



AGENDA

Regular Meeting of the Council of the Village of Chase
To be held at the Chase Community Hall, 547 Shuswap Avenue
Tuesday, November 24, 2020 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the November 24, 2020 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Regular Meeting held November 10, 2020

Pages 1-6

Resolution:

“THAT the minutes of the November 10, 2020 Regular Meeting of Council be adopted as presented.”

4. PUBLIC HEARINGS

None

5. DELEGATIONS

3.1 TNRD's Invasive Plant Member Municipality Service

Pages 7-13

Jamie Viera, Manager of Environmental Services, TNRD and Coleen Hougen, Invasive Plant Management Coordinator, TNRD to present the proposed service

3.2 Chase Chamber of Commerce

The Board of Directors, of the Chase Chamber of Commerce, will report to Council on their 2020 operations

6. PUBLIC INPUT ON CURRENT AGENDA ITEMS

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

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 Mayor's Reconsideration – Lions RV Park Lease

Pursuant to the *Community Charter*, the Mayor may bring back a decision of Council within 30 days of the original decision for reconsideration by Council.

Lions RV Park original Council decision at the September 16, 2019 and subsequent proposed resolution to rescind the September 16, 2019 decision which was proposed November 10, 2020 and defeated as follows:

September 16, 2019:

“THAT the Chase Lions Club be awarded a 2 year extension to their existing lease with the Village of operate the Mill Park RV Park, expiring December 31, 2021; AND,

THAT the lease renewal agreement require that that Chase Lions present an income statement to Council annually at the second Regular meeting in October; AND,

THAT the Chase Lions present a detailed account of expenditures for community benefits; AND,

THAT Administration be directed to publicly issue a Request for Proposals for the operation of the RV park by November 30, 2020.”

Proposed motion by Council November 10, 2020:

“THAT the resolution of Council September 16, 2019 to award a 2 year contract to the Lions Club for the Mill Park RV park lands and to put the lease out to a Request for Proposals by November 30, 2020 be rescinded.

Motion was DEFEATED

Mayor Crowe is proposing the following resolution as reconsideration of the matter:

“THAT the resolution of Council September 16, 2019 to award a 2 year contract to the Lions Club for the Mill Park RV park lands and to put the lease out to a Request for Proposals by November 30, 2020 be rescinded; AND

“THAT the Chase Lions Club be awarded an exclusive lease of the lands known as the Mill Park RV park lands for the operation of an RV park and that the lease be in effect until December 31, 2026, with renewal terms to be reviewed by Council and the Lions Club in or around February 2026.”

8.2 Commercial Business Fire Code Inspections

Pages 14-15

Resolution:

“THAT Village of Chase Fire Department Establishment and Regulation Amendment Bylaw No. 894-2020 be given first reading.”

Resolution:

“THAT Village of Chase Fire Department Establishment and Regulation Amendment Bylaw No. 894-2020 be given second reading.”

Resolution:

“THAT Village of Chase Fire Department Establishment and Regulation Amendment Bylaw No. 894-2020 be given third reading.”

8.3 Fees & Charges Amendment Bylaw-Fire Inspections

Pages 16-23

Memorandum from the Corporate Officer

Resolution:

“THAT Village of Chase Fees and Charges Amendment Bylaw No. 895-2020 be given first reading.”

Resolution:

“THAT Village of Chase Fees and Charges Amendment Bylaw No. 895-2020 be given second reading.”

Resolution:

“THAT Village of Chase Fees and Charges Amendment Bylaw No. 895-2020 be given third reading.”

8.4 Shuswap Economic Development Society

Pages 24-25

Email from Paul Demenok, Director, South Shuswap, CSRD, providing information on the Shuswap Economic Development Society, costs for Village of Chase and benefits to the participating members of the society.

Recommendation:

Council direction is requested.

9. NEW BUSINESS

9.1 2021 Local Government Infrastructure Planning Grant Application

Page 26

Report from the CFO

Resolution:

THAT Council approves the submission of a grant application, for a maximum total amount of \$30,000, under the 2020/21 Local Government Infrastructure Planning Grant Program, to complete a drainage and slope stability feasibility study focused on the Bay Drive and Montgomery Place area.”

- 9.2 Chase Christmas Hamper Society – Community Hall Usage Page 27
Request from Maureen MacDonald, Executive Food Bank Manager

Recommendation:

Council direction is requested.

- 9.3 Chase Country Christmas Fundraiser Pages 28-30
Letter from Chase Country Christmas Committee
Poster for Tree Sponsorship

Council direction is requested.

- 9.4 Covid-19 Public Health Officer Directive from November 19, 2020 Pages 31-32
Memo from the CAO

Council direction is requested.

- 9.5 Proposal for Advertorials – Promotion of Local Businesses Page 33
Memo from the CAO

Council direction is requested.

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

12. RELEASE OF IN CAMERA ITEMS

13. IN CAMERA

Resolution:

“THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (b) negotiations between the municipality and a provincial government or the federal government or both and Section 90 (1) (c) Labour Relations.”

14. ADJOURNMENT

Resolution:

“THAT the November 24, 2020 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Regular Meeting of the Council of the Village of Chase
held at the Chase Community Hall, 547 Shuswap Avenue on
Tuesday, November 10, 2020 at 4:00 p.m.

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

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

Public Participants: 17

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the November 10, 2020 Village of Chase Regular Council meeting agenda be adopted as amended by adding 8.4, Letter from Skamana Ski and Snowshoe Club, and 8.5, Notice of Motion, Councillor Lauzon, Lions RV Park."

CARRIED

#2020/11/10_001

3. ADOPTION OF MINUTES

3.1 Special Meeting held October 23, 2020

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the minutes of the October 23, 2020 Special Meeting of Council be adopted as presented."

CARRIED

#2020/11/10_002

3.2 Regular Meeting held October 27, 2020

Moved by Councillor Torbohm

Seconded by Mayor Crowe

"THAT the minutes of the October 27, 2020 Regular Meeting of Council be adopted as presented."

CARRIED

#2020/11/10_003

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Karen Bassett, of 564 Lakeshore Drive, regarding item 9.5, indicated she is in favour of having spectators in the arena because all the protocols are in place, and they have a nurse. The Chase Heat have an approved safety plan.

Scott Koch, of 1050 Arbutus Place, regarding item 9.5, suggested that the Village of Chase support the Chase Heat KIJHL hockey team by providing them 5 hours of complimentary ice time per week, and free game ice to help them make up the shortfall of no spectator revenue.

Brock Endean, of 1040 Arbutus Place, regarding 8.3, indicated the Chase Chamber fully supports the Village in joining the newly created Shuswap Economic Development Society.

6. **DELEGATIONS**

Karen Bassett, Treasurer for the Chase & District Lions Club, reported to Council on the 2020 financial statement for the Lions RV Park. Ms. Bassett stated that 2020 was a challenging year. Almost 92% of the Lion's' expendable earnings were spent in Chase. Their revenues were down 17% which is equivalent to \$10,000.

Future initiative ideas for 2021 include purchase and installation of lighting at the skateboard park, details which will need to be sorted out.

Finally, Ms. Bassett stated that Council is making a mistake by issuing an RFP for operation of the RV Park. An RFP is not appropriate for a lease agreement, and the Lion's built the park (installed all services) without any financial assistance. The Village should only be able to put it out to RFP when the Lions release the land lease back to the Village.

7. **REPORTS**

a) Mayor and Council Reports

Mayor Crowe

- November 4 – Participated in Councillor's Webinar on CAO-Council relationships
- November 10th – Attended a meeting with the Chase and District Health Foundation

Councillor Lauzon

- October 28 – Attended a Chase Country Christmas meeting to fine tune the parade route
- October 29 – Met with Chase Lions
- October 31 – Assisted in decorating, and attending the COVID-19-safe Halloween event at the Chase Fire Hall
- November 2 – Attended Emergency Social Services workshop/session hosted by the TNRD
- November 6 – Attended the opening welcome of the Early Childhood Educators course sponsored by the Village
- November 9 - Contacted the arena's Operations Manager to discuss Covid protocols, and to discuss current operations during this pandemic
- Discussion with resident regarding a variance request
- Met with resident to discuss concern & frustration over dealing with bylaw regarding installation of sea-can
- Continue to field concerns and questions regarding civic/municipality matters

Councillor Maki

- October 28 - Met with potential new business owner in Chase who is interested in occupying space downtown

- November 2 – Met with Chase Chamber Manager regarding Chase Country Christmas fundraiser
- November 5 – Met with Shuswap Tourism regarding a winter marketing project they'd like to include Chase in

Councillor Scott

- Assisted the Adams River Salmon Society with their application for a grant-in-aid
- Helped the Recreation Society get their item regarding spectators at the arena on the agenda

Councillor Torbohm

- November 3 – Attended the Emergency Support Services seminar at the Community Hall
- November 4 – Attended the CAO-Council Relationship webinar
- November 5 - Attended 229B Brooke Drive as the property is an agenda item regarding it's unsightliness
- November 5 – Met with Sgt. Barry Kennedy of the Chase RCMP detachment
- Reviewed agenda, met with staff and local citizens as required

b) Staff Reports

Manager of Public Works:

- Annual maintenance of sanitary lift stations completed
- 2 sanitary connections installed on Aylmer Road
- Water main break occurred on Coburn Street, and all costs were passed on to MOTI
- Parks staff have completed winterization process
- Flag pole has been replaced at Memorial Park
- Dealt with storm drainage issues on Shepherd Road
- Met with CAO Heinrich and TNRD staff to discuss transition to Recycle BC
- Annual fire extinguisher and emergency lighting tests are complete
- Winter sand and salt stores are refilled in preparation for winter
- The quarterly water distribution trihalomethane sampling is complete
- The Shuswap sanitary lift station repairs are complete
- The BC Hydro SLIM inventory for proposed upgrades to LED is complete

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

Moved by Councillor Scott

Seconded by Councillor Torbohm

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

CARRIED

#2020/11/10_004

8. UNFINISHED BUSINESS

8.1 Development Variance Permit – 1013 Paquette Road

Moved by Mayor Crowe

Seconded by Councillor Maki

“THAT Development Variance Permit DVP #1-2020 be issued.”

CARRIED

#2020/11/10_005

8.2 Request for Proposals – Caretaker, Animal Control Officer, Bylaw Enforcement Officer

Moved by Councillor Lauzon

Seconded by Councillor Maki

“THAT the Corporate Officer’s report that all 3 contracted staff positions have been duly advertised without receiving any appropriate interest by the proposal deadline of October 28, 2020, be received as information.”

CARRIED

#2020/11/10_006

8.3 Economic Development Recovery Plan and Economic Development Service Delivery Models and Costs

Moved by Mayor Crowe

Seconded by Councillor Maki

“THAT the Village of Chase participate in the newly formed Shuswap Economic Development Society initiative for a 2-year term.”

DEFEATED

ALL OPPOSED

#2020/11/10_007

Moved by Mayor Crowe

Seconded by Councillor Scott

“THAT the matter of joining the Shuswap Economic Development Society initiative be deferred back to Administration to gather additional information such as firm costs to participate and benefits to the Village of participation.”

CARRIED

#2020/11/10_008

8.4 Letter from Skmana Ski and Snowshoe Club regarding Council’s Grant in Aid

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT Council approves the Skmana Ski and Snowshoe Club in utilizing the funds that were awarded to the club by the Village of Chase for warming hut repairs towards the purchase of grooming equipment.”

CARRIED

#2020/11/10_009

8.5 Chase Lions RV Park lease

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

“THAT the Council motion released to the public on October 8, 2019 be rescinded.”

For reference, the motion released on October 8, 2019 reads:

Resolution #2019/09/16_IC002, regarding the Mill Park RV Park, has been released from In-Camera as follows:

“THAT the Chase Lions Club be awarded a 2-year extension to their existing lease with the Village to operate the Mill Park RV Park, expiring December 31, 2021; AND,

THAT the lease renewal agreement require that the Chase Lions present an income statement to Council annually at the second Regular meeting in October; AND,

THAT the Chase Lions present a detailed account of expenditures for community benefits; AND,

THAT Administration be directed to publicly issue a *Request for Proposals* by November 30, 2020.”

The VOTE was called on the motion to rescind motion #2019/09/16_IC002 and it was
**DEFEATED
CROWE, MAKI, SCOTT OPPOSED
#2020/11/10_010**

Moved by Councillor Maki
Seconded by Mayor Crowe

“THAT the Chase Lions lease of the RV Park be extended for a year and that the RFP process be deferred for a year.”

**DEFEATED
ALL OPPOSED
#2020/11/10_011**

9. NEW BUSINESS

9.1 Mask Wearing in Publicly Owned Facilities

Moved by Councillor Scott
Seconded by Mayor Crowe

“THAT it be strongly encouraged that facial masks be worn by the public in all municipal buildings.”

**CARRIED
#2020/11/10_012**

9.2 Demand Notice – 229B Brooke Drive

Moved by Councillor Torbohm
Seconded by Councillor Maki

“THAT Council approve issuing Notice to the owner or occupier giving them twenty-one (21) days to bring the property at 229B Brooke Drive into compliance with the Property Maintenance Bylaw.”

**CARRIED
#2020/11/10_013**

9.3 Application for Development Variance Permit – 1233 Bay Drive

Moved by Councillor Scott
Seconded by Councillor Lauzon

“THAT Council accept the application for a Development Variance Permit at 1233 Bay Drive, and direct staff to complete the referral process.”

**CARRIED
#2020/11/10_014**

9.4 Heritage Infrastructure Funding – Secwepemc Landmarks Project Second Phase

Moved by Councillor Lauzon
Seconded by Councillor Scott

“THAT the Village of Chase provide a letter of support to the Shuswap Trail Alliance in their application for funds through the New Heritage Infrastructure Funding Program for Phase 2 of the Secwepemc Landmark Project.”

**CARRIED
#2020/11/10_015**

9.5 Spectators at Art Holding Memorial Arena

Moved by Mayor Crowe

Seconded by Councillor Scott

**"THAT spectators be prohibited from attendance at the Art Holding Memorial
Arena until reconsideration in January, 2021."**

CARRIED

#2020/11/10_016

10. NOTICE OF MOTION

None

11. RELEASE OF IN CAMERA ITEMS

None

12. IN CAMERA

None

13. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Lauzon

**"THAT the November 10, 2020 Village of Chase Regular Council meeting be
adjourned."**

CARRIED

#2020/11/10_017

The meeting concluded at 5:29 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



TNRD'S INVASIVE PLANT PROGRAM

MEMBER MUNICIPALITY PROPOSAL
NOVEMBER 2020



THOMPSON-NICOLA
REGIONAL DISTRICT



Overview

This proposal has been prepared by the Thompson-Nicola Regional District's Environmental Health Services Department for TNRD Member Municipalities. This proposal presents an opportunity for member municipalities to opt into the TNRD invasive plant service on an ongoing annual basis.

This proposal is intended to be used by member municipalities to inform staff and council of the benefits, and funding implications, related to joining the TNRD invasive plant service. This proposal is a follow-up to a presentation given at the TNRD Committee of the Whole meeting on October 16, 2020, where the concept was first presented.

Introduction

The TNRD Invasive Plant Program was established in 1976 with the specific purpose of funding knapweed control on private ranch lands. The service was established as an Electoral Area (EA) service funded by taxation of properties in all ten (10) TNRD EAs. Member Municipalities were not included in the service at the time, because weeds were seen as only an agriculture problem and the service was designed specifically to assist farms/ranches.

Invasive plants have become a serious concern in the urban and semi-rural areas located within municipalities. Since invasive plants do not stop at jurisdictional boundaries, successful invasive plant management in the region can only happen if all land owners, including municipalities and their residents, actively manage invasive plants on their properties. By having municipalities join the TNRD service, overall invasive plant management throughout the region will be strengthened and municipal residents will receive direct assistance in controlling invasive plants on their own land.

The Concern

The main issue is that invasive plants easily spread with no regard for jurisdictional boundaries. There are numerous organizations putting tremendous effort and resources into invasive plant management. In order to be successful, all land managers and land owners need to be actively managing invasive plants in the region. For more information on why municipalities should be concerned about invasive plants, see Appendix 1 below.

We know there is interest from residents within municipalities for invasive plant management support, as TNRD staff have been fielding inquiries from municipal residents for years. Specifically, there has been interest from landowners within municipalities in the financial assistance and equipment loan-out part of the TNRD program. At this time municipal residents do not qualify for these programs because municipalities are not part of the service area. In addition, TNRD staff have been assisting several municipal Public Works and/or Parks departments with invasive plant management issues. Again, because municipalities are not part of the service, TNRD staff can only offer limited support.



Benefits to Municipalities

There are a number of benefits to municipalities in joining the TNRD Invasive Plant Program:

- Stable and long term invasive plant management programs within municipal boundaries.
- Financial assistance for residents managing invasive plants on private properties.
- Support for municipal staff managing invasive plants on public land.
- Enhanced coordinated effort to control invasive plants throughout the region.
- Increased education, outreach and awareness within your municipality.
- Protecting land values from the impacts of invasive plants.

About the TNRD Invasive Plant Program

The TNRD invasive plant program has three main components: 1) *Landowner Assistance*, 2) *Education and Outreach*, and 3) *Coordination*. It's important to note that the invasive plant program applies to noxious weeds only, and not for treatment of lawn or garden weeds that are a nuisance, but not designated as "noxious". The content below provides an overview of each component.

1. Land Owner Assistance Programs

Landowner assistance is the largest component of the invasive plant service. The landowner assistance programs are designed to help residents protect their land from the impacts of invasive plants. The program offerings can be combined, allowing for comprehensive, affordable, and effective weed management. Below is an overview of the landowner assistance program components:

- Rebate Program** - financial support is offered in the form of rebates to landowners that hire certified applicators to manage weeds on their property. Depending on the weed species, landowners can qualify for either a 50% rebate or 100% rebate towards the cost of weed control. Rebates can be applied for on an annual basis. The maximum rebate is based on property size (either \$1,500 or \$3,000).
- Sprayer Loan-Out Program** - the TNRD has a fleet of spraying, seeding, and fertilizing equipment that is available for free loan-out to people who have the expertise to perform their own weed control. The equipment is available for loan-out for up to a week at a time.
- Biological Control Program** - the TNRD provides biological control agents to private landowners free of charge. TNRD staff and contractors collect and redistribute biological control agents (insects) to help slow the spread of select weed species. The biological control insects are available for release on both private properties and public land within the service area (subject to insect availability).
- Private Land Consultations**- landowners can take advantage of the free land consultations where invasive plant specialist visits properties (by request) to assist with weed identification and the development of a weed management plan.



2. Education and Outreach

The Thompson-Nicola Invasive Plant Management Committee (TNIPMC), administered by the TNRD, works to stop the spread and introduction of invasive plants in the region. The committee delivers an extensive regional education and outreach program. The Committee actively offers numerous services to other organizations, groups, agencies and members of the public, including workshops, training, presentations, and field days.

3. Coordination

The TNIPMC encourages multi-party collaboration on invasive plant management in the region. The TNIPMC is comprised of 11 members representing a variety of perspectives, including: Provincial Government Agencies, Local Government (TNRD Board Directors), Agriculture, First Nations, and Conservation. Each of these representatives help guide the invasive plant management activities that take place within the TNRD, ensuring that the efforts are being made in a collaborative and coordinated manner.

Proposed Funding Model

The service is currently funded through taxation of the ten (10) electoral areas. In addition, the TNRD has historically received grants from the province specific to coordination and education, however the grants are subject to change year to year. The table below (table 1), highlights the revenue sources for the 2020 invasive plant service.

Table 1. 2020 Invasive Plant Program Funding Sources

Funding Source	2020 Contributions
TNRD tax levies (EA's only)	\$341,906
Carry Forward (surplus)	\$20,058
Provincial Grants	\$40,000

The TNRD is proposing a unique cost share model with municipalities in which only the incremental costs would be covered by municipalities, opposed to the more conventional model where tax contribution is based on converted assessment. This model is being proposed as the TNRD recognizes that the conventional model would put an unfair proportion of the cost on municipalities.

The program is designed to enable treatment of existing infestations as well as new infestations as they arise. Therefore, it is anticipated that the amount of rebates paid to properties within individual municipalities may fluctuate annually, sometimes being below and sometimes above the municipal tax contribution. The intent is not for the rebates to match the contribution amounts, the intent is for the service as a whole to have enough funding to pay out rebates where infestations are occurring.



It's important to note that under the proposed funding model, rural electoral areas will still fund the majority of the program. For example, if all 11 TNRD member municipalities join, the 10 EAs will fund over 75% of the total tax requisition. If fewer municipalities opt into the service, the EAs will fund an even larger portion.

The proposed funding model is based on estimated cost increases of adding individual municipalities. We intend to revisit the contribution model based on total rebate applications and other program costs within a few years of operation.

The table below (Table 2) shows the proposed starting tax contribution for each municipality as well as the maximum contribution percentage in relation to the total budget.

Table 2. Proposed Tax Contributions for Member Municipalities

Municipality	Population Range	Starting Tax Contribution (2022)	Maximum Contribution of Total Budget (%)
Lytton	Less than 1,000	\$5,000	1.5%
Sun Peaks	Less than 1,000	\$5,000	1.5%
Clinton	Less than 1,000	\$5,000	1.5%
Cache Creek	Less than 1,000	\$5,000	1.5%
Ashcroft	Over 1,000, less than 5,000	\$10,000	2.5%
Barriere	Over 1,000, less than 5,000	\$10,000	2.5%
Logan Lake	Over 1,000, less than 5,000	\$10,000	2.5%
Chase	Over 1,000, less than 5,000	\$10,000	2.5%
Clearwater	Over 1,000, less than 5,000	\$10,000	2.5%
Merritt	Over 5,000, Less than 50,000	\$20,000	4.5%
Kamloops	Over 50,000	\$40,000	9%



THOMPSON-NICOLA
REGIONAL DISTRICT
The Region of BC's Best

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Next Steps

In order to amend the TNRD service to include municipalities, a council resolution will be required from interested municipalities. Once resolutions have been received, the TNRD Board will go through the process of amending the service establishment bylaw.

Below is a proposed timeline for next steps:

- March 31, 2021 - Council resolutions in favour of joining TNRD service received
- May 2021 – Service establishment bylaw amendment to TNRD Board
- 2022 – Taxes levied and service begins

TNRD Invasive Plant Program Contacts

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Appendix 1 - Why Care?

Invasive plants were once thought to be only an issue in the agriculture and ranching sector. Unfortunately we are now seeing many problem plants in municipalities. The economic damage from invasive plants is not insignificant. A 2009 report estimated the damage of only six (6) specific invasive plant species to be \$65 million in the province.

Real estate values can be negatively impacted by invasive plants. A study in Manitoba estimated reduction in land values due to noxious weeds is \$30 million. As more people become aware of the risks and management challenges of invasives, people are thinking twice about purchasing infested properties.

There are also costs associated with the damage to infrastructure cause by some weeds. For example, Japanese knotweed which has been identified in most towns in the TNRD, is very difficult to eliminate once established. It can grow through asphalt and concrete and cause extensive damage to private and public property. Knotweed is known to damage septic tanks beyond repair, requiring complete replacement. It can easy spread by fragments of the plant being moved (intentionally or unintentionally).

Invasive plants can also have impacts on the health of humans and livestock. Giant hogweed can cause sever skin burns that can persists for months. It has even been highlighted by WorkSafe BC as a workplace hazard. Fortunately we have not seen this plant in the TNRD, but it is near our boarder (Lower Mainland).

Hoary alyssum is another significant plant of concern, especially for horse owners. It is toxic to horses and is easy spread through contaminated hay. Hoary alyssum is widespread throughout the TNRD.

There are dozens of other provincially listed noxious weed species that can damage property, reduce land value, and have negative impact of animals that are actively being treated on both public and private land.



Figure 1. Japanese Knotweed growing through asphalt



Figure 2. Japanese Knotweed in Kamloops

VILLAGE OF CHASE
Bylaw No. 894-2020

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

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

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

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

This bylaw may be cited as "Village of Chase Volunteer Fire Department Establishment and Regulation Bylaw Amendment Bylaw No. 894-2020".

- 1.** Section 3, "*Administration*" is hereby amended by adding:

Inspection and Testing

- 3.27 The Fire Chief, or any qualified inspector, may at all reasonable hours enter into and upon any vehicles, lands, or buildings for the purpose of testing and inspecting:

- a) The said vehicles, lands, or buildings, as required or permitted by the Fire Services Act;
- b) The water supply, so as to determine if Chase Fire Rescue has satisfactory access to an adequate water supply for fire suppression purposes; and
- c) To determine if the requirements of this bylaw are being carried out.

If more than one re-inspection of vehicles, lands, or buildings is performed by the Fire Chief to ensure that fire safety violations discovered during a previous regular inspection have been rectified, a fee as set out in the *Fees & Charges* bylaw will be charged to the owner or occupant of the vehicles, lands, or buildings. If the owner or occupant of the vehicles, lands, or buildings fails to pay to the Village the aforesaid fee, then the Village may recover the fee in the same manner as municipal property taxes.

Entry for Inspection

- 3.28 No person may obstruct, hinder, or prevent any authorized Chase Fire Rescue member from entering into or upon any vehicles, lands, or buildings for the purposes of inspection or testing.

Assistance in Inspection

- 3.29 The owner, occupier, or lessee of vehicles, lands, or buildings or any other person having knowledge of the vehicles, lands, or buildings shall, upon request, give to the Fire Chief or an inspector such assistance as he may require in carrying out an inspection or test.

Indemnity

3.30 Neither the Village nor any officer or employee of the Village is liable for any damages or loss, including economic loss sustained by any person, or to the property of any person, resulting from:

- a) Any inspection carried out under this bylaw;
- b) Any failure to carry out an inspection under this bylaw;
- c) Any permit or notice issued under this bylaw; or
- d) The approval or disapproval of any equipment under this bylaw.

READ a First time this DAY of , 2020

READ a Second time this DAY of , 2020

READ a Third time this DAY of , 2020

ADOPTED this DAY of , 2020

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: November 20, 2020
To: Mayor and Council
From: Corporate Officer
RE: Fees and Charges Amendment

The proposed amendment to the *Fees and Charges* bylaw are shown in highlight, and the changes seek to:

- 1) Introduce fees for fire inspection 're-inspections'. The fees bylaw works in concert with the fire regulation bylaw where there is authority to instate fees for such re-inspections that occur when business owners fail to adhere to the Fire Chief's safety recommendations.
- 2) To recover appropriate banking charges for cheques we receive that have non-sufficient funds. We are currently not recovering all fees associated with receiving NSF cheques.
- 3) To clarify that service calls are per 'unit' as indicated. It is important to provide this clarity for instances when we send more than 1 employee to after-hours calls.
- 4) To clarify the utility billing charge cycle, and the respective quarterly instalment charges.

Recommendation:

"That Bylaw 895-2020 be given first, second and third readings."

Respectfully submitted,

Approved for Council Consideration by CAO

VILLAGE OF CHASE
Bylaw No. 895-2020

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

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

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

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

1. This bylaw may be cited for all purposes as "Village of Chase Fees and Charges Amendment Bylaw No. 895-2020".
2. Section 2. *Fees*, is hereby amended by adding "*Schedule "M" – Fire Department Fees*"
3. "*Schedule "M" – Fire Department Fees*" is attached hereto and form part of the bylaw.
4. The following schedules are hereby replaced in entirety:

"Schedule "A" – Administration and Office Fees";

"Schedule "C" – Water and Sewer Utility Service Calls";

"Schedule "D" - Water Service Rates";

"Schedule "E" – Sewer Service Rates".

SEVERANCE

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

READ A FIRST TIME THIS ____ DAY OF ____, 2020.

READ A SECOND TIME THIS ____ DAY OF ____, 2020.

READ A THIRD TIME THIS ____ DAY OF ____, 2020.

ADOPTED THIS THIS ____ DAY OF ____, 2020.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

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

ADMINISTRATION AND OFFICE FEES
Effective 1st January 2021

The following fees are hereby fixed: (GST and HST to be charged in addition to fees in accordance with Federal and Provincial regulations)

- a. Photocopies (colour copies are double the price, high visibility paper- add 10¢)
- | | | |
|------|--------------------------------|----------------------------------|
| i. | 8½ x 11 | \$0.50 per page |
| ii. | 8½ x 14 | \$0.50 per page |
| iii. | 11 x 17 | \$1.00 per page |
| iv. | Photocopy of Legal Plan | \$5.00 (plus copy charge) |
| v. | Land Titles Document Retrieval | Actual Cost Plus 15% |
- b. Facsimile
- | | | |
|-----|-------------------|---------------------------|
| i. | First 5 Pages | \$5.00 (flat fee) |
| ii. | More than 5 Pages | \$10.00 (flat fee) |
- c. Computer Documents (per Document)
- | | | |
|------|------------------------------|-----------------------------------|
| i. | Tax Certificate (per parcel) | \$35.00 (includes fax fee) |
| ii. | Utility Invoice (per parcel) | \$5.00 |
| iii. | Accounts Receivable Invoice | \$5.00 |
| iv. | List of Business Licenses | \$35.00 |
- d. Other Fees
- | | | |
|------|---|--|
| i. | Returned cheques | \$40.00 |
| ii. | Commissioner for Taking Affidavits service | \$15.00/signature |
| iii. | Letter regarding status of property (i.e. compliance with Village Bylaws) | \$75.00 |
| iv. | Provision of Current Gross Tax amount for other than the property owner | \$10.00 |
| v. | Custom Research/Specific Request - | \$50.00/hour calculated in 15 minute intervals |
| vi. | Maps - | \$50/hour plus copy charges, calculated in 15 minute intervals |
| vii. | Bound reports, studies and plans- | \$50.00/hour plus copy charges, calculated in 15 minute intervals |

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

WATER AND SEWER UTILITY SERVICE CALLS

Effective 1st January 2021

For the purpose of this section of the Rate Schedule, normal business hours shall be those hours established by resolution of council from time to time Monday through Friday except statutory holidays.

- (a) Requested Service Call during normal business hours \$42.00/hr **per employee**
- (b) Requested Service Call other than normal business hours \$130.00/hr **per employee**
- (c) Meter test \$150.00 **per test**
- (d) Water service turn-on or turn-off \$50.00 per occurrence

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

WATER SERVICE RATES

Residential Water Service Charges	Annual Charge
Fixed Rate charge per single family dwelling property (Effective January 1, 2022)	\$200.00 \$240.00
Fixed Rate charge per residential unit other than a single family dwelling property (Effective January 1, 2022)	\$175.00 \$210.00

*Fixed rate charges are applied for each unit whether occupied or not.

Non Residential Water Service Charges	Annual Charge
Meter Size 5/8 inch (Effective January 1, 2022)	\$200.00 \$240.00
Meter Size 3/4 inch (Effective January 1, 2022)	\$250.00 \$350.00
Meter Size 1.00 inch (Effective January 1, 2022)	\$350.00 \$420.00
Meter Size 1.50 inch and larger (Effective January 1, 2022)	\$800.00 \$960.00
Fixed Rate charge per additional business or occupancy on property (Effective January 1, 2022)	\$175.00 \$210.00

*Fixed rate charges are applied for each unit whether occupied or not.

Water Consumption Rate	Volume Charge
Metered water consumption per cubic meter effective October 1, 2020	\$0.700

* The water service fee is a recurring annual charge renewing on the first day of every calendar year, and billed in 4 equal instalments January 1, April 1, July 1, and October 1.

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

SEWER SERVICE RATES

Residential Sewer Service Charges	Annual Charge
Fixed Rate charge per single family dwelling property	\$155.40
Fixed Rate charge per single family dwelling property with Secondary Suite	\$213.70
Fixed Rate charge per residential unit other than a single family dwelling property	\$116.60

Non Residential Sewer Service Charges	Annual Charge
Meter Size 5/8 inch	\$155.40
Meter Size 3/4 inch	\$223.80
Meter Size 1.00 inch	\$397.80
Meter Size 1.50 inch and larger	\$895.20
Fixed Rate charge per additional business or occupancy on property	\$116.60

Sewer Consumption Rate	Volume Charge
Effluent discharge based on metered water consumption per cubic meter	\$0.875

* The sewer service fee is a recurring annual charge renewing on the first day of every calendar year, and billed in 4 equal instalments January 1, April 1, July 1, and October 1.

** All sewer consumption shall be based on the metered water consumption during the period January to March of the current year, with a minimum volume charge of 5.0 cubic meters per quarter.

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

FIRE DEPARTMENT FEES

More than one re-inspection	\$50 per re-inspection
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Joni Heinrich

From: Joni Heinrich
Sent: Thursday, November 19, 2020 11:36 AM
To: Director Demenok
Subject: RE: Queries regarding Shuswap Ec Dev Society

Thank you so much for this Paul. Very helpful – we will keep you posted as to the wishes of our Council relating to this initiative.

Joni

From: Director Demenok <PDemenok@csrd.bc.ca>
Sent: Wednesday, November 18, 2020 2:32 PM
To: Joni Heinrich <cao@chasebc.ca>
Subject: RE: Queries regarding Shuswap Ec Dev Society

Hi Joni

I'm glad to hear that the Chase Council is reconsidering.

Please note that I cannot speak definitively for the Shuswap Economic Development Society as these decisions would have to be made by the SEDS Board.

I can share my personal thoughts with you as follows:

1. The CSRD EA Directors who are funding the SEDS service all agreed that if Chase was to participate, it would have to be as an equal financial partner. The figures I provided you previously still stand in approximate terms. In 2020 CSRD Electoral Areas C, D and F each contributed an ad valorem tax at the rate of \$0.0464/\$1000 assessment. I believe that you worked this out to be an annual rate of \$16,500 for Chase; I don't know if that is a correct figure or not as I don't know your overall tax assessment base. The 2021 budget for this service has yet to be established and there isn't a draft figure available at this point. Judgementally, I think the overall 2021 budget will be in the \$250,000 range supported by either 3 or 4 funding partners. If there was to be 4 funding partners, thus including Chase, I would think that the rate/\$1000 assessment would be reduced by a proportionate amount.
2. The activities and priorities of the Society have yet to be established. The EA Directors funding this service have discussed the opportunities to expand economic activity in our areas by:
 - supporting business retention and expansion strategies
 - encouraging new residents to settle in our areas
 - improving broadband and high speed internet infrastructure
 - participating in the provincial pnp programs
 - developing a data base of information on our areas so that prospective investors can be fully informed
 - creating improving transportation corridors such as the road to Sun Peaks
 - providing support programs to help local businesses recover from the COVID pandemic
 - collaborating with other partners to provide labour market support. For example, working with OK College and perhaps TRU to develop specific skills training programs to support culinary and building trades training programs
 - encouraging tourism as appropriate in collaboration with Shuswap Tourism
 - collaborating with First Nations groups to work on joint projects to stimulate the local economy
 - conducting buy local marketing programs
 - supporting agricultural strategiesAs you can see, there is no shortage of opportunities to consider, and there may be many that I've missed. Again, these priority workplan issues would be decided by the SEDS Board.
3. Chase would participate as an equal partner in benefitting from these programs.

4. It would be reasonable to have Chase represented on the SEDS Board by voting members, commensurate with the financial contribution.
5. The intent is to have a local SEDS office located in the Sorrento/Blind Bay area. Meetings would be held there. Frequency of meetings would be up to the SEDS Board and Executive Director to decide. My opinion is that there would be 6-10 meetings per year.
6. Please note that the CSRD EA Directors will not be voting members of the SEDS Board, but will participate on an ex-officio basis in meetings. The intent is to support the SEDS Board with electoral area advisory committee made up of local business people; it would be appropriate for Chase to have a similar approach.

I hope this addresses your questions adequately. Please note that I have copied Charles Hamilton the CSRD CAO on this correspondence.

Cheers

Paul

From: Joni Heinrich <cao@chasebc.ca>

Sent: Wednesday, November 18, 2020 1:57 PM

To: Director Demenok <PDemenok@csrd.bc.ca>

Subject: Queries regarding Shuswap Ec Dev Society

Hello Paul,

Hope this message finds you continuing to be well.

Our Council has been re-thinking the Shuswap Ec Dec Society initiative and may consider joining if it is not too late (likely for Jan 1, 2021 depending on various aspects of the initiative and pending approval by the Society of course.)

Our Council has asked staff to obtain some additional information from you (the society) – are you able to answer the following questions please?

1. What would be the cost to the Village of Chase to join the society for 2021, and 2022? We were given an approximate amount earlier this year, and want to confirm the actual cost if we were to pursue this opportunity. Would the cost be the same as what we calculated based on taxation, or would it be higher and if so what would be the rationale?
2. What types of activities will the society be engaging in?
3. What benefits could the Village of Chase directly see from the activities of the society if the Village were a partner?
4. Would the Village have representation on a Board of Directors/voting body?
5. How often would meetings be held and where?

I think those are all the queries for now. Thank you in advance for your assistance.

Sincerely,

Joni Heinrich, CAO

Village of Chase

826 Okanagan Ave, PO Box 440

Chase, BC V0E 1M0

Tel. 250-679-3238 Fax. 250-679-3070

Email: cao@chasebc.ca Web: <https://link.edgepilot.com/s/903ad955/xH7l2cnZ70m94wr8GcWRqQ?u=http://www.chasebc.ca/>



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: November 10, 2020
RE: 2021 Local Government Infrastructure Planning Grant Application

ISSUE/PURPOSE

To seek Council approval to submit a grant application to the 2021 Local Government Infrastructure Planning Grant Program for a feasibility study to assist in the development of an infrastructure plan focusing on Bay Drive and Montgomery Place.

OPTIONS

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

HISTORY/BACKGROUND

The Infrastructure Planning Grant Program assists local governments in developing sustainable infrastructure that will provide economic, social and environmental benefits. The funding formula is based on the first \$5,000 is 100% funded, the next \$10,000 or less is 50% funded. The program has year-round open intake with two application review deadlines. The next deadline for the Program is January 13th, 2021.

DISCUSSION

Bay Drive and Montgomery Place are areas with significant drainage and slope stability concerns. The current drainage situation is impacting the roadways and further erosion could potentially lead to slope instability. A feasibility study of the area would provide information and costing of possible solutions to the current issues. The feasibility study could also be used to research funding opportunities to address the current issues and mitigate a potential disastrous situation.

FINANCIAL IMPLICATIONS

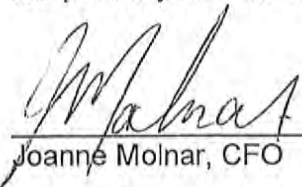
The total project is anticipated to be \$30,000; the maximum grant funding available is \$10,000, which would leave a maximum balance of \$20,000 to be funded by the Village of Chase in 2021 from the General Surplus fund.

POLICY IMPLICATIONS None

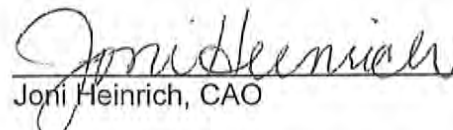
RECOMMENDATION

"That Council approves the submission of a grant application, for a maximum total amount of \$30,000, under the 2020/21 Local Government Infrastructure Planning Grant Program, to complete a drainage and slope stability feasibility study focused on the Bay Drive and Montgomery Place area."

Respectfully submitted,


Joanne Molnar, CFO

Approved for Council Consideration by CAO


Joni Heinrich, CAO

To Mayor and Council:

The Chase Community Toy Shop will not be open this Christmas to families as a result of COVID.

The Chase Food Bank volunteers will be sorting, wrapping and placing gifts to be delivered with food hampers on Christmas hamper delivery day.

The Chase Food Bank is requesting use of Room B at the community hall to store toys.

We are very limited for space in Room A and in the food bank room. The Chase Food Bank is requesting to use Room B from November 13th – December 23rd providing this room is not already booked by another group. We are also requesting that the food bank use this room without charge.

Thank you for your consideration.

Maureen MacDonald

Executive Food Bank Manager

Chase Food Bank

November 17, 2020

The Chase Country Christmas Committee in collaboration with the Chase & District Chamber of Commerce is pleased to announce that we are hosting a holiday fundraiser, ***"Light Up Chase - Sponsor a Tree"*** where your business and/or Not for Profit Organization can sponsor a tree to be displayed in downtown Chase (or your place of business, if you choose) We supply the tree, you decorate it and the community votes! Ribbons will be awarded to the "Best" in 3 categories, to be announced. *This year's Chase Country Christmas theme is - Gingerbread People.*

Over the past 25 years, the committee has held numerous fundraising events in order to donate monetarily to a Not for Profit Organization in the community. In recent years, the committee has organized a Christmas Store where items were donated and/or purchased from garage sales throughout the summer, as well as a very well attended Craft Fair - both generating a substantial revenue.

Unfortunately, due to COVID-19, the committee has chosen not to hold either event this year but in light of the pandemic, has chosen to run a new fundraiser that would encourage everyone to lighten up our community and hopefully bring a little cheer during a challenging time. In addition, giving the committee an opportunity to continue to fundraise and donate to a very worthy local cause.

This year's recipient is the Chase Hamper Society. This organization was chosen because of the immense hardship it has suffered due to the pandemic. This year to date, the Hamper Society has had more than a 400% increase in the services they provide. During the year, they provide hampers to families in need in the following areas: Chase, Adams Lake Indian Band, Neskonlith Indian Band, Little Shuswap Lake Indian Band and the North Shuswap. This organization's challenges go beyond the increase in their service. Annually, there are numerous fundraisers held by different organizations that donate to the Hamper Society. Due to COVID, many of these have not been able to happen and both monetary and non perishable items have not been collected. Such as; the CP Holiday Train, the Rotary Food Drive and the Chase Heat Food Hamper and Toy Toss, to name a few. Not to mention, their annual collection box program in participating stores has been cancelled therefore additional funds are still needed to be secured in order to service the community, especially over the holiday season.

Further to this, we are thrilled to announce that we will be purchasing all the trees from the Chase Minor Hockey Association, giving this year's fundraiser a double recipient. Coincidentally, the CMHA is hosting a tree fundraiser this Christmas and we've collaborated with them on our fundraiser which will assist in benefiting both Not for Profit Organizations! #winwin

How to sponsor a tree. You can choose from the following:

4ft Regular Floor Display - \$75

6ft Regular Floor Display - \$100

8ft Window Display - \$125 (while quantities last)

You find the online order form at this link <https://forms.gle/LBvDKi1yDYr4vtKg6>

Sales end on November 27th. Trees will be ready to be decorated on December 1st. We will provide you with the tree and tree stand, you provide the decorations, lights and extension cord.

Trees will be displayed to the public at the old Nationwide Appliance building. If you choose to display yours at your place of business, please let us know. You can email the Chamber at admin@chasechamber.com. We will make sure once voting commences, that your tree is displayed on the map at your location. (You will have to pick up your tree at Nationwide Appliances on December 1st)

Thanks in advance for your consideration of support. If you have any questions, please do not hesitate to contact Debby at the Chamber at admin@chasechamber.com or 250-679-8432 or Joanne at The Willows at the_willows@telus.net or 250-679-3189.

In addition, the Chase Hamper Society is holding a Drive Thru Food Drive in Chase on December 5th from 9am to 2pm at the Community Hall. They are collecting non perishable items, toys and monetary donations. For more information, please contact chasehampers@telus.net. To mail donation, please send to:

Chase Hamper Society
Box 137
Chase, BC V0E 1M0

Chase Country Christmas Committee

A CHASE COUNTRY CHRISTMAS FUNDRAISER!

"Light up Chase"

SPONSOR A TREE

PROMOTE YOUR BUSINESS WHILE SUPPORTING THE CHASE HAMP
SOCIETY AND THE CHASE MINOR HOCKEY ASSOCIATION! WE SUPPLY
TREE, YOU DECORATE IT AND THE COMMUNITY VOTES!

VOTING IS DEC 4TH TO DEC 14TH!

ONLINE ORDER FORM: <https://forms.gle/LBvDKilyDYr4vtKg6>

OR CALL CHAMBER @ 2506798432



SALE ENDS NOV 27

REGULAR DISPLAY 4' TREE – \$75
REGULAR DISPLAY 6' TREE – \$100
WINDOW DISPLAY 8' TREE – \$125

(LIMITED AVAILABLE FOR WINDOW)

TREES TO BE DISPLAYED AT YOUR BUSINESS
OR AT OLD³⁰ NATIONWIDE BLDG



VILLAGE OF CHASE

Memorandum

Date: November 20, 2020
To: Mayor and Council
From: CAO
RE: Covid-19 – November 19, 2020 Public Health Officer Orders

Based on increasing cases of Covid-19 in BC, the BC Public Health Officer issued several orders on November 19, 2020. Some of those orders directly affect the Village of Chase operations. Council is being asked to provide direction on the issues affecting the Village:

Office and Public Works Setting

- By Order and direction of the PHO, all individuals, places of work and businesses in BC must significantly reduce social interactions and travel

Community Hall, Creekside Seniors, General Gatherings in the Community:

- No social gatherings of **any size** with anyone other than your household or core bubble. For example – do not invite friends or extended family to your household
- Do not host gatherings indoors
- Do not gather in your backyard
- Do not have playdates for children

All events and community-based gatherings are suspended such as:

- Galas
- Musical or theatre performances
- Seasonal activities
- Silent auctions

In-person religious gatherings and worship services are suspended under the order.

Businesses, recreation centres or other organizations that organize or operate high risk indoor group physical activities must suspend the following activities:

- Spin classes, Hot yoga, High intensity interval training

Mask Requirements

Masks are now required for everyone in all public indoor settings and workplaces. People who cannot put on or remove a mask on their own are exempt.

- Employers are expected to enforce the mandatory mask policy with both employees and customers
- A customer can be refused entry or service if they do not wear a mask
- Employers are expected to enforce the mandatory mask policy with both employees and customers
- A customer can be refused entry or service if they do not wear a mask

Masks in public indoor settings

Masks are required in all indoor public settings and all retail stores. This includes:

- Malls, shopping centres
- Grocery stores, Coffee shops
- Common areas in hotels
- Libraries
- Clothing stores, Liquor stores
- Drug stores
- Community centres, Recreation centres
- City halls
- Restaurants and bars when not seated at a table

Masks at workplaces

Masks are required in all workplaces for shared work areas and areas where physical distancing cannot be maintained. This includes:

- Elevators, Kitchens
- Hallways, Customer Counters
- Break Rooms

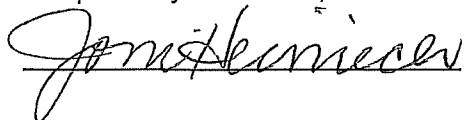
Practices Now being Implemented

1. Masks are required for all public and visiting individuals to the Village office and to the Public Works yard
2. Staff must wear a facial mask in all common areas of the office and the Public Works offices
3. Public Works staff will wear facial masks while doing any work that may involve encountering members of the public or when working with another member the public works crew
4. Community Hall users who fall into any of the prohibited activities have been informed that they cannot utilize the Community Hall until midnight on December 7, 2020 or until further notice by the Village of Chase

Council is being asked to provide direction on the following:

1. **Official closure of the Community Hall to all activities until midnight December 7, 2020, including exercise activities, religious gatherings, physical training activities. Hall may still be used for club meetings, skills training that does not involve physical activity and Council meetings provided ALL participants are wearing facial masks at all times.**
2. **Closure of the Creekside Seniors Centre until midnight December 7, 2020 for all activities.**
3. **Allowance of some members of staff to work from home until January 4, 2021 to reduce the number of individuals encountering each other in the Village office.**
4. **The re-institution of Council meetings being held virtually.**

Respectfully submitted,





VILLAGE OF CHASE

Memorandum

Date: November 20, 2020
To: Mayor and Council
From: CAO
RE: Advertorials – Chase Sunflower – Showcasing Local Businesses

The Village of Chase has been approached by the editor of the Chase Sunflower, asking for financial support for to provide for 'advertorials' which are advertisements combined with a story and additional information about local businesses. With Covid-19 having negatively affected some local businesses significantly, it is being suggested that additional advertising by showcasing different individual businesses on an ongoing basis will help to promote the local business sector during these more challenging times.

The suggested cost for such advertorials is as follows:

\$30 would be paid by the business
\$30 would be paid by the writer of the advertorial
\$30 would be contributed by the Village of Chase

While it is not certain how long such a campaign might be in place, it is suggested that the campaign be in place for 6 months beginning December 2020, and that a maximum of two 'spotlights' be sponsored every month depending on writer availability and holiday timing.

The cost incurred by the Village of Chase for such an endeavour would be a maximum of \$400. The Village of Chase would be recognized in each advertorial as a sponsor.

It is suggested that if Council supports this endeavour that the funds be expended out of the Village's advertising budget area in both 2020 and 2021.

Council direction is requested.

Respectfully submitted,