



## AGENDA

Regular Meeting of the Council of the Village of Chase  
to be held in the Council Chamber at the Village Office, 826 Okanagan Avenue, and via Zoom  
on September 12, 2023 at 4:00 p.m.

---

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/82391706496?pwd=MXZjOE5HMW0rUlpPc0JueUxvTUtjUT09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 823 9170 6496

Passcode: 743180

---

### 1. CALL TO ORDER

### 2. ADOPTION OF AGENDA

Resolution:

**“THAT the agenda of the September 12, 2023 Regular Meeting be adopted as presented.”**

### 3. ADOPTION OF MINUTES

#### 3.1 Minutes of the August 15, 2023 Regular Meeting

Pages 1-7

Resolution:

**“THAT the minutes of the August 15, 2023 Regular Meeting 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

b) Staff Reports

Pages 8-13

### 8. UNFINISHED BUSINESS

#### 8.1 Every Child Matters Crosswalk

Page 14-16

Memorandum from the CAO

Recommendation:

**“THAT the Village of Chase install an Every Child Matters crosswalk similar in design to the one in Kamloops at the west crossing of the intersection at Shuswap Avenue and Chase Street with costs being shared by the Adams Lake Indian Band, Neskonlith Indian Band, Skwālx té Secwepemcúl’ecw and the Village of Chase.”**

**9. NEW BUSINESS**

- 9.1 Development Permit #2023-4, 116 MacPherson Street Pages 17-33  
Report from the Director of Corporate Operations  
Recommendation:  
**“THAT Development Permit DP2023-4 be approved.”**

- 9.2 Municipal Insurance Association – Voting Delegate for AGM Page 34  
Memo from the CAO  
Recommendation:  
**“THAT Mayor David Lepsoe be appointed as the voting delegate for the  
Municipal Insurance Association Annual General Meeting being held during  
the 2023 UBCM convention; AND**  
  
**THAT Councillor Jane Herman be appointed as the alternate voting  
delegate.”**

**10. NOTICE OF MOTION**

**11. IN CAMERA**

None

**12. RELEASE OF IN CAMERA ITEMS**

None

**13. ADJOURNMENT**

Resolution:

**“THAT the September 12, 2023 Regular Meeting be adjourned.”**



## MINUTES

of the Regular Meeting of the Council of the Village of Chase  
held in the Council Chamber at the Village office at 826 Okanagan Avenue, and via Zoom  
on Tuesday, August 15, 2023 at 4:00 p.m.

**PRESENT:** Mayor David Lepsoe  
Councillor Colin Connett  
Councillor Ron Harder <by phone>  
Councillor Jane Herman (Acting Mayor for this meeting)  
Councillor Fred Torbohm

**In Attendance:** Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Director of Corporate Operations  
Debi Lovin, Chief Financial Officer  
Mike McLean, Deputy Corporate Officer (Virtual)

Public Participants: 16 in-person, 3 via Zoom

### 1. CALL TO ORDER

Acting Mayor Jane Herman called the meeting to order at 4:00 p.m.

Acting Mayor Herman introduced Jim Dunn as the new Bylaw Enforcement Officer for the Village of Chase.

Acting Mayor Herman announced that Mayor Lepsoe has proclaimed September 2023 as Literacy Month in the Village of Chase.

### 2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Connett

**"THAT the agenda of the August 15, 2023 Regular Meeting be adopted as presented."**

**CARRIED**  
**#2023/08/15\_001**

### 3. ADOPTION OF MINUTES

3.1 Minutes of the July 18, 2023 Regular Meeting

Moved by Councillor Torbohm

Seconded by Councillor Connett

**"THAT the minutes of the July 18, 2023 Regular Meeting be adopted as presented."**

**CARRIED**  
**#2023/08/15\_002**

### 4. PUBLIC HEARINGS

None

### 5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Kym Behrns - 845 Thompson Avenue

- Made a conscious decision to move to Chase and is invested in the community and volunteers

- He is only asking for the same services as all other members of the community enjoy.

Zilly Palamar of 141 Shuswap Avenue stated that:

- Increasing the water and sewer rates goes against the budget
- Taxpayers dollars should not be spent on donations to groups such as Literacy – if people want to donate that should be up to the individual
- We should keep the Village's fire department separate from the Adams Lake fire department
- Several businesses in Chase need more accessibility and the Info Centre washroom needs a grab bar
- Disagrees with an Every Child Matters crosswalk – the past is the past and we should be writing letters to parliament

Dave Smith of 423 Larch Street

- Concerns about water and sewer rates being increased when there are a number of seniors who do not use much water and should not have to pay more
- Asked about the policy to pay overtime for staff members working in an emergency operations centre (EOC), concerned that they would be under secondment elsewhere and not be available to do their regular work.
- Asked who determines who is in the EOC, that some of the Village's emergency information is out of date, and that there should be an individual hired to do this work

Megan Stratikopoulos of 320 Aspen Drive

- Concerned with a policy to pay staff overtime for working in an EOC
- She referred to the TNRD when Sukh Gill was paid a large amount of money for working in their EOC
- She wants to see some checks on how much overtime Village staff works in an EOC and that the overtime be reported to Council once a year

Adria Mathisen of 28 Beach Crescent

- What kind of budget is in place for a street sweeper – the Village should not be spending money that is not available for such equipment
- She disagreed with the main streets in the downtown being closed to traffic as the businesses will be affected and a precedent is being set

Christina Lutterman of 44-1250 Hillside Avenue

- Is happy to see an Accessible BC plan being put in place, and noted that the Visitor Information centre is inspected annually by Destination BC to ensure it meets their standards
- She is happy to provide assistance to the Village on the Accessibility plan

< Councillor Harder joined the meeting by phone at 4:13 p.m. >

## 6. DELEGATIONS

None



## 7. REPORTS

- a) Mayor and Council Reports  
Councillor Connett  
No report

Acting Mayor Herman

July 18 – Attended Council meeting  
July 19 – Attended “Choose Chase” meeting at the Village office  
July 18 and July 25 - Music on the Lake in Memorial Park  
July 28 – Attended the four communities meeting (3 local bands and Village of Chase) hosted by the Village of Chase  
August 8 – Music on the Lake  
August 9 – Attended a “Choose Chase” meeting at the Village office  
August 14 – Attended Climate Action Committee meeting at the Village office

Mayor Lepsoe

July 20 – Attended virtual Shuswap Trail Alliance meeting regarding upgrade to the waterfall area  
July 22 – Attended Chabelos Resort’s Christmas in July event. Spoke on behalf of the Village, met a lot of good people  
July 24 – Attended and spoke at Richard Waugh’s celebration of life  
July 25 – Sponsored the Music on the Lake event  
July 28 – Attended a four communities meeting (three bands and Village of Chase)  
August 4 – Village Emergency Operations Centre was activated at Level one due to the Interfor Mill at Adams Lake being put on alert. The mill is a satellite community of Chase. It was recommended by BC Wildfire Service to place them on alert – the jurisdiction in which the property is situated places the alert based on the fire specialist’s recommendations.  
August 5 – Went to the Interfor Mill at Adams Lake to see the fire situation first hand  
August 8 – Had a good chat with Member of Parliament Mel Arnold at Music on the Lake  
August 13 – Went to the BC Wildfire Service Fire Camp at Squilax, had a discussion with the information officer. This was the last day for the Australians. The Canadians took over after being rested for a while. This is becoming an international camp, with over 100 Brazilians and 100 from Costa Rica, over 400 in total firefighters and support crew. Very professionally run operation. I was very impressed.

I would like to thank Senior Staff for being available 24/7 for the fire situation and as well other times as needed.

Councillor Harder

No report

Councillor Torbohm

August 15 - Assisted the Museum with their cornstock display for Music on the Lake  
Monitored emails.

Staff reports were included in the agenda package.

Moved by Councillor Connett  
Seconded by Councillor Harder

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

**CARRIED**  
**#2023/08/15\_003**

## **8. UNFINISHED BUSINESS**

### **8.1 Street Sweeper Purchase**

Moved by Councillor Torbohm  
Seconded by Councillor Harder

**"THAT Administration be authorized to purchase a new Trombia Airknife T220 sweeper from CUBEX Equipment for an amount of \$112,095.20."**

**CARRIED**  
**#2023/08/15\_004**

### **8.2 Fees and Charges Bylaw – Water and Sewer Fee Increases**

Moved by Councillor Connett  
Seconded by Councillor Torbohm

**"THAT the Village of Chase Fees and Charges Bylaw No. 820-2016 Amendment Bylaw No. 930-2023 be given First, Second and Third readings."**

**CARRIED**  
**#2023/08/15\_005**

### **8.3 Sewer Extension Request – Owner of 845 Thompson Avenue**

Moved by Mayor Lepsoe  
Seconded by Councillor Harder

**"THAT Council defer the decision regarding sewer main extension for connection by the property owner of 845 Thompson Avenue until staff has obtained more information about the past servicing of adjacent properties."**

**CARRIED**  
**#2023/08/15\_006**

## **9. NEW BUSINESS**

### **9.1 Request for Donation – Chase Literacy**

Moved by Councillor Connett  
Seconded by Councillor Torbohm

**"THAT the Village of Chase grant \$500 to the Chase Literacy program for 2023."**

**CARRIED**  
**#2023/08/15\_007**

### **9.2 Policy creation to compensate Exempt Staff for Overtime worked in an Emergency Operations Centre**

Moved by Councillor Harder  
Seconded by Councillor Torbohm

**"THAT ADM-35 (2023) Exempt Staff Overtime Compensation Policy be adopted."**

**CARRIED**  
**#2023/08/15\_008**

9.3 Mutual Aid Agreement – Village of Chase and Adams Lake Indian Band – Fire Suppression Services

Moved by Councillor Torbohm

Seconded by Councillor Connett

**“THAT the Village of Chase enter into a mutual aid agreement with the Adams Lake Indian Band for fire suppression services.”**

**CARRIED**

**#2023/08/15\_009**

9.4 Accessible BC – Province of BC Requirement for Local Governments

Moved by Mayor Lepsoe

Seconded by Councillor Torbohm

**“THAT staff develop an accessibility committee for the Village of Chase;**

**That staff begin the process of developing an accessibility plan to be reviewed by the accessibility committee and brought forward to Council for adoption.**

**That staff create a feedback mechanism to provide for input from the public regarding any barriers to accessibility within the community.”**

**CARRIED**

**#2023/08/15\_010**

9.5 Thank You from Ronald McDonald House

Moved by Councillor Torbohm

Seconded by Councillor Harder

**“THAT the letter from Ronald McDonald House thanking the Village for its donation from the Chase Day Camp ‘Gratitude Day’ be received for information; AND**

**That Council extend its gratitude to the Program Lead, Nakia Hill for providing such a positive teaching opportunity for the children of the Summer Recreation Program.”**

**CARRIED**

**#2023/08/15\_011**

9.6 Every Child Matters Crosswalk

Moved by Councillor Torbohm

Seconded by Councillor Herman

**“THAT staff be directed to work with the three local Indigenous communities to determine a location for an ‘Every Child Matters’ crosswalk in Chase and associated costs and bring a report back to Council.”**

**CARRIED**

**Councillor Connett OPPOSED**

**#2023/08/15\_012**

9.7 Car Show – Road Closure Request – Cars for Cancer

Moved by Councillor Herman

Seconded by Councillor Torbohm

**“THAT Shuswap Avenue between Pine Street and Chase Street be closed to traffic between 8:00 a.m. and 3:00 p.m. Sunday, September 17, 2023; AND**

**That Haldane Street between First Avenue and Sicamous Avenue be closed to traffic between 8:00 a.m. and 3:00 p.m. Sunday, September 17, 2023 both closures facilitating a classic car show."**

**CARRIED  
#2023/08/15\_013**

#### **10. NOTICE OF MOTION**

None

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

Megan Stratikopoulos of 320 Aspen Drive

- There have been several issues not addressed because staff says they did not have the time. If there are not enough staff the Village should hire more people
- The Village should use Voyent Alert all the time for all messaging coming from the Village.

Don Cavers of 116 McPherson Street

- He is attempting to provide affordable housing in Chase, he scrambled to resubmit his Development permit application that expired only after one year
- Other communities issue DPs for two years
- Was told it could not be on this agenda – requested Council hold a special meeting to deal with his DP issue.

Dave Smith of 423 Larch Street

- Voyent Alert should be used for advising community members of more than just emergency information
- There should be a dedicated person to handle emergency preparedness activities and planning
- Will the Village will get any money for selling its current street sweeper
- He has lots of experience regarding accessibility as he was involved with a committee in another community – hydro poles and fire hydrants should not be located in the middle of sidewalks

Adria Mathisen of 28 Beach Crescent

- Why is the gallery invited to give opinions on items on the council agenda if everything is passed anyway

Catharyne Stauffer of 530 Aylmer Road

- She wants to start a school in Chase for 18-26 year olds to learn life skills so they are not tempted to get into drugs and wants Council's support

Zilly Palamar of 141 Shuswap Avenue

- Community members need to write letters to Council against anything that is passed that we don't like
- A car show should not be held downtown
- If you sign up for Voyent Alert it tracks your movements

**12. IN CAMERA**

Moved by Councillor Torbohm

Seconded by Councillor Herman

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

**CARRIED**

**#2023/08/15\_014**

**13. RELEASE OF IN CAMERA ITEMS**

None

**14. ADJOURNMENT**

Moved by Councillor Torbohm

Seconded by Acting Mayor Herman

**"THAT the August 15, 2023 Regular Meeting be adjourned."**

**CARRIED**

**#2023/08/15\_015**

The meeting concluded at 5:34 p.m.

---

David Lepsoe, Mayor

---

Sean O'Flaherty, Corporate Officer



## VILLAGE OF CHASE

### Memorandum

**Date:** August 31, 2023  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Activities Report August 11 through September 5, 2023

---

#### **Council Support**

- Attended August 15, 2023 Council meeting
- Reviewed Council agenda with Mayor
- Prepared reports for Council meeting agendas
- Reviewed various reports for Council agendas
- Regular meetings with Mayor, various meetings with members of Council
- Regular meetings with Senior managers to discuss council directives, delegate tasks
- Provide support to members of Council on various matters
- Activated and acted as Emergency Operations Centre Director August 18 through August 26, 2023 with the assistance of Director of Corporate Operations and Chief Financial Officer
- Acted as Village's spokesperson during EOC activation, participated in many meetings and telephone calls regarding the Village of Chase's level of risk from Bush Creek East Wildfire

#### **Management and Staff Support**

- Provided assistance on various public inquiries
- Worked with Senior Managers to problem solve various issues
- Authorized payroll with Mayor
- Attended several meetings to discuss cost recovery for Chase fire fighting efforts between August 19 and 23, 2023
- Met with Kamloops Emergency Support Services coordinator to discuss ESS in Chase for small events
- Met with Summer Recreation Program Coordinator to discuss 2023 program
- Submitted several ads and letters to the Chase Sunflower for publication
- Provided for ongoing public notification of Evacuation alert via Voyent Alert! and Village of Chase Facebook page
- Provided other information via Village of Chase Facebook page and Village's website
- Discussions with senior staff regarding human resource matters and resourcing needs
- Responded to email and telephone inquiries
- Work on messaging with CFO for water and sewer rate increases
- Provided information to MLA regarding local community inquiries
- Reviewed and signed off on grant funding reports

Respectfully submitted,

*Joni Heinrich*

---



## VILLAGE OF CHASE

### Memorandum

**Date:** September 8, 2023

**To:** Mayor and Council

**From:** Sean O'Flaherty, Director of Corporate Operations

**RE:** Activities undertaken from August 13, 2023 to September 8, 2023

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
- Ongoing human resource management
- Liaising with the Building Inspector on zoning confirmation matters
- Weekly staff meetings
- Coordinate Village communications through social media, the Village's website, and the Sunflower newsletter insert

Other Duties/Activities During the Reporting Period:

- Processed 10 Comfort Letters
- Processed 1 Building Permit
- Approved 2 new Business Licenses
- Continue to add businesses that comply with water cross-connection requirements
- Managing vacancy in Public Works by posting a Crew Leader position
- Participated in level 2 EOC due to Adams Lake/Bush Creek wildfires
- Working on resumption of multi-family project at 116 MacPherson
- Enacted water restrictions on all parks etc
- Had to close pool 10 days early due to a leak
- Hired Jim Dunn as BEO
- Dealing with fence trespass/sale of CP lands
- Ordered Trombia sweeper
- Old Ford and Chevy sold off
- Working with Drake's Landing on sewer connection possibility
- Connected with owner of 845 Thompson to request copy of their quote
- Working on WWTP infrastructure upgrade project
- Received delivery of new Kubota tractor – initiating sale of old tractor
- Coordinating remainder of line painting project
- Received record drawings for new storm main that services Chase courtesy of MoTI
- Dealt with lift station failure at Pine St MHP
- Bay Drive Road/drainage repair at quote stage
- Coburn multi-use path design complete and going out for quotes
- Arranging new sanitary service for 306 Aspen
- Watermain looping project on Shepherd nearly completed by Extreme Excavating

Bylaw Enforcement

- Bylaw Enforcement activity is busy due to backlog when position was vacant

Dog Control

- Dog control matters are normal.

Respectfully submitted,

*Sean O'Hareerty*

---

Approved for Council Consideration by CAO

*Joni Heinrich*

---





## VILLAGE OF CHASE

### Memorandum

**Date:** September 7, 2023

**To:** Council

**From:** Deb Lovin, Chief Financial Officer

**RE: August 2023 Report**

#### **Regular Duties**

Attend Council's meetings (Regular, Special, In Camera) and workshops  
Complete monthly eTax (Provincial Property Tax) calculation, reconciliation, and requisition.  
Dealt with property taxes and utility billing issues as required.  
Monthly Bank Reconciliation.  
Weekly staff meetings  
Preparation of reports to Council.  
Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.  
Respond to email and telephone inquiries  
Upload BC Assessment supplementary roll updates.  
Assisted and acted in the Emergency Operations Centre August 18-26th

#### **Budget, Property Taxes & Financial Reporting**

Complete Province of BC property tax deferment information requests.  
Communications with tax sale property owners  
Download and process HOG information when approved by the Province of BC  
Recalculate property taxes based on 5 Supplemental assessments

#### **Grant Applications, Implementation and Reporting**

Prepared Budget Forecast and Periodic Progress Report for Community Hall Roof Project.  
Receive Permissive Tax applications

#### **Other**

Work on messaging for the water and sewer rate increases  
Liason between insurance adjuster and contractor regarding the water damage insurance repairs for the Curling Club

Respectfully submitted,

Approved for Council Consideration by CAO

*D Lovin*

---

Deb Lovin

*Joni Henrich*

---

Joni Henrich



## VILLAGE OF CHASE

### Memorandum

**Date:** September 1, 2023  
**To:** Mayor and Council  
**From:** Deputy Corporate Officer  
**RE:** Activities Report – August 7, 2023 to September 1, 2023

---

#### **Legislative Services/Council Support**

- Attended Council meeting
- Agenda preparation and minutes
- Preparation of bylaws and minutes for archival purposes
- Maintenance of bylaw and resolution indexes
- Bylaw consolidation
- Completed digitization of minutes

#### **Operational Support**

- Updated social media pages and performed routine website maintenance
- Ongoing IT support, installation of new equipment
- Coordination with Community Hall users
- Preparation of forms and digital documents
- Records management support
- Ongoing indexing of agreements and leases
- IT equipment replacement
- Support for cemetery management software

Respectfully submitted,

*M. McLean*

---

Approved for Council Consideration by CAO

*Joni Heinrich*

---



## VILLAGE OF CHASE

### Memorandum

**Date:** September 8, 2023  
**To:** Mayor and Council  
**From:** Chase Fire Department  
**RE:** August Fire Chief's report

---

#### Fire Calls

3 calls: 1 False Alarm, 1 Vehicle Fire, 1 Carbon Monoxide

#### Rescue Calls

3 calls: 2 Stood down on arrival, 1 Extrication required

#### First Responder Calls

2 calls: 1 unresponsive, 1 Stroke

#### Membership

Chase Fire Rescue has 24 members including, 1 Junior and 18 with their Exterior Operation Certification.

Road Rescue is functioning well with a good turn out on training days.

With the Village of Chase going on "Alert" and the potential threat of the Bush Creek East wildfire, it was determined that valuable infrastructure should be protected by sprinklers. With the help from Pritchard and Ashcroft Fire Departments, the following buildings were protected:

- Chase Museum
- Chase Fire Hall
- Water Intake Pump House
- Chase Community Hall
- Chase Village Office
- BC EHS (Ambulance) Station
- Chase Health Center
- Fuel Station at Public Works

When the alert was removed to All Clear, the structural protection equipment was removed.

Respectfully submitted,

Fire Chief, B. Lauzon

Approved for Council Consideration by CAO



## VILLAGE OF CHASE

### Memorandum

**Date:** September 6, 2023  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Every Child Matters Project

---

At Council's August 15, 2023 meeting the following resolution was passed:

***"THAT staff be directed to work with the three local Indigenous communities to determine a location for an 'Every Child Matters' crosswalk in Chase and associated costs and bring a report back to Council."***

#### Crosswalk

Information has been gathered from both the City of Kamloops and the Village of Keremeos:

##### City of Kamloops

\$2500 initial install including labour and equipment

\$2500 annually for maintenance

The stencil was designed in-house

(See picture)

##### Village of Keremeos

\$6000 for paint, stencil, paid entirely by the Village of Keremeos

Stencil owned by the Village. Annual touch ups will likely cost \$1500

Design was created by a member of the Lower Similkameen Indian Band after discussions with their elders

Village offered and hosted a smudging ceremony before the sidewalk was installed and paid for food and unveiling event.

(See picture)

A crosswalk would not be difficult to create and place. Costs can be kept relatively low, and the four communities have agreed to share the costs. Maintenance costs would likely be \$2500 annually.

In discussions with other community leadership it has been recommended that the crosswalk be placed across Shuswap Avenue at the intersection of the Royal Bank and "Natty Cakes" eatery.

#### **DISCUSSION**

After such a difficult August, the placement of an Every Child Matters crosswalk will provide a sense of optimism for many in the four communities.

#### **RECOMMENDATION**

**"THAT the Village install an Every Child Matters crosswalk similar in design to the one in Kamloops at the west crossing of the intersection at Shuswap Avenue and Chase Street with costs being shared by the four communities."**

Respectfully submitted,













## **VILLAGE OF CHASE Administrative Report**

**TO:** Mayor and Council  
**FROM:** Director of Corporate Operations  
**DATE:** September 6, 2023  
**RE:** Development Permit DP2023-4, 116 MacPherson Street

---

### **ISSUE/PURPOSE**

To obtain Council's approval for DP2023-4.

### **OPTIONS**

- 1. Approve DP2023-4**
- 2. Deny DP2023-4**

### **BACKGROUND**

The owner of 116 MacPherson Street applied for a development permit for geotechnical and is a requirement before development can occur on the lands.

A geotechnical development permit for 116 MacPherson Street was issued February 22, 2021 and that permit expired 1 year later on February 21, 2022.

### **DISCUSSION**

Attached to this report are:

- Application
- Property Information Report
- Development permit requirements as per OCP bylaw 896-2021
- Development Permit DP2023-4

### **REFERRALS**

As per Division 7 of the *Local Government Act* no external referrals are necessary. Internal referrals with Public Works and Chase Fire Rescue will occur as it pertains to a Building Permit.

### **FINANCIAL IMPLICATIONS**

A development permit fee of \$3600 was paid for this application.

### **POLICY IMPLICATIONS**

The Village's development permitting policy is contained in Official Community Plan Bylaw 896-2021.

Pursuant to the provisions in the *Local Government Act*, a local government may, by resolution, issue a development permit, in respect of the land covered in the permit.

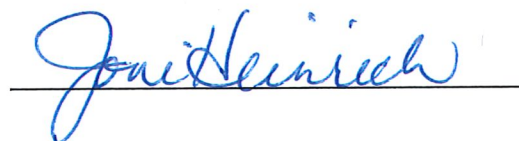
### **RECOMMENDATION**

**"THAT Development Permit DP2023-4 be approved."**

Respectfully submitted,



Approved for Council Consideration by CAO







# Property Information Report

Report Generated on: August 23, 2023 12:01:20 AM

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

116 MacPherson St

## Parcel Description & Location

[More Details](#)

### Legal Description:

LOT A DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT  
PLAN EPP89734

### Plan Number:

EPP89734

### Parcel Type (Class):

SUBDIVISION

### Owner Type:

PRIVATE

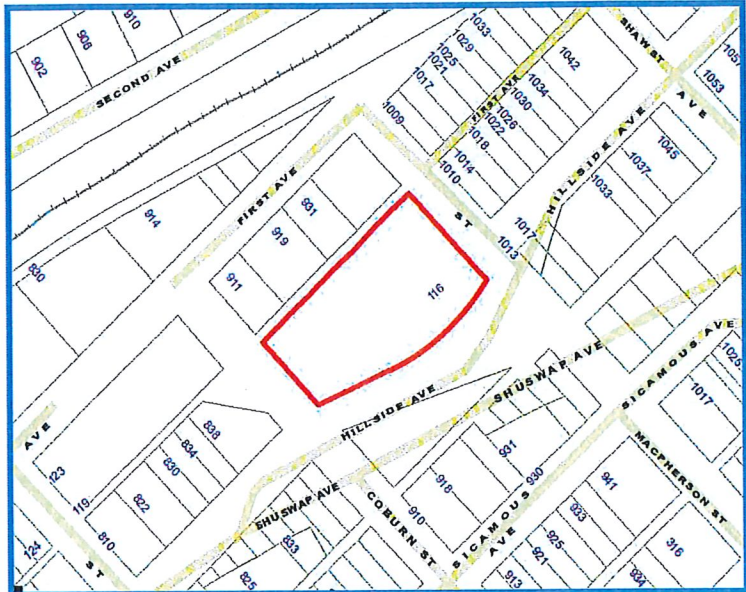
### Lot Size(Calculated)(+/-5%):

Square Meter:	Acre:	Hectare:
4452.21	1.1	0.445

### 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-3

### 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: Area F.3

### Official Community Plan Name: CONTACT LOCAL AUTHORITY

### OCP Designation: CONTACT LOCAL AUTHORITY

### 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:
512.00154.015	BP016978	Nov 04, 2021		Oct 17, 2022	CANCELLED
	Type of Construction:				
	Multi Unit Row Housing (4 plex)				
Folio:	File Number:	Application Date:	Issued Date:	Completion Date:	Status:
512.00154.015	BP016979	Nov 04, 2021		Oct 17, 2022	CANCELLED
	Type of Construction:				
	Multi Unit Row Housing (8 plex)				
Folio:	File Number:	Application Date:	Issued Date:	Completion Date:	Status:
512.00154.015	BP016980	Nov 04, 2021		Oct 17, 2022	CANCELLED
	Type of Construction:				
	Multi Unit Row Housing (12 plex)				

Disclaimer: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and the Thompson-Nicola Regional District (TNRD) is not responsible for its accuracy, completeness or how current it may be. View full [Disclaimer and Terms of Use](#)

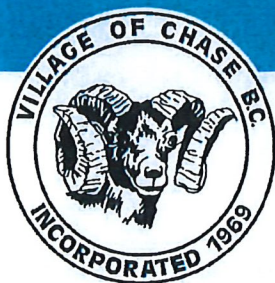
<b>Folio:</b>	<b>File Number:</b>	<b>Application Date:</b>	<b>Issued Date:</b>	<b>Completion Date:</b>	<b>Status:</b>
512.00154.015	PP001861	Nov 08, 2021			ACTIVE
	<b>Type of Construction:</b>				
	Installation of plumbing for 16978 (4 plex)				
<b>Folio:</b>	<b>File Number:</b>	<b>Application Date:</b>	<b>Issued Date:</b>	<b>Completion Date:</b>	<b>Status:</b>
512.00154.015	PP001860	Nov 08, 2021			ACTIVE
	<b>Type of Construction:</b>				
	Installation of plumbing for 16980 (12 plex)				
<b>Folio:</b>	<b>File Number:</b>	<b>Application Date:</b>	<b>Issued Date:</b>	<b>Completion Date:</b>	<b>Status:</b>
512.00154.015	PP001862	Nov 08, 2021			ACTIVE
	<b>Type of Construction:</b>				
	Installation of plumbing for BP16979 (8 Plex)				

### BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

<b>Folio:</b>	<b>Land Title PID:</b>	<b>Assess Year:</b>	<b>Land:</b>	<b>Improvement:</b>	<b>Property Class:</b>
512.00154.015	030-703-352	2023	\$287,000.00	\$0.00	1-Res
<b>Folio:</b>	<b>Actual Use:</b>		<b>Manual class:</b>		
512.00154.015	VACANT RESIDENTIAL LESS THAN 2 ACRES		None		





# Village of Chase

## Application for Permit

replacing DP-2020-1

Please check one:

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

### REGISTERED PROPERTY OWNER

First Name CHASE EQUIPMENT Last Name + SUPPLY LTD  
Address 2536 BLIND BAY Rd.  
City BLIND BAY Province BC Postal Code V0E 1H1  
Phone Number 250 852 2274 Email Address doncavers@yahoo.ca

### AUTHORIZED AGENT

If agent is handling application, please supply written authorization from owner

First Name DON Last Name CAVERS  
Address 2536 BLIND BAY Rd.  
City BLIND BAY Province BC Postal Code V0E 1H1  
Phone Number 250 852 2274 Email Address doncavers@yahoo.ca

Legal description and Property Identification Number of subject property

EPP89734 LOTA DL517 KDYD PID 030-703-352

Approximate area of subject property

.45 H

Existing use of subject property

VACANT

Existing use of adjacent property

Rt1 + VACANT

RECEIVED  
Village of Chase

AUG 09 2023

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agent \_\_\_\_\_

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

Signature of Owner or Agent D Cavers Date Signed Aug 7/2023

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

**CHASE BC**  
*A Shuswap Experience*

PO Box 440, 826 Okanagan Avenue  
Chase, British Columbia V0E 1M0  
www.chasebc.ca

Office: 250 679 3238  
Fax: 250 679 3070  
Email: chase@chasebc.ca

**TITLE SEARCH PRINT**

File Reference:

2023-08-01, 14:09:40

Requestor: Daphane Nelson

**\*\*CURRENT AND CANCELLED INFORMATION SHOWN\*\***

<b>Title Issued Under</b>	SECTION 98 LAND TITLE ACT
<b>Land Title District</b>	KAMLOOPS
Land Title Office	KAMLOOPS
<b>Title Number</b>	CA7304001
From Title Number	CA6972617
	LB361140
	LB361141
	LB361142
	LB361143
	LB361144
	LB361145
	LB361146
	LB361147
	LB361148
	LB361149
<b>Application Received</b>	2019-01-18
<b>Application Entered</b>	2019-02-13
<b>Registered Owner in Fee Simple</b>	
Registered Owner/Mailing Address:	CHASE EQUIPMENT AND SUPPLY LTD., INC.NO. BC0680283
	BOX 1135
	CHASE, BC
	V0E 1M0
<b>Taxation Authority</b>	Chase, Village of
<b>Description of Land</b>	
Parcel Identifier:	030-703-352
Legal Description:	LOT A DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT PLAN EPP89734
<b>Legal Notations</b>	
	THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 14 OF THE LOCAL GOVERNMENT ACT, SEE CB444925
	THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 14 OF THE LOCAL GOVERNMENT ACT, SEE CB445376

**TITLE SEARCH PRINT**

2023-08-01, 14:09:40

File Reference:

Requestor: Daphane Nelson

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND  
COMMISSION ACT, SEE AGRICULTURAL LAND RESERVE PLAN NO. M11379

**Charges, Liens and Interests**

Nature: UNDERSURFACE AND OTHER EXC & RES  
Registration Number: FB518254  
Registration Date and Time: 2018-08-13 13:00  
Registered Owner: THE CROWN IN RIGHT OF BRITISH COLUMBIA  
Remarks: SEE CA6972614; SECTION 50 LAND ACT AND SECTION 35  
COMMUNITY CHARTER  
RIGHT OF RESUMPTION CANCELLED - SEE CA6972615  
(PART FORMERLY THAT PART SHOWN AS CLOSED PLAN  
EPP76677)

Nature: STATUTORY RIGHT OF WAY  
Registration Number: CA9760505  
Registration Date and Time: 2022-03-03 11:52  
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY

Nature: STATUTORY RIGHT OF WAY  
Registration Number: CA9760506  
Registration Date and Time: 2022-03-03 11:52  
Registered Owner: TELUS COMMUNICATIONS INC.  
INCORPORATION NO. BC1101218

**Duplicate Indefeasible Title** NONE OUTSTANDING

**Transfers** NONE

**Pending Applications** NONE

**Corrections** NONE



- .10 A suitable number of Electric Vehicle charging stations should be included.
- .11 A suitable number of secured indoor bicycle storage lockers should be included.
- .12 A Landscape Plan and Cost Estimate as outlined in Section 21.1.1 should be included for any landscaping requirements.
- .13 Landscaping should be compatible with materials currently in place to reinforce continuity of character and to soften the visual effect of the streetscape. Land clearing and alteration should be minimized.
- .14 Outdoor storage areas and waste and recycling bins should be screened with planting, fencing or screening structure.
- .15 Planting, trees, decorative fencing, a landscaped berm or other suitable buffer should be provided adjacent to single family residential properties.
- .16 Lighting should be designed to maximize safety for pedestrians and parking areas and designed not to shine on adjacent residential properties.
- .17 The quality of the development should be high enough so that the value of nearby and adjacent properties are either maintained or enhanced.
- .18 Transportation impacts of multi-family developments on the adjacent neighbourhoods must be addressed in development proposals.
- .19 Other aspects of development such as access routes and pedestrian pathways which are relevant to individual development proposals must be addressed.
- .20 Exterior walls of buildings should use a variety of complementary colours and materials
- .21 Ensure high quality outdoor space for multi-family residential development that includes balconies, patio space and landscaped areas.
- .22 Rooftop appurtenances should be adequately screened to not be visible from the street.

## 21.7. Development Permit Area F - Hazardous Slopes and Unstable Soils

### 21.7.1 Authorization

The Hazardous Slopes and Unstable Soils Permit Area is designated as a Development Permit Area pursuant to Section 488(1)(b) of the *Local Government Act* for the protection of development from hazardous conditions.

### 21.7.2 Area

Development Permit Area F – Hazardous Slopes and Unstable Soils as shown on Schedule C - Development Permit Area Map.

### 21.7.3 Justification

Several areas within the Village of Chase are prone to hazardous slopes and/or unstable soils. Development Permit Area F - Hazardous Slopes and Unstable Soils aims to protect development within the Village from these hazardous conditions.



#### 21.7.4 Development Permit Triggers

The *Local Government Act* imposes development permit requirements in development permit areas. Unless exempted by 21.7.5, a development permit must be obtained when any of the following types of development activity occur in Development Permit Area F, in accordance with Section 489 of the *Local Government Act*:

- .1 Subdivision of land;
- .2 Construction, addition or alteration of a building or other structure; or
- .3 Alteration of land.

#### 21.7.5 Exemptions

In Development Permit Area F, a development permit is not required for the following:

- .1 The alteration of a building that is limited to the addition, replacement or alteration of doors, windows, building trim, awnings, or roofs;
- .2 Interior alterations to buildings;
- .3 The construction of new buildings or structures less than 10 square metres in area;
- .4 The erection of a sign or fence;
- .5 The placement of temporary construction site offices, structures used for short-term special events and emergency facilities; or
- .6 The consolidation of a lot or road widening.

#### 21.7.6 Guidelines

- .1 Areas of steep slopes are identified as those having a natural slope of greater than 25% for more than 1.5 metres and/or may pose a potential for landslide or other geotechnical hazard;
- .2 Ensure areas of hazardous slopes and unstable soils are generally protected from development activities.
- .3 A geotechnical report prepared by a professional engineer describing the slope and soil conditions of the site as they relate to slope stability, and conditions under which development may proceed may be required. Should development proceed, it must be supervised by a professional engineer to ensure compliance with stated conditions.
- .4 Registration of identified soil conditions or constraints in the form of a restrictive covenant against each legal parcel may be required by the Village as a means to protect the Village from liability in case of property damage due to slope failure, and to ensure property owners are aware of the slope stability requirements.
- .5 Provisions shall be made for the disposal of surface run-off and stormwater drainage to be diverted away from hazard slope areas subject to sloughing or erosion.
- .6 Existing vegetation shall be maintained in order to avoid erosion, slumping and mass wasting. Access improvements on a steep slope such as roadways, pathways and trails shall be located and constructed so as not to disturb the slope or natural drainage.





## VILLAGE OF CHASE

### DEVELOPMENT PERMIT DP2023-4

---

1. This Development Permit is issued subject to all the bylaws of the Village of Chase, except as specifically varied or supplemented herein.
2. This Development Permit applies only to those lands within the Village of Chase described below and any developments thereon:

**Permittee: Chase Equipment and Supply Ltd.**

**Street Address: 116 MacPherson Street**

**Legal Description: LOT A DISTRICT LOT 517 KAMLOOPS DIVISION  
YALE DISTRICT PLAN EPP89734**

3. The development shall be undertaken in accordance with the terms and conditions of this Permit and the provisions of the Village of Chase Official Community Plan Bylaw No. 896-2021, **Development Permit Area F - Hazardous Slopes and Unstable Soils.**
4. The permittee will ensure that all works, including landscaping, undertaken in any right-of-way, public property, Riparian Area or Agricultural Land Reserve will not be done until all applicable approvals have been granted.
5. The provisions of all applicable codes, legislation and regulations are not otherwise varied by this Permit.
6. This Development Permit is valid for one year unless an extension is granted by resolution of the Village Council. If the permittee does not commence the development permitted under the authority of this Permit within one year from the date of issuance, this Permit shall be deemed to have lapsed.
7. Any application to amend this Permit shall be considered a new application unless specifically authorized by the Village Council.
8. This Development Permit is not a Development Variance Permit.



9. This Development Permit is not a Building Permit.
10. Authorizing resolution of the Council of the Village of Chase passed the \_\_\_\_ day of \_\_\_\_ **2023**.
11. Permit issued this \_\_\_\_ day of \_\_\_\_ **2023**.

Attachments: Schedule A

# Schedule A



December 8, 2020

Mr. Don Cavers  
Chase Equipment & Supply Ltd.  
116 MacPherson Street  
Box 1135  
Chase, BC V0E 1M0

Re: KAM-19202214-P Proposed Low Income Housing Project, Chase BC  
Geotechnical Assessment

Dear Mr. Cavers:

## 1.0 INTRODUCTION

As authorized by Mr. Don Cavers of Chase Equipment & Supply Ltd., EXP Services Inc. (EXP) has carried out a geotechnical assessment for the above-noted property into a low income residential housing development in Chase, BC.

This report describes the investigation carried out, presents the results, and provides geotechnical recommendations relevant to residential construction, and site servicing installation, access roads and parking areas. These guidelines are general in nature with the understanding that detailed geotechnical design and construction reviews for each individual residential project will be the responsibility of the geotechnical engineer-of-record for that project.

EXP's assessment has not included investigation directed to environmental, archaeological, geohazard, or global slope stability issues. These issues are outside the scope of EXP's work on this project and are the responsibility of others.

## 2.0 SITE DESCRIPTION

The proposed site is identified as 116 MacPherson Street and is situated on the corner of Hillside Avenue and MacPherson Street in Chase, BC. To the west and north are residential properties. To the east and south is a steep slope up to Hillside Avenue. The majority of the site is flat to gently sloping with a ground elevation of roughly 354m. The site is outside of the 200-year flood boundary.

We understand the proposed development is to consist of approximately 4 multi-family residential buildings, two of which include 8 units, one with 12 units and one with 4 units. An amenity building will also be constructed.

EXP Services Inc.

Company: Chase Equipment  
 Re: Low Income Housing  
 Project Number: KAM-19202214-P  
 Date: December 8, 2020

## 4.0 DISCUSSION AND RECOMMENDATIONS

### 4.1 General

Subject to considerations discussed in the following paragraphs, the site is, from a geotechnical standpoint, considered feasible for development for the proposed low income multi-family housing.

### 4.2 Slope Stability

Using the provided topographical survey data (Underhill & Underhill – dated July 6, 2020) and the layout and design sections from the architectural drawings (August 12, 2019), EXP carried out a slope stability analysis of the proposed developments slope geometry below Hillside Ave. This analysis was undertaken to assess the long-term stability of the slopes under static and seismic conditions and their potential impact on the proposed residential units.

The stability assessment consisted of a limit equilibrium slope stability analysis using software Slope/W from GeoStudio. Both circular and non-circular failure surfaces were analyzed. Groundwater was assumed to not have an impact given it was encountered at a relatively deep depth during the test pit investigation and thus below the potential slope failure surfaces. The existing slope was assumed to have a unit weight of  $20 \text{ kN/m}^3$  and a friction angle of  $33^\circ$ . The foundation walls were assumed to function as concrete retaining walls. Backfill behind retaining walls was assumed to consist of imported free draining engineered fill have a unit weight of  $21 \text{ kN/m}^3$  and a friction angle of  $35^\circ$ .

The slope stability was assessed for the 4-unit residential building, 8-unit residential building and 12-unit residential building proposed to be constructed at the toe of or cutting into the existing slope below Hillside Ave. An adequate factor of safety (1.5 for static, 1.2 for seismic) was found for the 4- and 8-unit residential buildings at the locations/elevations shown on the architectural drawings.

The proposed location for 12-unit residential building at the southwest corner of the development was found to not achieve an adequate factor of safety. Based on the provided topography and sections the proposed 12-unit building would require extensive cutting into the toe of the existing slope, additionally it would be necessary to further steepen the existing slope to construct the proposed walkway/stairs along the rear of the building. EXP does not consider the proposed location/alignment of the building to be feasible. Based on a preliminary analysis, EXP recommends the building be moved and/or rotated such that the south east corner of the building is 3-5m further north than currently proposed as shown in the architectural drawings. It is further recommended that a secondary series of concrete retaining walls be constructed upslope of the proposed walkway such that the maximum slope behind the wall is 2H:1V (similar to what is proposed behind the 8-Unit building). We recommend that further slope stability analysis be carried out once the building has been realigned.

### 4.3 Foundations (lightly loaded residential structures)

The upper soil unit, being Unit 1 (Topsoil) and Unit 2 (Fills), is not a suitable material for support of residential structures. Prepared Unit 3 (Alluvial Deposit) soils represent a suitable bearing layer for support of shallow foundations for structures. Engineered fill constructed directly over Unit 3 if required, soil in accordance with section 4.6 below, would also represent a suitable bearing stratum for shallow foundations. The following recommendations are provided subject to review and approval or amendment by the geotechnical engineer-of-record.

#### 4.7 Sub-surface Drainage

Where the lowest interior floors are above adjacent exterior finished grade and the grade is sloped away from the building for positive drainage, perimeter drain systems should not be required. Perimeter drainage should only be required for basement or crawlspace type construction. If required, the perimeter drain should connect to a non-perforated pipe that is directed and connected to the storm sewer service pipe.

#### 4.8 Site and Roof Drainage

It is recommended that all site drainage be discharged via solid piping to the storm sewer. This includes perimeter drainage, and eavestrough downspouts, each installed as separate systems and connected to the storm sewer pipe at front corner of the house. The eavestrough connection should be made downstream of the perimeter drain connection and a backflow valve should be installed in between each connection.

#### 4.9 Seismic and Liquefaction

The interactive website (<http://earthquakescanada.nrcan.gc.ca>) maintained by Natural Resources Canada was used to obtain site-specific seismic ground motion parameters for seismic design and analysis. Seismic design in the province of British Columbia is based on the 2018 British Columbia Building Code (2018 BCBC). In accordance with the 2015 National Building Code of Canada (2015 NBCC) and 2018 BCBC, structures must be capable of withstanding seismic ground motions having a two (2) percent risk of exceedance over a 50-year design life, corresponding to a return period of 1 in 2,475 years. Based on interpolated seismic hazard values from Natural Resources Canada, the corresponding peak ground acceleration (PGA) and the five (5) percent damped spectral response accelerations for periods (T) of 0.2 seconds, 1.0 seconds and 2.0 seconds are presented below.

Return Period	PGA	Sa (0.2)	Sa (1.0)	Sa (2.0)
1 : 2,475yr	0.060	0.133	0.078	0.054

Using the spectral acceleration values,  $F_a$  and  $F_v$  values were obtained from tables (Table 4.1.8.4B and 4.1.8.4C, respectively) provided in the 2018 British Columbia Building Code. According to the 2018 British Columbia Building Code, the site is considered a Site Class D, with a  $F_a$  value of 1.24, and an  $F_v$  of 1.55. These foundation factors can be used to estimate the base shear loads prior to the onset of soil liquefaction or, provided that structural measures are implemented, to address the consequences of soil liquefaction such as the impact of loss of bearing capacity, and lateral and vertical permanent ground movements.

The results of the investigation analysis completed for nearby sites indicate in the event of a 1 in 2475-year earthquake (as specified by the BC building code) there may be liquefaction of some soil zones below the ground water table. However, it is anticipated that these zones are sufficiently deep that punching failure of shallow footings for the proposed light buildings should not occur.

#### 4.10 Buried Services

Pipe bedding, backfill materials, and compaction requirements for utility services should be designed and completed in accordance with the latest version of the Master Municipal Construction Documents (MMCD). All excavation for the installation of utilities should be carried out in compliance with the latest WorkSafe BC Regulation.

EXP Services Inc.

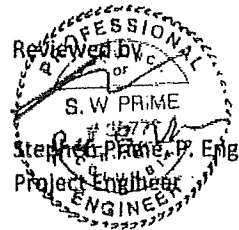
Company: Chase Equipment  
Re: Low Income Housing  
Project Number: KAM-19202214-P  
Date: December 8, 2020

We trust this report meets with your requirements, however, should any questions arise, please do not hesitate to contact the undersigned.

Sincerely,



J. T. Hall, Branch Manager  
Senior Associate



EXP

Enclosures: "Statement of General Conditions"  
Figure 1, Testpit Location Plan  
Testpit Logs

k:\projects\192 - projects\192-02214-p chase low income housing - chase equip\le 2020 05 25 low income housing proj.docx\



*Chase Low Income Housing  
Chase, BC*

*December 8, 2020  
Ref. no. KAM-19202214-P*

---

considerations or requirements, the Client should disclose them so that additional or special investigations may be undertaken which would not otherwise be within the scope of investigations made for the purposes of the Report.

- b. Reliance on Provided information: The evaluation and conclusions contained in the Report have been prepared on the basis of conditions in evidence at the time of site inspections and on the basis of information provided to us. We have relied in good faith upon representations, information and instructions provided by the Client and others concerning the site. Accordingly, we cannot accept responsibility for any deficiency, misstatement or inaccuracy contained in the report as a result of misstatements, omissions, misrepresentations or fraudulent acts of persons provided information.
- c. To avoid misunderstandings, exp. Services Inc. should be retained to work with the other design professionals to explain relevant geotechnical findings and to review the adequacy of their plans and specifications relative to engineering issues. So to, exp. Services Inc. should be retained to provide field reviews during the construction, consistent with building codes guidelines and generally accepted practices.



Date: June 2020  
Our File: KAM-19202214-P

**TEST PIT LOGS**  
**CHASE LOW INCOME HOUSING**

**TP20-01 SW Corner**

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.5	Rust stained sand	
0.5	0.8	Silt, firm, moist, lightly rust-stained, light brown	
0.8	2.0	Silt, trace sand, fine, firm to stiff, grey, moist	
2.0	2.2	Sand, rust-stained	
2.2	2.5	Sand & Gravel, round cobbles, dense, grey & rust stained.	
2.5	End	Alternating layers of silt, dense to stiff, rust stained, light brown	
3.5		End of testpit No water	

**TP20-02 Toe of hillside slope**

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.6	Fill, dark, silty with some gravel	
0.6	End	Sand, heavy rust staining, firm, compact	
2.0		End of testpit No water	

**TP20-03 North end, centre**

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.9	Silt, firm to stiff, grey with light rust	
0.9	2.4	Sand, gravelly, grey with rust stains, moist, compact	
2.4	End	Sandy gravel, some silt layers, moist, compact.	
3.0		End of testpit Some seepage noted.	



## VILLAGE OF CHASE

### Memorandum

**Date:** September 7, 2023  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Municipal Insurance Association – Voting Delegate for AGM

---

The Municipal Insurance Association (MIA) which provides low cost liability and property insurance as well as risk management support and advice to local governments in BC holds its Annual General Meeting during the Union of BC Municipalities (UBCM) convention.

When Council appointed various Council members to act as liaisons with various organizations, Councillor Harder was appointed as the Voting Delegate for MIA and Councillor Connett was appointed as the alternate.

As neither Councillor Harder or Connett are attending UBCM in 2023, we require a member of Council who is attending the convention to be appointed as the Voting delegate for MIA.

#### RECOMMENDATION

**“THAT Mayor David Lepsoe be appointed as the voting delegate for the Municipal Insurance Association Annual General Meeting being held during the 2023 UBCM convention; AND**

**THAT Councillor Jane Herman be appointed as the alternate voting delegate.”**

Respectfully submitted,

