



AGENDA

Regular Meeting of the Council of the Village of Chase
To be held at the Chase Community Hall, 547 Shuswap Avenue and virtually
Tuesday, November 23, 2021 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the November 23, 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 November 9, 2021

Pages 1-5

Resolution:

“THAT the minutes of the Regular meeting of November 9, 2021 be adopted as presented.”

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

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

6. DELEGATIONS

None

7. REPORTS

a) Mayor and Council Reports

Recommendation:

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

8. UNFINISHED BUSINESS

8.1 First Responders Agreement – BC Emergency Health Services

Pages 6-10

Memo from CAO

Letter and Additional Information from the Fire Chief

Recommendation:

“THAT the First Responder Program be approved to proceed for a 3 year term, with a provision for renewal, with a budget for 2022 of \$11,000.”

9. NEW BUSINESS

- 9.1 Development Variance Permit Application – 1162 Shuswap Avenue
Report from the Corporate Officer

Pages 11-15

Recommendation:

“THAT Council accept the application and direct Administration to complete the referral process.”

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

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

12. IN CAMERA

Resolution:

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

13. RELEASE OF IN CAMERA ITEMS

Resolution #2021/09/28_IC004, “That Administration be authorized to proceed with hiring of a junior manager in Administration and a second utility operator in Public Works has been released from in camera.

14. ADJOURNMENT

Resolution:

“THAT the November 23, 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, November 9, 2021 at 4:00 p.m.

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

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

Public Participants: 3 in person, 1 virtually

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 Torbohm

"THAT the November 9, 2021 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2021/11/09_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held October 26, 2021

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the minutes of the October 26, 2021 Regular Meeting of Council be adopted as presented."

CARRIED

#2021/11/09_002

3.2 Public Hearing held October 26, 2021

Moved by Councillor Maki

Seconded by Councillor Scott

"That the minutes of the October 26, 2021 Public Hearing be adopted as presented."

CARRIED

#2021/11/09_003

3.3 Minutes of a Special meeting of Council held November 1, 2021

Moved by Councillor Torbohm

Seconded by Councillor Maki

"That the minutes of the November 1, 2021 Special meeting of Council be adopted as presented."

CARRIED

#2021/11/09_004

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. **DELEGATIONS**

None

7. **REPORTS**

a) Mayor and Council Reports

Councillor Lauzon

- October 27 – Attended a Chase Country Christmas meeting
- November 1 - attended Special meeting of Council with the Hamper Society and the Chase Lions Club
- November 3 – Attended a Chase Country Christmas meeting
- November 9 - Shuswap Emergency Program inter-agency meeting

Councillor Maki

- November 1 - attended Special meeting of Council with the Hamper Society and the Chase Lions Club
- November 5 - Spoke with Kyle Dearning, Acting Manager of Shuswap Tourism in regards to the Liaison Appointments and status of Shuswap Tourism Advisory Committee
- November 6 - spoke with Brock Endean of Tourism Chase & the Chase & District Festival Society regarding Liaison Appointments and status of both organizations.
- November 7 - spoke with Joanne Johnston with Chase Country Christmas regarding an online spam issue and the Chase Country Christmas Craft Fair
- November 8 - met with Barb Maher with the Chase Literacy Program regarding this year's Unplug n' Play event being held on January 27, 2022.
- November 9 - Spoke with Kyle Dearning who shared with me that it was finally announced that they have hired Morgan Matheson as the new Manager of Shuswap Tourism

Councillor Scott

- November 1 - attended Special meeting of Council with the Hamper Society and the Chase Lions Club

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT a letter of congratulations be sent to the newly elected Chief of the Little Shuswap Indian Band, and include that our Council looks forward to working with him and their Council on mutually beneficial matters.”

CARRIED

#2021/11/09_005

Councillor Torbohm

- November 1 - attended Special meeting of Council with the Hamper Society and the Chase Lions Club

Mayor Crowe

- October 29 – was presented the first poppy by Legion members John Angus and Dave Smith to start off the poppy campaign
- November 1 – Attended a Special meeting of Council with the Chase Hamper Society and the Chase Lions regarding the lease of and use of downstairs areas of the Community Hall by both parties
- November 4 – Attended the TNRD Board of Directors meeting in Kamloops

b) Staff Reports

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

Moved by Mayor Crowe

Seconded by Councillor Scott

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

CARRIED

#2021/11/09_006

8. **UNFINISHED BUSINESS**

8.1 Community Hall Lease Agreement – Chase Lions and Chase Christmas Hamper Society

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the Lease Amendment to include Chase Lions in Chase Christmas Hamper Society's Lease of Premises at the Community Hall be approved."

CARRIED

#2021/11/09_007

8.2 Zoning Amendment Bylaw 897-2021 – 1162 Shuswap Avenue

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT the Village of Chase Zoning Amendment Bylaw No. 897-2021 be read a third time."

CARRIED

#2021/11/09_008

8.3 Chase Community Services Society – Project "Partners in Service"

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT the letter from G.D. (Gerry) Tilley, Vice President/Transportation Director, Chase Community Services Society regarding the recent \$3000 donation from the Village of Chase be received with gratitude."

CARRIED

#2021/11/09_009

8.4 Podcast Request – Sponsorship

Moved by Councilor Scott

Seconded by Councillor Maki

"THAT the Village of Chase participate in the Town Sponsorship Podcast Initiative for Chase with a one-time cost of \$250."

CARRIED

#2021/11/09_010

9. **NEW BUSINESS**

9.1 Quarterly Update from the Chase & District Chamber of Commerce

Christina Lutterman, the Chamber's new Manager, introduced herself to Council and those in the gallery. Ms. Lutterman provided some background to Council of her career in tourism and is pleased to have been offered the current position with the Chamber in their delivery of the Visitor Information Services for Chase.

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the Quarterly Report from the Chase Chamber of Commerce be received for information."

CARRIED

#2021/11/09_011

- 9.2 Destruction of Finance Files
Moved by Councillor Torbohm
Seconded by Councillor Lauzon
"THAT Council approve the destruction of the files listed on Schedule A of the Chief Financial Officer's report dated October, 2021."
CARRIED
#2021/11/09_012
- 9.3 Council Remuneration
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT Council, in accordance with policy ADM-19, increase the Mayor and Councillors' remuneration by 2% effective December 1, 2021."
CARRIED
#2021/11/09_013
- 9.4 Proposed Regional Centre to Support Healthy Aging in Place
Moved by Councillor Maki
Seconded by Councillor Scott
"THAT the Village of Chase provide a letter of support for a Regional Centre to Support Healthy Aging in Place."
CARRIED
#2021/11/09_014
- Moved by Councillor Torbohm
Seconded by Councillor Lauzon
"THAT the Village of Chase provide in-kind supports (assistance with connecting the centre with eligible seniors, advertising collaboration) should a Regional Centre to Support Healthy Aging in Place be established in the Thompson Cariboo, Shuswap Health Services Area."
CARRIED
#2021/11/09_015
- 9.5 CP Rail Emergency Training Event
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT Mayor Crowe and CAO Heinrich attend the CP Rail Emergency Training Event as observers."
CARRIED
#2021/11/09_016
- 9.6 2022 Council Appointments
Moved by Councillor Scott
Seconded by Mayor Crowe
"THAT the 2022 Council appointments be approved as amended, with the Acting Mayor appointments being equally divided amongst each Council member by the time remaining before the end of the current term."
CARRIED
#2021/11/09_017
10. NOTICE OF MOTION
None
11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS
None
12. IN CAMERA
Moved by Councillor Maki
Seconded by Councillor Lauzon
"THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (c) labour relations or other employee relations."
CARRIED
#2021/11/09_018

13. RELEASE OF IN CAMERA ITEMS

Resolution #2021/09/28_IC004, is hereby released, authorizing Administration to proceed with hiring of a junior manager in Administration ,and a second utility operator in Public Works.

14. ADJOURNMENT

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the November 9, 2021 Village of Chase Regular Council meeting be adjourned."

**CARRIED
#2021/11/09_019**

The meeting concluded at 5:17 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: November 17, 2021
To: Mayor and Council
From: CAO
RE: First Responders Program

Attached is a letter from the Fire Chief regarding the First Responder program, and a summary document of activities during the trial period. The Fire Department is requesting that Council consider entering into a formal contract with BC Emergency Health Services to provide for the First Responders program on an ongoing basis. If a formal contract is entered into, the Fire Department is requesting a budget to provide for call-out pay to the First Responders, a stipend for the program coordinator, and funding for vehicle usage. Currently the Fire Department utilizes their 'staging' Unit for First Responder calls.

In terms of budget requirements, BC Emergency Health Services has committed to continue supplying medical equipment for the program and will also fund training for untrained members as well as the re-certification of currently trained members.

Budget required by the Village if Council agrees to continue with the program on a permanent basis is estimated as follows:

- \$9,000 for paying department members for call-outs, and paying an honourarium to a member to coordinate training, certifications
- \$2,000 for fuel, vehicle maintenance

Total for 2022 \$11,000

RECOMMENDATION

"THAT the First Responder Program be approved to proceed for a 3 year term, with a provision for renewal, with a budget for 2022 of \$11,000."

Respectfully submitted,

Village of Chase

Chase Fire Rescue

RE: First Responder Program

Chase Fire Rescue has completed five (5) months of the trial First Responder program. As this program is new to CFR, there has been some learning curves and adjustment along the way. CFR has received very positive feedback from the patients and families that we have assisted with. The CFR members that have responded to the medical call are also feeling very good about the F/R program. As a department, we have agreed to continue with the First Responder Program. As you know, In the beginning of the program there were complications with the Contract that BCEHS was to supply. Since then, the contract has been agreed upon by both parties. That being said, Chase Fire Rescue was delayed almost two (2) years before the program started. Originally, we had 12 members of Chase Fire Rescue licensed as First Responders, now that some time has passed, we only have eight (8) members licenced. If Mayor and Council agree to continue with the First Responders program, we would like to have other members trained. CFR has six (6) members wanting to take the F/R program, also the eight (8) members that are licenced members in F/R need to be re-certified starting in March of 2022, we hope this training/re-certification will be included with the new contract along with medical supplies being re-stocked from BCEHS. If BCEHS is reluctant of offer the training/re-certification in F/R, we have members willing to take training so CFR can teach F/R in house.

If Mayor and Council agree to the F/R program, CFR would like to have an operational budget and a stipend for a First Responder coordinator. The F/R coordinator would be responsible for all training and maintenance training as well

as scheduling and dealing with situations that arise from time to time. The CFR F/R coordinator would also be responsible for all paperwork, budget and monthly reports to Mayor and Council. CFR hopes to have our F/R members paid on call and training twice a month at the present rate of \$15 per/hour.

Thank you for considering our request.

Fire Chief

B. Lauzon

Chase Fire Rescue

Please see attached report on F/R call CRF has attended thus far.

The Chase Fire and Rescue Department started a 6-month trial run on the First Responder program June 1st, 2021.

We have had a total of 35 calls in the 5 months we have been active, averaging 7 calls a month. The calls we have responded to include:

Chest pain – 11

Seizure – 1

Unresponsive – 2

Cardiac arrest – 2

Diabetic shock – 1

Falls – 3

Trouble breathing – 11

COVID – 1

Stroke - 3

We average 20 min to 1 hour per call.

With each call, we have been equipped with a medical case and supplies, an O2 cylinder and AED pads provided and replenished through BCEHS when needed.

Face shields and 3M respirators have been donated through other sources. Disposable gowns and N95 masks have been provided out of pocket.

At the start of our six (6) month FR trial, we responded with four (4) members as FR was new to each of us.

Within one (1) month we started responding with three (3) members as we found our confidence increasing.

Within the next couple of weeks our goal is to respond with two (2) members, sometimes three (3) members when a new member needs orientation or for training purposes.

During our five (5) month FR trial, we have held 6 practices. 3 of which included paramedics from the Chase station to respond and work affectively together.

The remaining practices consisted of reviewing the FR calls we have responded to and honing our skills.



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: 18 November 2021
RE: Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006
1162 Shuswap Avenue

ISSUE/PURPOSE

To obtain Council's authorization to proceed with the referral process for a development variance permit to vary the rear parcel line setback.

OPTIONS

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

BACKGROUND

The applicant, owner of the property at 1162 Shuswap Avenue has applied to vary the rear parcel line setback distance. The rear parcel setback requires as per the zoning bylaw is 6.0 metres and the application requests a 3.0 metre relaxation.

The configuration of this lot, being an irregular trapezoid and lacking any 90 degree corners, has been a challenge for the house designer.

The applicants are concurrently proceeding through a zoning amendment to update the land use to allow for a secondary suite on the property.

DISCUSSION

Attached to this report are:

- Application
- Drawings
- Property Report

REFERRALS

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

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

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

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

RECOMMENDATION

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

Respectfully submitted,



Approved for Council Consideration by CAO



VILLAGE OF CHASE

Application for Permit

Development Permit
Development Variance Permit
Temporary Commercial and Industrial Permit

1. Registered property owner's name, address and telephone number

Pat and Kyla Sherman, 1162 Shuswap Ave (250) 515-1480

2. Authorized agent's name, address and telephone number (If agent is handling application, please supply written authorization from owner)

N/A

3. Legal description and Property Identification Number of subject property

031-505-619 Lot 1 District Lot 517 Kootenay Division Yale District
Plan EPP 112432

4. Approximate area of subject property

North entrance just off Trans Canada Hwy.

5. Existing use of subject property

Residential

6. Existing use of adjacent property

Residential

7. Description of project or situation necessitating your application

Vary the rear parcel line setback from 6m - 3m.

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


Signature of Owner or Agent

Nov 18/21
Date

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

TABLE 9.36.2.6.A

EFFECTIVE THERMAL RESISTANCE OF
ASSEMBLIES IN BUILDINGS IN ZONE 5
WITH NO HEAT RECOVERY VENTILATOR

| ABOVE-GROUND OPAQUE BUILDING ASSEMBLY | R VALUE | RSI VALUE |
|---|--------------------------------|--|
| CEILINGS BELOW ATTICS | 50.4 | 8.67 |
| CATHEDRAL CEILINGS AND FLAT ROOFS | 26.54 | 4.67 |
| WALLS ABOVE GRADE | 17.51 | 3.08 |
| FLOORS OVER UNHEATED SPACES (EXAMPLE OVER A GARAGE) | 25.6 | 4.51 |
| FLOORS OVER UNHEATED OUTSIDE SPACES | 26.5 | 4.67 |
| TO CHANGE R INTO RSI | $\frac{R}{5.685} = \text{RSI}$ | EXAMPLE $R=24$ $\text{RSI} = \frac{24}{5.685} = 4.22$ |

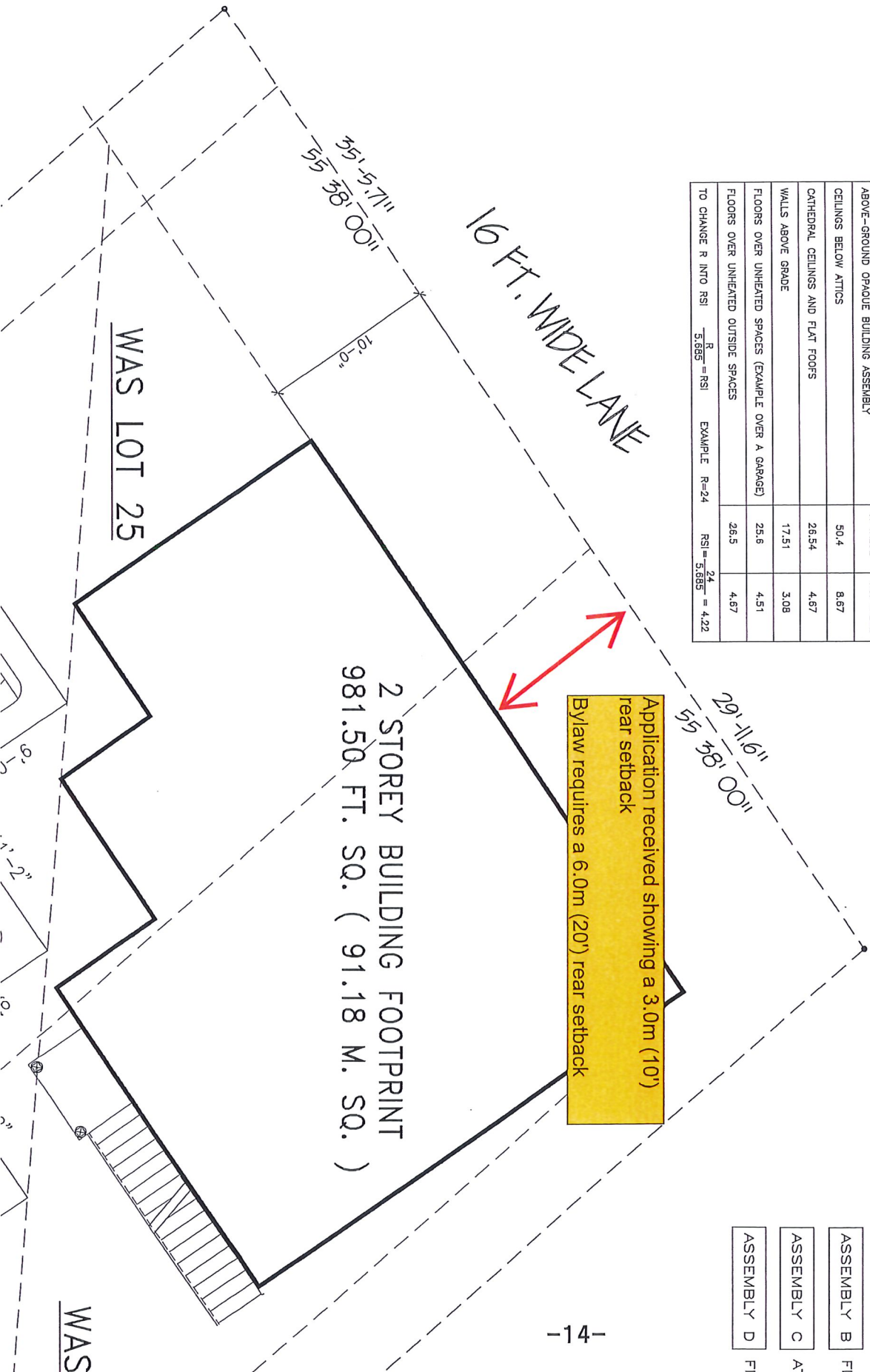
THERMAL RESIST

ASSEMBLY A

ASSEMBLY B

ASSEMBLY C

ASSEMBLY D





Property Information Report

Report Generated on: February 16, 2021 11:48:01 PM

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

Parcel Description & Location

[More Details](#)

Legal Description:

LOT 26 BLOCK 3A DISTRICT LOT 517 KAMLOOPS DIVISION
YALE DISTRICT PLAN 1441 EXCEPT PLAN 42725

District Lot:

517

Land District:

KDYD

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

Square Meter:

78.93

Acre:

0.02

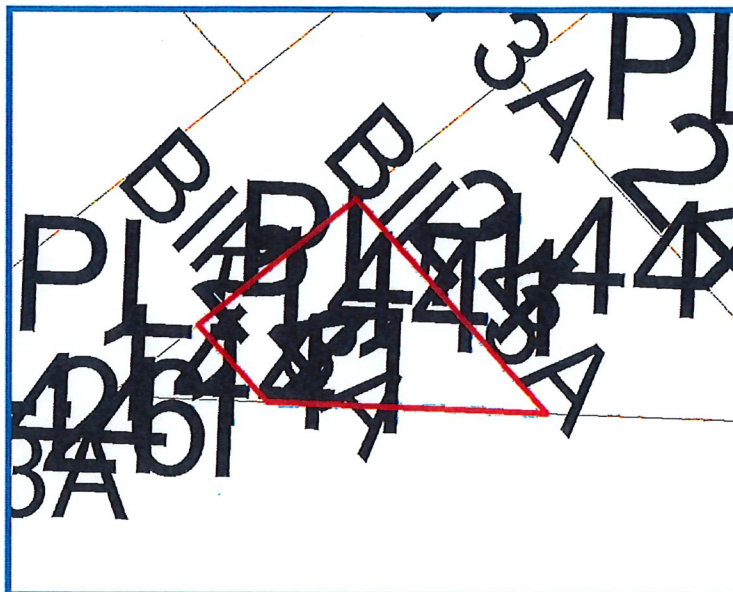
Hectare:

0.008

Community: Chase

Local Authority: Village of Chase

School District: Kamloops/Thompson



TNRD Services

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

[More Details](#)

Water Service: N/A

Sewer Service: N/A

Fire Protection: N/A

Future Debt (Loan Authorization) (For enquiries, contact the Local Authority)

[More Details](#)

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

Planning & Zoning (For enquiries, contact the Local Authority)

[More Details](#)

Zoning Bylaw: 683

Zoning: R-1

Lakeshore Development Guidelines (Intersect): Yes

Lake Name: Little Shuswap Lake

Lake Classification: Development Lake, Special Case Lake

Fringe Area: N/A

Floodplain Information: Refer to Local Government floodplain regulation.

Site Specific Zoning: Contact Local Authority

Development Permit Area: N/A

Official Community Plan Name: N/A

OCP Designation: N/A

Agriculture Land Reserve (Intersect): No

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

Post-Wildfire Geohazard Risk Restrictions: Unknown

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

[More Details](#)

| Folio: | Development Application Number: | Development Application Type: | Status: |
|--------|---------------------------------|-------------------------------|---------|
|--------|---------------------------------|-------------------------------|---------|

| Folio: | File Number: | Application Date: | Issued Date: | Completion Date: | Status: |
|--------|--------------|-------------------|--------------|------------------|---------|
|--------|--------------|-------------------|--------------|------------------|---------|

Type of Construction:

BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

| Folio: | Land Title PID: | Assess Year: | Land: | Improvement: | Property Class: |
|--------|-----------------|--------------|-------|--------------|-----------------|
|--------|-----------------|--------------|-------|--------------|-----------------|

| Folio: | Actual Use: | Manual class: |
|--------|-------------|---------------|
|--------|-------------|---------------|

