



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 October 10, 2023 at 4:00 p.m.

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/81050767884?pwd=ZDQ3SVpCeWpTeG5LcDJPSTRnbm1Udz09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 810 5076 7884

Passcode: 093954

1. CALL TO ORDER

"I would like to announce that I have signed a proclamation proclaiming October 2023 as *Foster Family Month* in the Village of Chase."

2. ADOPTION OF AGENDA

Resolution:

"THAT the agenda of the October 10, 2023 Regular Meeting be adopted as presented."

3. ADOPTION OF MINUTES

3.1 Minutes of the September 26, 2023 Regular Meeting

Pages 1-6

Resolution:

"THAT the minutes of the September 26, 2023 Regular Meeting be adopted as presented."

3.2 Minutes of the September 27, 2023 Special Meeting

Pages 7-8

Resolution:

"THAT the minutes of the September 27, 2023 Special 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 9-13

8. UNFINISHED BUSINESS

8.1 Shepherd Road Watermain – Gas Tax

Pages 14-15

Memorandum from the Director of Corporate Operations and the Chief Financial Officer

Recommendation:

“THAT Council authorize a budget amendment by increasing the “Capital Expenditures-water” by \$6,000, and by increasing the “Transfer from Reserves - Gas Tax Reserve” by \$6,000; AND,

THAT Council approve the modified contract amount for the 2023 Shepherd Road Watermain Expansion project to Extreme Excavating Ltd. to a total of \$101,000.”

8.2 845 Thompson – Request of Village to pay for sewer main extention

Pages 16-19

Memorandum from the Director of Corporate Operations

Recommendation:

“THAT Council deny the request from the owners of 845 Thompson Avenue, for the Village to provide for and install a public municipal sewer main extension to their private property.”

9. NEW BUSINESS

9.1 Canabis Retail Store

Pages 20-30

Report from Corporate Officer

Recommendation:

“THAT Council support the application for a provincial primary license for Barriere Budz Cannabis located at 560 Shuswap Avenue.”

10. NOTICE OF MOTION

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

13. ADJOURNMENT

Resolution:

“THAT the October 10, 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, September 26, 2023 at 4:00 p.m.

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder <via Zoom>
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer

Public Participants: 23 in-person, 8 via Zoom

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Herman

"THAT the agenda of the September 26, 2023 Regular Meeting be adopted as presented."

CARRIED

#2023/09/26_001

3. ADOPTION OF MINUTES

3.1 Minutes of the September 12, 2023 Regular Meeting

Moved by Councillor Connett

Seconded by Councillor Torbohm

"THAT the minutes of the September 12, 2023 Regular Meeting be adopted as presented."

CARRIED

#2023/09/26_002

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Every Child Matters Crosswalk

- In support of the crosswalk and request for Kukpi7 Lynn Duck-Chief's press release to be included in the minutes of this meeting
- Opposed to the crosswalk – the government is allowing private lands to be taken away by Indigenous people
- Recognition that we are on unceded territory of the Secwepemc people and support the crosswalk
- Concerned that this was defeated at the last meeting and had to be brought back – a crosswalk is a good way to show our young people compassion
- Support for the crosswalk – everyone should be comfortable living in our country

Water and Sewer Rates

- It is unconstitutional to charge money for water
- The Village will be receiving a bill for storing a water meter on my property
- The increase in water rates is too high too fast – should be done in baby steps
- Cannot dump all these increases on the residents of our little town at one time

6. DELEGATIONS

6.1 Kukpi7 (Chief) Irvin Wai – Neskonlith Indian Band

- Was saved from being taken to the residential school as my grandmother married a Chinese man so my last name is Chinese
- Racism is real for all of us – it is hard to get out of bed every morning unsure of when one will be targeted
- Sad thing to be treated as a second class citizen in your own country
- The crosswalk is a small thing with major implications – it brings awareness about the terrible experiences of the residential school system and brings closure from that awareness
- We are neighbours and friends and an outright 'No' is a slap in the face
- It takes all of us to beat racism
- A crosswalk is a visual reminder that we are all working together, moving ahead together
- We will all share in the maintenance of the crosswalk – it is not just painting on the ground to us
- Thanked everyone for their time, noting there will always be hard decisions, we will not all agree on everything but we must continue to work on our relationships
- The crosswalk is a small ask and a big gesture for our people

6.2 Councillor Shelley Witsky – Adams Lake Indian Band

- In her second term on council, have worked with many groups including Chase for the betterment of the area including landmarks, trails, cultural education
- Told a story of some families who took their children into the mountains so they would not be taken away to residential schools
- An Indigenous person in the Okanagan was hidden and raised by her own family and has been very successful working towards the healing of the Indigenous people and helping to educate non-Indigenous people
- She gave the example of Osoyoos Indian Band and Chief Louis, being very successful in working with the Town of Osoyoos to enhance tourism in that region
- The four communities have discussed the crosswalk for over a year – would like to see the crosswalk and murals and banners too

6.3 Nakia Hill – Summary Overview of the 2023 Summer Recreation Program

- Showed pictures from various days and activities of the program
- Average number of children was 25, the last day we had 42 children
- Some days we had to turn children away as we did not have enough staff
- We toured the police station, the Ambulance station and the medical clinic, swam in the wading pool, played at the creek, went to the beach, played games, watched movies

- The wading pool is an integral part of the program and needs some TLC
- Would like to promote this program and the need for more funding in 2024
- Many positive comments from the parents/guardians and the children who attended
- Gratitude given to the Chase Lions who contributed \$15,000 towards the program

7. REPORTS

a) Mayor and Council Reports

Mayor Lepsoe

Reported on various activities and sessions attended at UBCM including:

- Requested higher level representation on the Shuswap Watershed Council
- Participated in the Small Talk Forum – issues discussed are pertinent to small communities like Chase – there was discussion about asking the Province to allow fire trucks to be used longer than 20 years in small communities
- Attended a session called, “renovating the public hearing process”, our Council’s resolution passed – to request the Province to provide more funding for the First Responders (medical) assistance small communities provide to the Ambulance service
- Met with Kevin Falcon, Leader of BC United and our MLA Todd Stone
- Attended the annual banquet and had a chance to speak with many Mayors and Councillors of other communities

September 23 – spoke on behalf of the Village at the vigil held in Memorial Park for the firefighters who were killed in a car crash

Councillor Connett

September 12 – Attended the Council meeting and a Chase and District Health Services Foundation meeting

Councillor Herman

September 12 – Council meeting

September 13 – Chase meeting

September 16 – Attended the Chase Heat tailgate party

September 18 to 22 Attended UBCM – very interesting sessions and met lots of elected officials from many other small communities

September 23 – Took part in the Chase Rotary Golf Tournament

September 24 – Met with Hisako Takahashi from Cates, Ford and Epp regarding the possibility of a seminar about Estate planning being held in Chase in the future
Monitored emails and phone calls and spoke with many residents regarding the Every Child Matters crosswalk issue

Councillor Harder

Received lots of phone calls about the crosswalk – would say it was 50/50 for and against based on the calls received. Also received lots of complaints about the property on Brooke Drive – the residents should not have to put up with the mess.

Councillor Torbohm

September 12 – Attended Council meeting

Monitored emails, did lots of talking with people about the crosswalk – found that most people are in support of it.

Moved by Councillor Herman

Seconded by Councillor Torbohm

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

CARRIED

#2023/09/26_003

8. UNFINISHED BUSINESS

8.1 Every Child Matters Crosswalk

Moved by Councillor Herman

Seconded by Councillor Torbohm

“THAT Village of Chase proceed with the installation of an Every Child Matters Crosswalk at a cost of \$625 from each of the four communities; AND,

THAT the cost of the annual maintenance of the crosswalk be shared equally between the four communities.

CARRIED

Councillor Connett OPPOSED

#2023/09/26_004

8.2 Fees and Charges Bylaw – Water and Sewer Fee Increases

Moved by Councillor Torbohm

Seconded by Councillor Harder

“THAT third reading of Village of Chase Fees and Charges Bylaw No. 820-2016 Amendment Bylaw No. 930-2023 be recinded.”

CARRIED

#2023/09/26_005

Moved by Councillor Torbohm

Seconded by Councillor Harder

“THAT the Village of Chase Fees and Charges Bylaw No. 820-2016 Amendment Bylaw No. 930-2023 be read a third time as presented.”

CARRIED

#2023/09/26_006

9. NEW BUSINESS

9.1 Development Permit #2023-5, 1225 Montgomery Place

Moved by Councillor Torbohm

Seconded by Councillor Herman

“THAT Development Permit DP2023-5 be approved.”

CARRIED

#2023/09/26_007

9.2 2-Year Permissive Tax Exemption Bylaw 931-2023

The Chief Financial Officer presented information about tax exemptions.

Moved by Councillor Herman

Seconded by Councillor Harder

“THAT the 2024 through 2025 Village of Permissive Tax Exemption Bylaw 931-2023 be given first 3 readings.”

CARRIED

#2023/09/26_008

9.3 4-Year Permissive Tax Exemption Bylaw No. 932-2023

Moved by Councillor Torbohm

Seconded by Councillor Herman

**"THAT the 2024 through 2027 Permissive Tax Exemption Bylaw No. 932-2023
be given first 3 readings."**

CARRIED

#2023/09/26_009

10. NOTICE OF MOTION

None

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

Dan Stevens 1016 Second Avenue

- Spoke about various opportunities available through Fire Smart program and offered to assist the Village in obtaining funding.

Adria Mathisen 28 Beach Crescent

- Wondered if any of the concerns raised by the community about the water rates are actually taken into consideration by the Council
- Surprised that Councillor Harder referred to a specific property in Chase in his that needs to be 'cleaned up' when there are a number of properties in Chase that need attention

Larry Walker 221 Pine Street

- Village should have a bylaw that requires people to clean up their ripened fruit that has fallen from trees – bears are in town to find food and once they are caught they will be killed
- Also stated that there has to be a better way to monitor water usage in the Village's parks

Kelly Franklin 750 Elm Street

- She thanked Council for reconsidering the crosswalk
- She stated concern by the resistance of some members of council – she believes there should be a crosswalk, banners and murals
- She stated that Councillor Connett should step down from his role as Councillor

Shelley Witzky – Councillor Adams Lake Indian Band

- Adams Lake Indian Band as well as the other two Indigenous communities are huge supporters of Chase – lots of money is spent at businesses in Chase
- We want to continue to have positive relationships between all four communities

Lawrence Sampson of Adams Lake Indian Band

- Was given money to ensure crosswalk was done if Chase did not want to do it because of the cost
- Spoke about the need and plans for controlled burning above IR#4 in the spring

Celia Hudson 440 Juniper

- Very disappointed at the 2 occurrences of inappropriate language from a council member during this meeting – this behaviour should not be permitted

12. RELEASE OF IN CAMERA ITEMS

None

13. IN CAMERA

None

14. ADJOURNMENT

Mayor Lepsoe announced that a Special Meeting of Council will be held tomorrow, September 27, 2023 at 4:00 p.m. to consider adoption of Bylaw No. 920-2023 (Water and Sewer rates)

Moved by Councillor Torbohm

Seconded by Councillor Herman

"THAT the September 26, 2023 Regular Meeting be adjourned."

**CARRIED
#2023/09/26_010**

The meeting concluded at 5:45 p.m.

David Lepsoe, Mayor

Sean O'Flaherty, Corporate Officer



MINUTES

of the Special 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 Wednesday, September 27, 2023 at 4:00 p.m.

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer

Regrets: Councillor Ron Harder

Public Participants: 0 in-person, 0 via Zoom

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Connett

"THAT the agenda of the September 27, 2023 Special Meeting be adopted as presented."

CARRIED
#2023/09/27_001

3. ADOPTION OF MINUTES

None

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

None

7. REPORTS

None

8. UNFINISHED BUSINESS

8.1 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 adopted."**

CARRIED
#2023/09/27_002

9. NEW BUSINESS

9.1 Funding for Climate Adaptation Projects

Moved by Councillor Torbohm

Seconded by Councillor Herman

**“THAT the Village of Chase apply for Community Emergency Preparedness
Fund Disaster Risk Reduction Funding through UBCM for a Flood Mitigation
Plan and a Floodplain Bylaw.”**

CARRIED

#2023/09/27_003

10. NOTICE OF MOTION

None

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

None

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Moved by Councillor Torbohm

Seconded by Councillor Harder

“THAT the September 27, 2023 Special Meeting be adjourned.”

CARRIED

#2023/09/27_004

The meeting concluded at 4:09 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: October 3, 2023
To: Mayor and Council
From: CAO
RE: Activities Report September 6 through September 29, 2023

Council Support

- Met with Mayor and Emergency Health Services representatives (BC Ambulance)
- Attended Climate Action Committee meeting -heard from SPA Hills regarding their commercial composting program
- Attended September 12, 2023 Council meeting
- Participated in "Chase Chase" Committee meeting
- Met with local resident regarding article for "Kicker" – Chase's experience with Bush Creek wildfire
- September 18 through 21 attended UBCM
- Met with Nakia Hill to discuss presentation to Council September 26, 2023
- 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

Management and Staff Support

- Provided assistance on various public inquiries
- Reviewed information regarding FireSmart grant funding opportunities
- Reviewed information regarding NG 9-1-1 program and funding
- Worked with Senior Managers to problem solve various issues
- Reviewed and authorized a variety of invoices for services and supplies
- Authorized payroll with Mayor
- Attended several meetings to discuss cost recovery for various activities during evacuation alert
- Submitted several ads and letters to the Chase Sunflower and other media for publication
- Provided 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

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 September 11, 2023 to October 3, 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

Other Duties/Activities During the Reporting Period:

- Processed 3 Comfort Letters
- Processed 1 Building Permit
- Approved 1 new Business Licenses
- Continue to add businesses that comply with water cross-connection requirements
- Working on civil work application for multi-family project at 116 MacPherson
- Trombia sweeper has arrived and staff training will occur mid-October
- Working on WWTP infrastructure upgrade project
- Participated in a vendor presentation on electronic agenda/minute management
- Received delivery of new Kubota tractor – initiating sale of old tractor
- Remainder of line painting project complete
- Working on completing a number of pavement patches
- Working through multiple FOI requests
- Bay Drive Road/drainage repair to occur mid-October
- Organizing completion documents for sale of former CPR wye to Chase DevCo
- Completed a second cleanup of 229B Brooke. One derelict vehicle to be removed by end of week
- Coburn multi-use path design complete and going out for quotes
- Arranging new sanitary service for 306 Aspen
- Watermain looping project on Shepherd completed by Extreme Excavating
- Attended a TNRD Mandatory Recycling workshop
- Rotary clock is functional again and displaying correct time on all 4 sides
- Cemetery is now manicured

Bylaw Enforcement

- Bylaw Enforcement activity is normal.

Dog Control

- Dog control matters are normal.

Respectfully submitted,

Sean O'Flaherty

Approved for Council Consideration by CAO

Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: October 5, 2023

To: Council

From: Deb Lovin, Chief Financial Officer

RE: September 2023 Report

Regular Duties

Attend Council's meetings (Regular, Special, In Camera) and workshops.
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.

Budget, Property Taxes & Financial Reporting

Continued communication with tax sale property owners.
Download and process HOG information when approved by the Province of BC
Add/Remove mobile liens as required

Grant Applications, Implementation and Reporting

Review Permissive Tax applications and prepare information and Bylaw for Council review.
Continued work on EOC/BCWS expense authorization forms and claims.

Other

Completed fleet insure renewal for 2023.
Continued work on messaging for water and sewer rate increases.
Liaison 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: October 5, 2023
To: Mayor and Council
From: Fire Chief
RE: September 2023 Report

Fire Calls

7 calls, 2 False Alarm, 2 Vehicle Fire, 2 Public Service, Fire Burning Complaint

Rescue Calls

2 calls, 1 Stood down on arrival, 1 Extrications required.

First Responder calls

2 calls, 1 Seizure, 1 Trouble Breathing.

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

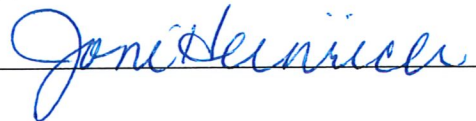
Rescue is functioning well with a good turn out on training days.

Training this month on water supplies and SCBA

Respectfully submitted,

Fire Chief, B. Lauzon

Approved for Council Consideration by CAO





VILLAGE OF CHASE

Memorandum

Date: September 29, 2023

To: Mayor and Council

From: Director of Corporate Operations,
Chief Financial Officer

RE: 2023 Capital Project – Shepherd Road Watermain Extension

At the June 27, 2023 Regular meeting, Council awarded the Shepherd Road watermain extension/looping project to Extreme Excavating in the amount of \$94,384.50. This important capital project provides improved water pressures and redundancy to the south-west sector of Chase.

A \$10,000 project contingency was embedded into the costs, however, due to unforeseen challenges at the project site, Extreme Excavating had to perform additional work that was not accounted for in the tendering process, and this has resulted in the need for additional project funding. The extra costs resulted from an additional required riser on the fire hydrant, extra stripping of topsoil, and an extra lateral crossing of the newly installed storm main.

This project has been funded through the Canada-Community Building fund (formerly called Gas Tax), and there is adequate funding available to fund these change orders. The entire project costs will still all be funded from the Canada-Community Building fund and not from municipal reserves and therefore will not affect taxation.

VILLAGE OF CHASE	
SHEPHERD ROAD WATERMAIN EXTENSION	
EXTREME EXCAVATING LTD.	
Original Contract (excluding contingency and GST)	\$ 79,890.00
Change orders	20,647.60
Updated Contract Value	\$100,537.60
June 27, 2023 Budget amendment	\$ 95,000.00
Additional funding requested	6,000.00
October 10, 2023 Budget amendment	\$101,000.00

Background

In the process of setting the Five-Year Financial plan for 2023-2027, it was anticipated

that this project would cost \$85,000. When the tender documents were received and reviewed, it was discovered that the quoted bids all came in higher with Extreme's bid being the lowest at \$94,384.50.

Utilizing funds from the Canada-Community Building fund is the logical and most responsible option. The Village's uncommitted portion of the reserve fund for the Canada-Community Building fund will be \$753,186 after this draw down.

RECOMMENDATION

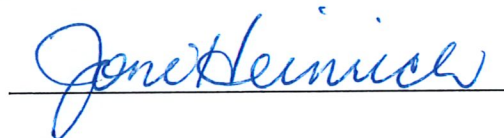
"THAT Council authorize a budget amendment by increasing the "Capital Expenditures-water" by \$6,000, and by increasing the "Transfer from Reserves - Gas Tax Reserve" by \$6,000; AND,

THAT Council approve the modified contract amount for the 2023 Shepherd Road Watermain Expansion project to Extreme Excavating Ltd. to a total of \$101,000.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Adam", is written over a series of concentric, hand-drawn circles.

Approved for Council Consideration by CAO

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



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: October 3, 2023
RE: Municipal Sewer Main Extension – 845 Thompson Avenue

ISSUE/PURPOSE

To provide Council with additional information related to a property owner's request to have the Village install 65m (213 ft) of municipal sanitary sewer main works in order that a private residence can connect to the municipal sewer service and abandon their septic sewer system.

DISCUSSION

Through legal advice, we have already established that the Village is not legally obligated to extend the sewer main to allow a property owner to connect to its sanitary sewer system. The Village actually has the authority to require the Owner, at their expense, to install the additional infrastructure to enable the connection to the sewer system.

Staff performed an extensive sweep of all records related to the site and successfully uncovered the architectural drawings for the ambulance station that Interior Health (IH) provided. The site plan for the ambulance station shows that the 100mm sanitary sewer service for the ambulance station connects to the service line for the Health Centre.

It is highly irregular, and contrary to MMCD standards to connect a service line into and through another service line that ultimately connects to a main line. Services must connect directly to a main line. Plus, even if this was a standard practice, agreements would need to be struck between IH and the Behrs as IH would be agreeing to accept sanitary sewer waste from the Behrs.

Staff did acquire the quote provided from a contractor to the landowner that amounts to a little over \$11,000 but does not include asphalt replacement. It is important to verify that any infrastructure work proposed and priced accordingly is engineered under MMCD standards, as the Village will ultimately own, repair, and replace said infrastructure.

FINANCIAL IMPLICATIONS

The estimate of costs for the MMCD infrastructure works is \$59,966. There is an additional \$325 sewer connection charge as per the *Village's Fees & Charges Bylaw*.

A 2023 capital budget amendment is necessary if this project is borne by taxpayers.

RECOMMENDATION

"THAT Council deny the request from the owners of 845 Thompson Avenue, for the Village to provide for and install a public municipal sewer main extension to their private property."

Respectfully submitted,

Sean O'Flaherty

Approved for Council Consideration by CAO

Joni Heinrich

Manhole, and
municipal sewer
MAIN

42" GAS MAIN

THOMPSON AVENUE

private sewer
SERVICE from
ambulance
station

CHASE
AMBULANCE STATION

50 mm WATER LINE
MAINTAIN MIN. 305mm AWAY
FROM SAN.

private sewer
SERVICE from
Health Centre

150mm SAN.
@ 4.5% SLOPE

EX. GAS METER

SHYKAT CONTRACTING

Box 229
Chase BC V0E 1M0
250 319 1358
chevyc@telus.net
ESTIMATE

Kim Behrns
845 Thomson Ave
Chase BC
knbehrns@gmail.com
Location-Same
September 23, 2023

Description of work to be done	Estimate amount
Cut asphalt and excavate for sewer service line from house to adjacent lot. Install service line and clean outs every 50ft on line. Backfill and level excavation site. All supplies incl.	10,500.00
Hoe to and from location	170.00
Note: Asphalt replacement is NOT included in estimate.	

Thank you for considering Shykat Contracting

A deposit of ½ the estimate will be required prior to the start date

All applicable taxes are not included

All estimates are estimated and the customer will be notified of any changes

All estimates are valid for 60 days



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: September 26, 2023
RE: Cannabis Retail, 560 Shuswap Avenue

ISSUE/PURPOSE

The purpose of this report is for Council to consider authorizing a new retail cannabis sales licence at the subject location.

OPTIONS

- 1. Support of a new provincial primary license**
- 2. Support of a new provincial primary license with conditions**
- 3. Do not support a new provincial primary license**

BACKGROUND

The proposed licence location at 560 Shuswap Avenue is zoned C-2, Downtown Commercial. Cannabis Retail is a permitted use in this zone. The applicant is proposing to utilize an existing commercial space to operate a new retail cannabis business and requires a business licence to conduct business.

DISCUSSION

Council is being asked to support the applicant, Sundeep Mahal, of Barriere Budz Cannabis, with his application to the provincial regulator, the Liquor and Cannabis Regulation Branch (LCCRB), in order for his application to proceed. Mr. Mahal requires a provincial licence first, before he is able to apply for a Village of Chase business licence, and ultimately operate his business. The LCCRB has completed its assessment of the eligibility and suitability requirements of the *Cannabis Control and Licensing Act* and now requires a Council resolution for the new proposed retail store in order to issue the required licence, per provincial requirements.

Attached to this report are:

- Application
- Property Information Report
- The Village's Controlled Substance Application Process
- Referral from the Liquor Control and Cannabis Regulation Branch

REFERRALS

The RCMP were referred to on August 17, 2023 and no reply has been received indicating their interests are unaffected.

A letter has been sent to all properties within 50m of the subject property. No responses have been received as of the date of this report.

FINANCIAL IMPLICATIONS

An application fee of \$1000 was paid for this application. A Cannabis Retail business license is \$500.

POLICY IMPLICATIONS

The Village's permitting policy is contained in ADM-30, Controlled Substance Application Policy


Council may, by resolution, provide the LCCRB with a response to the application in a number of ways:

1. Support of a new provincial primary license
2. Support of a new provincial primary license with conditions. These conditions may include a restriction on hours, or imposing landscaping requirements.
3. Not support a new provincial primary license

RECOMMENDATION

"THAT Council support the application for a provincial primary license for Barriere Budz Cannabis located at 560 Shuswap Avenue."

Respectfully submitted,



Approved for Council Consideration by CAO





Village of Chase Policy ADM-30

Title: ADM – 30 Controlled Substance Application Policy

Date Adopted: August 28, 2018

Revised:

Date Effective: August 28, 2018

Reviewed:

Special Notes / Cross Reference: This Policy is to be used in conjunction with all other applicable bylaws and legislation

POLICY: Regulations applicable to all Business License applications within the Village of Chase.

PURPOSE: To set guidelines and direction for receiving and processing Business License applications for controlled substances including cannabis and liquor. The Province of British Columbia has determined what they consider to be acceptable content and acceptable form of local government input on liquor and cannabis license applications.

Therefore, the Village of Chase has developed the following policy to outline the process by which Council shall review, evaluate, and provide input on liquor primary, food primary, and special occasion liquor license and retail cannabis license applications in the Village of Chase.

DEFINITIONS:

BUSINESS LICENCE means a document issued in accordance with Business License Bylaw 735-2011 or its replacements, authorizing the carrying on of a commercial or industrial undertaking of any kind or the providing of professional, personal or other services for the purpose of gain or profit whether only based within the Village of Chase or actually operating within the Village, and shall include subsidiary operations which are a demonstrably integral part of the principal Business. Individually licensed businesses shall be differentiated by type of business irrespective of joint ownership or co-location.

CONTROLLED SUBSTANCE means a substance included in Schedule II of the *Controlled Drug and Substances Act* of Canada, 1996 chapter 19, as amended from time to time, and includes ethyl alcohol as defined in the *Liquor Control and Licensing Act* of BC.

VILLAGE means the municipality of the Village of Chase.

APPLICATION PROCEDURE:

1. All applicants shall complete the application form as per *Schedule A* and submit payment. The Village of Chase will not accept applications that do not contain the following information:
 - The name, address, and signature of the applicant;
 - The name and address of the property owner and the signature of the property owner consenting to the application;
 - The legal description and street address of the subject property;
 - Receipt of a copy of a completed LCRB application form (for new applications);
 - For temporary amendments to a License, applications must be submitted no less than 6 (six) weeks prior to the requested date to be considered;
 - Application fee;



Village of Chase Policy ADM-30

- Type of application being made:
 - i) Application for a New Controlled Substance License;
 - ii) Application for an Amendment to Existing Controlled Substance License;
 - iii) Application for a Food Primary License;
 - iv) Application for a Temporary Amendment to a Liquor License;

LOCAL GOVERNMENT RESOLUTIONS

2. Council may pass a resolution based on a specific term or condition; however, prior to doing this Council shall ensure that the term or condition is within the legislative jurisdiction of the Liquor and Cannabis Regulations Branch (LCRB) to impose or enforce.

Council may decide through a resolution, to:

- a) Support of a new provincial primary license
- b) Support of a new provincial primary license with conditions. These conditions may include a restriction on hours, or imposing landscaping requirements
- c) Not support a new provincial primary license

Administration will undertake the following procedures to gather the opinion of nearby residents:

- a) Require the application to submit a *Controlled Substance License Application* as per *Schedule A* along with the requisite fee. Applications will be processed in the order that referrals are received from the LCRB.
- b) Advise all property owners in writing within 50 metres of the proposed location and provide a 10-day time limit to receive any feedback.
- c) Refer the LCRB application to the RCMP
- d) Prepare a report to Council containing all feedback from residents, the RCMP, and include technical comments from Administration

3. Upon completion the resolution or comment shall be forwarded to the LCRB, the applicant, and the License Inspector.

APPLICATIONS FOR NEW CONTROLLED SUBSTANCE LICENSE (\$1,000.00 Application Fee)

4. The Village will provide written notification to owners or tenants in occupation of the parcels which are the subject of the application, and all parcels within a distance of 50 metres from the land that is the subject of the application at least 10 days prior to the date on which Council will consider the application. The notification shall advise the public of the nature of the application and may include the proposed seating capacity and hours of operation and indicate that there is an opportunity to be heard by Council at a hearing.

The Village shall advertise in the local newspaper, the publication to appear not less than 3 and not more than 10 days before the date of the hearing before Council on the application. The advertisement shall advise the public of the nature of the application, and their opportunity to be heard by Council at a hearing.

Where an application for a local government resolution is associated with an application for rezoning to permit the licensed establishment, the Public Hearing for the rezoning shall be used to obtain public input. Where no rezoning is involved, Council shall hold a hearing to obtain public input that shall be advertised as noted above.



Village of Chase Policy ADM-30

Reports to Council regarding controlled substances licenses shall include technical information from Administration relevant to the following issues, which the LCRB requires Council to consider and comment on in their resolution:

- The location of the establishment;
- The proximity of the establishment to other public facilities;
- The hours of service;
- The seating capacity (only for liquor primary);
- Traffic, noise, parking and zoning;
- Population, density, and trends;
- Relevant socio-economic information; and
- The impact on the community if the application is approved.

The Corporate Officer shall refer all applications to the RCMP for comment prior to preparing the report for Council.

APPLICATIONS FOR AMENDMENTS TO EXISTING CONTROLLED SUBSTANCE LICENSE (\$300.00 Application Fee) (Occupant Load Increase, Winery Endorsement, Permanent Hour Extension)

5. The Village will provide written notification to owners or tenants in occupation of the parcels, which are the subject of the application, and all parcels within a distance of 50 metres from the land that is the subject of the application at least 10 days prior to the date on which Council will consider the application. The notification shall advise the public of the nature of the application and the existing operation, and their opportunity to be heard by Council at a hearing.

On the date identified in the public notice Council will hear the applicant and any other person deemed to be affected or having an interest in the application.

Reports to Council regarding new liquor primary or cannabis retail licenses shall provide information relevant to the following issues, which the LCRB requires Council to consider and comment on in their resolution:

- The location of the establishment;
- The proximity of the establishment to other public facilities;
- The seating capacity and hours of service;
- Traffic, noise, parking and zoning;
- Population, density, and trends;
- Relevant socio-economic information; and
- The impact on the community if the application is approved.

The Corporate Officer shall refer all applications to the RCMP for comment prior to preparing the report for Council.



Village of Chase Policy ADM-30

FOOD PRIMARY LICENSE APPLICATIONS (\$300.00 Application Fee) (Late Night Hour Extensions Beyond Midnight and Patron Participation Entertainment)

6. The Village will provide written notification to owners or tenants in occupation of the parcels, which are the subject of the application, and all parcels within a distance of 50 metres from the land that is the subject of the application at least 10 days prior to the date on which Council will consider the application. The notification shall advise the public of the nature of the application and the existing operation, and their opportunity to be heard by Council at a hearing.

On the date identified in the public notice Council will hear the applicant and any other person deemed to be affected or having an interest in the application.

Reports to Council regarding new controlled substance licenses shall provide information relevant to the following issues, which the LCRB requires Council to consider and comment on in their resolution:

- The potential for noise if the application is approved;
- The impact on the community if the application is approved;
- Whether the application will result in the establishment operating in a manner contrary to the primary purpose of the establishment, which is the service of food

The Corporate Officer shall refer all applications to the RCMP for comment prior to preparing the report for Council.

TEMPORARY AMENDMENTS TO LIQUOR LICENSES (\$100.00 Application Fee) (Special Occasion Hour Extensions or Temporary Occupant Load Increase) *Applications must be received no less than 6 (six) weeks prior to requested date(s) to be considered.

7. Applications for a temporary amendment to a Liquor Primary or Food Primary License, which require local government comment shall undergo the following process.

At a Council meeting or a Committee of the Whole meeting where a resolution is to be considered, the Corporate Officer shall present a comprehensive report and draft resolution for the Council's consideration. The report to Council shall provide information relevant to the following issues, which the LCRB requires Council to consider and comment on in their resolution:

- The potential for noise if the application is approved;
- The impact on the community if the application is approved;

The Corporate Officer shall refer all applications to the RCMP for comment prior to preparing the report for Council.

AUG 16 2023

PAID



Village of Chase Policy ADM-30

Schedule "A"

CONTROLLED SUBSTANCE LICENSE APPLICATION

Application Type:

Fee:

- | | | |
|-------------------------------------|---|-----------|
| <input checked="" type="checkbox"/> | Controlled Substance License, New | \$1000.00 |
| <input type="checkbox"/> | Controlled Substance License, Amendment to Existing
(Occupant load increase, winery endorsement, permanent hour extension) | \$300.00 |
| <input type="checkbox"/> | Food Primary License
(Late night hour extensions beyond midnight and patron participation entertainment) | \$300.00 |
| <input type="checkbox"/> | Liquor/Food Primary License, Temporary Amendment
(Special occasion hour extensions or temporary occupant load increase) | \$100.00 |

Name of Applicant(s): 1060821 BC LTD CONTACT SANDEEP MAHAL

Address: 1077 Forden place Kamloops, B.C V2C 0J9

Telephone Number(s): 250-299-6313

Email: sunny.mahal@century21.com

License Number(s) Affected: 076732 - Ref # CRS001

Name of Owner(s): HART TAX SERVICES LTD. Agent:
(if different from applicant) Terry Henrick

Address: 7686 HAST HWY

PRINCE GEORGE, B.C

V2K 3B3

Telephone Number(s): 250-961-4448

Email: jhenricks@hotmail.com

Legal Description of Licensed Property: LOT 12, BLOCK A, PLAN KAP514, DISTRICT LOT 517

Address of Licensed Property: 560 SHUWSAP AVE CHASE, B.C PID # 012-289-973

Present Zoning: C2

Present Use: VACANT

Ma
DATE

Sandeep Mahal
SIGNATURE OF APPLICANT

Google Maps 560 Shuswap Ave



Map data ©2023 Google 10 m



Proposed store entrance.

560 Shuswap Ave



Directions



Save



Nearby



Send to
phone



Share



560 Shuswap Ave, Chase, BC V0E 1M0

R895+FJ Chase, British Columbia

<https://www.google.com/maps/place/560+Shuswap+Ave,+Chase,+BC+V0E+1M0/@50.8186784,-119.6910683,20z/data=!4m6!3m5!1s0x537e53d91b2...> 1/2



Property Information Report

Report Generated on: September 20, 2023 12:01:17 AM

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

560 Shuswap Ave

Parcel Description & Location

[More Details](#)

Legal Description:

LOT 12 BLOCK A DISTRICT LOT 517 KAMLOOPS DIVISION YALE
DISTRICT PLAN 514

Plan Number:

KAP514

Parcel Type (Class):

SUBDIVISION

Owner Type:

PRIVATE

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

Square Meter:
285.55

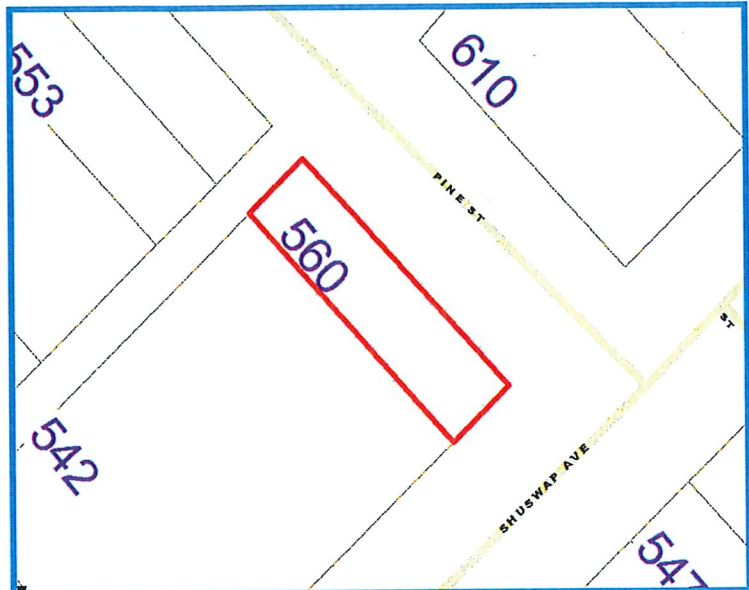
Acre:
0.071

Hectare:
0.029

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: b'Unknown - contact Village of Chase for any future debt.'

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

[More Details](#)

Zoning Bylaw: 683

Zoning: C-2

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 A

Official Community Plan Name: CONTACT LOCAL AUTHORITY

OCF 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:
Type of Construction:					

BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
512.00104.000	012-289-973	2023	\$47,500.00	\$269,000.00	6-Bus/Oth
Folio:	Actual Use:	Manual class:			
512.00104.000	STORES AND OFFICES	2 STY GEN COMM-LOWER QUALITY			

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](#)



Job #076732

August 11, 2023

Via email: chase@chasebc.ca

Sean O'Fleherly
Village of Chase

Dear Sean,

Re: Application for a Cannabis Retail Store Licence
Applicant: 1060821 B.C. LTD.
Proposed Establishment Name: Barriere Budz Cannabis
Proposed Establishment Location: Unit A - 560 Shuswap Ave., Chase BC V0E 1M0

The Applicant, 1060821 B.C. Ltd., has applied to the Liquor and Cannabis Regulation Branch (LCRB) for a Cannabis Retail Store licence proposed to be located at the above-noted address. The applicant contact is Sandeep Mahah. They can be reached at 250-299-6313 or via email at SMahal25@hotmail.com

Local governments and Indigenous nations are a crucial part of the licensing process. Section 33(1) of the [Cannabis Control and Licensing Act](#) prevents the LCRB from issuing retail store licence without receiving a positive recommendation regarding the licence application from the local government or Indigenous nation.

Please consider the application and provide the LCRB with a written recommendation.

To assist with your assessment, a site map of the proposed cannabis store is attached.

If you consider the application, you must gather resident's views (if applicable), even if the location already went through a public process to allow cannabis retail sales. This also applies to previous locations of private or government cannabis stores that are no longer operating.

If you choose not to make a recommendation regarding this application, please contact the LCRB at your earliest convenience. In this case, the LCRB will cancel the application.

Learn more about how to make a recommendation and the [role of local governments and Indigenous Nations in cannabis retail licensing](#).

If you have any questions regarding this application, please contact me at 778-698-9359 or Alexandra.Sutherland-Barta@gov.bc.ca



Job #076732

September 29, 2023

Sean O'Fleherly
Corporate Officer, Village of Chase
Via email: chase@chasebc.ca

Re: Application for a Cannabis Retail Store Licence
Applicant: 1060821 B.C. LTD.
Proposed Establishment Name: BB Cannabis
Proposed Establishment Location: Unit A - 560 Shuswap Ave., Chase, BC V0E 1M0

This letter confirms the General Manager has determined the above noted applicant is presently fit and proper to hold a Cannabis/Production Retail Store licence. Please note, the General Manager has the authority under the Act to re-assess whether an applicant or licensee is fit and proper at any time during the course of the application or term of the licence.

Before the issuance of a licence, a positive recommendation from the local government and/or Indigenous nation must be provided. The remainder of the licensing process depends, in part, upon this recommendation. The General Manager must take the recommendation into account in deciding whether to issue the licence. If the local government or Indigenous nation has decided it will not make a recommendation regarding this application, please contact the LCRB at your earliest convenience.

For more information on roles of local governments and Indigenous nations, please see the following link.

<https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/local-gov-indigenous-nations/role-of-local-governments-and-indigenous-nations-in-cannabis-retail-licensing>

If you have any questions, feel free to contact me at 778-698-9359 or
Alexandra.Sutherland-Barta@gov.bc.ca

Sincerely,

Alexandra Sutherland-Barta
Senior Licensing Analyst

copy: Sandeep Mahal, Applicant