporation where the possibility exists of the volume increasing from 10,000 liters to millions of liters. We are also aware that water bottling is not the worst offender when it comes to groundwater depletion. Both industrial use and farm use are significant, and we also need to take a hard look at improving the efficiency of both industrial and farm use of groundwater. Prohibition of the bottling and commercial sale of groundwater is a relatively quick and easy first step.
2. Lobby local governments to take local action to control activities that are within their purview. Local governments can control the type of business that is conducted in their jurisdiction by creating bylaws that permit or prohibit specific uses, including the prohibition of the bottling of groundwater in all zones. We have lobbied all the communities of the Association of Vancouver Island and Coastal Communities (AVICC) to change their bylaws to prohibit the bottling of groundwater in their zoning bylaws. We are pleased to see that numerous communities of the AVICC already prohibit the bottling of groundwater, several communities have already acted on our request to change their bylaws and numerous other communities are in the process of changing their bylaws or are considering the change. We are now in the process of contacting all member communities of the UBCM, asking for consideration of our request to change their bylaws to prohibit the bottling of groundwater. This step is critical, since there are no guarantees that the provincial government will act on a resolution raised by the UBCM.

We have been working with the Strathcona Regional District (SRD), since Sept 2018. We worked with SRD Directors to help draft a resolution and that resolution was presented to the Association of Vancouver Island and Coastal Communities (AVICC) convention in April, asking the provincial government to cease approval of licences for bottling of groundwater for commercial sale or bulk export. The AVICC delegates voted unanimously to pass the resolution. We are pleased to note the resolution has been accepted for the agenda of the UBCM convention in September and we are encouraging all UBCM member communities to support and vote in favor of adopting the resolution to be presented to the provincial government.

I have 2 requests for the Village of Chase.

- 1) that you consider taking the necessary steps to implement a bylaw that expressly prohibits bottling of groundwater in any of your zoning, to help in the fight to protect our groundwater/aquifers for the use of our residents and farmers today and for our children and grandchildren and great grandchildren in the future.
- 2) I also ask that the City support the Strathcona Regional District/AVICC resolution at the September UBCM convention, to ask the Provincial Government to cease the approval of licences for commercial extraction of groundwater resources for bottling and commercial sale or bulk water export.

Strathcona Regional District Water Protection Resolution

WHEREAS water is an essential resource upon which all life, including all ecosystems and all local communities depend,

AND WHEREAS water is a public heritage and a public trust for present and future generations and access to water must not be compromised by commercial operations relating to commercial water bottling or commercial bulk water exports,

THEREFORE BE IT RESOLVED that the Premier of British Columbia and the Minister of Forests, Lands, Natural Resource Operations and Rural Development be requested to immediately cease the licensing and extraction of groundwater for commercial water bottling and/or bulk water exports from aquifers.

We cannot allow water bottling from our aquifers based on theory and calculations. The consequences of being wrong could be catastrophic. We will continue to do our part to lobby and work with the Provincial Government, who have jurisdiction over groundwater licencing, and to support the Strathcona resolution to cease the approval of licences for groundwater extraction for bottling or bulk sales. We would sincerely appreciate the support of the Village of Chase in protecting the above ground uses of our groundwater by preventing anyone from bottling and selling water from any aquifer in BC. I implore you to talk to and work with the Strathcona Regional District to protect the aquifers of British Columbia. Water is our most precious resource. Water is life. We must do everything we can to protect and conserve it. Thank you for your time and your consideration.

Bruce Gibbons

Merville Water Guardians

2470 Sackville Road

Merville, BC V0R2M0 250-702-1672

Sunshine Coast Regional District

BOARD POLICY MANUAL

Section:	Planning and Development	13
Subsection:	General	6410
Title:	Water Extraction for the Purpose of Commercial Bottled Water Sales	10

1.0 POLICY

The Sunshine Coast Regional District does not support the extraction of fresh water resources in gas, liquid or solid form from surface or groundwater for the purpose of commercial bottled water sales.

3.0 SCOPE

This Policy applies to all streams, lakes, groundwater, and wells within the Sunshine Coast Regional District.

4.0 REASON FOR POLICY

The Sunshine Coast Regional District supports water conservation, solid waste reduction goals, greenhouse gas emission reduction goals, healthy community water infrastructure and protecting the environment for a sustainable future. This policy serves to conserve water in its natural state, to address local and international environmental issues and to support safe, low cost, clean water for communities.

5.0 AUTHORITY TO ACT

Retained by the Board in part and delegated to staff in part.

6.0 PROCEDURE

Do not support any application to Provincial and Federal agencies for the extraction of fresh water resources in gas, liquid or solid form for the purpose of commercial bottled water sales.

Approval Date:	February 24, 2011	Resolution No.	088/11 rec. no. 9
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

Joni Heinrich

From: UBCM <ubcm@ubcm.ca>
Sent: Tuesday, August 13, 2019 3:17 PM
To: Joni Heinrich
Subject: REVISED Small Talk Forum 2019 with Response Form



Small Talk Forum 2019

Good Afternoon,

Attn: Elected Officials & Senior Staff

UBCM has extended the deadline for feedback for the upcoming Small Talk Forum. While registration numbers show that the Small Talk Forum is as popular as ever with the membership, there is currently a shortfall in direct input (e.g. best practices, success stories, other issues facing your communities).

UBCM continues to seek input from elected officials and senior staff on issues for discussion at the Forum - scheduled for Tuesday, September 24, 9:00 am - 12:00 pm. Please submit all completed forms (attached as part of an updated communiqué) to Bhar Sihota (bsihota@ubcm.ca), UBCM Policy Analyst, prior to Friday August 30, 2019.

August 12, 2019

TO: Mayor & Council
FROM: Mayor Mitch Campsall, District of 100 Mile House
Small Community Representative
RE: Small Talk Forum 2019

As your Small Community Representative I wish to advise you of the upcoming UBCM Convention, specifically the Small Talk Forum on the morning of Tuesday, September 24 at the Vancouver Convention Centre (Ballroom A).

The Small Talk Forum for communities with a population under 5,000, now in its 30th year, continues to be one of the most popular sessions at the Convention. Your direct involvement has made the Forum a repeat success, and in 2019 we encourage you to complete and return the attached Small Talk Forum response form, sharing any issues facing your community. Then, come to the Forum prepared with background information related to these issues, or solutions to similar issues facing other communities.

If you have a best practice or success story to share, please add it to the attached Small Talk Forum response form as well. This is an opportunity for small communities to share tips and information and help one another with day-to-day challenges. For instance, has your community completed (or is undertaking) a project or initiative that you think would be informative for other small communities? Here's your chance to tell your story!

Again, please complete and return the attached Small Talk Forum response form via email to bsihota@ubcm.ca. We will distribute the list of issues at the Forum and will endeavour to address some of these issues ahead of time. We will also have a facilitator and resource persons on hand to help.

We hope that you will be able to take part and encourage you to submit your issues and success stories.

I look forward to welcoming you to the 2019 Small Talk Forum in Vancouver!

Please distribute this memo to Mayor & Council

2019 UBCM Convention

<p align="center">Small Talk Forum Tuesday, September 24, 2019 (9:00 am - Noon)</p>

We would like to talk about:

Topic#1 (explain):

Topic#2 (explain):

Best Practice/Success Story (If applicable):

UBCM staff will distribute the list of issues at the Forum and may endeavour to address some of these issues ahead of time in order to streamline discussion at the Forum.

Please have someone from your community attend to provide background on each issue.

Name:

Position:

Local Government:

Tel:

Email:

Please complete and return this form by email to bsihota@ubcm.ca by Friday, August 30, 2019.

Union of BC Municipalities, 60-10551 Shellbridge Way, Richmond, BC V6X 2W9 Canada

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Sent by ubcm@ubcm.ca in collaboration with

Joni Heinrich

From: Rod Crowe
Sent: Sunday, August 11, 2019 12:03 AM
To: Joni Heinrich; Sean O'Flaherty
Subject: Fwd: Request for signatures on Joint Mayors' Letter in support of ride-sharing
Attachments: Letter of Support .pdf; Joint BC Mayors' Letter to Minister Trevena.docx

Sent from Samsung tablet

----- Original message -----

From: "Stewart, Richard" <RStewart@coquitlam.ca>
Date: 2019-08-09 2:27 PM (GMT-08:00)
To: "Stewart, Richard" <RStewart@coquitlam.ca>
Subject: Request for signatures on Joint Mayors' Letter in support of ride-sharing

Dear Mayor,

My name is Richard Stewart, Mayor of Coquitlam. As a suburb of Vancouver, we in Coquitlam face many of the issues that communities across the province face related to the taxi monopoly and the Province's rejection of ride-hailing as a modern solution to those challenges.

As you know, after promising during the 2017 provincial election to have ride-hailing in place by the end of that year, the Province won't have its version of ride-hailing/ride-sharing in place before the end of 2019. Many communities have been waiting years for an alternative form of passenger transportation, one that has been proven effective and efficient around the world. It now appears that the Province is rejecting the recommendations of the All-Party committee on a key point, and will instead be requiring a Class 4 Driver's License (similar to a taxi) for drivers under a ride-hailing system. The all-party committee felt that Class 4 was inappropriate and would unduly restrict supply, and that safeguards could be put in place to ensure a level of passenger safety that was at least as strong as in the taxi industry, without limiting the supply of drivers.

The Province also appears to be contemplating other methods to manage/limit the supply of ride-hailing, which will have the result of supporting the existing taxi monopoly, and which will restrict the availability of rides across the province, potentially putting our residents at risk because of an inability to secure a safe ride home. These risks -- including physical assault, sexual assault, robbery/theft, wildlife conflict, severe weather, and injury -- can be mitigated by allowing an adequate and scalable supply of safe rides home, a supply that isn't artificially or arbitrarily limited to protect a monopoly.

Attached is a letter I've written to Transportation Minister Claire Trevena, which I had intended to send myself. However, colleagues from other jurisdictions have suggested that they would like to sign on to a joint letter, so I have made the appropriate adjustments to what is now a Joint Letter to Transportation Minister Claire Trevena.

If you agree and would like to express support for ride-hailing, which has proven popular in jurisdictions across North America and throughout the world, please respond with a "Count me in!" (or just a "Yes") and I'll add your name to the

letter. And if any of your elected colleagues (Councillors, RD members, School Board Trustees, etc.) might also be supportive, please forward this for their consideration as well.

Wishing you and yours a wonderful summer.

Richard

Richard Stewart, Mayor
City of Coquitlam

August 6, 2019

Joint Mayors' Letter to BC Transportation Minister Claire Trevena on Ridehailing

Signed by Mayors and Councillors from across BC

Dear Minister Trevena,

We write to you with strong concern over the Province of BC's intent related to ridehailing.

The current taxi system in BC does not serve our communities and residents properly. The challenges with the supply-managed taxi monopoly are well-documented, and we hear regularly from residents in our communities of the failures of this outdated transportation system, such as the inability of residents to get a taxi, trip refusal (particularly back to the suburbs), prebooked taxis not arriving, language barriers, routing issues, etc. Some of these failures can create unreasonable risks to our residents, including:

- Motorists who are impaired and who, unable to get a taxi, make a poor choice to drive,
- Persons who are unable to get a ride, and who are forced to take risks (accepting a ride from a stranger, walking alone, etc.)
- Persons with ambulant disabilities, who may have fewer options when the supply of passenger transportation is restricted.

Particularly in the suburbs, we elected officials have heard horrible resident experiences resulting from the inability to secure a taxi – particularly late-at-night – including hate crimes (racial, LGBTQ, etc.), physical assault, sexual assault, robbery/theft, and injury. In BC we have a supply-managed taxi system that very regularly fails to provide adequate service for some of their customers – our residents – putting them at risk.

Many have urged successive Provincial governments to embrace ride-hailing programs to fill the gaps in the taxi monopoly, gaps that disproportionately affect residents of the suburbs, and which particularly create unreasonable risks for women, ambulant disabled, tourists/visitors, persons with language barriers, and other vulnerable populations. You and your government have committed to bring in ridehailing for British Columbia; however, based on discussions we've had with you, and based on the initial details of the proposed program here in BC, we have serious concerns that the main gaps and resultant risks will not be addressed appropriately by the proposals currently being pursued, especially the unnecessary imposition of Class 4 licences on ridehail drivers and suggestions around supply-management.

We urge the Ministry to instead adopt the regulations put forward by the all-party committee, after several consultations, back in March. We strongly believe these recommendations would enable ridehailing to meet the needs of our constituents.

Supply Management

At present, it is often very difficult for our residents visiting urban centres and other locations to get a ride back to their communities, particularly late at night, a situation that is predictable when inadequate rides are available. As well, as a society, we urge citizens who may be impaired by drugs or alcohol to "take a cab", yet we ration the availability of cabs, and restrict the availability of alternative forms of "safe ride home".

We believe there is no valid public policy reason to limit the supply of rides or to impose Class 4 licence requirements on ridehail drivers, and that the supply-management of safe rides home is counter to what should be the number one priority of the Ministry of Transportation and Infrastructure. We also believe that the recommendations of the Mayors' Council on Regional Transportation at TransLink related to pricing and supply would serve well toward improving access to ride-hailing service during periods when greater supply is needed.

Excessive Licensing Requirements

Minister, we understand that you have taken the position that, unlike most other jurisdictions in North America, BC will restrict the provision of ridehailing service to drivers with a commercial Class 4 driver's license. We believe this one requirement will significantly encumber or impede ridehailing, and ultimately leave it unable to fill the gaps listed above, while providing no benefit. We believe that this requirement will leave many with the impression that government is feigning support for ridehailing publicly while putting in place regulations to protect the taxi industry, regulations that significantly shackle the ridehailing technology that has been demonstrated to be effective, efficient and safe. We urge government to do as other jurisdictions around the world and allow Class 5 licensing, along with annual or continual monitoring of driver abstracts and annual criminal record checks (more stringent than for taxi drivers).

Three Commitments

Minister, your Mandate Letter mentions your government's "three key commitments to British Columbians":

- ... to make life more **affordable** make lives easier.
- ... to deliver the services that people count on ... [so that] services are **available** and **effective**.
- ... to build a strong, sustainable, **innovative** economy that works for everyone, not just the wealthy and well-connected....

Minister, we urge you to not put in place barriers that restrict the **affordability, availability, effectiveness** and **innovation** offered by ridehailing technology. We urge you to reject supply-management, price controls, and excessive regulation, and to fully embrace ridehailing and the public safety, affordability, and equity that ridehailing offers to British Columbians.

Thank you,

Yours truly,



Richard Stewart, Mayor
City of Coquitlam

And these other Local Government elected officials



Village of Chase

2019 Strategic Plan

Council met on February 25, 2019 to discuss the development of the 2019 Strategic Plan. The Plan was developed based on:

- Previous year's plan
- Council members' priorities/wishes as expressed during 2018 Election campaign
- Projects already committed based on funding opportunities or infrastructure requirements

Council adopted the following Mission Statement:

Council and staff of the Village of Chase will continue to promote Chase as a friendly, vibrant and safe place to live, and will treat all members of the community with dignity and respect, while providing amenities required for the well-being of the community in a fiscally responsible manner.

Four Focus Areas for the 2019 Plan were confirmed:

1. Promote Economic, Social and Environmental Sustainability
2. Promote Health of the Community
3. Promote Safety
4. Promote Relationships

2019

PROMOTE ECONOMIC, SOCIAL AND ENVIRONMENTAL SUSTAINABILITY

TASK/PROJECT		PEFORMANCE MEASURE
Conduct Official Community Plan Review STATUS: RFP is being advertised – closes July 15		Engage Consultant Consultation Process to Proceed including creation of Steering Committee
Complete GAP Analysis Review STATUS: Consultant has been engaged – report expected mid-August		Engage Consultant to Conduct Review and make recommendations Present recommendations to Council
Refurbish Community Hall Message Kiosk STATUS: Plans to refurbish by temporary public works labourer who is on board until end of September 2019		Create plans for Kiosk Renewal Purchase Materials Install New Materials
Proceed with Asset Management Project STATUS: June 11 – TRUE Engineering Provided report to Council regarding Asset Management project Policies and strategies currently being developed by consultant		Presentation of Policy and Strategy to Council Identification of Next Steps
Conduct Water/Sewer/Solid Waste Rate Review STATUS: Review by Council to take place August/September		Prepare options for rate review and present to Council and the public Adopt new rates by including in amending Fees and Charges Bylaw
Conduct Facility Review for Arena STATUS: Administration contacting companies for quotes.		Prepare Request for Proposals Award Review to Consultant Obtain report with recommendations Present to Council and Recreation Centre Society

2019

PROMOTE HEALTH OF THE COMMUNITY

TASK/PROJECT		PEFORMANCE MEASURE
Adopt Active Transportation Plan STATUS: Completed		Obtain final plan and present to Council
Build Willson Park Foot Bridge (grant dependent) STATUS: Awaiting decision from Federal Funding Authority		Obtain grant funding Engage consultant to engineer project Tender project and build
Sewer Line Scoping STATUS: Started July 2, 2019		Obtain quotes for scoping services Award contract and proceed with project
Transitioning septic users to municipal sewer STATUS: Report considered by Council – resolution to allow continued use of septic systems until properties change ownership or septic systems fail		Provide additional communication to benefitting properties (letters) Make arrangements with property owners for sewer connections Begin charging for services

2019

PROMOTE SAFETY

PEFORMANCE MEASURE	
TASK/PROJECT Conduct Road Condition Assessment STATUS: Contact has been made with consultant to begin assessment on a number of high priority roads.	Prepare RFP and obtain proposals for project Engage consultant Work with consultant to conduct assessment Present report to Council with recommendations
Community Wildfire Protection Plan STATUS: Funding has been receiving and processes are underway to develop plan, conduct mitigation work and engage community in relation to Fire Smart activities.	Obtain grant funding Engage Little Shuswap Lake Indian Band for Project in Chase Regular check-ins with LSLIB staff regarding project progress including engagement of public and training for Fire Department Present final report to Council
Chase Creek Remediation STATUS: Awaiting answer regarding funding from funding authority.	Obtain grant funding Obtain quotes from various consultants Award contract Proceed with project Report findings to Council
Chase Creek and Little Shuswap Lake Flood Mitigation STATUS: Funding not approved	Obtain grant funding Obtain quotes from various consultants Award Contract Proceed with project – regular liaising with consultant Report findings to Council
Emergency Operational Centre Set-Up STATUS: Funding approved – location determined – supplies including communications equipment, computers, tubs, binders etc. now being ordered	Obtain grant funding Obtain quotes from various consultants Award Contract Proceed with Project -regular liaising with consultant Report findings to Council

2019

PROMOTE RELATIONSHIPS

TASK/PROJECT	PEFORMANCE MEASURE
<p>Meet with Local First Nations Leadership</p> <p>STATUS:</p> <p>Shared dinner with Neskonalith Indian Band Chief and Council June 28, 2019 – follow up meeting to be organized</p> <p>Letters have been sent to Adams Lake Indian Band and Little Shuswap Lake Indian Band proposing dates later in July, early August for dinner meetings.</p>	<p>Arrange for individual meetings as 'meet and greet' opportunities</p> <p>Potential for larger meeting with all three bands' leadership</p> <p>Review provisions of protocol agreement</p>
<p>Continue to work with Ministry of Transportation and Infrastructure to advocate for the Village's needs relating to the Highways upgrades affecting Chase</p> <p>STATUS:</p> <p>Ongoing meetings have been occurring with Ministry staff and Administration as well as Ministry staff and Council.</p> <p>Request for meeting with Minister of Transportation has been submitted to UBCM meeting organizer.</p>	<p>Ongoing regular discussions and meetings</p> <p>Encourage public open houses and other consultations</p>

Other Tasks and Projects to be Researched in 2019:

- Council meetings to be live-streamed on Village's website – promote transparency
STATUS – Council considered this issue at its meeting of April 9, 2019 – decision was not to proceed due to system costs
- New sound system (or fix current sound system) at Community Hall
STATUS – A technician has assessed the system and recommended one minor adjustment to the speakers – work is proceeding (estimated cost \$50)
- New stage lights at Community Hall – existing ones no longer work save one, and are not energy efficient
STATUS – not yet fully assessed or costed
- Pilot project at Centennial Park – install self locking doors on washrooms - Washroom doors at Memorial Park – costs incurred for manual opening and closing versus costs to install doors with automatic locking mechanisms will be researched
STATUS – Self-locking doors have been installed in Memorial Park Washrooms
- Arena door (exterior men's washroom door into Arena) and ice making equipment lifts to be included in 2019 budget
STATUS - Completed

Regular Reviews

The 2019 Strategic Plan will be reviewed with Council and Administration in June, September and December of 2019.