



## **AGENDA**

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, December 10, 2019 at 4:00 p.m.

### **1. CALL TO ORDER**

### **2. ADOPTION OF AGENDA**

Resolution:

**“THAT the December 10, 2019 Village of Chase Regular Council meeting agenda be adopted as presented.”**

### **3. ADOPTION OF MINUTES**

#### **3.1 Minutes of the Special meeting of Council held November 25, 2019 Pages 1-3**

Resolution:

**“THAT the minutes of the Special meeting of November 25, be adopted as presented.”**

#### **3.2 Minutes of the Regular meeting of Council held November 26, 2019 Pages 4-8**

Resolution:

**“THAT the minutes of the Regular meeting of November 26, 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 Phil McIntyre-Paul, Executive Director, Shuswap Trail Alliance Pages 9-14**

#### **6.2 Shayne Wright, Coordinator, Buy Local BC**

### **7. REPORTS**

a) Mayor and Council Reports

b) Staff Reports Pages 15-18

### **8. UNFINISHED BUSINESS**

#### **8.1 Council Procedures Amendment Bylaw No. 883-2019 Pages 19-21**

The bylaw has received first second and third reading and has been statutorily advertised. Council may now adopt the bylaw.

Recommendation:

**“THAT Village of Chase Council Procedures Amendment Bylaw No. 883-2019 be adopted.”**

## 9. NEW BUSINESS

- 9.1 Fees and Charges Amendment Bylaw - Water and Sewer Rates Pages 22-25  
Memo from the CFO

Recommendation:

**“THAT Fees and Charges Bylaw Amendment Bylaw No. 884-2019 be read a first time.”**

Recommendation:

**“THAT Fees and Charges Bylaw Amendment Bylaw No. 884-2019 be read a second time.”**

Recommendation:

**“THAT Fees and Charges Bylaw Amendment Bylaw No. 884-2019 be read a third time.”**

- 9.2 2020 Council Meeting Schedule Pages 26-28  
Memo from the Corporate Officer

Resolution:

**“THAT Council adopt the 2020 Council meeting schedule as presented.”**

- 9.3 Acting Mayor and Council Liaison Appointments Page 29

Resolution:

**“THAT Council adopt the 2020 Acting Mayor and Council Liaison Appointments as presented.”**

- 9.4 Chase Secondary–Annual School and Community Appreciation Meal Page 30  
Council donated \$100 in 2017 and \$100 in 2015 to the School for this event.

Recommendation:

**“THAT Council provide a \$100 grant-in-aid to the Chase Secondary School for their sixth annual School and Community Appreciation Meal on Thursday, December 19, 2019 at 12:00 noon at the Chase Secondary School; AND,**

**THAT any member of Council available to help out will attend.”**

- 9.5 Donation to Chase & District Skatepark from RBC Page 31

Recommendation:

**“That Council receive the information regarding RBC’s donation to the Chase & District Skatepark and that a letter be sent to the local branch of RBC thanking them for their generous donation.”**

- 9.6 2020 CAO Forum - Local Government Management Association Page 32  
Memo from the CAO

Recommendation:

**Council direction requested**

- 9.7 Legal Updates Workshop – TNRD Page 33  
Memo from the CAO  
A resolution from Council authorizing expense reimbursement can be considered  
**Council direction requested**

- 9.8 Order of British Columbia Page 34  
Nominations are being accepted until March 6, 2020 for the Order of British Columbia, the Province's highest honour for individuals who have served with great distinction or excelled in any field.

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

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

**11. RELEASE OF IN CAMERA ITEMS**

None

**12. IN CAMERA**

**"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the *Community Charter*, paragraph (c) labour relations or other employee relations."**

**13. ADJOURNMENT**

Resolution:

**"THAT the December 10, 2019 Village of Chase Regular Council meeting be adjourned."**



Minutes of the Special Meeting of Council of the Village of Chase  
held in the Council Chamber at the Village Office at 826 Okanagan Avenue  
on Monday, November 25, 2019 at 4:45 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer  
Joanne Molnar, Chief Financial Officer  
Clint Wright, Manager of Public Works

Regrets: Councillor Ali Maki

Public Gallery: 23

**1. CALL TO ORDER**

Mayor Crowe called the meeting to order at 4:45 p.m.

**2. ADOPTION OF THE AGENDA**

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the November 25, 2019 Village of Chase Special Council meeting agenda be adopted as presented."**

**CARRIED**  
**#2019/11/25\_001**

**3. ADOPTION OF MINUTES**

**4. PUBLIC HEARINGS**

**5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

**6. DELEGATIONS**

**7. REPORTS**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

**9.1 Utility Rates**

The Chief Financial Officer (CFO) presented information via a PowerPoint presentation explaining that the Solid Waste Collection and Wastewater Service rates are not being adjusted, but the water rates must be adjusted upward to collect enough funds to pay for the service.

She added:

- Current rates do not allow the Village to collect enough revenue to cover the costs
- Costs are not being covered, and therefore no money can be put aside for future repairs/replacement

- While rates have been increased slowly over the past few years, the rates are still not anywhere near where they should be to cover the basic costs of operating the water treatment plant and distributing the water to all the customers

Questions were asked including:

- *Why did the billing cycles change?* The CFO explained that the billing cycles changed to coincide with the fiscal year of the Village and also to ensure that winter water consumption which is used to determine annual sewer consumption occurred in the months where no exterior watering takes place
- *Why are the numbers in the presentation different than those in the Financial Statements?* The CFO explained that the Financial Statement numbers for water usage include the Village's use for parks irrigation, the Fire Department's use for firefighting and other water usage that is not 'billable' – she added that her intention was to utilize numbers as accurate as possible that reflect the amount of water that is treated and distributed to paying customers in order to apply true values for water rates
- *Why do I pay for sewer when I my house is vacant for months at a time?* The CFO explained that sewer consumption is based on winter water consumption values, therefore if there is no water consumption in the winter months, there is no sewer consumption charged. However, the fact that the house is serviced means that it's value is higher than a property that does not have services available to it, and the pipes in the ground and the treatment processes still must be paid for which is why the flat rates for sewer are charged whether the house is vacant or not
- *Are there any lead pipes in our water system?* The Manager of Public Works confirmed that there are no lead pipes in the municipal system, that all pipes are either asbestos/concrete or PVC

The CFO also noted that:

- We have a very robust water system in Chase, and providing good quality water comes at a price – our rates are very low right now in comparison to where they should be in order for the service to be self-sustaining
- The Village should not be subsidizing the water service with funds from other services or from general taxation – robbing one area to fund another means the area that the funds came from is compromised – if we subsidize the water service with taxation for instance, our general taxation revenues are lower and therefore we cannot pave roads, put money away for repairs on the Community Hall or do other initiatives that require funding
- She further noted that the rates have been increased over the years, but not enough to cover all the costs of the service – this is no-one's fault, it is simply something that needs to be dealt with –increases in the past were incremental, and she is recommending current increases also be incremental

**10. RELEASE OF IN-CAMERA ITEMS**

None.

**11. IN CAMERA**

None.

**12. ADJOURNMENT**

Moved by Councillor Scott

Seconded by Councillor Torbohm

**“THAT the November 25, 2019 Village of Chase Special Council meeting be  
adjourned.”**

**CARRIED  
#2019/09/25\_02**

The meeting concluded at 6:32 p.m.

---

Rod Crowe, Mayor

---

Sean O'Flaherty, Corporate Officer



Minutes of the Regular Meeting of the Council of the Village of Chase  
held in the Council Chamber of the Village Office at 826 Okanagan Avenue  
on Tuesday, November 26, 2019 at 4:00 p.m.

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

**Regrets:** Councillor Ali Maki

**In Attendance:** Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer  
Joanne Molnar, Chief Financial  
Clinton Wright, Manager of Public Works Officer

**Regrets:** Brian Lauzon, Fire Chief

**Public Gallery:** 6

**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 November 26, 2019 Village of Chase Regular Council agenda be adopted  
as presented."**

**CARRIED**

**#2019/11/26\_001**

**3. ADOPTION OF MINUTES**

3.1 Regular Meeting of Council held November 12, 2019

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

**"THAT the minutes of the Regular meeting of Council November 12, 2019 be  
adopted as presented."**

**CARRIED**

**#2019/11/26\_002**

**4. PUBLIC HEARING**

None

**5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

None

**6. DELEGATIONS**

6.1 Dave Underwood, TRUE Consulting LTD.

Mr. Underwood presented the *Road Conditions Assessment and Upgrading Plan*.

The Manager of Public Works explained that not all roads in the Village were assessed as the budget did not allow for such a large scope. Roads for this particular assessment were chosen based on their conditions after being visually inspected.

Brooke Drive was not included in this assessment because of the Highways

Upgrades and the Ministry's involvement in providing some upgrading to portions of Brooke Drive.

6.2 Karen Bassett, Chase Lions Club

Ms. Bassett proposed an off-leash dog park to be paid for and installed by the Chase Lions Club. She explained that the proposal is to do "Phase I" in the area that is flat and potentially do Phase II nearer the water treatment plant in the future.

It was also mentioned that perhaps another off-leash park could be situated in another part of Chase in the future.

Moved by Mayor Crowe

Seconded by Councillor Lauzon

**"THAT Council approve the project proposed by the Chase Lions Club to create an off-leash dog park (Phase 1) in Mill Park on the portion of lands south of the ball diamond area between the ball diamond and Chase Creek with all costs associated with the planning and installation of the off-leash dog park being paid for by the Chase Lions Club."**

**CARRIED  
#2019/11/26\_003**

7. **REPORTS**

a) Mayor and Council Reports

Mayor Crowe

- November 13 – Met with Randy Sunderman regarding the Chase Tourism Strategy
- November 18 - Attended the National Aboriginal Addictions Awareness Week event held at the Neskonlith Indian Band Hall
- November 20 - Attended a Shuswap Trail Alliance meeting in Sunnybrae
- November 21 - Attended a Thompson Regional Hospital Board meeting
- November 22 – Attended a TNRD Board of Directors meeting
- November 25 – Attended a Special meeting of Council regarding utility rates

Councillor Lauzon

- November 13 – Attended a Chase Country Christmas committee meeting
- November 15 – Spoke with Randy Sunderman regarding the Chase Tourism Strategy
- November 16 – Arranged for purchase of the Chase Community Legacy Tree
- November 20 – Attended a Chase Country Christmas committee meeting
- November 21 – Attended a Chase Child Care Advisory Committee meeting
- November 22 – Oversaw delivery and installation of the Chase Community Legacy Tree
- November 25 – Attended a Special meeting of Council regarding utility rates

Councillor Scott

- November 12 - Attended a Citizens on Patrol meeting
- November 13 – Met with Randy Sunderman regarding the Chase Tourism Strategy
- November 18 – Attended an Adams River Salmon Society meeting
- November 25 – Attended a Special meeting of Council regarding utility rates



Councillor Torbohm

- November 20 - Attended a Shuswap Trail Alliance meeting in Sunnybrae
- November 25 – Attended a Special meeting of Council regarding utility rates
- Occasional meetings with constituents
- Occasional meetings with Administration to discuss current issues

Moved by Councillor Scott

Seconded by Mayor Crowe

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

**CARRIED**

**#2019/11/26\_004**

**8. UNFINISHED BUSINESS**

**8.1 Council Procedures Amendment Bylaw No. 883-2019**

Moved by Councillor Scott

Seconded by Councillor Torbohm

**“THAT Village of Chase Council Procedures Amendment Bylaw No. 883-2019 be read a first time.”**

**CARRIED**

**#2019/11/26\_005**

Moved by Councillor Torbohm

Seconded by Mayor Crowe

**“THAT Village of Chase Council Procedures Amendment Bylaw No. 883-2019 be read a second time.”**

**CARRIED**

**#2019/11/26\_006**

Moved by Councillor Lauzon

Seconded by Councillor Scott

**“THAT Village of Chase Council Procedures Amendment Bylaw No. 883-2019 be read a third time.”**

**CARRIED**

**#2019/11/26\_007**

**8.2 Off-leash Dog Park**

Moved by Councillor Scott

Seconded by Councillor Maki

**“THAT the letter from Peter Van Hoof proposing the Rodeo Grounds on VLA Road as an alternate location for an off-leash dog park be received for information; AND,**

**THAT a letter of gratitude be returned to Mr. Van Hoof for his thoughtful suggestion.”**

**CARRIED**

**#2019/11/26\_008**

**8.3 Donations for Community Christmas Tree and Country Band for Christmas Float**

Moved by Mayor Crowe

Seconded by Councillor Scott

**“THAT letters of gratitude be sent to the donors of the Chase Community Legacy Tree, including Garrick Automotive, and the Chase Lions Club who contributed \$500 respectively.”**

**CARRIED**

**#2019/11/26\_009**

8.4 Federal Budget 2020 – Input to our Member of Parliament

Moved by Councillor Torbohm

Seconded by Mayor Crowe

**“THAT a copy of the community survey on how our Member of Parliament can assist the Village of Chase, be forwarded to MP Mel Arnold’s to inform his priorities for the 2020 Federal budget.”**

**CARRIED**

**#2019/11/26\_010**

9. **NEW BUSINESS**

9.1 2019 UBCM Minister Meeting with Honourable Claire Trevena

Moved by Mayor Crowe

Seconded by Councillor Scott

**“THAT the letter from the Honourable Claire Trevena, Minister of Transportation and Infrastructure, be received for information.”**

**CARRIED**

**#2019/11/26\_011**

9.2 Modernizing BC’s Emergency Management Legislation – SILGA

Moved by Councillor Scott

Seconded by Mayor Crowe

**“THAT costs for any member of Council or Administration be covered for attendance at SILGA’s ‘Modernizing BC’s Emergency Management Legislation’ as per ADM-21, Expense Reimbursement.”**

**CARRIED**

**#2019/11/26\_012**

9.3 Old Orchard Park Strata K-537– Tree Hazards

Moved by Councillor Scott

Seconded by Councillor Lauzon

**“THAT the letter from Old Orchard Park Strata K-537 regarding tree hazards be received as information, AND,**

**THAT a letter be returned to the strata President explaining the various options available to them for removing trees.”**

**CARRIED**

**#2019/11/26\_013**

9.4 Buy Local Buy Fresh Map Invitation and Participant Survey

Moved by Councillor Scott

Seconded by Councillor Lauzon

**“THAT this item be deferred pending more information from Buy Local Buy Fresh related to the value of the Village’s contribution.”**

**CARRIED**

**#2019/11/26\_014**

9.5 Neskonlith Indian Band – Letter from Chief Judy Wilson

Moved by Mayor Crowe

Seconded by Councillor Scott

**“THAT Council support Village Administration engaging in discussions with Neskonlith Indian Band staff and engineers to determine whether collaboration on wastewater treatment services is of benefit to both parties and if so, to determine a strategy for such collaboration.”**

**CARRIED**

**#2019/11/26\_015**

9.6 2019 Festival of Trees – Quaaout Lodge & Spa at Talking Rock

Moved by Councillor Lauzon

Seconded by Councillor Scott

**“THAT the letter from Quaaout Lodge & Spa at Talking Rock requesting \$150 towards their 2019 Festival of Trees, be received for information, AND,**

**THAT a letter be returned to Quaaout Lodge & Spa at Talking Rock thanking them for inviting the Village of Chase to participate however the Village will not be participating this year.”**

**CARRIED**

**#2019/11/26\_016**

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

Karen Bassett, of 564 Lakeshore Drive, asked if Neskonlith will pay for any future sanitary connection with the Village.

Mayor Crowe responded that the Village will not incur any additional costs.

Len McLean, of 371 Juniper Street, commended CFO Molnar on her utility rate presentation at the November 25, 2019 Special meeting.

**11. RELEASE OF IN-CAMERA ITEMS**

None

**12. IN CAMERA**

None

**13. ADJOURNMENT**

Moved by Councillor Scott

Seconded by Mayor Crowe

**“THAT the November 26, 2019 Village of Chase Regular Council meeting be adjourned.”**

**CARRIED**

**#2019/11/26\_017**

The meeting concluded at 5:03 p.m.

---

Rod Crowe, Mayor

---

Sean O'Flaherty, Corporate Officer

# The Shuswap TRAIL ALLIANCE

The Shuswap Trail Alliance  
PO Box 1531, Salmon Arm, BC V1E 4P6  
Phone: 250-832-0102  
Email: [info@shuswaptrails.com](mailto:info@shuswaptrails.com)  
[www.shuswaptrailalliance.com](http://www.shuswaptrailalliance.com)

November 15, 2019

Attn: Mayor and Councilors of the Village of Chase  
PO Box 440, Chase, BC V0E 1M0

Dear Mayor Crowe and Councilors:

RE: Shuswap Trail Alliance operational contribution proposal for 2020-2023 with the Village of Chase

The Shuswap Trail Alliance (STA) is the organizational body through which local and regional leadership work together to develop and implement the Shuswap Trails Strategy as First Nations, stewardship, government, industry, business, and community stewardship organizations and individuals.

Through the partnerships and operation contribution agreements with other Municipal/Regional Bodies in the Shuswap, we have been acting as the collaborative body through which regional partners, including yourselves, can work with each other to develop, operate, maintain, and promote non-motorized trails and greenways throughout the Shuswap watershed. It also allows us to continue bringing non-motorized and motorized organizations together with Secwepemc, Provincial, and Regional/Municipal leadership to build relationships and address improved recreational access management.

We currently have operational contribution agreements between the Shuswap Trail Alliance (STA) and the District of Sicamous, the City of Enderby and Electoral Area F of the Regional District of North Okanagan, the City of Salmon Arm, and the Columbia Shuswap Regional District. Under these agreements the STA was able to provide general advice on trail development issues as requested by Councils, regional Collaboration, environmental screening/adaptive planning, trail stewardship, trail experience development and programs, capital projects co-ordination, and technical trail services.

We would like to invite the Village of Chase to consider joining the collaborative support with our other regional partners through a 4-year contribution funding agreement for 2020 and 2023.

We are pleased to present to the Village on December 10th, as previously scheduled, the details of the work that was accomplished between 2016 and 2019 and the STA's priorities and goals for the next four years working on your behalf.

Thank you for your support of the Shuswap Trail Alliance and its collaborative efforts, and for your consideration of our invitation.

Sincerely,



Phil McIntyre-Paul, for the Shuswap Trail Alliance, Phone: 250-804-1964, Email: [phil@shuswaptrails.com](mailto:phil@shuswaptrails.com)



# Briefing Note: Shuswap Trail Alliance



November 15, 2019

To: Mayor and Council of the Village of Chase

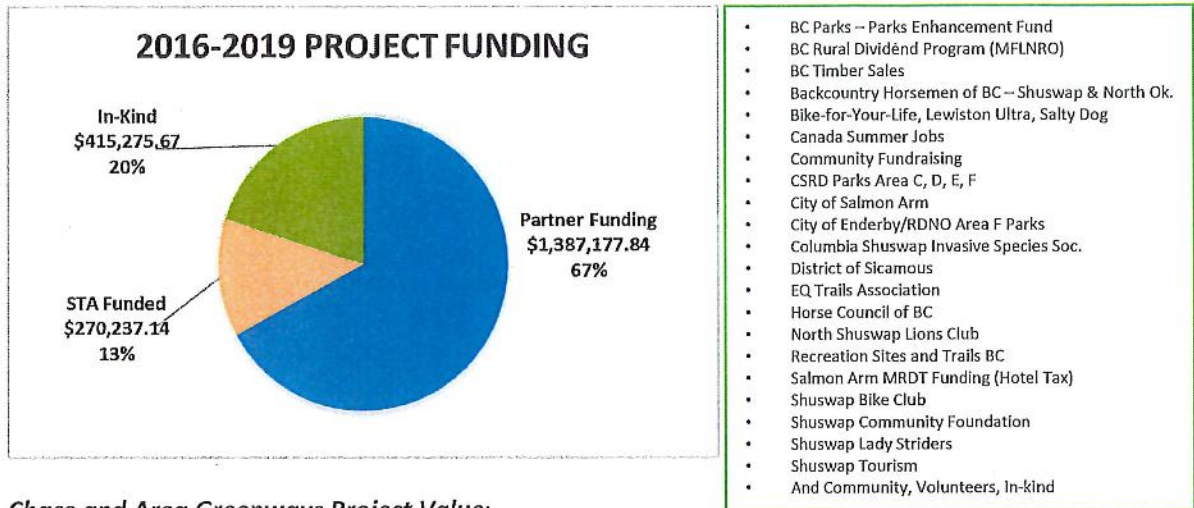
From: The Shuswap Trail Alliance

## Background:

- **15 years of Regional partnerships** intentionally working together through the Shuswap Trail Alliance to improve pathways and trails for walking, cycling, equestrian riding, winter skiing and snowshoeing, and paddling, since 2005
- **Collaboration** includes Secwepemc leadership from Sexqelkemoc (Lakes Division – Adams Lake, Neskonlith, Splatshin) and Little Shuswap Band, all orders of local government, stewardship organizations, industry, business, provincial land managers, and local advocates
- **The VISION** (Shuswap Trail Strategy): to establish the entire Shuswap Watershed as a united destination trail centre known for its active lifestyle, vibrant culture, natural beauty, and commitment to sustainable ecology (an economic, social, and environmental vision)
- **The Shuswap Trail Alliance:** the organizational body (formed in 2005) through which local and regional leadership can work together to develop and implement the Shuswap Trails Strategy. . . as First Nations, stewardship, government, industry, business, and community stewardship organizations and individuals.
- **The results** (benefiting every regional partner since 2006) by working together, we have:
  - ✓ Over 350 completed greenway trail projects (plans, field projects, promotion, programs)
  - ✓ 11 signature trail systems, over 105 regional trails
  - ✓ 125 km of new trails valued over \$2.25 million
  - ✓ Over 1560 new trail signs, 6000 blazes, 25 trailhead kiosks, 1 trail report hotline
  - ✓ Emerging four-season trail based marketing
  - ✓ \$4,860,000 in leveraged cash/in-kind investment
- **Between 2016 and 2019** alone we completed:
  - ✓ 206 projects
  - ✓ With over 100 partners
  - ✓ 37 new trails, 50,222 metres, 17 locations
  - ✓ 816,388 meters maintained and upgraded
  - ✓ 6 new boardwalks, 2 trailhead stiles, 7 sets of stairs
  - ✓ 752 new trail signs, 24 locations
  - ✓ 249 volunteer events, 1,257 people, almost half youth
- **With targeted outcomes** in all 5 core pillars of our strategic plan:
  - ✓ Regional Collaboration
  - ✓ Trail Stewardship
  - ✓ Environmental Adaptive Planning
  - ✓ Experience Development
  - ✓ Capital projects/technical trail services



- **Leveraged Partnerships:** Total Regional Project Resource Value between 2016-19: **\$2,072,694**



- **Chase and Area Greenways Project Value:**

2016-2019 Projects Village of Chase and Area	Partner Funded	STA Funded	In-Kind
Totals	\$229,624.68	\$148,353.35	\$146,780.33
Combined Total	\$524,758.36		

- **Shuswap Trail Alliance Operational Fixed Costs** \$170,000/year
  - Operational contribution from projects and fundraising (\$40,000)
  - Annual operational collaborative funding agreements...
- **Year 1 of new 4-Year Operational Partnership.** . . annual contribution includes:
  - CSRD Area C,D,E,F (\$44,000) – Confirmed continuing for 2020-2023
  - Salmon Arm (\$44,000) – Confirmed continuing for 2020-2023
  - NORD Area F/Enderby (\$11,100) - Confirmed continuing for 2020-2023
  - District of Sicamous (\$5,300) – Confirmed continuing for 2020-2023
  - Village of Chase?
- **2020 – 2023 Priorities.** . .
  - Facilitate Regional Trails Roundtable
  - Promote Secwepemc Values/Interests
  - Take Care of the Land (Y'icwetsutce)
  - Expand Structured Adaptive Planning
  - Implement Access Management Priorities
  - Maintain & Build Community Trails
  - Grow Volunteer Trail Stewardship
  - Support Active Transportation Plans
  - Advance Community-to-Community Trail Connectors (Rail Trail, West Bay)
  - Support Secwepemc Landmarks

**Request for Consideration:** We would like to invite the Village of Chase to consider joining the collaborative support with our regional partners through a 4-year contribution funding agreement.

## Chase &amp; Area: Project Summary TO DATE

Updated: November 12, 2019



Projects of significance within and/or directly accessible to Chase residents and visitors. Also - includes shared planning, training, marketing, and educational program development.  
 Note: this summary only reflects a partial audit. Final audit of full value (funding, in-kind, and volunteer) will be conducted at the end of the fiscal calendar.

Projects (Completed): 2016 - 2019	Partner Funding	STA Funded	In-Kind	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1202 Scatchard Mtn Trail - Rocky Road	\$0.00	\$115.45	\$117.35	David Lepsee/Village of Chase/AUB/NIB					
1202 Scatchard Mtn Trail - Rocky Road (PREVIOUS TRACKING)	see reserve								
1312 TrailRider Fund	\$5,310.42			Debra McDonald/SCF/SSAC/BC Parks/Frs					
1442 Trail Planning - General		\$1,290.00	\$8,388.31	STA subsidized/Volunteer/in-kind					
1501 Art Exhibition 2016 (Trail Mix)	\$5,000.00	\$1,760.15	\$420.76	SCF Grant/SDAC/STA/Shuswap Tourism					
1505 BC Parks: Planning (General) 2016		\$574.55	\$138.52	BCParks/STA/Stewards/Seq Lakes Div					
1607 Trail Inventory Map Update 2016		\$1,927.29	\$544.56	STA/CSRD GIS/Rec Sites					
1608 Share the Trails Workshop - Shuswap 2016	\$250.00	\$52.86	\$1,166.85	ORC/HBC/Rec Sites/ALL PARTNERS					
1614 Trail Stewards Workshop 2016 (April 8-9)		\$1,061.32	\$1,069.21	STA subsidized/Volunteer/Tim Hortons	80				
1622 Shuswap Bike Month		\$23.53	\$1,151.57	SBikeC/STA/DSA/ST/EDS/SAChamber					
1623 Mt Baldy Phase 2 Finishes 2016	\$18,148.44		\$5,106.19	SACA/CSRD Parks POH6074	761				4
1635 Shuswap Trail Legacy Fund (Design & Printing)	\$1,868.00	\$211.75		Shuswap Community Foundation					
1641 Lee Creek Trail Plan	\$750.00	\$1,683.35	\$768.61	NS Lions Club/NSStewards				13000	
1643 Shuswap Regional Trail Strategy Roundtable	\$18,308.00	\$3,640.38	\$899.47	Rec Sites/CSRD/ST/Lks Div/Fraser Basin					
1701 Trail Crew - General		\$13,047.57	\$5,607.79	STA subsidized					
1702 Volunteer Other - General 2017 (VE Dump)		\$7,124.82	\$22,921.70	STA subsidized/Volunteer/in-kind					
1703 Trail Inventory Map Update 2017	\$376.84	\$376.84	\$181.60	STA/CSRD GIS/Rec Sites					
1705 Shuswap Regional Trail Strategy Roundtable 2017	\$10,241.00	\$5,755.36	\$3,507.66	Rec Sites/CSRD/ST/Lks Div/Fraser Basin/HIA					
1707 Shuswap Trail Planning 2017 (BCRDp)	\$9,909.19	\$5,183.88	\$4,179.77	BCRDp/STA/Regional Partners					
1709 Trail Planning - General (non-funded)	\$7,553.03	\$2,801.63		STA subsidized/Volunteer/in-kind					
1713 TEST Updates and Revisions	\$435.69	\$122.75		STA/STBC/Phyla Biological (J Ayette)					
1717 Trail Stewards Workshop 2017 (RSTBC)	\$378.45			RSTBC/SBC					
1735 Stewardship Review Fall 2017	\$418.97	\$144.83		STA/Stewards					10
1742 Trail Signs - General 2017	\$2,064.67			STA/Stewards					
1801 Trail Guide and Website Update 2018	\$3,932.14		\$2,079.42	Shuswap Tourism/MRD/STA					
1802 TEST Updates & Revisions 2018		\$374.40		STA/STBC/Phyla Biological (J Ayette)					
1803 Trail Planning - General (non-funded)		\$6,227.94	\$2,733.14	STA subsidized/Volunteer/in-kind					
1805 Experience Development: Tourism (General)		\$3,653.73	\$991.37	ST/EDS/Operators/TOTA/DestinationBC/STS					
1812 Trail Signs - General (non-funded)		\$924.30	\$180.02	STA/Stewards					10
1813 Trail Crew - General (tools, inventory, temp signs, R&M)		\$9,492.50	\$2,391.39	STA subsidized					
1814 Volunteer Other - General 2018 (VE Dump)	\$40,194.40	\$5,277.35	\$3,080.00	STA subsidized/Volunteer/in-kind					
1820 Shuswap Regional Trail Strategy Roundtable 2018	\$7,468.26	\$2,442.40	\$1,610.54	Rec Sites/CSRD/ST/Secwepemc Lks Div/Fraser Basin/HIA/AdTbL WO-18-230-079					
1827 Regional Collaboration - General 2018		\$7,551.36	\$1,994.47	Various					
1828 Stewardship Program - General 2018		\$844.08	\$963.78	STA/Stewards					
1829 Trail Map Update 2018		\$248.74	\$134.26	STA/CSRD GIS/Rec Sites					
1832 Trail Guide Update 2018 - MTB	\$800.00	\$1,097.09	\$175.24	Shuswap Tourism/TOTA/SCClub/SA-MRDT					
1834 Chase: General		\$2,077.82	\$1,076.52	Chase/Stewards					
1835 Experience Development: Nature Education		\$191.83	\$70.37	SCF/SOL/SDS/OutdoorsGreta					
1836 Healthy Communities (Shuswap)		\$274.55	\$77.35	HIA and Regional/Municipal/NGO partners					
1842 BC Parks: Planning (General) 2018		\$647.19	\$461.02	BCParks/STA/Stewards/Seq Lakes Div					
1844 Canada Summer Jobs 2018	\$10,125.00			in other tracking other tracking CSI Grant					
1846 Secwepemc Landmarks Concept	\$1,554.89	\$2,449.84	\$5,112.84	STS Lakes Division/CSA/SATSC/ST					
1901 Marketing & Promotion - General 2019		\$1,137.15	\$440.15	various					
1903 Trail Planning - General (non-funded) 2019		\$6,098.95	\$1,920.93	STA subsidized/Volunteer/in-kind					
1904 Trail Guide & Website update 2019 (MRDT)	\$3,600.00	\$1,608.86		SA-MRDT					
1905 Experience Development: Tourism (General)		\$615.44	\$346.03	ST/EDS/Operators/TOTA/DestinationBC/STS					
1910 Volunteer (Stewards/Crew) Training 2019	\$3,500.00			SCF/STA					
1912 Trail Signs - General (non-funded) 2019		\$1,208.07	\$605.56	STA/Stewards					
1913 Trail Crew - General (tools, inventory, temp signs, R&M) 2019		\$7,495.76	\$2,654.39	STA subsidized					



## Chase &amp; Area: Project Summary TO DATE

Updated: November 12, 2019



Projects of significance within and/or directly accessible to Chase residents and visitors. Also - includes shared planning, training, marketing, and educational program development.

Note: this summary only reflects a partial audit. Final audit of full value (funding, in-kind, and volunteer) will be conducted at the end of the fiscal calendar.

1920 Shuswap Regional Trail Strategy Roundtable 2019	\$4,199.86	\$1,432.93	Various/Rec Sites/CSRD/ST/US Div/Fraser Basin/HMA, WO-1A-230-079					
1927 Regional Collaboration - General 2019		\$8,273.90	Various partners					
1928 Stewardship Program - General 2019		\$3,708.71	STA/Stewards					
1929 Trail Map Update 2019		\$139.37	STA/CSRD GIS/Rec Sites					
1932 Trail Guide Update 2019 - MTB (mini guide)	\$7,900.18	\$2,851.61	SA-MRD/ST/STA/CSRD GIS/BCUB					
1934 Chase: General		\$43.25	Chase/Stewards					
1948 Trail Guide Update - Paddle Mini-Guide (Blueways)	\$4,418.26		SA-MRD/ST/STA/CSRD GIS					
1946c Scatchard Mtn Trail - Rocky Road Trail	\$10,779.79	\$1,610.23	David Leppoe/Village of Chase/ALIA/NIB	979				
Canada Summer Jobs 2017	\$23,556.65	\$6,048.00	CSI Grant					
Summer Student - CSJobs 2016	\$10,630.00	\$4,387.83	CSI (Summer Students)					
Volunteer Other: General - Admin (includes Phil/Lori)		\$45,822.14	Admin - Volunteer in-kind not in projects above					
<b>Totals</b>	<b>\$229,624.68</b>	<b>\$148,353.35</b>		<b>1820</b>	<b>0</b>	<b>0</b>	<b>13000</b>	<b>24</b>
<b>Combined Net Value</b>		<b>\$524,758.36</b>						

## Additional Projects of Relevance and Regional Summary Totals

The South Shuswap trails are within a 20 minute drive of Chase and are utilized by residents and visitors.

South Shuswap Trail Projects: 2016 - 2019		Partner Funding	STA Funded	In-Kind	Partners	New m	Fix m	Maintain m	Plan m	Signs #
1604 Onyx Creek Falls Trail - Plan		\$750.00	\$1,210.65	\$598.56	CSRD Parks/NSSStewards/NS Lions Club				2175	
1605 Farrell's Field Planning Review		\$2,867.42		\$559.76	CSRD Parks PO#5336				1672	
1630 McArthur Heights Trail - Switchback Repairs 2016		\$1,262.19			CSRD Parks PO#5558	24.4	33.5			1
1704 Farrell's Field Trail - Build		\$7,938.59			CSRD Parks (PO#5569 postponed) PO#7487	162	1493			11
1731 Farrell's Field Fence Install		\$2,345.22			CSRD Parks (PO#7466)				35000	
1800 South Shuswap Destination Trail Plan		\$52,907.08	See 2017 BCRDP	\$3,235.00	CSRD Parks/STA/TrailStewards PO#8116	622	700			9
1823 Balmoral Trail Reroutes 2018		\$18,425.00	\$0.00	\$3,753.40	BCSHEMSTK002/CSRD Parks#8576/STBC			350		
1849 Mt Tuam Debris Fix		\$496.30	\$0.00	\$0.00	CSRD PO# Ryan					
1931 Balmoral Signs 2019		\$3,930.16	\$0.00	\$5,150.67	CSRD Parks PO#8555					33
1933 Lee Creek Trail Plan		\$458.34		\$953.32	N Shu Lions Club, CSRD077?					
1523B Mt Tuam Pump Track Trails (Blind Bay) - Benches		\$400.00	\$1,342.25	\$157.50	CSRD Parks PO#5335	10	520			
1523C Mt Tuam Pump Track Trails (Blind Bay) - CAP				\$890.23	STA/CSRD Parks/Stewards/BCRD				34630	
1707d South Shuswap Trails - Plan - Cedar Creek to Reinecker & White Lake N. Rim					EQ Trails/BC Rec Sites Trails/BCRD				26300	
1707e Skimikin Lake Rec Site: Perimeter Trail - Plan					CSRD Parks/NSSStewards/NS Lions Club				5610	
1707h Onyx Creek Falls Trail - Plan (was #1604)										
1707i Total BCRDP										
<b>Totals</b>	<b>\$4,425.38</b>	<b>\$0.00</b>	<b>\$14,205.22</b>	<b>\$25,503.86</b>		<b>818.4</b>	<b>2746.5</b>	<b>350</b>	<b>105387</b>	<b>54</b>
<b>Combined Net Value</b>		<b>\$25,503.86</b>	<b>\$127,762.44</b>							

The above summaries show only those trails within immediate access of Chase and Area. It must be acknowledged, however, residents and visitors to the area access the entire Shuswap regional trail system. Following is the 4-year project snapshot for the full Shuswap Regional Trails Program made possible by the combined contributions of regional partners through the Shuswap Trail Alliance.



## Chase & Area: Project Summary TO DATE

Updated: November 12, 2019



Projects of significance within and/or directly accessible to Chase residents and visitors. Also - includes shared planning, training, marketing, and educational program development.  
Note: this summary only reflects a partial audit. Final audit of full value (funding, in-kind, and volunteer) will be conducted at the end of the fiscal calendar.

Total Shuswap Regional Projects: 2013 - 2015	Partner Funding	STA Funded	In-Kind
2019 Project Total (To October 30, 2019)*	\$376,140.38	\$33,100.15	\$36,628.56
2018 Project Total	\$394,574.12	\$94,092.06	\$98,154.84
2017 Project Total	\$349,986.00	\$92,817.00	\$122,571.00
2016 Project Total	\$266,497.34	\$50,227.93	\$157,924.27
<b>Totals</b>	<b>\$1,387,177.84</b>	<b>\$270,237.14</b>	<b>\$415,278.67</b>
<b>Combined Net Value</b>	<b>\$2,072,693.65</b>		

\*Note: 2019 project totals are as of October 30th 2019

New m	Fix m	Maintain m	Plan m	Signs #
22038	25.6	129265	35000	223
3436	790	238725	82426	79
18943	1943	263858	228427	385
12400	9809	31910	25400	96
<b>54817</b>	<b>12567.6</b>	<b>663758</b>	<b>371253</b>	<b>783</b>



## VILLAGE OF CHASE

### Memorandum

**Date:** December 5, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Report of Tasks from November 6, 2019 to December 5, 2019

---

#### Council Support and Meetings

- Met with Mayor and individual Councillors relating to various matters
- Prepared and submitted various information items to local newspaper and other media regarding Council activities and Village business
- Ensure appropriate enquiries and issues come before Council for Council direction
- Ensure the sharing of information to staff members regarding Council meetings and decisions
- Review reports for Council agendas, draft reports for agendas, review agendas, minutes and provide assistance relating to Council decision correspondence
- Respond to queries from the public regarding daily operational issues, Council decisions, policy and bylaw questions
- Coordinate dates and times for meetings with local First Nations community leadership
- Met with Engineer and staff person from Neskonlith Indian Band regarding potential discussions regarding sewer service
- Meeting regarding OCP review
- Participated in a demo for Human Resource documents database
- Attended Shuswap Trails Roundtable with Mayor Crowe and Councillor Torbohm
- Met with Corporate Officer and Chamber of Commerce representative regarding Fee for Service Agreement – Visitor Information Services
- Met with Council members and MP Mel Arnold to discuss MP Arnold's federal budget submission
- Participated in two workshops regarding Tourism Strategy
- Attended Adams Lake Indian Band Council meeting with Mayor Crowe

#### Regular Duties

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

Respectfully submitted, ✓



## VILLAGE OF CHASE

### Memorandum

**Date:** 7 December 2019

**To:** Mayor and Council

**From:** Sean O'Flaherty, Corporate Officer

**RE:** Activities undertaken from November 12 to December 7, 2019

---

#### Regular Duties:

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

#### Other Duties/Activities During the Reporting Period:

- Met with David Nairn and John Burgese regarding sewer service
- Arranged for site survey of Thompson Avenue
- Met with the Chase Lions regarding the RV Park
- Coordinated a number of IT issues, mostly software related
- Working on an ALR application for MOTI
- Working on gated hydrant matter at Whispering Pines
- Participated in the Inter-Community Business Licence Program working group
- Participated in the Official Community Plan kick-off meeting with Urban Systems
- Installed updated 'Clean Air' signage at the Community Hall
- Participated in a Tourism Strategy workshop
- Met with Brock Endean of the Chase Chamber of Commerce

#### Bylaw Enforcement

- Bylaw Enforcement activity is normal. 1 uninsured derelict vehicle was towed from a municipal street.

#### Dog Control

- Dog control matters are normal

Respectfully submitted,

Approved for Council Consideration by CAO



## VILLAGE OF CHASE

### Memorandum

**Date:** December 5, 2019  
**To:** Council  
**From:** CFO  
**RE:** November 2019 Report

---

#### Regular Duties

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

#### Budget, Property Taxes & Financial Reporting

- Balanced Home Owner Grant, Reporting and Payment Submission.
- Reconcile tax deferment payments and applications received to date.
- Prepare Utility rate review for Council and Public Meeting
- Research Volunteer Fire Department remuneration options

#### Grant Applications, Implementation and Reporting

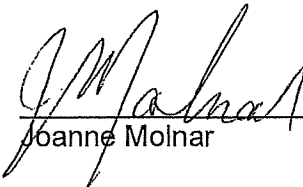
- Received Grant-in-Aid packages
- Research Northern Development Initiative Trust and Federation of Canadian Municipalities funding opportunities for Broadband improvements

#### Other

- Participated in Tourism strategy workshop
- Attended meeting with MP Mel Arnold to discuss Chase priorities.

Respectfully submitted,

Approved for Council Consideration by CAO

  
Joanne Molnar

  
Joni Heinrich





# VILLAGE OF CHASE

## Memorandum

**Date:** Dec 05, 2019  
**To:** Mayor and Council  
**From:** Public Works Manager  
**RE:** Public Works Operations Update

---

### Utilities

Sanitary Sewer: The Sewage Lagoons are moving into their dormant stage as a result of cold weather. The Village Utility Operator will be reducing the amount of air flowing into the system to reduce cost of operation over the winter months. A minimal amount of air is required to prevent a complete surface freeze over of the ponds.

### Parks and Recreation

Village staff will now include Memorial Park walking pathway as part of their snow removal route. This item will be low on the priority list as roads and sidewalk do take precedence over walking pathways. We kindly remind those who take their dogs for a stroll through or around our parks that they are responsible for collecting any "Christmas Presents" that your dog leaves for Santa. The Village provides bags and receptacles in which you may leave your "present" for collection. Once the receptacle is full, we will personally deliver the gift-wrapped surprises to the North Pole. We thank you in advance. Anyone leaving presents unwrapped and, on the ground, will officially be put on Santa's naughty list.

### Roads and Drainage

We would like to remind residents when clearing snow from their driveways that it is good practice to push snow near the road edge in the direction of traffic flow. This mitigates the amount of snow the plow trucks will inevitably redeposit in your driveway as they drive by.

### Solid Waste and Recycling

The garbage and recycling pick up schedule for the Winter Holiday break is now available on the Village website, and social media outlets.

*Clinton Wright*

*Jon H. H. H.*

**VILLAGE OF CHASE  
BYLAW NO. 883 – 2019**

**A BYLAW TO AMEND VILLAGE OF CHASE COUNCIL PROCEDURES BYLAW 783-2012**

---

**WHEREAS** the Council of the Village of Chase has adopted Council Procedures Bylaw No. 783-2012;

**AND WHEREAS** The Council of the Village of Chase deems it necessary to amend Bylaw No. 783-2012;

**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 "Council Procedures Amendment Bylaw No. 883-2019".

2. Section 3, *DEFINITIONS*, is hereby amended by adding:

**"Notice of Motion** means an opportunity for a Council member to announce a business item they wish to be included on the next Council meeting agenda in order to avoid consideration of such matter unexpectedly;"

3. Section 9, *AGENDAS*, is hereby replaced in entirety with:  
**AGENDAS**

- a) The Agenda for all open Council or Committee meetings, shall proceed in the following order:

<b>Second Tuesday of the Month</b>	<b>Fourth Tuesday of the Month</b>
Call to Order	Call to Order
Adoption of the Agenda	Adoption of the Agenda
Adoption of the Minutes	Adoption of the Minutes
Public Hearings	Public Hearings
Delegations	Delegations
Public Input on Current Agenda Items	Public Input on Current Agenda Items
Reports a) Mayor and Council b) Staff	Reports a) Mayor and Council
Unfinished Business	Unfinished Business
New Business	New Business
	Opportunity for Public to speak on Municipal Matters
Notice of Motion	Notice of Motion
In Camera	In Camera
Release of In Camera Items	Release of In Camera Items
Adjournment	Adjournment

4. Section 21, *ELECTRONIC PARTICIPATION*, is hereby replaced in entirety with:

#### **ELECTRONIC PARTICIPATION**

- a) A member of Council who is unable to attend a meeting may participate by electronic means in accordance with section 128 of *the Community Charter*, providing Administration is able to secure the necessary equipment and make suitable timely requisite preparations.
- b) The Chairperson may not participate electronically.
- c) A maximum of up to two Council members may participate in any Council meeting by electronic means at any given meeting subject to having a physical quorum in the Council Chambers.
- d) A council member is not permitted to participate electronically in a meeting if that member does not join the meeting at its scheduled start time.
- e) A council member participating electronically will be deemed to have voted in the affirmative during technical interruptions, disconnections, and unintelligible responses during a meeting.

5. Section 12, *NOTICE OF MOTION*, is hereby inserted:

#### **NOTICE OF MOTION**

- a) If a member introduces a Notice of Motion:
  - 1. They may provide the Notice of Motion which they intend to present to Council by giving a copy of such motion to the Corporate Officer during or prior to the meeting of the Council. The Notice of Motion shall be read out at the meeting by the introducing Council member, and shall appear in the minutes of that meeting as a Notice of Motion and must be placed onto the agenda of the next meeting under *Unfinished Business*.
  - 2. Alternatively, the Council member may give the Notice of Motion to the Corporate Officer more than 6 days prior to the meeting, and it will be placed on the agenda as a motion for consideration at the meeting, when that member will provide only an introduction to the motion;
  - 3. The Council member will then provide any relevant background information to the Corporate Officer more than 6 days prior to the meeting that the item is to appear on the agenda under *Unfinished Business*.
  - 4. Any Notice of Motion that is considered time-sensitive and/or urgent can be dealt with at the same meeting it is introduced subject to a 2/3 vote of all members present to waive the next meeting requirement.

6. All subsequent sections will be adjusted sequentially.

READ A FIRST TIME THIS 26<sup>th</sup> DAY OF **NOVEMBER, 2019**

READ A SECOND TIME THIS 26<sup>th</sup> DAY OF **NOVEMBER, 2019**

READ A THIRD TIME THIS 26<sup>th</sup> DAY OF **NOVEMBER, 2019**

ADOPTED THIS \_\_ DAY OF \_\_, **2019**

\_\_\_\_\_  
Rod Crowe, Mayor

\_\_\_\_\_  
Sean O'Flaherty, Corporate Officer





## VILLAGE OF CHASE Administrative Report

TO: Mayor and Council  
FROM: Joanne Molnar, CFO  
DATE: December 5, 2019  
RE: Amend Fees and Charges Bylaw No. 820-2016 Schedule D and E

---

### ISSUE/PURPOSE

To seek 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading to amending Fees and Charges Bylaw No. 820-2016 to amend Schedule D, Water Service Rates and Schedule E, Sewer Service Rates.

### OPTIONS

To give 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 820-2016 to amend Schedules D and E.

To give 1<sup>st</sup> and 2<sup>nd</sup> reading to Bylaw No. 820-2016 to amend Schedules D and E and recommend necessary changes.

### HISTORY/BACKGROUND

A Special Meeting of Council was held on November 25, 2019 to outline the review process for the water and wastewater services. At the meeting, staff reviewed the services current fee structure, definition and description of classifications, a summary of each services infrastructure and users, historical financial information pertaining to user fees and collections and expenditures and debt repayment. A summary of neighboring municipality water rates was also provided.

### DISCUSSION

The wastewater service is currently a self-sustaining service, the water service however, was shown to be substantially under funded and not sustainable.

### FINANCIAL IMPLICATIONS

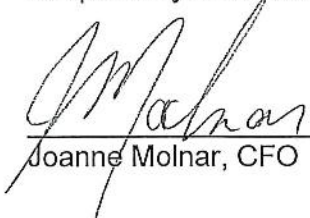
The proposed changes will have minimal impact on the wastewater user fees collection.

The proposed changes to the water user fee collections are significant but are being implemented with a phased in approach. This will allow for transition and planning, while providing the revenue necessary to meet the service's operational requirements for 2020 and begin to build reserve funds in 2021 and 2022.

### RECOMMENDATION

To seek 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading to amending Fees and Charges Bylaw No. 820-2016 to amend Schedule D, Water Service Rates and Schedule E, Sewer Service Rates.

Respectfully submitted,

  
Joanne Molnar, CFO

Approved for Council Consideration by CAO

  
Joni Heinrich, CAO

**VILLAGE OF CHASE**  
**Bylaw No. 884-2019**

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

---

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

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

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

1. This bylaw may be cited for all purposes as "Village of Chase Fees and Charges Amendment Bylaw No. 884-2019".
2. The following schedules are hereby replaced in entirety:

Schedule "D" – Water Service Rates.

Schedule "E" – Sewer Service Rates

READ A FIRST TIME THIS \_\_ DAY OF \_\_, 2019

READ A SECOND TIME THIS \_\_ DAY OF \_\_, 2019

READ A THIRD TIME THIS \_\_ DAY OF \_\_, 2019

ADOPTED THIS THIS \_\_ DAY OF \_\_, 2019

---

Rod Crowe, Mayor

---

Sean O'Flaherty, Corporate Officer

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

**WATER SERVICE RATES**

<b>Residential Water Service Charges</b>	<b>Annual Charge</b>
Fixed Rate charge per single family dwelling property (Effective April 1, 2020 to December 31, 2021)	\$131.00
(Effective January 1, 2022)	\$200.00
	\$240.00
Fixed Rate charge per residential unit other than a single family dwelling property (Effective April 1, 2020 to December 31, 2021)	\$98.00
(Effective January 1, 2022)	\$175.00
	\$210.00

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

<b>Non Residential Water Service Charges</b>	<b>Annual Charge</b>
Meter Size 5/8 inch (Effective April 1, 2020 to December 31, 2021)	\$131.00
(Effective January 1, 2022)	\$200.00
	\$240.00
Meter Size 3/4 inch (Effective April 1, 2020 to December 31, 2021)	\$188.60
(Effective January 1, 2022)	\$250.00
	\$350.00
Meter Size 1.00 inch (Effective April 1, 2020 to December 31, 2021)	\$335.40
(Effective January 1, 2022)	\$350.00
	\$420.00
Meter Size 1.50 inch and larger (Effective April 1, 2020 to December 31, 2021)	\$754.60
(Effective January 1, 2022)	\$800.00
	\$960.00
Fixed Rate charge per additional business or occupancy on property (Effective April 1, 2020 to December 31, 2021)	\$98.00
(Effective January 1, 2022)	\$175.00
	\$210.00

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

<b>Water Consumption Rate</b>	<b>Volume Charge</b>
Metered water consumption per cubic meter (Effective October 1, 2020)	\$0.500
	\$0.700

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

**SEWER SERVICE RATES**

Effective January 1<sup>st</sup>, 2020

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

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

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

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



## ***Village Of Chase***

### ***Administrative Report***

**TO: Mayor and Council**

**FROM: Corporate Officer**

**DATE: 8 December 2019**

**RE: 2020 Council Meeting Schedule**

---

#### **ISSUE/PURPOSE**

To establish the 2020 Council meeting schedule.

#### **OPTIONS**

1. Adopt the 2020 Council meeting schedule as presented
2. Amend and then adopt the 2020 Council meeting schedule

#### **HISTORY/BACKGROUND**

Provincial enabling legislation for municipalities places several requirements on local governments in B.C. One such requirement is that municipalities must annually provide a schedule of its meetings, post the schedule, and publish a notice indicating the schedule is available.

Meetings of Council generally take place on the second and fourth Tuesdays of each month in the Council Chambers at Village office, 826 Okanagan Avenue, Chase, B.C., and begin at 4:00p.m. The attached is a schedule of meetings required by the *Community Charter* and by *Village of Chase Council Procedures Bylaw No. 783-2012*. Upon approval, public notice will be provided pursuant to Section 94 of the *Community Charter*.

The *Council Procedures Bylaw 783-2012* states that Regular meetings occur on the second and fourth Tuesdays of each month except: "when a Regular meeting conflicts with the annual UBCM Convention"; "during the months of July and August when a Regular meeting will be scheduled on the second Tuesday of the month only"; and, "when the fourth Tuesday falls between Christmas and New Year's". The UBCM 2020 Conference is September 21-25, 2020.

#### **DISCUSSION**

In 2019 Council experimented with holding a few evening council meetings. The March 8, 2019 meeting was attended by 8 members of the public, while the April 23, 2019 meeting was attended by approximately 40 persons, however the Turtle Valley biosolids matter dominated that meeting. Council meetings held under the 4:00 p.m. start format are generally well attended and generate good participation from the gallery.



**FINANCIAL IMPLICATIONS**

None

**POLICY IMPLICATIONS**

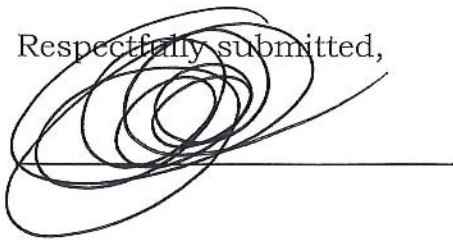
Section 127 (1) of the *Community Charter* requires Council to establish and make available a schedule of its meetings and to give notice that this schedule is available.

Council has adopted the *Council Procedures Bylaw 783-2012*. Council has until January 15, 2020 to adopt the 2020 meeting schedule.

**RECOMMENDATION**

**“THAT Council adopt the 2020 Council meeting schedule as presented.”**

Respectfully submitted,

A handwritten signature in black ink, consisting of several overlapping loops, positioned above a horizontal line.

Approved for Council Consideration by CAO

A handwritten signature in blue ink, appearing to read 'Jon H. Leininger', positioned above a horizontal line.



# Village of Chase

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

## VILLAGE OF CHASE 2020 COUNCIL MEETING SCHEDULE

### January

14 Regular Meeting  
28 Regular Meeting

### February

11 Regular Meeting  
25 Regular Meeting

### March

10 Regular Meeting  
24 Regular Meeting

### April

14 Regular Meeting  
28 Regular Meeting

### May

12 Regular Meeting  
26 Regular Meeting

### June

9 Regular Meeting  
23 Regular Meeting

### July

14 Regular Meeting

### August

11 Regular Meeting

### September

8 Regular Meeting  
**22 No Meeting (Sept. 21-25 UBCM)**

### October

13 Regular Meeting  
27 Regular Meeting

### November

10 Regular Meeting  
24 Regular Meeting

### December

8 Regular Meeting  
22 Regular Meeting

Meetings begin at 4:00 p.m. unless otherwise advertised

Meeting are held in Council Chambers at Village office, 826 Okanagan Avenue, Chase, B.C

The public will be able to speak on current Agenda business items at the beginning of all Regular Council meetings.

The opportunity to speak on any municipal matter will be provided at the end of the second Council meeting of the month, except when there is only one meeting in a month in which case an opportunity to speak on any municipal matter will be provided at that meeting.

The Acting Mayor may chair the Council meeting on the first Council meeting of the month.

If required Special meetings will be convened with appropriate notice as per the *Community Charter* and Council policy

**VILLAGE OF CHASE  
2020 Council Appointment Positions**

Acting Mayor

January to March:	Councillor Ali Maki
April to June:	Councillor Fred Torbohm
July to September:	Councillor Alison Lauzon
October to December:	Councillor Steve Scott

Liaison Appointments

Adams River Salmon Society	Councillor Steve Scott
Business Community and Chase Chamber of Commerce	Councillor Fred Torbohm
Chase and District Festival Society	Councillor Ali Maki
Chase and District Health Services Foundation	Mayor Rod Crowe
• Extended Care Facility Committee (of Chase and District Health Services Foundation)	Councillor Alison Lauzon
Chase Service Clubs	Councillor Alison Lauzon
Citizens on Patrol	Councillor Steve Scott
First Nations	Mayor Rod Crowe, Alternate Councillor Ali Maki
RCMP Liaison	Councillor Fred Torbohm
• Mayor Rod Crowe to participate in any advocacy to E Division South East District	
Shuswap Regional Trails Strategy	Councillor Fred Torbohm
Shuswap Tourism Advisory Committee	Councillor Ali Maki

Standing Committees

Youth Action Committee	Councillor Alison Lauzon <i>Councillor Ali Maki – Alternate</i>
------------------------	--

Select Committees

Child Care Planning Program	Councillor Alison Lauzon
-----------------------------	--------------------------

Municipal Insurance Association

Delegate:	Councillor Steve Scott
Alternate:	Councillor Ali Maki

Recreation Board of Management

Mayor Rod Crowe  
Councillor Ali Maki Steve Scott  
CAO

Signing Authorities

Council Signatories:	Mayor Rod Crowe Councillor Steve Scott
Staff Signatories:	Chief Administrative Officer, Joni Heinrich Director of Financial Services, Joanne Molnar Corporate Officer, Sean O'Flaherty

Thompson-Nicola Regional District Director and Alternate Director (2020)

Director:	Mayor Rod Crowe
Alternate Director:	Councillor Steve Scott





# CHASE SECONDARY SCHOOL

P.O. Box 319 Chase, BC V0E 1M0

Telephone: (250) 679-3218

Fax: (250) 377-2228

School District #73 (Kamloops/Thompson)

RECEIVED  
Village of Chase

NOV 26 2019

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Append \_\_\_\_\_

November 14, 2019

To whom it may concern,

Chase Secondary would like to continue the tradition of providing the students with a celebration and meal prior to the December break. This will be our Sixth Annual Chase Secondary School and Community Appreciation Meal and it will be held on December 19<sup>th</sup> in our school gym. This is becoming a yearly tradition that continues to help foster a better relationship between staff, students, and community. The vision is that we have a meal prior to students going on their holiday break where staff, students, and members of the community and business community can interact outside the classroom. Staff and volunteers will serve the students and community partners a delicious turkey dinner and share a few laughs, smiles, stories, and hand out some prizes before their break.

I am writing to invite you to attend this event, starting at 12:00 noon on Thursday, December 19<sup>th</sup>. I would also like to ask if there is any way that you can support this event. Feeding over 250 students, staff and community is not an easy task, but with a little help, this will be a great success as it has been the last five years and one that can continue for years to come. We're looking for donations and would love to see you attend. If there is any way that you, or someone from your organization or business can contribute in any way, please contact me at the school. I would like to personally thank you for the support that you give to Chase Secondary School and the Community of Chase year round and your consideration in helping out with the Annual Chase Secondary School and Community Appreciation Meal.

Sincerely,

Dave MacDonald  
Principal, Chase Secondary School  
250-679-3218  
dmacdonald@sd73.bc.ca



## Congratulations from RBC!

I am writing with great news.

RBC has just approved a donation to The Village of Chase – Chase & District Skate Board Society, in honour of our team's volunteer time with you in 2019. Once you've registered with our partner \*Benevity, you will receive this donation through electronic funds transfer in the next 4-6 weeks.

RBC believes that when employees and retirees volunteer their time and expertise, they play a vital role in helping build better communities. Since 1999, RBC has donated more than \$33 million in celebration of employee and retiree volunteer efforts.

I am very happy that this donation is heading your way and I know that it will be used to support the good work you do every day.

Congratulations and thank you for providing RBC with the opportunity to help our communities prosper.

Bryan Salsbury, Branch Manager  
RBC Royal Bank - Chase

*\*RBC began using Benevity in the spring of 2016 to manage employee and retiree volunteer grants and employee charitable giving globally. If your charity has not signed up for electronic funds transfer you may be charged a service fee of \$25 USD or 7% of the total amount (maximum \$100) per cheque which will be deducted from all payments. To register to receive electronic funds transfer please visit <https://causes.benevity.org> to begin the process or contact [charities@benevity.com](mailto:charities@benevity.com) with any questions. Please note that payments from Benevity may be aggregated with donations from other participating companies and will be appear as a payment from the Benevity Impact Fund.*



## VILLAGE OF CHASE

### Memorandum

**Date:** December 5, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** 2020 CAO Forum – Local Government Management Association

---

The Local Government Management Association (LGMA) of BC provides programs, services and educational opportunities to ensure ongoing professional development for BC's Local government managers.

The LGMA hosts an annual CAO forum. In 2020 the Forum is being held February 25-27, 2020. Topics on the agenda include:

- Human Resources in Smaller Communities
- Dealing with challenges in focussing on facts in a world of social media and engaging the senior management team to support inclusive, ethical decision-making to support Council and ensure good governance
- Transport Canada's new Grade Crossing Regulations and Standards
- Strategies to attract, retain and manage the next generation of employees
- Climate Action adaptation and upcoming grant funding available to local governments

Costs to attend this forum are \$695.00 plus GST, and the cost of accommodation and travel.

The CAO's employment contract requires that for attendance at conferences other than the Local Government Management Annual Conference and the regional (Thompson Okanagan) annual conference, a Council resolution is required.

Council direction is requested.

Respectfully submitted,



## VILLAGE OF CHASE

### Memorandum

**Date:** December 5, 2019  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Legal Updates Workshop – TNRD – January 16, 2020

---

The TNRD is organizing a legal updates workshop for its Board of Directors and has extended an invitation to Mayors and Councillors from member municipalities. Several municipal Councils and CAOs will be attending including Lytton, Clearwater and Kamloops.

The session is scheduled for January 16, 2020 from 9:30 am to 12:30 pm in Kamloops.

Topics will include:

1. The Role of Elected Officials – In this session, we discuss the statutory and common law duties and obligations of elected officials, provide tips for best practices and also review the repercussions of breaching these duties and obligations.
2. Public Hearings and Procedural Fairness – In this session we discuss the situations in which councils and boards sit in a quasi-judicial capacity, review the rules of procedural fairness, and highlight cases in which local governments have breached those rules.
3. Conflict of Interest Guidance and Tips – In this session we provide a more advanced discussion of the conflict of interest rules, and review recent decisions from Canadian jurisdictions.
4. Personal Liability of Elected Officials, including such topics as unauthorized expenditures, defamation, workplace issues etc.

#### Possible Other Topics

5. Homeless Camps / Tent Cities – Recently, lower mainland activists toured through the region in an effort to mobilize locals and help them set up tent cities as a way of bringing attention to the issue of homelessness and the shortcomings of shelter and housing plans. Over the years, regulating the use of public space has become a pressing issue, as local governments struggle to balance the rights of homeless people to safely shelter, while keeping public spaces clean, safe and accessible for other community members.
6. Controlling Council/Board Chambers and Local Government Property – Closely related to the above topic, we are seeing an increase in protestors using council/board chambers and other local government property to protest various issues. In this segment, we discuss the authority of councils and boards to control behaviour in their chambers and on public property, as well as the limits on that authority.

For attendance, a resolution authorizing costs to be paid by the Village is required.

Respectfully submitted,



Rod Crowe  
Mayor  
Village of Chase

Dear Mayor:

**Order of British Columbia ~ 2020 Call for Nominations**

Nominations for the province's highest honour, the Order of British Columbia, are now being accepted. This prestigious honour recognizes individuals who have demonstrated outstanding achievement, excellence or distinction in a field of endeavour benefiting the people of the province or elsewhere. I would be grateful if you could please share information about the Order with your municipality and stakeholder groups.

Nomination forms for the Order are available [online](#) or by emailing the Honours and Awards Secretariat at [bchonoursandawards@gov.bc.ca](mailto:bchonoursandawards@gov.bc.ca). Nominations must be received by **Friday, March 6, 2020**. Submissions received after this date will be considered in 2021.

Nominations will be reviewed by an independent Advisory Council chaired by the Chief Justice of British Columbia. Its membership also includes the President of the Union of British Columbia Municipalities. To date, 447 distinguished British Columbians have been appointed to the Order.

In addition to the Order of B.C., you may also nominate individuals for the province's other honour, the Medal of Good Citizenship. This medal recognizes citizens for their exceptional long-term service, and contributions to their communities without expectation of remuneration or reward. The medal reflects their generosity, service, acts of selflessness and contributions to community life. Nominations are accepted year-round and the nomination form can be found [here](#).

Your leadership in championing deserving citizens in your community and promoting the Order of B.C. and Medal of Good Citizenship is very much appreciated.

Yours sincerely,



Lucy Lobmeier  
Honours and Awards Secretariat

