



AGENDA

Regular Meeting of the Council of the Village of Chase
To be held at the Chase Community Hall, 547 Shuswap Avenue
Tuesday, August 10, 2021 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the August 10, 2021 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held July 13, 2021

Pages 1-6

Resolution:

“THAT the minutes of the Regular meeting of July 13, 2021 be adopted as presented.”

3.2 Minutes of the Special meeting of Council held July 27, 2021

Pages 7-8

Resolution:

“THAT the minutes of the Special meeting of July 27, 2021 be adopted as presented.”

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

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

6. DELEGATIONS

6.1 Entrepreneur Immigration Pilot Programs

Pages 9-11

Kevin Kruger, Krueger Consulting Ltd.,

Arjun Kadaleevanam, General Manager (trainee), Goel's Solutions Ltd.,

Amit Goel, Director, Goel's Solutions Ltd.,

Presenting information to explore the suitability of the Village of Chase enrolment with the BC Regional Pilot Program and the Rural and Northern Immigration Pilot Program to enhance economic activities in the Village of Chase and the Region.

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 12-15

Recommendation:

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

8. UNFINISHED BUSINESS

8.1 Official Community Plan Bylaw 896-2021

Appendix 1

All concerns from Chabelos have been addressed and this bylaw can proceed.

Resolution:

“THAT the Village of Chase Official Community Plan Bylaw No. 896-2021 be given first reading.”

Resolution:

“THAT the Village of Chase Official Community Plan Bylaw No. 896-2021 be given second reading; AND,

THAT the Village of Chase Official Community Plan Bylaw No. 896-2021 be submitted to a Public Hearing.”

8.2 Flag Poles at the Chase Museum

Pages 16-17

Report from the Interim Clerk

Recommendation:

“THAT the purchase and installation of three 25’ flag poles with internal Halyard systems for the Chase Museum, at an estimated cost of \$9,280, be referred to the 2022 budget discussions.”

8.3 2021 Capital Paving Award

Pages 18-22

Memorandum from the Corporate Officer

Recommendation:

“THAT Council award the 2021 Road Rehabilitation works contract to BA Dawson Blacktop’s Ltd. in the amount of \$237,452.25.”

9. NEW BUSINESS

9.1 Municipal Ticket Information Bylaw Amendment Bylaw No. 909-2021 – Solid Waste and Recyclables Bylaw

Pages 23-26

To enact the ability to issue fines for non-recyclable material in recyclables container to gain compliance.

Recommendation:

“THAT the Village of Chase Municipal Ticket Information Amendment Bylaw No. 909-2021 be given first three readings.”

9.2 Structural Protection Unit

Pages 27-29

Report from the Chief Financial Officer

Recommendation:

“THAT the Chase Fire Fighters Association maintain ownership of the Structural Protection Unit and trailer.”

- 9.3 Joyce Dunn Theatre Upgrades Page 30
Letter from Brock Endean, Secretary, Chase & District Festival Society

Recommendation:

“THAT Administration be directed to continue with the plans for the budgeted \$5,000 worth of repairs for 2021, and all additional upgrades be referred to the 2022 budget discussions.”

- 9.4 Memorial Park Concert Pages 31-35
Memorandum from the Corporate Officer

Recommendation:

“THAT the memorandum from the Corporate Officer regarding issuing a Park Use Permit for use of Memorial Park for purposes of a concert, be received for information.”

- 9.5 Notice on Title for Bylaw Contraventions – 775 Cedar Avenue Pages 36-48
Memorandum from the Corporate Officer

Recommendation:

“WHEREAS the ‘Property’ at 775 Cedar Avenue (Lot 6, District Lot 517, Kamloops Division Yale District Plan KAP62348) has structures in contravention of both the Village’s Zoning Bylaw and Building Bylaw;

AND WHEREAS the Village of Chase has tried to have the Owner(s) remedy the situation in accordance with the legislative and bylaw requirements and the Owner(s) have neglected to do so;

AND WHEREAS the Village’s Building Inspector has recommended the Village issue a Bylaw Contravention Notice on Title related to safety arising from the siting of the structure and its existence having been constructed using misleading documentation;

NOW THEREFORE BE IT RESOLVED THAT the ‘Property’ is hereby declared as contravening the BC Building Code, the Village of Chase Building Bylaw 803-2014, and the Village’s Zoning Bylaw 683-2006, and that a Notice on Title be registered on the property’s title pursuant to section 57 of the Community Charter (SBC 2003); and,

THAT Administration be directed to register the Notice on Title on or after August 30, 2021 if the Owner(s) has not remedied the contraventions.”

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

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

12. IN CAMERA

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

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Resolution:

“THAT the August 10, 2021 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, July 13, 2021 at 4:00 p.m.

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

In Attendance: Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Cindy Kennedy, Interim Clerk

Public Participants: 19

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 Lauzon

"THAT the July 13, 2021 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2021/07/13_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held June 22, 2021

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the minutes of the June 22, 2021 Regular Meeting of Council be adopted as presented."

CARRIED

#2021/07/13_002

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Jeanne Talbot, of 303-743 Okanagan Avenue, regarding item 8.4. Jeanne is a member of the Lions Club and with the proposed lease with the Hamper Society in the community hall, Room A will no longer be available, the Soup Kitchen has Rooms A, B and the kitchen every Tuesday and Wednesday, and seasonally the Hamper Society will also have Room C. The Lions will not even have space to hold their meetings as a group, the Lions need to have the hall available to them also.

Karen Bassett, of 564 Lakeshore Drive, regarding item 8.4. She is President of the Lions Club and her and another Lions member recently met with a Hamper Society member to discuss the Lion's showcases that were taken down in January for the hall basement renovations. The showcases were damaged during the flood in February and now the Lions are waiting to see if the damage is covered by insurance or if they have to replace them.

The Lions understood that the Hamper Society had exclusive use of Room A during Covid, not beyond, and now the lease agreement on this agenda is until 2024.

Chad Marlatt of Cypress Line Services representing Rogers, regarding item 8.7. Rogers is working with the provincial government on Connecting BC, a program to improve the internet in rural and underserved communities, and Chase has been named as one. The downtown area has been proposed for a tower as service is better when it is close to the users and provides 360 degree coverage. Rogers is open to other location ideas and input.

6. DELEGATIONS

6.1 Shuswap Trail Alliance

Jen Bellhouse, Executive Director of the Shuswap Trail Alliance, presented the 2021 Shuswap Trail Alliance Annual General Meeting Report and the 2020 Financial Statements. Highlights from 2020 included:

- Planning
- New trails built
- Environmental stewardship
- Rail trail progress
- Secwepemc landmarks and trailhead project
- Fundraising
- Sponsors
- Recreation access management
- Shuswap Regional Trails roundtable
- Shuswap Trail Alliance Board

Ms. Bellhouse also advised of 2021 to 2023 priorities.

6.2 Chase & District Chamber of Commerce – Quarterly Meeting

Brock Endean, Director, Chase & District Chamber of Commerce, provided the following discussion items:

- Working on a new brochure with the North and South Shuswap Chambers to establish a joint tourism services strategy
- Received funding to hire three summer students, two of the positions have been filled
- Visitor Centre is open during July and August seven days a week from 9 am to 7 pm, will return to reduced hours in September
- Would like to establish a working group to update the downtown revitalization strategy
- Proposes the two service club signs at the east and west entrances to town be relocated and re-created
- Requested updated emergency preparedness and communication be provided to the Tourist Information Centre.

Council agreed for the Corporate Officer to follow up with the Chamber on the items.

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- June 24 –Attended the Mayors Vaccine Roundtable with Interior Health
- June 24 - Met with two Provincial Ministers and Parliamentary Secretary regarding passive infrastructure
- June 26 - Attended the Neskonlith Pow Wow
- June 29 – Met with Village Corporate Officer about opening a cooling center at the Creekside Seniors Center
- June 29 - Meeting with (EMBC) Emergency Management BC on a wildfire preparedness call
- July 5 – Attended TNRD Board of Directors special meeting with EMBC and BC Wildfire
- July 6 - Gave permission to Fire Chief at 4:25am to attend to vehicle fires at the Jade Mountain Motel. As the motel is outside of our municipal boundary permission is required to attend to a fire there.
- July 10 - Attended a meeting with the Chief of the Adams Lake Indian Band.

Councillor Lauzon

- June 28 – reached out to the Mayor to discuss a Cooling Centre, he and the Corporate Officer were already working on it
- July 4 – Discussed with the Mayor that with the wildfire evacuations in our surrounding area that Chase should be ready to accept evacuees if required
- July 5- Attended the Adams Lake Indian Band new Council swearing in ceremony
- July 11 – Sat in in an EMBC wildfire coordinator call

Councillor Maki

- Nothing to report

Councillor Scott

- June 28 – Attended the Adams River Salmon Society meeting

Councillor Torbohm

- Nothing to report

b) Staff Reports

Fire Chief

- Fire calls for June: 2 calls, both false alarms
- Rescue calls for June: 5 calls; 2 stood down on scene; 2 extractions (3 victims – 1 fatality); 1 vehicle involving hydro lines down
- Campfire burning permits to date: 237 – Open burning permits 21
- We have 20 members including 2 juniors, 19 members with the Exterior Operation Certification
- Fire fighting is going well, focusing on maintenance training
- Gearing up for wildfire season. Structural Protection Program for Wildland Fire Fighters has been reviewed; Wildland Fire Fighting – S-100/185 has been taken

Reports from the CFO and Corporate Officer were included in the agenda package.

Moved by Councillor Torbohm

Seconded by Councillor Scott

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

CARRIED

#2021/07/13_003

8. UNFINISHED BUSINESS

8.1 Pesticide Use Control Bylaw No. 907-2021

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the Village of Chase Pesticide Use Control Bylaw No. 907-2021 be adopted."

CARRIED

#2021/07/13_004

8.2 Municipal Ticket Information Bylaw Amendment – Pesticide Use 908-2021

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the Village of Chase Municipal Ticket Information Amendment Bylaw No. 908-2021 be adopted."

CARRIED

#2021/07/13_005

8.3 Flag Policy

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT Council approve Policy No. ADM 32 – Flags to Half-Mast."

CARRIED

#2021/07/13_006

8.4 Chase Christmas Hamper Society – Amended Lease

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT the following motion be deferred to a future Council Meeting:

THAT the Village of Chase enter into an amended lease with the Chase Christmas Hamper Society, AND

THAT the Mayor and Corporate Officer be authorized to execute the lease on behalf of the Village of Chase."

CARRIED

#2021/07/13_007

Council directed Administration to meet with the Chase Christmas Hamper Society and the Chase Lions Club to arrive at an agreement for use of the Community Hall basement.

8.5 COVID-19 Restart Community Funding Applications

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Council supports the Chase Heat Junior Hockey request of \$25,000 for player equipment from the COVID-19 Restart funding."

CARRIED

#2021/07/13_008

8.6 Chase Creekside Senior Centre – Cooling Centre

Moved by Councillor Lauzon

Seconded by Councillor Scott

“THAT Council purchase a Canadian flag and a BC flag showing an offering of gratitude for the Chase Creekside Senior Centre providing their facility as a cooling centre during the recent regional heat warning.”

CARRIED

#2021/07/13_009

8.7 Notice of Motion – Rogers Communication Tower

Moved by Mayor Crowe

Seconded by Councillor Scott

“That the Village of Chase will NOT be in concurrence with a Rogers telecommunications tower being installed at 119 Chase Street when Rogers comes before Council.”

CARRIED

#2021/07/13_010

9. **NEW BUSINESS**

9.1 Annual Municipal Report

Moved by Councillor Torbohm

Seconded by Councillor Maki

“THAT the 2019 and 2020 Consolidated Annual Report be accepted.”

CARRIED

#2021/07/13_011

9.2 Strategic Plan – Quarterly Update

Moved by Councillor Lauzon

Seconded by Councillor Lauzon

“THAT the Quarterly Report on Council’s 2021 and 2022 Strategic Plan be received for information.”

CARRIED

#2021/07/13_012

9.3 Active Transportation Infrastructure Grant Program

Moved by Councillor Torbohm

Seconded by Councillor Scott

“THAT Council approves the submission of a grant application to the BC Active Transportation Infrastructure Grants Program to fund 70% of the implementation of pedestrian safety improvements at the intersection of Thompson Avenue/Chase Street and the Village to fund 30% of the project up to a maximum of \$51,000, AND,

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

CARRIED

#2021/07/13_013

10. **NOTICE OF MOTION**

None

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

Dan Stevens, of 1016 Second Avenue, expressed his concern that a fire may start from trains as they pass through town with the dead brush along Second and Shuswap Avenues. He requested that the major fire hazard be cleaned up.

The Corporate Officer will be speaking with CP Rail and will enquire about the specific mitigation measures that will occur in Chase. The Public Works crew will also remove fire hazards on public property, up to the land that CP owns.

Sandra Welton, of 6377 VLA Road (*outside of Village limits*), enquired when VLA Road that is along Drake's Landing is going to be repaved.

The Corporate Officer responded that a conditional assessment of all roads has been performed and the highest priority of roads to be repaved have been identified. The tender will go out this week for the 2021 paving program.

The Chief Financial Officer confirmed that this section of VLA Road is included, and the funding is from the Covid-19 restart funds.

Karen Basset, of 564 Lakeshore Drive, enquired when the Lions Club will know if the Village insurance covers the loss of their showcases from the February 9, 2021 flood in the community hall. She also is very concerned that a fire may start from trains as they pass through town and believes that homes on Second Avenue pile their yard debris along the train track.

The Chief Financial Officer confirmed that in consulting with the insurance adjusters, it was made very clear that only assets owned by the Village are covered through the Village insurance.

Ali Ferguson, of 514 Aylmer Road, asked Council to implement a policy that cell towers will not be allowed to be installed within the Village of Chase.

Mayor Crowe responded that a policy would be immaterial, the federal government can overrule where cell towers are located, and each application needs to be handled individually.

12. IN CAMERA

Moved by Councillor Torbohm

Seconded by Councillor Scott

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

CARRIED

#2021/07/13/014

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the July 13, 2021 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2021/07/13_015

The meeting concluded at 6:30 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Special Meeting of the Council of the Village of Chase
held at the Chase Community Hall, 547 Shuswap Avenue on
Tuesday, July 27, 2021 at 6:00 p.m.

PRESENT: Mayor Rod Crowe
Councillor Alison (Ali) Lauzon
Councillor Ali Maki (*electronic participation*)
Councillor Fred Torbohm (*electronic participation*)

Regrets: Councillor Steve Scott (*Councillor Scott declared a conflict of interest as he is employed by the President of the Chase & District Recreation Society.*)

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

Public Participants: 3

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 July 27, 2021 Village of Chase Special Council meeting agenda be adopted as presented."
CARRIED
#2021/07/27_001
3. **ADOPTION OF MINUTES**
None
4. **PUBLIC HEARING**
None
5. **PUBLIC INPUT ON CURRENT AGENDA ITEMS**
None
6. **DELEGATIONS**
None
7. **REPORTS**
None
8. **UNFINISHED BUSINESS**
None
9. **NEW BUSINESS**
 - 9.1 Zamboni Replacement
Moved by Councillor Torbohm
Seconded by Councillor Lauzon

"THAT Administration be directed to purchase either the 'New Westminster' Zamboni, or the 'City of Burnaby' Zamboni from Canadian Electric Vehicles for approximately \$60,000 using COVID-19 Restart funding."

CARRIED
#2021/07/27_002

9.2 Creekside Seniors – Letter of Support Request

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT Council provide a Letter of Support to Creekside Seniors in their grant application with BC Interior Communities Foundation."

CARRIED
#2021/07/27_003

10. NOTICE OF MOTION

None

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

"THAT the July 27, 2021 Village of Chase Special Council meeting be adjourned."

CARRIED
#2021/07/27_004

The meeting concluded at 6:40 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



ENTREPRENEUR IMMIGRATION - REGIONAL PILOT

This page was last updated on July 19, 2021

The Entrepreneur Immigration (EI) Regional Pilot, formally launched in March 2019 (Phase 1), was extended in March 2021 to March 31, 2024 (Phase 2).

Communities that participated in Phase 1 are in the process of confirming their ongoing participation for Phase 2. Communities are also confirming priority sectors. Therefore, the information on the Community Profile page including participating communities and economic priorities is subject to change. The final list of communities will be updated in Fall 2021.

Some communities continue to welcome inquiries from prospective applicants. We ask interested parties to respect and follow a community's specific process when contacting communities directly. Some communities may be focused on other priorities and may not be able to respond immediately.

The [temporary pause](#) for new registrations to the EI Base category does NOT affect individuals who may be interested in, or who have submitted a registration or application to the EI Regional Pilot.

If you have questions about the EI Regional Pilot, please contact En.Imm@gov.bc.ca.

The federal government has implemented travel restrictions for air and land travel. Given the travel restrictions, you may be unable to travel to B.C. to conduct the exploratory visit. For more information, please see [our COVID-19 Updates page](#).

The BC Provincial Nominee Program (BC PNP) Entrepreneur Immigration – Regional Pilot (EI – Regional Pilot) is focused on attracting entrepreneurs from around the world to establish businesses in regional communities. This will help meet the communities' economic development needs and encourage investments outside urban areas.

Before considering the Entrepreneur Immigration – Regional Pilot, you should familiarize yourself with the program criteria and check your eligibility. Please refer to the [Entrepreneur Immigration – Regional Pilot Program Guide](#) for more information, including details on ineligible businesses.

Topics on this page



Why an Entrepreneur Immigration - Regional Pilot?

As each community has the best knowledge of their local business environment, they are perfectly situated to identify economic development priorities and support services that give foreign entrepreneurs a good start in their journey to building successful businesses and growing the local economy.

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Key features of the EI - Regional Pilot

Key features of the EI Regional Pilot:

- **Active community role** – participating communities have a key role in the pilot. They are actively involved in attracting foreign entrepreneurs to their community and working with local partners and existing networks to provide support for entrepreneurs settling into their communities.
- **Referral from the community** – participating communities may refer foreign entrepreneurs to the BC PNP whose business concept aligns with the community's economic priorities. The foreign entrepreneur must be invited by the community to conduct an exploratory visit and present their concept to the community's designated contact person prior to receiving a referral.
- **Community concierge** – a dedicated BC PNP concierge service supports communities with immigration program information.
- **Invitations & prioritization** – foreign entrepreneurs who are referred by a participating community are placed in a separate registration pool dedicated to the pilot when they register. Regional pilot registrations and applications are prioritized.

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Community eligibility

For a list of participating communities, visit the [EI - Regional Pilot – Community Profiles](#) page.

We ask interested parties to respect and follow a community's specific process. Communities reserve the right to meet only with those potential applicants for the EI Regional Pilot that have been qualified through the community's official intake process.

After reviewing the detailed community profiles and their priority sectors, you should contact the community using only the contact details listed in each community's profile.

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Applicant criteria

To reflect the lower costs of starting a business and settling in regional communities with smaller populations, the personal net worth and investment criteria is lower than the existing Entrepreneur Immigration – Base Category (EI – Base Category). There is also a language proficiency requirement where the foreign entrepreneur must have a minimum of [Canadian Language Benchmark](#) (CLB) 4 equivalent.

Before considering the Entrepreneur Immigration – Regional Pilot, you should familiarize yourself with the program criteria and check your eligibility. For more information, including details on ineligible businesses, please refer to the Entrepreneur Immigration – Regional Pilot Program Guide.

The EI - Regional Pilot is for foreign entrepreneurs who are planning to start a new business. Entrepreneurs wishing to purchase an existing business can register and apply under the [EI – Base Category](#) of the BC PNP.

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Pilot timeline

The pilot will be delivered for a two-year period and will be evaluated to ensure that the community and entrepreneur are benefitting the program, and to ensure continued program integrity for the BC PNP.

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More information

For more information about the Entrepreneur Immigration – Regional Pilot contact:

Entrepreneurs: En.Imm@gov.bc.ca

Communities: PNPConcierge@gov.bc.ca

Refer to our [BC PNP Entrepreneur Immigration – Regional Pilot Program Guide](#) for detailed information about the pilot.

Refer to our [BC PNP Entrepreneur Immigration Program Guide](#) for complete, up-to-date program information and requirements for the EI – Base Category.

Refer to our [BC PNP Entrepreneur Immigration Pocket Guide](#) for high-level information about our Entrepreneur Immigration stream.

Refer to our [FAQs document for frequent questions](#) about the EI – Regional Pilot.

For a list of participating communities, visit the [EI - Regional Pilot - community profiles](#) page.

To receive timely Regional Pilot and other program news, notice of upcoming webinars, and our quarterly newsletter, [sign up for Immigration Insights](#).

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VILLAGE OF CHASE

Memorandum

Date: 6 August 2021

To: Mayor and Council

From: Sean O'Flaherty, Corporate Officer

RE: Activities undertaken from July 12, 2021 to August 6, 2021

Regular Duties:

- Attend Council's meetings (Regular, Special, In Camera) and workshops
- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responsible for confidential matters, information and privacy, and legislative affairs
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use inquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Prepare and distribute Village communications through social media, the Village's website, and the Sunflower newsletter insert
- Coordinate resolution to IT issues
- Daily updates with Mayor Crowe

Other Duties/Activities During the Reporting Period:

- Occasional discussions with MOTI regarding Trans-Canada Highway
- Processed 20 Comfort Letters
- Fielded many calls on residential and commercial real estate
- Discuss operations with Acting Lead Hand as needed
- Finalized Community Hall restoration and repairs
- Submitted to Recycle BC, our Recycle BC transition Plan
- Approved 6 Building Permits
- Collaborated with MoTI and TNRD on trespass encroachments onto Hwy #1 ROW
- Setup Community Hall for hybrid Council meetings (in-person, and virtual)
- Met with Vaughn Sunday, Band Administrator at ALIB
- Call with Bob Payette, CAO of Barriere to discuss common municipal matters
- Investigating security solution due to multiple vandalisms at Memorial Park washrooms
- Along with Guy Spencer, met with MoTI regarding ongoing maintenance and responsibility of new highway configuration
- Correspondence with Dan Stevens
- Initiated Village's cross-connection control program to further safeguard our drinking water
- Onsite meetings and coordination of the Willson Park pedestrian bridge project
- Virtually attended meeting between Todd Stone and Mayor Crowe
- Debriefed with Brock Endean, Chase Chamber from quarterly meeting

- Coordinated advertising campaign for Recycle BC
- Coordinated and participated in an EOC tabletop exercise to prepare for any emergency that might arise in Chase
- Coordinated and participated in a Recycle BC bin-check exercise along solid waste route
- Virtually attended meeting between Minister Josie Osborne and Mayor Crowe, and all BC Mayors
- Virtually attended meeting with new Clearwater Mayor John Thomas
- Met with Maureen and Brenda of the Chase Hamper Society regarding Community Hall
- Attended Special meeting of Council regarding Zamboni
- Met with Nels Johnson regarding boat launch
- Coordinated Telus Security updates at Municipal Office
- Participating with MoTI and TNRD in actions in trespass situation at 775 Cedar Ave
- Met with Regina Sadilkova, and Kevin Skrepnek at TNRD offices
- Participated in a pre-construction meeting on-site for Chase East
- Coordinated vaccine clinic to use the Curling Rink
- Co-coordinated UBCM Minister meetings

Respectfully submitted,

A handwritten signature consisting of several overlapping, swirling loops, followed by a horizontal line extending to the right.



VILLAGE OF CHASE

Memorandum

Date: August 5, 2021
To: Council
From: CFO
RE: July 2021 Report

Regular Duties

- Dealt with property taxes and utility billing issues as required.
- Review daily cash receipting transactions and bank deposits.
- Upload BC Assessment roll updates.
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
- Monthly Bank Reconciliation.
- Preparation of reports to Council.
- Payroll reconciliations for benefits and retroactive payments as required.
- Complete monthly eTax (Provincial Property Tax) calculation, reconciliation, and requisition.
- Submit quarterly reporting for GST, WCB, and Employer Health Tax.
- Attend Council meetings and workshops
- Respond to email and telephone inquiries

Budget, Property Taxes & Financial Reporting

- Complete Province of BC property tax deferment information requests.
- All things taxes including mortgage company requests and payments, deferrals, homeowner grants, ownership issues, HOG downloads, online payments.
- Process Grant in Lieu Fortis, BC Hydro and Mascon
- Balance, reconcile, and post property tax penalties
- Complete tax requisitions for MFA, BCAA, TNRD and Hospital authorities
- 1st Tax Sale letters sent out
- 2nd Tax Sale letters sent out

Grant Applications, Implementation and Reporting

- Prepared Budget Forecast and Periodic Progress Report for Willson Park Footbridge Project.
- Prepared Budget Forecast and Periodic Progress Report for Community Hall Roof Project.
- Provide additional information to support 2021 Floodplain mapping grant application.
- Complete and submit Active Transportation grant application
- Permissive Tax packages prepared, notification to Sunflower and packages forwarded to all previous applicants, closes July 31, 2021.
- Research project management and tender option for Community Hall Roof project.

Other

- Attend 2 Asset Retirement Workshops-Scope and Measurement
- Finalize paving tender package for the COVID 19 Restart funding
- Meet the with Chase Heat regarding COVID 19 Restart community group applicant.
- Complete BC Registries and Online services update and complete "One Stop Service" survey
- Discharge mobile home lien

- Zamboni information collection compile for Council report
- Zamboni purchase and deliver arrangements
- Participated in EOC tabletop exercise.
- Follow up on Adams Lake fire protection status.
- Arrange work practicum for Audrey Wagner, Okanagan College administrative assistant student and complete student evaluation.
- Provide training to On-Call Casual employees
- Continue to work with restoration company at the Community Hall.
- Follow up on Tax Certificate Online (TCOL) services, hopefully implement in August
- Code Public Works accounts payable invoices.
- Completed and participated in staffing related functions.

Respectfully submitted,


Joanne Molnar

Approved for Council Consideration by CO


Sean O'Flaherty



Village Of Chase

Administrative Report

TO: Mayor and Council

FROM: Interim Clerk

DATE: 22 July 2021

RE: Chase Museum Flag Poles

ISSUE/PURPOSE

At the June 22, 2021 Council meeting, a motion was passed that Administration report back to Council with a cost estimate to replace the three flag poles at the Chase Museum.

OPTIONS

1. Refer the purchase of three flag poles for the Chase Museum to the 2022 budget discussions.
2. Authorize the purchase and installation of three flag poles for the Chase Museum, with Council to identify the source of expenditure; this expense is not identified in the Financial Plan.
3. Not proceed with the purchase of flag poles for the Chase Museum.

HISTORY/BACKGROUND/DISCUSSION

It was brought to the Mayor's attention that the three flag poles at the Chase Museum do not have the ability for the flags to be lowered to half-mast. Through a Notice of Motion, Council authorized Administration to investigate and provide a cost estimate to replace the flag poles so the flags could be lowered to half-mast.

Council adopted *Policy ADM 32 – Flags to Half-Mast* on July 13, 2021. This policy was written to establish a guideline for Council and staff when it is appropriate to lower Village flags to half-mast. Unfortunately, the flag poles at the Chase Museum do not have the hardware to allow the flags to be lowered to a half-mast position.

FINANCIAL IMPLICATIONS

Administration received three quotes to purchase three 25' flag poles with an internal Halyard system with door, lock and keys; estimate is \$8,000 including shipping and insurance, delivery to Chase. We have also estimated another \$1,280 (2 labourers for 2 days at \$40 per hour) to remove and install three flag poles.

Total cost estimate for the project is \$9,280.

As this expenditure is not included in the Financial Plan or set out as a priority in Council's strategic plan, Administration respectfully recommends that the project be referred to the 2022 budget discussions.

POLICY IMPLICATIONS

There is no policy on this.

RECOMMENDATION

"THAT the purchase and installation of three 25' flag poles with internal Halyard systems for the Chase Museum, at an estimated cost of \$9,280, be referred to the 2022 budget discussions."

Respectfully submitted,



Approved for Council Consideration by CAO





VILLAGE OF CHASE

Memorandum

Date: August 6, 2021
To: Mayor and Council
From: Corporate Officer
RE: 2021 Capital Project – Road Rehabilitation

Recently two tender bids were received for the Village's 2021 paving plans.

Two companies submitted bids, BA Dawson Blacktop Ltd., and Dawson Construction Ltd.

BA Dawson Blacktop's bid was lower, and all requirements of the tender have been received and achieved. BA Dawson Blacktop is able to mobilize and start works very quickly after they are officially awarded the contract and contract documents have been signed.

The contractor will be providing a detailed construction schedule after award is received. Information will be passed on to Mayor and Council, staff and the public regarding the works.

RECOMMENDATION

That Council award the 2021 Road Rehabilitation works contract to BA Dawson Blacktop's Ltd. in the amount of \$237,452.25.

Respectfully submitted,

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



July 28, 2021

Our File: 1377-191

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

Attn: Sean O'Flaherty

RE: 2021 Road Rehabilitation

Tenders for the above noted project were opened at the Village of Chase office on July 27, 2021 at 2:00 pm. A total of two (2) tenders were received prior to closing time. The tenders were complete with a bid bond, and surety's consent for performance bond.

The tenders have been audited. No mathematical errors were discovered.

The audited tender results are summarized as follows:

Tender	Tender Price (incl taxes)
BA Dawson Blacktop Ltd.	\$237,452.25
Dawson Construction Ltd.	\$261,755.07

The above totals contain 5% GST and a \$35,000 contingency allowance. A spreadsheet comprising the audited tender results is enclosed herewith for your reference.

BA Dawson Blacktop Ltd. submitted the low bid. TRUE has worked with BA Dawson Blacktop on similar projects, with positive experiences. Based on the preceding, we hereby recommend that this project be awarded to BA Dawson Blacktop Ltd. for \$237,452.25 (inclusive of contingency and taxes) in accordance with their bid of July 27, 2021.

Please review the above and do not hesitate to contact the undersigned should you have any questions. If the recommendation is acceptable to the Village, we would be pleased to prepare the documentation to complete the award process.

Yours truly,

TRUE CONSULTING

A handwritten signature in black ink that reads "Sydney Emerson".

Sydney Emerson, EIT

SE/mm

Enclosure

R:\Clients\1300-1399\1377\1377-191\02 Correspondence\Outgoing\1377-191-Chase-O'Flaherty-Recommendation of Award-2021 07 28.docx

201-2079 Falcon Road ■ Kamloops BC ■ V2C 4J2 ■ www.true.bc.ca ■ tel 250.828.0881 ■ fax 250.828.0717

ENGINEERING ■ PLANNING ■  ■ URBAN DESIGN ■ LAND SURVEYING

TENDER SUMMARY

VILLAGE OF CHASE
2021 ROAD REHABILITATION

Date: July 27, 2021
Project No. 1377-191

					BA DAWSON BLACKTOP LTD.		DAWSON CONSTRUCTION LTD.		
Item #	Payment Section Para		Item Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount
Division 01 - General Requirements				Sub-Total Division 01		\$24,900.00			\$26,013.81
A1	01 55 00	1.5.1	Traffic Control, vehicle access and parking	LS	1	\$24,900.00	\$24,900.00	\$26,013.81	\$26,013.81
Division 31 - Earthworks				Sub-Total Division 31		\$2,400.00			\$1,386.20
B1	31 22 16.1	1.4.2	Remove and dispose of offsite unsuitable subgrade materials as required	m ²	20	\$60.00	\$1,200.00	\$53.95	\$1,079.00
B2	31 24 13	1.8.5	Remove and dispose of offsite existing asphalt	m ²	20	\$60.00	\$1,200.00	\$15.36	\$307.20
Division 03- Concrete				Sub-Total Division 32		\$7,650.00			\$6,596.17
C3	03 30 20	Sspec	Supply and install concrete curb and gutter complete with granular base and subbase per MMCD standard drawing C2	l.m.	17	\$450.00	\$7,650.00	\$388.01	\$6,596.17
Division 32 - Roads and Site Improvements				Sub-Total Division 32		\$147,295.00			\$167,264.34
D1	32 01 16.8	1.5.1	Full depth reclamation to 150mm depth	m ²	4,400	\$9.60	\$42,240.00	\$10.56	\$46,464.00
D2	32 12 16	1.5.7	Sawcut and remove asphalt	l.m.	150	\$21.00	\$3,150.00	\$12.41	\$1,861.50
D3	32 12 16	1.5.1	Supply and place hot mix asphalt pavement - 50mm thickness	m ²	4,425	\$20.60	\$91,155.00	\$25.07	\$110,934.75
D4	32 11 23	1.4.2	Supply and place 19mm crushed gravel granular base as required for road grading	m ²	70	\$38.00	\$2,660.00	\$18.53	\$1,297.10
D5	32 12 16	Sspec	150mm asphalt curb c/w 100mm of 19mm crushed gravel granular base	l.m.	45	\$56.00	\$2,520.00	\$53.13	\$2,390.85
D6	32 11 23	1.4.2	Supply and place 100mm compacted depth of 19mm minus gravel base with grading and compaction to 95% MPD at required locations	m ²	20	\$68.00	\$1,360.00	\$49.76	\$995.20
D7	32 11 6.1	1.4.3	Supply and place 200mm compacted depth of 75mm pit run gravel subbase and compaction to 95% MPD at required locations	m ²	20	\$78.00	\$1,560.00	\$48.67	\$973.40
D8	32 17 23	1.5.2	Supply and install permanent paint markings	LS	1	\$2,650.00	\$2,650.00	\$2,347.54	\$2,347.54
Division 33 - Utilities				Sub-Total Division 33		\$8,900.00			\$13,030.02
E1	33 44 01	1.5.1	Supply and install 600 dia. catchbasins per MMCD std. drawing S11	ea.	2	\$2,400.00	\$4,800.00	\$2,978.80	\$5,957.60
E2	33 40 01	1.6.9	Tie in to existing storm sewer	ea.	1	\$4,100.00	\$4,100.00	\$7,072.42	\$7,072.42
Contingency Allowance (See GC1.19 and SGC 1.19.1)				allow	1		\$35,000.00		\$35,000.00
					Tender Price		\$226,145.00		\$249,290.54
					GST 5%		\$11,307.25		\$12,464.53
					Tender Price plus GST		\$237,452.25		\$261,755.07

VLA ROAD

JUNIPER STREET

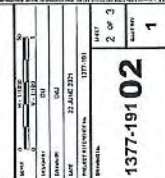
[illegible]

2025 • 2070 Folsom Road • Maryland, DC • 20747
Tel 202.828.0001 • Fax 202.828.0117
info@trillium.com



ROAD IMPROVEMENTS

DETAIL PLAN



VILLAGE OF CHASE
Bylaw No. 909-2021

A Bylaw to Amend the Village of Chase Municipal Ticket Information Bylaw No. 736-2010

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Municipal Ticket Information Bylaw No. 736-2010 being a bylaw which may be enforced by means of a municipal ticketing system; which offences are subject to municipal ticketing; who can issue municipal tickets and what fines may be imposed for each offence;

AND WHEREAS The Council of the Village of Chase deems it necessary to amend Bylaw No. 736-2010, to include infractions for non-recyclable material in recyclables container as per Village of Chase Solid Waste and Recyclables Bylaw No. 743, 2010;

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 MUNICIPAL TICKET INFORMATION Amendment Bylaw No. 909-2021".
2. Schedule "A" is hereby replaced with "Schedule "A"" as attached.
3. Appendix 15 is hereby added as attached.
4. 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 ____, 2021.

READ A SECOND TIME ____ DAY OF ____, 2021.

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

ADOPTED THIS ____ DAY OF ____, 2021

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

SCHEDULE A

Column 1

DESIGNATED BYLAWS

1. Noise Control Bylaw No. 728, 2010
2. Dog Control Bylaw No. 729, 2010
3. Outdoor Burning Bylaw No. 730, 2010
4. Property Maintenance Bylaw No. 731, 2010
5. Sanitary Sewer Regulations Bylaw No. 750, 2010
6. Open Liquor Prohibition Bylaw No. 752, 2010
7. Waterworks Bylaw No. 718, 2010
8. Business Licence Bylaw No. 735, 2011
(Amending bylaw 830, 2016)
9. Fireworks and Firecracker Regulation
Bylaw No. 742, 2010
10. Zoning Bylaw No. 683, 2006

Column 2

DESIGNATED BYLAW ENFORCEMENT OFFICERS

Bylaw Enforcement Officer
Chief Administrative Officer
RCMP Officer

Animal Control Officer
Bylaw Enforcement Officer
Chief Administrative Officer
RCMP Officer

Fire Chief
Deputy Fire Chief
Bylaw Enforcement Officer
Chief Administrative Officer
RCMP Officer

Bylaw Enforcement Officer
Chief Administrative Officer

Bylaw Enforcement Officer
Chief Administrative Officer
Supervisor of Public Works

Bylaw Enforcement Officer
RCMP Officer

Bylaw Enforcement Officer
Chief Administrative Officer
Supervisor of Public Works

Bylaw Enforcement Officer
Chief Administrative Officer

Fire Chief
Deputy Fire Chief
Bylaw Enforcement Officer
Chief Administrative Officer
RCMP Officer

Bylaw Enforcement Officer
Chief Administrative Officer

SCHEDULE A

Column 1

DESIGNATED BYLAWS

11. Building Regulation Bylaw No. 678, 2006
12. Streets and Parking Bylaw No. 732, 2011
(Amending bylaw 830, 2016)
13. Volunteer Fire Department Establishment and
Regulation Bylaw No. 795, 2014
14. Pesticide Use Control Bylaw No. 907, 2021
(Amending bylaw 908, 2021)
15. Solid Waste and Recyclables Bylaw No. 743,
2010

Column 2

DESIGNATED BYLAW ENFORCEMENT OFFICERS

Bylaw Enforcement Officer
Building Inspector

Bylaw Enforcement Officer
Chief Administrative Officer

Fire Chief
Deputy Fire Chief
Bylaw Enforcement Officer
Chief Administrative Officer

Bylaw Enforcement Officer
Chief Administrative Officer

Bylaw Enforcement Officer
Chief Administrative Officer
Supervisor of Public Works

APPENDIX 15

Solid Waste and Recyclables Bylaw No. 743, 2021

Column 1 Offence

Column 2 Section

Column 3 Fine

Non-recyclable material in recyclables
container

4.04

\$50.00
First fine
\$100.00 second and
subsequent fines
within a twelve
month period



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: August 3, 2021
RE: Gifting Structural Protection Unit

ISSUE/PURPOSE

The Chase Fire Fighters Association would like to enter into an understanding of agreement where the Association would "gift" the Structural Protection Unit and trailer to the Village of Chase and funds earned from the unit rentals be identified and saved for a replacement to the 1999 Freightliner Rescue truck.

OPTIONS

The Village of Chase take ownership of the Structural Protection Unit and the trailer; and the unit be solely owned, insured and managed by the Village of Chase.

The Chase Fire Fighters Association maintain ownership of the Structural Protection Unit and trailer.

HISTORY/BACKGROUND

The Chase Fire Fighters Association received grant funding from the Fire Chiefs Association of BC to purchase the structural protection equipment and trailer through wildfire equipment grant.

DISCUSSION

The Village of Chase taxpayers fund the Village of Chase fire department for the fire protection. Emergency Management BC is the main funding source for the Road Rescue services. Emergency Management BC, Wildfire BC, is the funding source for wildfire protection within the Province of BC.

The terms and conditions of the grant opportunity should be reviewed to ensure "gifting" the equipment is an option. This funding opportunity was not intended for municipalities and municipalities were not eligible to apply for funding. The grant funding intent was to support rural fire departments, fire brigades, fire societies, and First Nation communities, which is why the application was submitted by the Chase Fire Fighters Association. The funding opportunity was focused on wildfire activities, training and equipment.

The deployment of the Structural Protection Unit may be more fluid and flexible if the equipment were to remain under the ownership of the Chase Fire Fighters Association, as the Village of Chase must adhere to all policies, procedures, and bylaws pertaining to Village owned assets.

FINANCIAL IMPLICATIONS

The Village of Chase is required to identify and depreciate all assets owned by the Village; identify all revenue funding sources; identify all expenditures; and identify all transfers to reserves or surplus. If SPU were gifted to the Village of Chase, the SPU asset would then become property of the Village of Chase and required to be managed in the same manner as any other Village asset. The Village would be responsible for the deployment, invoicing, repairs, maintenance, insurance and replacement of unit and

equipment. The taxpayers would be responsible for the management and long-term sustainability of the SPU.

A "reserve fund" for a road rescue unit could be established however, unless the reserve is a "statutory reserve" the funds may be utilized however Council deems necessary at a particular time. Issues also arises if the unit's expenditures exceed the revenues in any given year.

POLICY IMPLICATIONS

There is no policy, bylaw or resolution which would support the acquisition of a structural protection unit.

RECOMMENDATION

"That the Chase Fire Fighters Association maintain ownership of the Structural Protection Unit and trailer."

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "J. Mahas", is written over a horizontal line.

Approved for Council Consideration by CAO

A handwritten signature in black ink, consisting of several overlapping loops, is written over a horizontal line.

Manager

From: Fire Chief <firerescuechase@gmail.com>
Sent: Monday, July 26, 2021 9:17 AM
To: Sean O'Flaherty; ChaseBC
Subject: Structural protection unit

Good morning, this year the fire department was lucky enough to qualify for a Wildfire equipment grant from the Fire Chiefs Association of BC. With this grant, the Chase Fire Department was able to purchase some much needed wildland equipment. The Chase Fire Fighters Association, through our fundraising efforts were able to purchase a cargo trailer to carry all the wildland fire fighting equipment. Bringing this all together, we are close to having a fully functional Structural Protection unit Type III (PSU). The Chase Fire Fighters Association would like to enter in an understanding of agreement where the Association would gift the SPU trailer to the Village of Chase. When the SPU trailer is dispatched any monies brought in (after expeces) will be identified and saved to replace our aging Rescue truck (1999 Freightliner). Please see "Inter-Agency Operational Procedures and Reimbursements Rates"

With the extreme threats to communitiesties in British Columbia from wildfire, SPU units are proving very effective in the protection of "Values" structures when wildfire threatens.

--

Thank you,

Brian Lauzon, Fire Chief
Chase Fire Rescue



Box 554, Chase BC, V0E 1M0
info@chasefestival.ca

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

July 28, 2021

Dear Mayor and Councillors;

RE: Joyce Dunn Theatre Upgrades

The Joyce Dunn Theatre at Memorial Park is an important piece of infrastructure for our community, but it is starting to show some significant signs of wear and damage. The Chase & District Festival Society is requesting that the Village considers allocating funds and resources, perhaps from any remaining Covid-19 Restart dollars, to not only fix the damages, but also complete the final pieces of the original construction design.

On the cosmetic front, work needs to be done to remove graffiti from the stage platforms/steps and walls, the wood needs to be sanded and stained, and many railing posts need to be replaced or tightened. As some members of staff and council may recall, the original design was to also include a door for access to the storage/greenroom area from the back of the building, as well as a ramp, so equipment and people with mobility limitations can access the main stage area without using the stairs.

Additionally, since the inaugural use of the Theatre as part of the Centennial Celebrations, there have been numerous discussions about the need to install some form of an awning to create shade on the stage area. Recently the Adams River Salmon Society had removable sails made for their stage area at Tsustswecw Park, and this may be a feasible option for Chase as well.

Finally, as the Theatre is a unique feature for Memorial Park and the community, we also believe it would be useful to provide some sort of signage nearby describing the kekuli inspired design as many guests do not know the significance of the facility.

We recognize this is an extensive request and our board would be happy to discuss potential work plans and strategies with the Village. We hope that you see the benefit of considering this request for work given the role and use that the Theatre plays in promoting arts, culture, and events in our community.

Thanks,

A handwritten signature in blue ink, appearing to read "Brock Endean".

Brock Endean
Secretary, CDFS



VILLAGE OF CHASE

Memorandum

Date: August 6, 2021
To: Mayor and Council
From: Corporate Officer
RE: Music Night Concert in Memorial Park – August 14, 2021

Administration received an email from local resident, Beverley Iglesias, on July 14, 2021 requesting the procedures for using Memorial Park for a music night (open air) concert on August 14th, with a beer garden, vendors and entertainment from 7:00 pm to 10:00 pm, with proceeds to Ronald McDonald House Charities.

In Administration's response, we confirmed the Park and Bandshell were tentatively booked for the said event pending vendors that will be participating hold Business License and Mobile Vending Permits, and the event organizer hold liability insurance which is available for purchase through the Village office.

On August 3rd the Village office received from Ms. Iglesias the application for the Park Use Permit, request for the Village to cover the liability cost, and letter from Ronald McDonald House BC and Yukon.

The Provincial Health Order dated July 7, 2021 states:

B. OUTSIDE EVENTS

1. A person may permit a place to be used for, or may organize or be present at an outside event, if the provisions of this Part are complied with.
2. No more than 5,000 persons, or 50% of the seated operating capacity of a place, excluding event staff, whichever number is greater, are present.
3. There is an organizer.
4. Access to the event is controlled.
5. There is seating available for each participant.
6. Participants are seated throughout the place in such a way as to use all available space.
7. If there is a food or drink station,
 - a. hand washing facilities or alcohol-based sanitizers are within easy reach of the station;
 - b. signs reminding participants to wash or sanitize their hands before touching self serve food, drink or other items, are posted at the self-serve station; and
 - c. high touch surfaces at the station, and utensils that are used for self-serve, are frequently cleaned and sanitized.
8. Hand sanitation supplies are readily available to participants.
9. Toilet facilities with running water, soap and paper towels for hand washing and drying purposes, or hand sanitation supplies, are available for participants.
10. The organizer monitors the number of persons present and ensures that the number of persons present does not exceed the maximum number permitted for an outside event.
11. A participant must not attend an outside event at which there are more persons present than are permitted in this Part, and must not enter or must leave a place if so directed by the organizer or a member of staff.


12. If an event is held in part of a place which is completely separated from the rest of the place, additional persons who are not attending the event may be present in other part of the place.
13. If there is more than one area in which events may be held in a place, there may be an event in each of the areas.
14. If the organizer is not the owner of the place in which an outside event is held, the owner must be satisfied that the organizer is aware of the conditions and requirements in this Part and has the capacity to fulfill them.

The organizer must submit an event plan that meets the requirements contained in the Order. In discussions with Ms. Iglesias, and under all the circumstances, including Chase being on an *Evacuation Alert*, and poor air quality, Ms. Iglesias is amenable to holding the event on a future date. Therefore, a Park Use Permit will not be issued for this event.

Recommendation:

“THAT the memorandum from the Corporate Officer regarding issuing a Park Use Permit for use of Memorial Park for purposes of a concert, be received for information.”

Respectfully submitted,

A handwritten signature consisting of several overlapping, swirling loops, followed by a horizontal line.

RECEIVED
Village of Chase

AUG 03 2021

Village of Chase Parks and Facilities Regulation Bylaw No. 734-2011

SCHEDULE "G" TO BYLAW NO. 734-2011

Original
File
Copy
Agenda

PARK USE PERMIT

GROUP RMHBL - ADDRESS Box 934
APPLICANT Beverley Iglesias Chase Bl.
TEL: 250-371-1136
PARK Chase Memorial
DATES Aug 14/2021 TIME(S) SETUP 3:00 -
MUSIC TO 11:00
EVENT DESCRIPTION MUSIC - PROCEEDS TO Ronald McDonald
SPECIAL REQUIREMENTS Key Band Shell - Power ^{HOUSE} BANDSHOW
WATER, ELECTRIC TO VENDOR STATIONS - WASHROOMS OPEN TO
11:00 pm.

1. The permittee agrees to abide by all Bylaws in effect in the Village of Chase.
2. This Permit is not transferable.
3. Any temporary structures must be removed prior to the expiry date.
4. This Permit is not valid unless signed by the permittee and the Village of Chase.
5. The Village of Chase may cancel this Permit at any time without notice.
6. The permittee hereby indemnifies and saves the Village harmless from any loss, costs or damages whatsoever arising from the privileges granted the permittee by this Permit.
7. The permittee is hereby required to clean up and dispose of any rubbish, debris or other material of any kind, which is attributed to this Permit, into waste receptacle provided in the park. The Permit holder shall remove materials which cannot be placed in such receptacles. Extraordinary clean up and/or damage will be charged to the permittee at cost.
8. The permittee acknowledges that all Village Parks are closed to the public between the hours of 11:00 p.m. and 6:00 a.m. and that no activity authorized by this Permit shall be conducted during these hours unless authorization is provided herein.

IN CONSIDERATION OF THE PRIVILEGES GRANTED HEREIN, I HEREBY AGREE TO OBSERVE AND ABIDE BY THE TERMS AND CONDITIONS OF THIS PERMIT AND ALL VILLAGE BYLAWS.

DATE

July 16. 2021

APPLICANT'S NAME (please print)

Beverley Iglesias

Approval by the VILLAGE OF CHASE

APPLICANT'S SIGNATURE

RECEIVED
Village of Chase

AUG 03 2021

Original _____
File _____
Copy _____
Agenda _____

Beverley Iglesias
Box 934
Chase, B.C.
VOE1M0

July 29, 2021

BY HAND

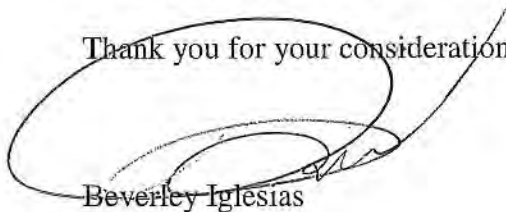
Village of Chase
Box 440
Chase, B.C.
VOE1M0

Dear Mayor & Council

A live Music on the Lake event is underway for August 14, 2021, with third-party fundraising supporting Ronald McDonald House British Columbia & Yukon. (recipient of the funds letter attached)

In accordance with a Park Use Permit, Liability Insurance is required for events on Village of Chase Lands. I would ask Council consider covering this event's liability under the VOC Insurance Policy.

Thank you for your consideration.



Beverley Iglesias



RECEIVED
Village of Chase

AUG 03 2021

Original _____
File _____
Copy _____
Agenda _____

Keeping Families Close

Ronald McDonald House BC
4567 Heather Street
Vancouver, BC
V5Z 0C9

Phone: 604-736-2957
Fax: 604-736-5974
www.rmhbc.ca

Charity # 119 222 434 RR0001

July 29, 2021

To whom it may concern:

The 'Music on the Lake' Charity Concert is a generous third-party fundraising event that supports Ronald McDonald House British Columbia and Yukon, a non-profit organization. Funds raised at this event will help support local BC's Interior that must travel to Vancouver to receive life-saving treatment for their child.

Your support of the 'Music on the Lake' event will directly benefit sick children and their families by giving them access to comfortable accommodations where they can stay together in times of medical crisis. Your contribution will also provide emotional support by allowing parents to meet others in similar situations and helping kids to experience the magic of childhood even while fighting serious illness.

We depend on the support of our community and third party fundraisers such as this to continue to support families when they need it most. We gratefully acknowledge that we will be the recipient of the funds raised at the event and we will accept the proceeds and agree to use in accordance with CRA guidelines.

On behalf of Ronald McDonald House BC and the families thank you for your consideration for support of this event.

Sincerely,

Sunshine Purificacion
Director, Community Development
Ronald McDonald House British Columbia and Yukon
Email: sunshine@rmhbc.ca | Phone: 604-736-2957 ext. 2102



Village Of Chase

Administrative Report

TO: Mayor and Council

FROM: Corporate Officer

DATE: 29 July 2021

RE: 775 Cedar Avenue – Notice on Title

ISSUE/PURPOSE

To declare the property in contravention of Building regulations by placing a Section 57 Notice on Title on the property title.

OPTIONS

1. Authorize a Notice on Title as recommended
2. Do not authorize a Notice on Title

Council has the option to not authorize the Notice. This is not a recommended option as there may be legal implications if problems were to arise in relation to the contraventions. The purpose of a Section 57 Notice on Title is to inform and ultimately protect the general public and other persons directly affected.

DISCUSSION

A fabricated metal shop and another shed were constructed by the owner(s) of 775 Cedar Avenue. They are impacting the progress on the Chase East phase of the Highway #1 widening project. Upon further investigation, it was also determined that Building Permits for the shop were issued based on misleading application drawings. The owner(s) has been unwilling to cooperate since this was first brought to their attention on April 12, 2021. It is worth noting that relocation of the shop will require a variance.

In order to gain bylaw compliance and to motivate the owner to take action as soon as possible, the TNRD, MoTI, and Village have partnered to achieve the desired result, which is to remove, or relocate the offending buildings.

In order to warn prospective purchasers of outstanding infractions and to reduce potential liability to the Village of Chase, a Notice on Title should be filed against the property's land title in accordance with Section 57 of the Community Charter.

Included in this Report to Council are:

- Recommendation from the Village's Registered Building Official to place a Notice on Title
- Joint letter from MoTI and Village dated June 29, 2021, and reflecting owner(s) knowledge of situation dating back to April 12, 2021
- Submitted survey which indicates a 5m setback from the rear property line
- Legal Site Survey showing trespass situation of shop onto provincial highway
- Demand Letter from Greg Vanstone, Lidstone & Co. dated July 30, 2021
- Letter to property owner with his Opportunity to be Heard served August 6, 2021
- Section 57 brochure

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

The *Community Charter* contains the authority for Council to act on bylaw contravention situations. Section 57 is commonly used as a method to achieve compliance related to property that exists in contravention of bylaws and legislation.

Furthermore, the property owners are afforded an opportunity to be heard. The Village always serves or sends a registered letter to the property owners advising them of their right to be heard and encourages them to approach Council if they have concerns about the process or requirements of the Order.

The situation is an ongoing concern for the community and due to the lack of willingness of the owner; the Village has a responsibility to act as necessary to protect the rights of all citizens and particularly the inhabitants of the building. In this case there is an ongoing safety concern and the approach of using a Section 57 Notice on Title can be useful in compelling property owners to remedy the situation.

RECOMMENDATION

“WHEREAS the ‘Property’ at 775 Cedar Avenue (Lot 6, District Lot 517, Kamloops Division Yale District Plan KAP62348) has structures in contravention of both the Village’s Zoning Bylaw and Building Bylaw;

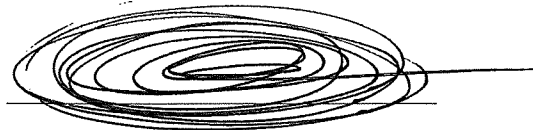
AND WHEREAS the Village of Chase has tried to have the Owner(s) remedy the situation in accordance with the legislative and bylaw requirements and the Owner(s) have neglected to do so;

AND WHEREAS the Village’s Building Inspector has recommended the Village issue a Bylaw Contravention Notice on Title related to safety arising from the siting of the structure and its existence having been constructed using misleading documentation;

NOW THEREFORE BE IT RESOLVED THAT the 'Property' is hereby declared as contravening the BC Building Code, the Village of Chase Building Bylaw 803-2014, and the Village's Zoning Bylaw 683-2006, and that a Notice on Title be registered on the property's title pursuant to section 57 of the *Community Charter* (SBC 2003); and,

THAT Administration be directed to register the Notice on Title on or after August 30, 2021 if the Owner(s) has not remedied the contraventions."

Respectfully submitted,

A handwritten signature consisting of several overlapping, swirling loops, ending with a horizontal line extending to the right.

Sean O'Flaherty

From: Tony Bolton <tbolton@tnrd.ca>
Sent: Monday, August 09, 2021 9:29 AM
To: Sean O'Flaherty
Cc: Regina Sadilkova
Subject: Section 57 Notice on Title Recommendation for 775 Cedar Avenue, Village of Chase

Good morning Sean,

Further to the information provided on the Surveyor's Certificate of Location (TRUE Land Surveying Dwg File 650-302 SK, dated June 7th, 2021), and the encroachment of the accessory building revealed thereon, I am recommending proceeding with a Section 57, Notice of Building Contraventions, on the subject property's Land Title.

Thank you, and please contact me if you have any further questions.



The Region of BC's Best

Tony Bolton, RBO

Chief Building Inspector, Thompson-Nicola Regional District
300 - 465 Victoria Street | Kamloops, BC | V2C 2A9
Office 250 377-7066 | Fax 250 372-5048

tnrd.ca

The information contained in this transmission may contain privileged and confidential information of the TNRD – Thompson-Nicola Regional District. It is intended for review only by the person(s) named above. Dissemination, distribution or duplication of this communication is strictly prohibited by all recipients unless expressly authorized otherwise. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Thank you.



Ministry of Transportation & Infrastructure

447 Columbia Street
Kamloops, BC V2C 2T3

June 29, 2021

Gillian Gunson
612-1351 Continental St.
Vancouver, BC V6Z 0C6

Re: Trans-Canada Highway 1 Chase Four-Laning Project – Notice for Removal / Relocation of Improvements within Ministry Right-of-Way

Dear Gillian,

Thank you for your letter and ongoing efforts to rectify the encroachment issue on the property at 775 Cedar Avenue, Chase, BC. We are writing in response to your letter received May 4, 2021 with a request to extend the June 1, 2021 removal deadline, as specified in the April 12, 2021 Notice for Removal issued to yourself by the Ministry of Transportation and Infrastructure (MoTI) and Village of Chase (VoC). Further to our recent correspondence, MoTI and VoC hereby grant an extension to the Removal Deadline with the following conditions:

- The extended encroachment Removal Deadline is September 1, 2021.
- This extension may be revoked at any time with 30 days notice from either MoTI or VoC.
- This extension is granted solely by MoTI and VoC and does not supersede laws and regulations governed by other agencies.
- MoTI and VoC assume no responsibility for damage that may occur to improvements that exist outside of your property line.
- The chain link fence that was offered in the previous Notice will no longer be offered as the original Removal Deadline was not achieved.

To date, a shed and fence, that were significantly encroaching into MoTI right-of-way, have been relocated. Upon further review and legal survey, MoTI has determined that the encroachments will still impede the proposed highway improvements that are scheduled to be completed from Summer 2021 to Fall 2023. We have attached a Sketch Plan of the property at 775 Cedar Avenue for your records.

MoTI is providing this notice, as per Section 63 of the *Transportation Act*, to stop any contravention by removing unauthorized improvements within the highway right-of-way no later than the September 1, 2021 deadline. If these remedial actions are not completed by the specified date, MoTI may carry out the remedial actions at the property owner's expense.

Furthermore, please be reminded that the VoC bylaws shall be strictly adhered to unless otherwise authorized in writing. As an R-4 zoned property, structures must be located a minimum of 4.5m from your rear property line.

Ministry of Transportation
and Infrastructure

Mailing Address:
342-447 Columbia St
Kamloops BC V2C 2T3

www.gov.bc.ca/tran
chasefourlaning@gov.bc.ca
Ph: 778-362-4573



Ministry of Transportation & Infrastructure
447 Columbia Street
Kamloops, BC V2C 2T3

Please do not hesitate to contact our project team at chasefourlaning@gov.bc.ca if you have any questions or concerns regarding this Notice.

Warm regards,

Lindsey LeBlanc
A/ Senior Project Manager
Ministry of Transportation and Infrastructure

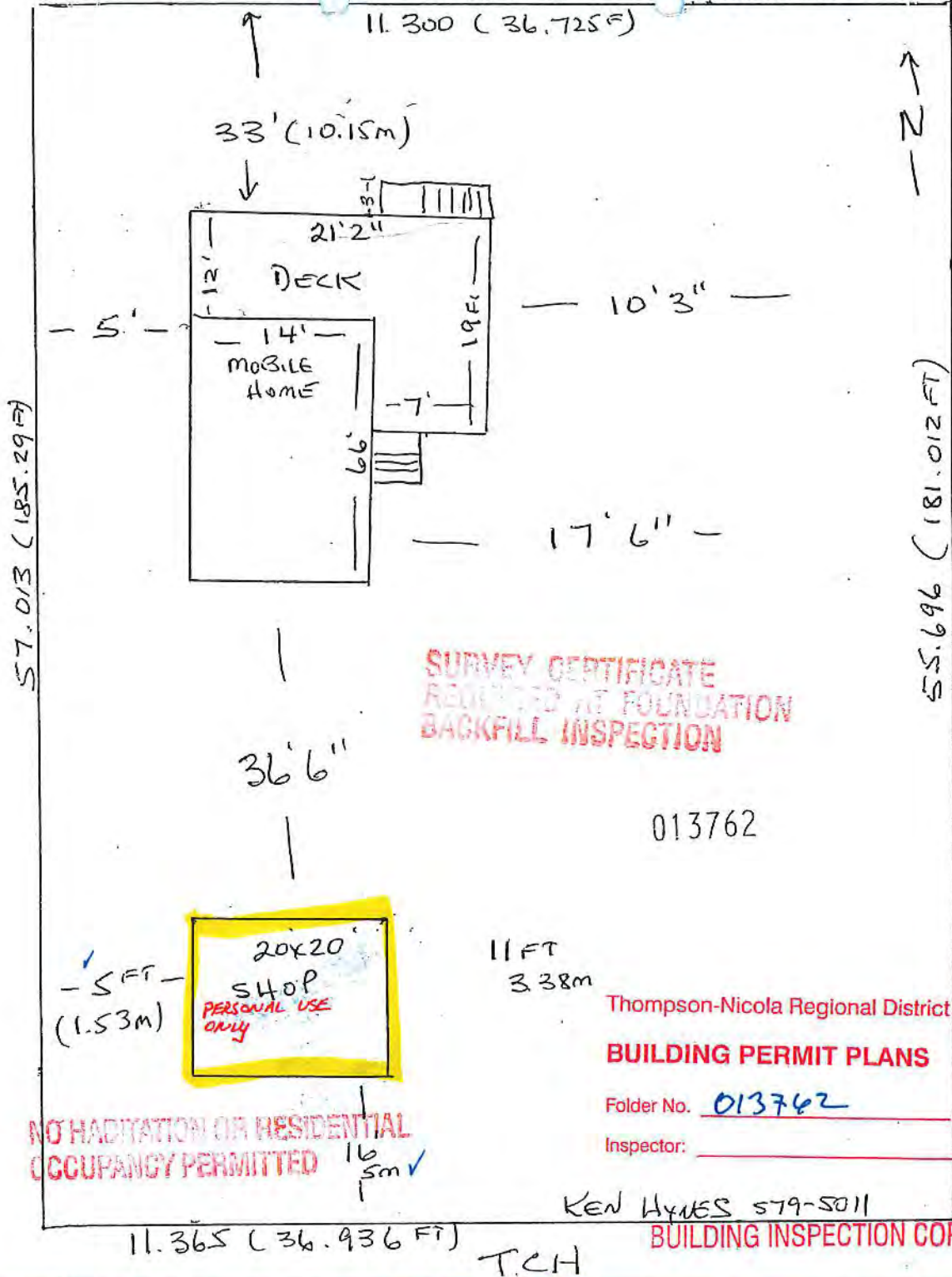
Sean
O'Flaherty
3CBBTP

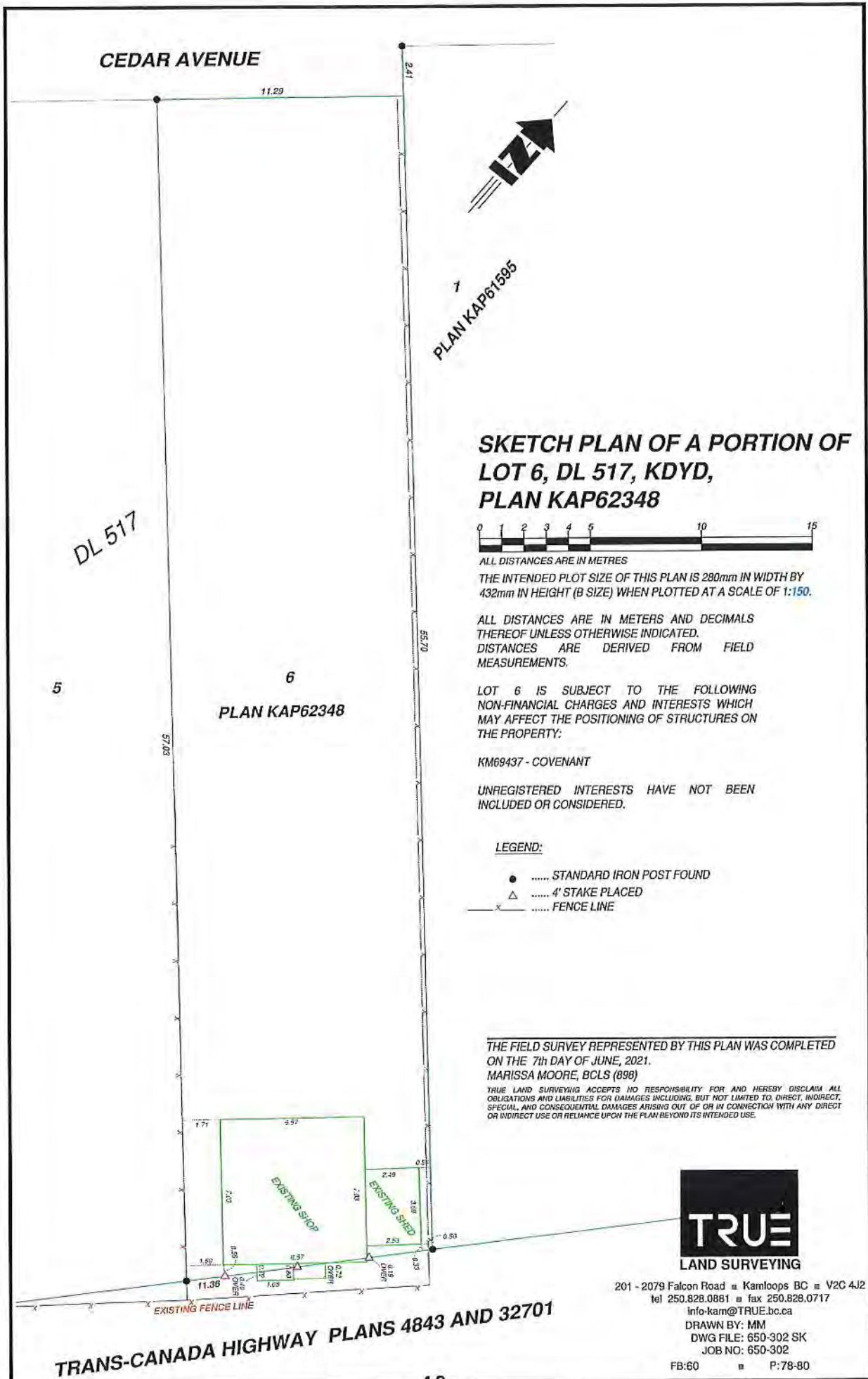
Digitally signed by Sean O'Flaherty
3CBBTP
DN: cn=Sean O'Flaherty 3CBBTP
c=CA, o=Authorized Subscriber
ou=Verify ID at
www.juricert.com/LKUP.cfm?id=3CBBT
P
Reason: I am approving this document
Location:
Date: 2021-06-29 10:04:07:00

Sean O'Flaherty
Corporate Officer
Village of Chase

Enclosure: Gunson&Hynes 650-302 SK 210607.pdf

PLOT PLAN LOT 6 2101 KAP 62348 - 77' CEDAR AVE CHASE.





CEDAR AVENUE

11.29

2.41

PLAN KAP61595

**SKETCH PLAN OF A PORTION OF
LOT 6, DL 517, KDYD,
PLAN KAP62348**



ALL DISTANCES ARE IN METRES
THE INTENDED PLOT SIZE OF THIS PLAN IS 280mm IN WIDTH BY
432mm IN HEIGHT (B SIZE) WHEN PLOTTED AT A SCALE OF 1:150.

ALL DISTANCES ARE IN METERS AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED.
DISTANCES ARE DERIVED FROM FIELD
MEASUREMENTS.

LOT 6 IS SUBJECT TO THE FOLLOWING
NON-FINANCIAL CHARGES AND INTERESTS WHICH
MAY AFFECT THE POSITIONING OF STRUCTURES ON
THE PROPERTY:

KM69437 - COVENANT

UNREGISTERED INTERESTS HAVE NOT BEEN
INCLUDED OR CONSIDERED.

LEGEND:

- STANDARD IRON POST FOUND
- 4' STAKE PLACED
- FENCE LINE

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED
ON THE 7th DAY OF JUNE, 2021.
MARISSA MOORE, BCLS (898)

TRUE LAND SURVEYING ACCEPTS NO RESPONSIBILITY FOR AND HEREBY DISCLAIMS ALL
OBLIGATIONS AND LIABILITIES FOR DAMAGES INCLUDING, BUT NOT LIMITED TO, DIRECT, INDIRECT,
SPECIAL, AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DIRECT
OR INDIRECT USE OR RELIANCE UPON THE PLAN BEYOND ITS INTENDED USE.



201 - 2079 Falcon Road ■ Kamloops BC ■ V2C 4J2
tel 250.828.0881 ■ fax 250.828.0717
info-kam@TRUE.bc.ca

DRAWN BY: MM
DWG FILE: 650-302 SK
JOB NO: 650-302

FB:60 ■ P:78-80

TRANS-CANADA HIGHWAY PLANS 4843 AND 32701

LIDSTONE & COMPANY

BARRISTERS AND SOLICITORS

July 30, 2021

Kenneth Orville Hynes PO Box 756 Chase, BC V0E 1M0	Gillian Gunson 612-1351 Continental St Vancouver, BC V6Z 0C6	Jeffrey Milne 775 Cedar Avenue Chase, BC V0E 1M1
BY REGULAR MAIL and REGISTERED MAIL	BY EMAIL and REGULAR MAIL	BY EMAIL and HAND DELIVERY

Dear Sirs/Mesdames:

Re: 775 Cedar Ave
Our file: 10124-103

I am the solicitor for the Village of Chase (the "Village") and the Thompson-Nicola Regional District (the "Regional District") and have been retained to ensure your compliance with the bylaws of the Village. I understand that you are the owners or occupants of the property located at 775 Cedar Ave, Chase, BC V0E 1M1 (the "Property"). Evidence has been supplied to me indicating that the shop located at the rear of the Property encroaches into the rear yard setback and across the property line into the adjacent highway. Please see the attached survey plan showing the location of the shop and the encroachments. This is a violation of section 6.38(a) of Village of Chase Zoning Bylaw Number 683, 2006, as amended, and constitutes a trespass on the highway.

Furthermore, although an Occupancy Certificate was issued for the shop, that Occupancy Permit was issued based on incorrect information provided by the owner/Building Permit applicant concerning the location of the shop. This makes the Occupancy Permit subject to revocation.

You are hereby given notice, on behalf of the Village and the Regional District, to immediately obtain permits for and remove those portions of the shop that are within 4.5 metres of the rear property line or are located within the adjacent highway. If you fail to comply with the foregoing requirement within thirty (30) days from the date of this letter, the Village may (with or without further notice) undertake one or more of the following:

1. A prosecution under the Offence Act;
2. An application to the Supreme Court of British Columbia for a mandatory injunction;
3. A remedial Action Order pursuant to Part 3 Division 12 of the *Community Charter*;

SUITE 1300 - SUN TOWER - 128 PENDER STREET WEST - VANCOUVER BC - V6B 1R8
TELEPHONE 604.899.2269 - FACSIMILE 604.899.2281 - TOLL FREE 1.877.339.2199

{00738380; 1 }

4. Registration of a Notice against the title to the Property, in accordance with section 57 of the Community Charter; and/or
5. Removal of the encroachments at your expense.

With respect to any prosecution, the Village would be seeking a conviction under the Offence Act, plus significant fines. With respect to an application to the Supreme Court, the Village would be seeking an order requiring you to comply with its Bylaws. Should you fail to obey any such order, once obtained, we would then bring contempt proceedings against you. As well, we would seek an order requiring you to pay legal costs. Costs ordered against you could approach or even exceed \$5,000.

With respect to any clean-up, the work would be performed by a contractor hired by the Village, and you would be billed for all costs, including administrative time. Failure to pay the invoice will result in the outstanding amount being added to your property taxes.

Your immediate compliance will enable you to avoid these proceedings and costs.

At the expiry of the grace period as set out above, we shall have a Bylaw Enforcement Inspector visit your property to ascertain whether or not you have complied.

If you have any questions or concerns, please call Regina Sadilkova at 250-377-7060.

Sincerely,

LIDSTONE & COMPANY



(for)

Greg Vanstone

vanstone@lidstone.ca

GV/kd



Village Of Chase

DATE: August 6, 2021

REGISTERED OWNER: Kenneth Orville Hynes
775 Cedar Avenue
PO Box 756
Chase BC V0E 1M0

Gillian Gunson
612-1351 Continental Street
Vancouver BC
V6Z 0C6

LEGAL DESCRIPTION: Lot 6, District Lot 517, Kamloops-Yale District Plan
KAP62348

To Whom It May Concern:

Subject: Proposed Notice on Title

A site visit was conducted at the above noted property and revealed the metal shop in the rear yard was not constructed according to the site plan. The siting and encroachment violates Zoning Bylaw 683; cannot safely be used in its current location with the impending completion of Highway #1 widening; and is unlikely to be usable for its expected purpose during its normal lifetime.

Numerous notifications, and additional letters and orders regarding outstanding permit requirements have not been complied with.

Please note that you are in violation of the Village of Chase Building Regulations Bylaw No. 803 – 2014, and Zoning Bylaw 683 - 2006. For this reason, a recommendation is being put before the Village of Chase Council that a notice be filed on the title of the above-mentioned property in accordance with Section 57 of the *Community Charter*. Enclosed please find an information sheet explaining the

potential ramifications of a s. 57 notice being registered on a property's title and how this may affect you as the owner.

.../ 2

You are entitled to appear before Village of Chase Council as a delegation at its meeting to be held on **Tuesday, August 10, 2021** commencing at 4:00 p.m. at the Community Hall to address this issue.

Delegations are generally heard at the commencement of the meeting or immediately following any public hearings that may be scheduled. You must confirm your attendance prior to the Council meeting should you wish to attend.

Please be advised that if you fail to appear, the Council will make a decision without your input. You should also be aware that the Council is unable to vary any of the provisions of the Building Code.

In an effort to have this correspondence to reach you, we are sending it via registered and regular mail. If you have any questions or need more information, including how to resolve the Building Bylaw matter, please contact the undersigned.

Sincerely,

Sean
O'Flaherty
3CBBTP

Sean O'Flaherty, RPP
Corporate Officer

Digitally signed by Sean O'Flaherty
3CBBTP
DN: cn=Sean O'Flaherty, 3CBBTP, o=CA,
email=sean@seanoflaherty.com, c=CA,
www.url.com, 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Bylaw Contravention Notice on Property Title

What is a section 57 notice?

Section 57 of the *Community Charter* was provided to local governments by the Province of British Columbia as a tool to administer and enforce the BC Building Code and local building bylaws. It enables local governments to register a notice, via the Land Title Office registrar, on the title of a property where there is or has been a building code or bylaw infraction, including where a permit is not held in good standing. For example, notices may be registered where:

- a building permit is lapsed but work has not been completed and/or inspections are outstanding
- work proceeded with no permit, or
- there is a dangerous condition.

Why file a sec. 57 notice?

The filing of a notice of contravention is not intended to be a punitive action; rather, it is an efficient way to secure compliance to the BC Building Code and serves as a disclosure mechanism protecting future owners and other parties with an interest in the property. It is important that owners involved in the building process understand the potential impacts of a s. 57 notice and the effects it may have on matters related to their property.

Building Bylaw (the 'Bylaw')

The Bylaw requires that building construction be carried out with a building permit. Under the Bylaw, permits are valid for a period of 2 years from the date of issue. Owners of building construction projects that do not obtain a permit, do not complete the work in accordance with the Bylaw and the BC Building Code, or do not complete the work within the required time (without permit renewal), are in violation of the Bylaw and can be subject to a notice being filed on their property title. In order to disclose the status of deficiencies and code violations to prospective purchasers or other persons involved with these properties (insurers, mortgage companies, etc.), local governments are authorized to register a notice on the subject property title.

What Impact will a sec. 57 have on a property owner?

While properties with building bylaw contraventions may be sold at any time, the presence of a notice registered on title *may* negatively affect a property's potential sale, perceived property value, access to a mortgage, and/or (re)financing. If a notice is registered upon the title of your land, you are advised to undertake inquiries with your lenders, insurance companies, and any other relevant parties to determine how it may impact you now and in the future.

How is a notice 'discharged' or removed from title?

Once the condition or contravention that gave rise to the filing of the notice has been corrected (to the satisfaction of the Building Inspector), the Village files a cancellation or discharge notice with the registrar of land titles who then removes the notice from the property's title. Pursuant to the Bylaw, the Village's fee to issue a cancellation or discharge notice is \$200.

The Village makes no representations or warranties about the accuracy of the information contained in this document. The contents are provided for information purposes only and do not constitute legal advice.