



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 November 14, 2023 at 4:00 p.m.

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/81118021428?pwd=QIU3NVE5bIBlWm4veUQ4dTlVM2VFdz09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 811 1802 1428

Passcode: 315368

1. CALL TO ORDER

In support of the Provincial Minister of Children and Family Development, Honourable Mitzi Dean, Mayor Lepsoe has proclaimed November 2023 as Adoption Awareness Month in the Village of Chase.

2. ADOPTION OF AGENDA

Resolution:

“THAT the agenda of the November 14, 2023 Regular Meeting be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the October 24, 2023 Regular Meeting

Pages 1-5

Resolution:

“THAT the minutes of the October 24, 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

6.1 Patrick Herba, Past President, Chase Rotary Club

Proposal for playground equipment in Centennial Park

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 6-11

8. UNFINISHED BUSINESS

- 8.1 2023 Third (3rd) Quarter Financial Reporting - September Pages 12-20
Memo from the CFO
Recommendation:
“THAT Council receive the September 2023 Third (3rd) Quarter Financial Reporting as information”.
- 8.2 Development Variance Permit DVP #2-2023, 316 MacPherson Street Pages 21-30
Report from the Director of Corporate Operations
Recommendation:
“THAT Development Variance Permit DVP #2-2023 be issued.”
- 8.3 Development Variance Permit DVP #3-2023, 1182 Currie Avenue Pages 31-36
Report from the Director of Corporate Operations
Recommendation:
“THAT Development Variance Permit DVP #3-2023 be issued.”

9. NEW BUSINESS

- 9.1 Appoint Chief Election Officer and set dates for By-election Pages 37-38
Memo from the CAO
Recommendation:
“THAT Joni Heinrich be appointed as the Chief Election Officer for the by-election held due to the resignation of Ron Harder, and that Sean O’Flaherty be appointed as the Deputy Chief Election Officer for the by-election.”
- 9.2 Request for Immediate Action to Prevent Invasive Mussel Pages 39-57
Introduction to BC – Okanagan Basin Water Board
Letter from the Okanagan Basin Water Board
Recommendation:
“THAT the Village of Chase provide its support to the Okanagan Basin Water Board by writing to several Federal Ministers, (Water, Land and Resource Stewardship, Environment and Climate Change Strategy, Public Safety Democratic Institutions and Intergovernmental Affairs and Fisheries, Oceans and the Canadian Coast Guard) urging them to act immediately to prevent the introduction of very dangerous and expensive invasive mussels into BC.”
- 9.3 Chase Country Christmas Insurance Report Pages 58-59
Report from the CAO
Recommendation:
“THAT the Chase Country Christmas committee be required to obtain private liability insurance for their activities with the Village of Chase added as an insured; AND,

THAT the Village provide the committee a grant-in-aid to cover the cost of the private insurance.”

9.4 Council attendance at SILGA Workshops and Reimbursement Policy Pages 60-62

Memo from the CAO

Recommendation:

“THAT any Council members wishing to attend the SILGA Local Government Budgeting 101 Workshop in November 2023 be permitted to attend with the costs associated paid for by the Village of Chase.”

Recommendation:

“THAT Council’s Expense Reimbursement policy be reviewed and updated as necessary including streamlining the process for Council’s participation in various events and workshops that enhance their skills and knowledge in their roles as Council members.”

10. NOTICE OF MOTION

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

The following resolutions are released to the public from In Camera:

#2023/11/07 IC002

“THAT staff connect with the owner of the building at 721 First Avenue to determine if they are interested in donating the 2 unused flagpoles fronting the building to the Chase & District Museum Society.”

#2023/11/07 IC003

“THAT staff prepare this Village-owned property for future sale on the open market by installing a water and sewer connection and initiating the Development Variance Permit process to reduce the front parcel line setback from 6.0m to 4.0m.”

#2023/11/07 IC004

“THAT the cost to update the Village’s 2010 Development Cost Charge Bylaw be determined by staff and presented during the 2024 budget deliberations.”

#2023/11/07 IC005

“THAT staff invite past proponents of cellular towers in the Chase area to appear as respective delegations before Council.”

#2023/11/07 IC006

“THAT staff proceed with the Broadband Performance Test through the Shuswap Economic Development Society, with the \$15,000 cost to be paid from the “Gas Tax” fund.”

13. ADJOURNMENT

Resolution:

“THAT the November 14, 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, October 24, 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: 9 in-person, 2 via Zoom

1. CALL TO ORDER

Mayor Lepsoe called the meeting to order at 4:05 p.m.

Mayor Lepsoe made two announcements:

- November 8 is National Aboriginal Veterans Day
- Vic Skjeie, long time resident of Chase and former Council member passed away

2. ADOPTION OF AGENDA

Moved by Councillor Herman

Seconded by Councillor Torbohm

"THAT the agenda of the October 24, 2023 Regular Meeting be adopted with the addition of Item 9.7, "UBCM Grant opportunity – Fire Department Equipment."

CARRIED
#2023/10/24_001

3. ADOPTION OF MINUTES

3.1 Minutes of the October 10, 2023 Regular Meeting

Moved by Councillor Torbohm

Seconded by Councillor Herman

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

CARRIED
#2023/10/24_002

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Issues raised by the public included:

- A low cost seniors housing complex should be built in Willson Park – it is underutilized and close to the medical facilities
- Administration does not have time to be taking courses on Indigenous cultural safety and humility when they should be focussing on taking care of our community

- Allowing a seniors facility to be built on the Arena Lands is taking that last potential piece of recreational property away from the community – this could be detrimental to our youth in the future
- Council is being asked to be aware of Fortis' push for fossil gas usage by promoting Renewable Natural Gas – should consider other heating options especially in light of the Province's zero carbon step code

6. DELEGATIONS

Mona Murray of Encore Seniors Society introduced Garry Limpricht and Shirley Culver and explained that Council in 2020 approved the long term lease of a portion of the Arena Lands for a low cost seniors rental project, unfortunately funding did not come through at that time. BC Housing is once again inviting proposals, and Encore believes that Chase is a prime community for this type of project:

- 37% of Chase residents are over 65 while in the TNRD the percentage is 20% and it is even lower Province wide
- 30% of the units would be rented at market rates, 50% would be rented at a cost geared to income, and 20% would be deep subsidy rental units
- Encore is grateful for the land, and will be paying Development Cost Charges and taxes as any other developer is required to do

Comments from members of the gallery and Council members included:

- Location is too close to schools and would be noisy
- What other properties were considered?
- What does the Village get for this?

Ms. Murray explained that seniors enjoy the sound of children playing, a facility such as this means that seniors can move out of their existing homes which frees them up for young families.

7. REPORTS

a) Mayor and Council Reports

Mayor Lepsoe

- October 12 attended a TNRD regular Board meeting
- October 13 attended a TNRD Committee of the Whole meeting
- October 19 went on a tour of Trinity Dairies near Enderby, the tour being organized by the Shuswap Watershe Council to show the council members best practices regarding phosphorous near streams
- October 24 attended a Council roles and responsibilities workshop

Councillor Herman

- October 10 attended regular meeting of Council
- October 13 did a ride-a-long with Citizens on Patrol
- October 16 attended a Climate Action Committee meeting
- October 18 attended a 'Choose Chase' meeting
- October 10-18 took part in planning for the upcoming Community meeting on November 1
- October 19-20 consulted with Chase Country Christmas committee member regarding parade and events to be held December 1 and 2
- October 24 attended Council roles and responsibilities workshop

Councillor Connett

- October 10 attended Regular meeting of Council
- Attended Climate Action Committee meeting October 16
- Attended Council roles and responsibilities workshop October 24

Councillor Harder

- October 10 Regular meeting of Council
- Answered phone calls and emails from constituents

Councillor Torbohm

- October 10 Council meeting
- October 18 met with Sgt. Kennedy regarding the proposed Cannabis Store
- Was informed by Sgt. Kennedy that property crimes are down recently as a result of many of the criminals being in jail
- Attended Shuswap Trails Working group meeting October 20 – was informed that the grant for the Chase Falls trail works has been received and it is anticipated the work will be done in the Spring of 2024
- Responded to emails, reviewed agendas and met with staff as required

Moved by Councillor Herman

Seconded by Councillor Harder

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

CARRIED

#2023/10/24_003

8. UNFINISHED BUSINESS

8.1 2-Year Permissive Tax Exemption Bylaw No. 931-2023

Moved by Councillor Torbohm

Seconded by Councillor Herman

“THAT the 2024 through 2025 Village of Chase Permissive Tax Exemption Bylaw No. 931-2023 be adopted.”

CARRIED

#2023/10/24_004

8.2 4-Year Permissive Tax Exemption Bylaw No. 932-2023

Moved by Councillor Connett

Seconded by Councillor Torbohm

“THAT the 2024 through 2027 Permissive Tax Exemption Bylaw No. 932-2023 be adopted.”

CARRIED

#2023/10/24_005

9. NEW BUSINESS

9.1 Development Variance Permit DVP#2-2023, 316 MacPherson Street

Moved by Councillor Connett

Seconded by Councillor Harder

“THAT Council accept the application for a DVP at 316 MacPherson Street and direct Administration to draft a Development Variance Permit and initiate the referral process.”

CARRIED

#2023/10/24_006

- 9.2 Development Variance Permit DVP#3-2023, 1182 Currie Avenue
Moved by Councillor Herman
Seconded by Councillor Connett
“THAT Council accept the application for a DVP at 1182 Currie Avenue and direct Administration to draft a Development Variance Permit and initiate the referral process, requesting information from the applicant as to their motivation for this variance request.”
CARRIED
#2023/10/24_007
- 9.3 Oncore Seniors Society – Affordable Seniors Housing
Moved by Councillor Herman
Seconded by Councillor Torbohm
“THAT the item regarding the proposed affordable housing project be deferred.”
DEFEATED
Councillors Connett, Harder and Torbohm OPPOSED
#2023/10/24_008
- Moved by Councillor Torbohm
Seconded by Councillor Herman
“THAT Council provide a letter of support for the project.”
CARRIED
#2023/10/24_009
- 9.4 Art Holding Memorial Arena – Budget Amendment
Moved by Councillor Torbohm
Seconded by Councillor Herman
“THAT Council authorize a budget amendment by increasing the “Capital Building Maintenance” for the Arena by \$50,000 and by increasing the ‘Transfer from capital surplus’ by \$50,000 to fund the additional expenses necessary at the Arena.”
CARRIED
#2023/10/24_010
- 9.5 Indigenous Cultural Safety and Cultural Humility Training Grant
Moved by Councillor Herman
Seconded by Councillor Torbohm
“THAT Council approve the submission of a grant application to the Community Emergency Preparedness Fund under the Indigenous Cultural Safety and Cultural Humility Training program to secure funding to a maximum of \$30,000 to facilitate training opportunities for the Village staff and elected officials.”
CARRIED
#2023/10/24_011
- 9.6 Correspondence from the Chase Environmental Action Society regarding RNG
Moved by Councillor Torbohm
Seconded by Councillor Herman
“THAT the correspondence from the Chase Environmental Action Society regarding Fortis’ proposal for Renewable Natural Gas (RNG) be received as information.”
CARRIED
#2023/10/24_012

9.7 UBCM Grant Opportunity – Volunteer & Composite Fire Departments – Equipment and Training

Moved by Councillor Torbohm

Seconded by Councillor Connett

“THAT the Village of Chase Council support the proposed application for \$30,000 to go toward the purchase of a new air compressor for the Village’s Fire Department with the remaining amount needed to be considered by Council during 2024 budget discussions.”

CARRIED

#2023/10/24_013

10. NOTICE OF MOTION

None

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

Issues raised included:

- Can speed limits be reduced on Pine Street or some sort of enforcement be done – lots of people speed along Pine Street
- Is there money in Council’s budget to put in a cell tower in Chase as the cell service is very poor
- There are likely some local Indigenous members who could provide training in relation to cultural safety and humility
- Concerns raised about the state of the cemetery and in particular one grave site that sunk and required 21 pails of dirt to level – better care should be taken at the cemetery – head stones in new section are not placed properly
- What is the status of the street sweeper as it would be great to have the streets swept in the downtown area before Chase Country Christmas
- When is the Village hiring a person to replace Mr. Spencer?
- What is the involvement of the Recreation Society in our community? Why are they permitted to operate the Arena and make a profit when Village staff should be operating the Arena

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Moved by Councillor Harder

Seconded by Councillor Herman

“THAT the October 24, 2023 Regular Meeting be adjourned.”

CARRIED

#2023/10/24_014

The meeting concluded at 5:17 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: November 6, 2023
To: Mayor and Council
From: CAO
RE: Activities Report September 30 to November 6, 2023

Council Support

- Participated in Climate Action Committee meeting October 16
- Participated in Choose Chase Committee meeting October 18
- Participated in Roles and Responsibilities Workshop with Council October 24
- Attended October 24 2023 Council meeting
- Participated in "Chase Chase" Committee meeting
- Participated in four community meeting (Adams Lake, Neskonlith, Skwlax and Chase) on October 27 hosted by Adams Lake Indian Band
- Participate in November 7 workshop with Council regarding Strategic Priorities
- 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

- Work with other managers and various agencies following up on wildfire protection expenditures
- Met with CFO and CP Rail representative to debrief on wildfire actions East of Chase in August 2023
- Phone meeting with Logan Lake CAO regarding their wildfire and FireSmart initiatives
- Participated in Shuswap Trails Working Group meeting October 20
- Attended a Risk Management workshop provided by Municipal Insurance Association
- Provided assistance on some public inquiries
- Met with local resident who is working for FireSmart BC on various grant opportunities
- Worked with Senior Managers to problem solve various issues
- Discussed a number of grant applications with CFO to prepare for submission
- Met with CFO and Board member of Recreation Centre Society regarding needs at the Chase Arena
- Made arrangements for some additional legislative assistance (via consultant) for senior staff
- Attended Community group meeting on November 1 at the Community Hall
- Participated in TNRD CAOs meeting November 2 regarding various shared services and small community needs

- Assisted with preliminary mobilization of Emergency Support Services for displaced residents of Parkside after structure fire – ESS eventually stood down
- Met with CFO and Fire Chief regarding funding for Air Compressor
- Reviewed and authorized a variety of invoices for services and supplies
- Authorized payroll with Mayor
- 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,

Jani Heinrich



VILLAGE OF CHASE

Memorandum

Date: November 9, 2023

To: Mayor and Council

From: Sean O'Flaherty, Director of Corporate Operations

RE: Activities undertaken from October 6, 2023 to November 9, 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 1 Comfort Letters
- Processed 2 Building Permit
- Approved 1 new Business License
- Continue to add businesses that comply with water cross-connection requirements
- Working on civil work application for multi-family project at 116 MacPherson
- Working on WWTP infrastructure upgrade project
- Working through multiple FOI requests
- Bay Drive Road/drainage repair completed for 2023 – resumption in spring
- Organizing completion documents for sale of former CPR wye to Chase DevCo
- Coburn multi-use path design complete and going out for quotes
- Consolidated the Fees & Charges bylaw and posted on website
- Completed 3 of the 12 pavement patching projects
- Discussions with Oncore Seniors Housing Society
- Correspondence with owners of 828 Shuswap regarding Village property purchase
- 2023 Dike Inspection completed and submitted to the ministry
- Phase II subdivision of Whitfield Landing approved creating 29 new building lots
- Whitfield Landing trail to be built in spring due to excessive danger tree count
- Completed CIRA cyber security assessment
- Bridge assessment for Veteran's bridge complete.
- Inspection programme for Coburn bridge in-effect
- Attended a Council Roles & Responsibilities workshop

- Attended an Office of the Information & Privacy Commissioner workshop
- Attended a Council workshop centred on strategic planning

3rd Quarter Statistics:

- Dog licences: **271** (249 for 2022). This represents a 9% increase year over year
- Business licences: **236** (214 for 2022) This represents a 10% increase year over year
- Inter-Community Business Licences: **19** (23 for 2022), a 24% decrease year over year
- Building Permits totalled **\$1.5** million, a 57% drop in value year over year from 2022

Bylaw Enforcement

- Bylaw Enforcement activity is normal.

Dog Control

- Dog control matters are normal. Adopted out 1 dog in our possession

Respectfully submitted,

O'Flaherty

Approved for Council Consideration by CAO

Jani Heinrich

THOMPSON-NICOLA REGIONAL DISTRICT
BUILDING INSPECTION SERVICES
Sep-23

LOCATIONS	PERMIT VALUE									
	2023-September		2022-Septembewr		2023 YTD		2022YTD		% CHANGE YTD	
	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value
Ashcroft	0	0	0	0	9	15,880,027	5	87,000	80.0	18152.90
Cache Creek	1	180,000	0	0	2	186,000	5	1,050,789	-60.0	-82.30
Clinton	0	0	0	0	4	34,440	2	41,000	100.0	-16.00
E - Bonaparte Plateau	4	2,657,000	5	4,253,000	26	6,979,000	33	12,174,780	-21.2	-42.68
I - Blue Sky Country	0	0	0	0	7	2,000,275	18	11,022,020	-61.1	-81.85
Chase	1	82,000	0	0	12	1,469,937	14	3,389,700	-14.3	-56.64
Logan Lake	1	425,000	0	0	9	1,841,000	13	2,550,000	-30.8	-27.80
J - Copper Desert Country	3	672,300	3	1,750,000	32	14,545,800	46	21,561,500	-30.4	-32.54
L - Grasslands	2	260,000	2	1,000,000	27	6,882,077	40	12,002,441	-32.5	-42.66
P - Rivers and the Peaks	7	2,951,680	5	515,000	40	14,024,660	43	12,135,150	-7.0	15.57
M - Beautiful Nicola Valley - North	3	269,000	1	600,000	16	3,777,300	27	16,830,846	-40.7	-77.56
N - Beautiful Nicola Valley - South	2	175,000	1	100,000	10	2,444,500	10	2,969,100	0.0	-17.67
Clearwater	1	30,000	1	200,000	15	966,900	16	3,790,000	-6.3	-74.49
A - Wells Gray Country	2	646,000	1	0	13	2,578,700	10	2,346,640	30.0	9.89
B - Thompson Headwaters	0	0	0	0	2	730,400	10	3,354,000	-80.0	-78.22
O - Lower North thompson	1	10,000	2	182,640	14	4,237,000	12	2,667,640	16.7	58.83
TOTAL	28	8,357,980	21	8,600,640	238	78,578,016	304	107,972,606	-21.7	-27.22



VILLAGE OF CHASE

Memorandum

Date: November 7, 2023

To: Council

From: Deb Lovin, Chief Financial Officer

RE: October 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 roll updates.

Budget, Property Taxes & Financial Reporting

Complete Province of BC property tax deferment information requests.

Forward Permissive Tax Exemption bylaw to BC Assessment and notified all applicants of bylaw and provided a summary of the bylaw and its timelines.

Grant Applications, Implementation and Reporting

Work with staff to submit UBCM grant applications for Fire Department equipment and

Indigenous Cultural Safety and Cultural Humility Training

Work with staff to submit UBCM final report on the Heat Event Vulnerable Population Response Planning

Other

Liaison between insurance adjuster and contractor regarding the water damage insurance repairs for the Curling Club

Attend Council and Staff session for Roles & Responsibility training.

Organize RFQ for the Curling Club Roof replacement

Respectfully submitted,

Approved for Council Consideration by CAO

D Lovin

Deb Lovin

Joni Henrich



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Deb Lovin, CFO
DATE: October 17, 2023
RE: 2023 Third (3rd) Quarter Financial Reporting - September

ISSUE/PURPOSE

For information purposes.

This third quarter summary financial report presents the total revenues and expenditures for each function and a summary of the capital expenditures.

The Quarterly Detailed financial report presents more detailed information for sub functions, summarizing revenues and expenditure for each.

Note: there are no accruals for unbilled grant or other revenues, and no proration of budget or non-cash expenses (amortization).

DISCUSSION

General Fund Operations:

Taxation revenues are more than budget due to a couple of supplementary assessments adding missed inventories in 2023.

Investment income is more than budget and is already exceeding all of the 2022 income due to the rise in interest rates.

Legislation expenses reflect the cost of council: honorarium and benefits, travel & conference charges, dues & fees, and public relations expense.

Administrative expenses are one of the larger groups of expenses. Administrative expenses include: office wages and benefits, staff expenses (including training and conferences, meals & travel, memberships), postage, phone, internet, electrical, heating, legal, audit, liability insurance.

Protective Services include Fire protection, Road Rescue services, First Responder services, Emergency operations, Bylaw enforcement and Animal control.

Solid Waste Service has had an excess of funds spent on truck repairs plus additional funds were spent on the bin rentals and tipping when the garbage truck was not in service.

Development Services includes Planning and subdivision, Economic development, and Business Licensing.

Transportation Services includes costs associated with common public works, roads, street lighting, sidewalks, parking lots, drainage, snow removal, railway crossings and bridges. There are no discrepancies to report.

Parks, Recreation & Culture reflect costs associated with parks, Summer recreation program, arena, community hall, museum and curling rink.

Summer Recreation program – this was a huge success this past summer, the Lions Club donated \$15,000 to the program to assist with the offset of additional staff wages that were not covered by the budget. Mini income statement for the program (up to Sept 30, 2023):

Revenue generated	<u>\$13,190</u>	
Wages and benefits	\$36,602	
Supplies	3,229	
Total Expenses	\$ 39,831	
Cost of program	\$26,641	
Lions Club one time donation	<u>(15,000)</u>	
Net costs	\$ 11,641	Budget for the program \$20,000.

Property Management & other services include the rental house, cemetery, and dyke charges. There will be an increase in costs due to the implementation of cemetery software.

2023 Property Insurance costs have seen a larger than normal increase (31.5% increase) in premiums due to the Community Hall December 2021 water damage loss.

Water Fund Operations

Revenue projection: Revenues will be approximately \$197,000 short compared to budget.

September collection:	\$395,240	
October estimate:	<u>166,000</u>	
Total Estimate collection	\$ 561,240	
Budget needed	\$ 759,000	Shortfall \$197,760

Wastewater Fund Operations

Revenue projection: Revenues will be approximately \$109,375 short compared to budget.

September collection:	\$ 277,540 (removed DCC revenue)	
October estimate:	<u>92,200</u>	
Total Estimate collection	\$ 369,740	
Budget needed	\$ 479,115	Shortfall \$109,375

Capital Transactions

Up to September 30, 2023 there have been a few projects invoiced after the reporting date.
le: Bay drive assessment, Bridge assessment, Land acquisition, IT computers...

Overbudget items:

Coburn planning multi use path design – costs are starting to incur for the design work on phase 2

Arena Repairs & Maintenance – budget amendment request adopted at the October 24, 2023 Regular Council meeting.

Wharf expenses – there was a difference between the quote and the carry forward amount. The contractor billed according to the quote.

RECOMMENDATION

“That Council receive the September 2023 Third (3rd) Quarter Financial Reporting as information”

Respectfully submitted,

Approved for Council Consideration by CAO

Deb Lovin, CFO

Joni Heinrich

Village of Chase
Summary Financial Report
Quarter Ended September 30, 2023

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
General Fund				
Revenues				
Taxation	2,383,421	2,515,436	132,015	5.54%
General Government	2,266,551	2,468,974	202,423	8.93%
Protective Services	44,700	37,590	(7,110)	(15.91%)
Solid waste Management	290,500	218,167	(72,333)	(24.90%)
Development Services	28,030	39,647	11,617	41.44%
Transportation	50,325	807	(49,518)	(98.40%)
Parks, recreation and Culture	20,300	28,689	8,389	41.33%
Property Management	8,200	6,704	(1,496)	(18.24%)
Other Services	15,500	15,328	(172)	(1.11%)
Total General Fund Revenues	5,107,527	5,331,342	223,815	4.38%
Expenditures				
General Government	(1,082,126)	(804,677)	277,449	(25.64%)
Protective Services	(353,450)	(214,599)	138,851	(39.28%)
Solid waste Management	(290,500)	(167,283)	123,217	(42.42%)
Development Services	(54,750)	(46,049)	8,701	(15.89%)
Transportation	(889,400)	(389,937)	499,463	(56.16%)
Parks, Recreation and Culture	(648,950)	(370,932)	278,018	(42.84%)
Property Management	(2,700)	(416)	2,284	(84.59%)
Other Services	(22,900)	(5,474)	17,426	(76.10%)
Total General Fund Expenditures	(3,344,776)	(1,999,366)	1,345,410	(40.22%)
Net General Fund Operations Surplus (Deficit)	1,762,751	3,331,975	1,569,224	
Capital Transactions				
Capital expenditures	(1,374,628)	(368,178)	1,006,450	73.22%
Water Services Fund				
Revenues	806,400	401,179	(405,221)	(50.25%)
Expenditures	(806,400)	(281,433)	524,967	(65.10%)
Net Water Services Fund Operations Surplus (Deficit)	0	119,747	119,747	
Capital Transactions				
Capital expenditures	(521,000)	(15,854)	505,146	96.96%
Waste Water Services Fund				
Revenues	479,115	318,603	(160,512)	(33.50%)
Expenditures	(479,115)	(127,980)	351,135	(73.29%)
Net Waste Water Services Fund Operations Surplus (Deficit)	0	190,623	190,623	
Capital Transactions				
Capital expenditures	(785,000)	(140,354)	644,646	82.12%

Village of Chase
Detailed Financial Report
Quarter Ended September 30, 2023

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
General fund				
Taxation				
Municipal	2,258,296	2,261,021	2,725	0.12%
Penalties and Interest	24,000	34,949	10,949	45.62%
Utilities Linear 1% Tax	43,200	46,008	2,808	6.50%
Franchise Fees	32,400	42,500	10,100	31.17%
Payments in Place of Taxes	25,525	24,144	(1,381)	(5.41%)
	2,383,421	2,408,624	25,203	1.06%
Taxes Collected for others	1,835,805	1,987,661	151,856	8.27%
Taxes Remitted to Others	(1,835,805)	(1,880,848)	(45,043)	2.45%
Net Taxes collected for Others	0	106,813	106,813	
Net Tax Revenues	2,383,421	2,515,436	132,015	5.54%
General Government				
Grant Revenues	2,149,751	2,141,475	(8,276)	(0.38%)
Grants in Aid	(10,000)	(9,340)	660	(6.60%)
Net Grant Revenue	2,139,751	2,132,135	(7,616)	(0.36%)
Investment Income	100,000	300,936	200,936	200.94%
Legislative Expense	(97,850)	(57,185)	40,665	(41.56%)
Administration Revenues	16,800	26,563	9,763	58.12%
Administration Amortization	(10,300)	0	10,300	(100.00%)
Administration Expense	(963,976)	(738,152)	225,824	(23.43%)
Net Administration	(957,476)	(711,588)	245,888	25.68%
Net General Government	1,184,425	1,664,297	479,872	(40.52%)
Protective Services				
Bylaw Enforcement Revenues	200	321	121	60.40%
Bylaw Enforcement Expenses	(20,150)	(13,024)	7,126	(35.36%)
Net Bylaw Enforcement	(19,950)	(12,703)	7,247	36.32%
EOC Revenue	0	0	0	
EOC Expenses	0	(18,280)	(18,280)	
Net EOC	0	(18,280)	(18,280)	
Fire Protection Revenues	23,000	22,097	(903)	(3.93%)
Fire Protection Amortization	(70,000)	0	70,000	(100.00%)
Fire Protection Expenses	(206,900)	(156,184)	50,716	(24.51%)
Net Fire Protection	(253,900)	(134,088)	119,812	47.19%
Rescue Services Revenue	15,700	9,577	(6,123)	(39.00%)
Rescue Services Amortization	(4,200)	0	4,200	(100.00%)
Rescue Services Expense	(27,900)	(13,257)	14,643	(52.48%)
Net Rescue Services	(16,400)	(3,680)	12,720	77.56%
Emergency Preparedness Expense	(9,000)	(3,640)	5,360	(59.55%)
Net Emergency Preparedness	(9,000)	(3,640)	5,360	59.55%
Animal Control Revenue	5,800	5,596	(205)	(3.53%)
Animal Control Expense	(15,300)	(10,214)	5,086	(33.24%)
Net Animal Control	(9,500)	(4,618)	4,882	51.39%
Net Protective Services	(308,750)	(177,009)	131,741	42.67%

Village of Chase
Detailed Financial Report
Quarter Ended September 30, 2023

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Solid Waste and Recycling				
Solid Waste Revenues	290,500	218,167	(72,333)	(24.90%)
Solid Waste Amortization	(40,000)	0	40,000	(100.00%)
Solid Waste Expenses	(250,500)	(167,283)	83,217	(33.22%)
Net Solid Waste and Recycling	0	50,885	50,885	
Development Services				
Planning and Subdivision Revenue	6,530	11,520	4,990	76.42%
Planning and Subdivision Expense	(10,500)	(7,049)	3,451	(32.86%)
Net Planning and Subdivision	(3,970)	4,471	8,441	212.62%
Economic Development Revenue	500	650	150	30.00%
Economic Development Expense	(44,250)	(39,000)	5,250	(11.86%)
Net Economic Development	(43,750)	(38,350)	5,400	12.34%
Business Licencing Revenue	21,000	27,477	6,477	30.84%
Net Development services	(26,720)	(6,403)	20,317	(76.04%)
Transportation and Transit				
Fleet Amortization	(222,000)	0	222,000	(100.00%)
Common Services Expense	(392,300)	(251,051)	141,249	(36.01%)
Net Public works	(614,300)	(251,051)	363,249	59.13%
Roads Revenues	50,000	482	(49,518)	(99.04%)
Roads Expenses	(129,400)	(95,806)	33,594	(25.96%)
Net Roads	(79,400)	(95,324)	(15,924)	(20.06%)
Street Ligts Expense	(59,000)	(38,202)	20,798	(35.25%)
Net Street Lights	(59,000)	(38,202)	20,798	35.25%
Sidewalk Expenses	(5,000)	0	5,000	(100.00%)
Net sidewalks	(5,000)	0	5,000	100.00%
Parking Lot Expenses	(7,500)	0	7,500	(100.00%)
Net parking lot	(7,500)	0	7,500	100.00%
Drainage Revenue	325	325	0	0.00%
Drainage Expense	(8,800)	(3,410)	5,390	(61.25%)
Net Drainage	(8,475)	(3,085)	5,390	63.60%
Snow Removal Expenses	(57,900)	(1,210)	56,690	(97.91%)
Net Snow Removal	(57,900)	(1,210)	56,690	97.91%
Railway Crossing Expenses	(500)	(100)	400	(80.00%)
Net railway crossing	(500)	(100)	400	80.00%
Bridges Expenses	(7,000)	(157)	6,843	(97.75%)
Net bridges	(7,000)	(157)	6,843	97.75%
Net Transportation and Transit	(839,075)	(389,130)	449,945	53.62%

Village of Chase
Detailed Financial Report
Quarter Ended September 30, 2023

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Parks, Recreation and Culture				
Parks Revenue	0	1,923	1,923	
Parks Amortization	(20,000)	0	20,000	(100.00%)
Parks Expenses	(184,150)	(121,522)	62,628	(34.01%)
Net Parks	(204,150)	(119,599)	84,551	41.42%
Recreation Program Revenues	3,000	13,306	10,306	343.54%
Recreation Program Expenses	(21,500)	(39,832)	(18,332)	85.27%
Net Recreation Programms	(18,500)	(26,526)	(8,026)	(43.38%)
Arena Amortization	(140,300)	0	140,300	(100.00%)
Arena Expenses	(169,000)	(164,222)	4,778	(2.83%)
Net Arena	(309,300)	(164,222)	145,078	46.91%
Community Hall Revenues	17,300	13,460	(3,840)	(22.20%)
Community Hall Amortization	(12,000)	0	12,000	(100.00%)
Community Hall Expenses	(61,400)	(35,517)	25,883	(42.16%)
Net Community Hall	(56,100)	(22,057)	34,043	60.68%
Museum Amortization	(2,600)	0	2,600	(100.00%)
Museum Expenditures	(1,800)	(287)	1,513	(84.08%)
Net Museum	(4,400)	(287)	4,113	93.49%
Curling Rink Amortization	(28,600)	0	28,600	(100.00%)
Curling Rink Expenses	(7,600)	(9,552)	(1,952)	25.68%
Net Museum	(36,200)	(9,552)	26,648	73.61%
Net Parks, Recreation and Culture	(628,650)	(342,243)	286,407	45.56%
Property Management				
Property Revenues	8,200	6,704	(1,496)	(18.24%)
Property Amortization	(1,200)	0	1,200	(100.00%)
Property Expenses	(1,500)	(416)	1,084	(72.27%)
Net Property Management	5,500	6,288	788	(14.33%)
Other Services				
Cemetery Revenue	15,500	15,328	(172)	(1.11%)
Cemetery Expense	(21,900)	(5,474)	16,426	(75.00%)
Net Cemetery	(6,400)	9,854	16,254	
Dikes Expenses	(1,000)	0	1,000	(100.00%)
Net Dykes	(1,000)	0	1,000	100.00%
Net Other Services	(7,400)	9,854	17,254	(233.16%)
Net General Fund Operating	1,762,751	3,331,975	1,569,224	89.02%

Village of Chase
Detailed Financial Report
Quarter Ended September 30, 2023

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Capital Expenditures				
General Government	(67,690)	(39,723)	27,967	(41.32%)
Fire Service	(76,333)	(41,472)	34,861	(45.67%)
Rescue	(55,355)	(56,108)	(753)	1.36%
Community Development	(160,000)	0	160,000	(100.00%)
Common Services (PW)	(307,000)	(108,455)	198,545	(64.67%)
Roads	(525,000)	(31,354)	493,646	(94.03%)
Bridges	(15,000)	0	15,000	(100.00%)
Parks	(11,250)	(3,882)	7,368	(65.49%)
Arena	(70,000)	(24,535)	45,465	(64.95%)
Curling Rink	(47,000)	(43,975)	3,025	(6.44%)
Wharf	(10,000)	(14,445)	(4,445)	44.45%
Cemetery	(30,000)	(4,229)	25,771	(85.90%)
Net Capital Expenditures	(1,374,628)	(368,178)	1,006,450	73.22%
Water Utility				
Water User Fees	759,000	395,240	(363,760)	(47.93%)
Administration Revenues	35,900	360	(35,540)	(99.00%)
Administration Expenses	(79,500)	(59,182)	20,318	(25.56%)
Net Water Administration	715,400	336,419	(378,981)	52.97%
Distribution Revenues	500	329	(171)	(34.25%)
Distribution Expenses	(277,900)	(182,866)	95,034	(34.20%)
Net Distribution	(277,400)	(182,537)	94,863	34.20%
Treatment Revenues	11,000	5,250	(5,750)	(52.27%)
Treatment Amortization	(360,000)	0	360,000	(100.00%)
Treatment Expenses	(89,000)	(39,385)	49,615	(55.75%)
Net Treatment	(438,000)	(34,135)	403,865	92.21%
Net Water Utility Operating	0	119,747	119,747	
Non Operating				
Capital Expenditures				
Distribution	(502,000)	(15,854)	486,146	(96.84%)
Treatment	(19,000)	(0)	19,000	(100.00%)
Net Capital Expenditures	(521,000)	(15,854)	505,146	96.96%
Waste Water Utility				
Administration Revenues	478,465	268,900	(209,565)	(43.80%)
Administration Expenses	(176,550)	(87,530)	89,020	(50.42%)
Net Administration	301,915	181,371	(120,545)	39.93%
Collection Revenues	650	4,175	3,525	542.31%
Collection Expenses	(34,465)	(13,479)	20,986	(60.89%)
Net Collection	(33,815)	(9,304)	24,511	72.48%
Treatment Revenues	0	45,528	45,528	
Treatment Amortization	(195,000)	0	195,000	(100.00%)
Treatment Expenses	(73,100)	(26,971)	46,129	(63.10%)
Net treatment	(268,100)	18,557	286,657	106.92%
Net Wastewater Utility Operating	0	190,623	190,623	
Non Operating				
Capital Expenditures				
Collection	(755,000)	(121,154)	633,846	(83.95%)
Treatment	(30,000)	(19,200)	10,800	(36.00%)
Net Capital Expenditures	(785,000)	(140,354)	644,646	82.12%

Village of Chase				
Capital Financial Report				
Quarter Ended September 30, 2023				
	Annual Budget	YTD Actual	Budget Remaining	% Remaining
SPECIAL PROJECTS				
Reports & Assessments				
Downtown Improvement Plan	13,756	1,016	12,740	92.62%
Bay Drive Assessment	45,000	1,618	43,383	96.41%
Brooke Roundabout design	5,000	0	5,000	100.00%
Clock repairs	6,250	3,882	2,368	37.89%
Mill Park Boat Launch design concepts	5,000	0	5,000	100.00%
Coburn planning multi use path design	10,000	14,063	(4,063)	-40.63%
Flood Mapping Phase 2 Little Shuswap/South Thompson	55,355	55,355	0	0.00%
Bridge Assessment/Feasibility	15,000	0	15,000	100.00%
Total Special Projects	155,361	75,933	79,428	51.12%
CAPITAL PROJECTS				
Land Acquisition	160,000	0	160,000	100.00%
IT Equipment Computers	10,000	0	10,000	100.00%
Fire-Equip-SCBA harness	27,833	27,285	548	1.97%
Fire-Equip (Hoses, Camera, Compressor, Turn out Gear, SCBA Cylinders)	40,000	7,672	32,328	80.82%
Fire-Equip (pagers & radios)	8,500	6,515	1,985	23.35%
Plow/Dump truck	300,000	108,455	191,545	63.85%
Snowblower-for park use	7,000	0	7,000	100.00%
Municipal office Roof Replacement	77,000	35,000	42,000	54.55%
Curling club Roof Replacement		43,975	(43,975)	0.00%
Arena R&M	70,000	24,535	45,465	64.95%
Wharf	10,000	14,445	(4,445)	-44.45%
Roads Infrastructure-Street lights (Brooke Dr)	50,000	0	50,000	100.00%
Cemetery (Software + Design)	30,000	4,229	25,771	85.90%
Shepherd Road Lane Design	15,000	6,455	8,546	56.97%
Road Works /Paving - 2023 Shuswap Ave	300,000	9,220	290,780	96.93%
Thompson Ave Paving (Village Green)	100,000	0	100,000	100.00%
Total Capital Projects	1,205,333	287,786	917,547	76.12%
WWTP Headworks	700,000	121,153	578,847	82.69%
Sanitary Sewer Infrastructure Improvements	85,000	19,200	65,800	77.41%
Total Sewer Capital Project	785,000	140,353	644,647	82.12%
Water Infrastructure Improvements	19,000	0	19,000	100.00%
Shepherd Road Waterline	102,000	15,854	86,146	84.46%
Waterline Replacement	400,000	0	400,000	100.00%
Total Water Capital Projects	521,000	15,854	505,146	96.96%
Capital Transfers to Reserve				
Paving Reserve	250,000	0	250,000	100.00%
Land Reserve	130,000	0	130,000	100.00%
Growing Communities fund reserve	1,547,000	0	1,547,000	100.00%
Gas Tax Reserve	165,751	0	165,751	100.00%
Total Transfers	2,092,751	0	1,842,751	88.05%
COVID-19 Restart Allocations				
IT Computer and other electronics	13,934	3,707	10,227	73.39%
Contingency	0		0	#DIV/0!
Total COVID 19 Restart Projects	13,934	3,707	10,227	73.39%
Total Projects & Transfers	4,773,379	523,633	3,999,746	83.79%



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: November 9, 2023
RE: Development Variance Permit #2-2023, 316 Macpherson Street, Chase BC

ISSUE/PURPOSE

To obtain Council's approval for a Development Variance Permit which varies the exterior side parcel line setback for an accessory building.

OPTIONS

- 1. Authorize issuance of Development Variance Permit #2-2023**
- 2. Deny issuance of the permit**

BACKGROUND

The owners of 316 Macpherson Street have applied to vary 1) the exterior parcel setback distance from 3.0m to 1.22m (1.8m reduction) to allow for a metal carport. It is useful to note that there is an existing enclosed garage on the corner of Macpherson and Okanagan that was built in violation of the same exterior side setback but benefits from legal non-conforming use for more than 40 years.

Council awarded a Development Variance Permit in 2019 that relaxed the rear parcel line setback from 6.0m to 3.2m, and the exterior side parcel line setback from 3.0m to 2.68m.

DISCUSSION

The Building Inspector has indicated that the structure will require a Building Permit and may require engineering oversight under Part 9 of the BC Building Code.

Council may also want to set some policies around these free standing packaged vehicle shelters in the future.

Attached to this report are:

- Referral package
- Referral response from the public
- DVP #2-2023

REFERRALS

Notifications were sent out to property owners within 50 metres of the subject property. Section 499 of The Local Government Act requires notice be provided to affected property owners and tenants. The Fire Chief was also referred.

As of the date of this report, three written responses have been received, and are attached.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

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

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance, and whether or not granting the variance will set a precedent.

RECOMMENDATION

“THAT Development Variance Permit #2-2023 be issued.”

Respectfully submitted,

Approved for Council Consideration by CAO

O'Flaherty



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. 679-3238

Fax: 250. 679-3070

www.chasebc.ca

October 27, 2023

Dear Property Owner/Occupier:

RE: Consideration of Development Variance Permit for 316 MacPherson St., Chase, BC

The Council of the Village of Chase, at its Regular Meeting to be held at the Village Office on Tuesday, November 14, 2023 at 4:00 p.m. in the Council Chamber, intends to consider issuance of a Development Variance Permit (DVP).

The application applies to the lot legally described as Parcel Z, Block L DL 517 PL 514, Kamloops Division Yale District, with the civic address of 316 MacPherson St. The subject property is zoned R-1, Low Density Residential in the Village's Zoning Bylaw which requires accessory buildings to be built to a minimum of 3.0m. from an exterior parcel line.

The property owner wishes to add a garage and has requested a setback relaxation through a Development Variance Permit of the zoning bylaw. If issued, the permit will:

- Allow the accessory building to be built 1.22m from the exterior parcel line

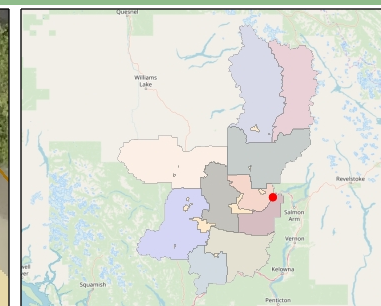
A draft copy of the proposed Development Variance Permit is attached and the file is available for viewing at the Village Office, 826 Okanagan Avenue, Chase, BC, from Monday to Friday from 9:00 a.m. to 4:00 p.m. except statutory holidays until Council makes its decision.

Please contact me if you have any questions about this matter.

Sincerely,
VILLAGE OF CHASE



Sean O'Flaherty, RPP
Corporate Officer
soflaherty@chasebc.ca



Legend

Library Services

- Library
- Mobile Library

Waste Disposal and Recycling

- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit

Emergency Services

- Police Station
- Ambulance Station
- Fire Station
- Hospital

Local Authority Office

Facility

- Other
- Cemetery
- Community Hall
- Education
- Emergency Response
- Government Building



316 Macpherson Ave

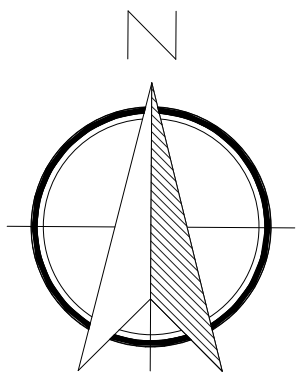
Author:



Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

August 14, 2019

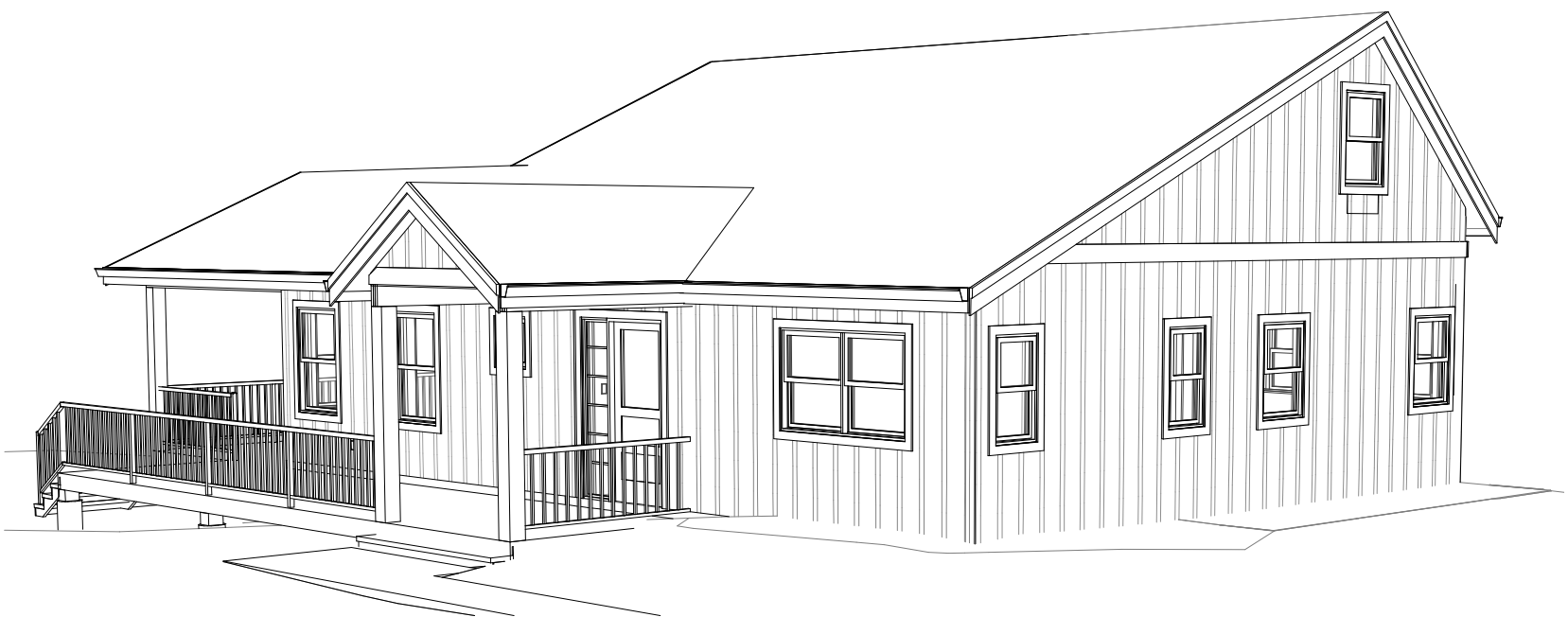
THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.



CIVIC ADDRESS: 316 MACPHERSON ST CHASE, B.C.	
LEGAL DESCRIPTION: PCL Z BLK L PL 514 DL 517	
PID: 012-295-531	
ZONING: R-1	
LOT AREA: 9,868 ft ² [916.8 m ²]	MAX. COVERAGE: 100%

Required setback: 3m
Proposed setback: 1.2m
Variance: 1.8m

SHEET LIST	
NUMBER	NAME
A1	SITE PLAN
A2	EXISTING FLOOR PLANS
A3	EXISTING ELEVATIONS
A4	NEW BASEMENT AND MAIN FLOOR
A5	NEW ELEVATIONS
A6	NEW SECTIONS
E1	ELECTRICAL PLANS



SITE PLAN
SCALE: 1/8" = 1'-0"

Sean O'Flaherty

From: Doug rensaw <doug_rensaw@yahoo.ca>
Sent: November 7, 2023 1:35 PM
To: Sean O'Flaherty
Cc: Joni Heinrich; David Lepsoe
Subject: Variance for 316 MacPherson Street

Dear Mr.O'Flaherty,

With regard to the requested variance per your correspondence October 27,2023,I am NOT in favour of this variance.The proximity of the garage to the road is already very close at 3 meters and the proposal to reduce by more than 1/2 is not appropriate.It appears the new garage has a lot of space to the rear to meet the required setback.It is the norm to impose new Bylaws where new building is in effect and I see the old garage is in non compliance with the new setback at the least.The enforcement of new Bylaws will allow the normal modernization/considerations to take effect and as well serve the existing citizens who have the right to the reasonable expectation that Bylaws will be enforced unless extreme situations occur where it is almost impossible to meet the existing Bylaw or where there will be great benefit to all concerned.Contrary to popular opinion LAWS ARE NOT MADE TO BE BROKEN.For your,the C.A.O,Councillors and Mayor's consideration.

Thank-you.
Douglas Renshaw

To who it may concern: 316 Macpherson St.

RECEIVED
Village of Chase

SEP 26 2023

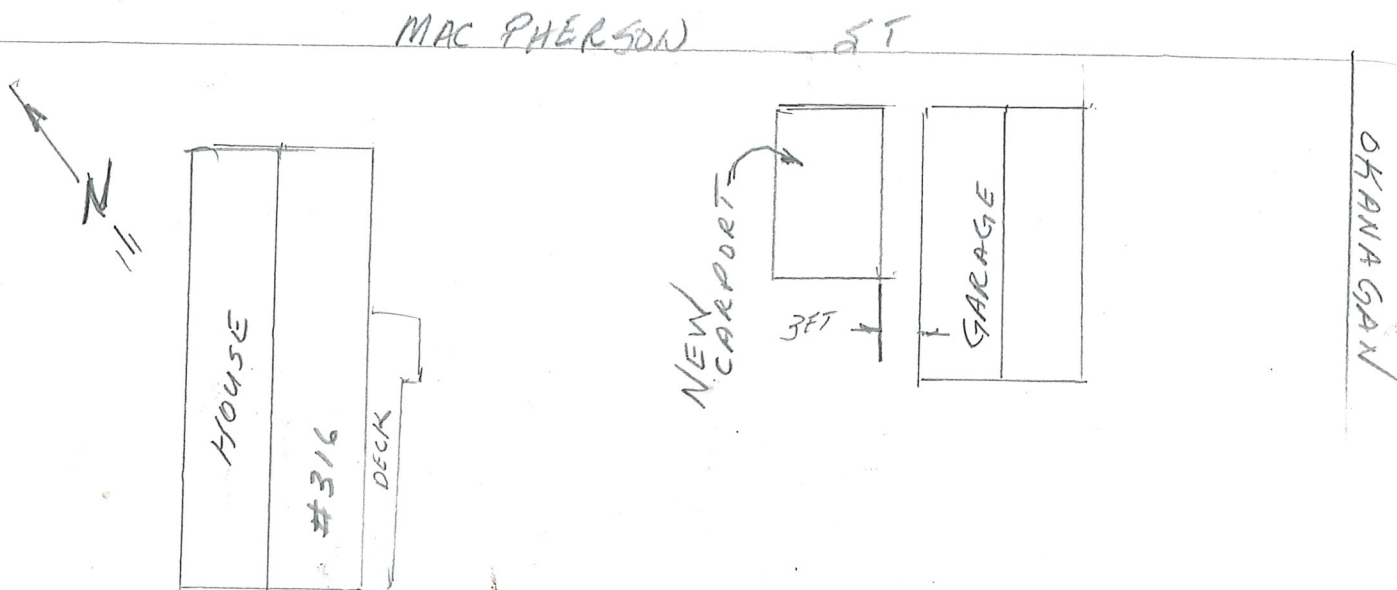
We are thinking of installing a 12 ft x 18 ft metal carport next to our existing 20 ft x 24 ft garage . This metal carport comes in a kit, and has everything custom made for it. It will be positioned inline with the front of the garage on MacPherson with a 36 inch pathway between the garage and the carport. This carport will be roof only, no sides, Everything will be on my property, but I will need a 10 foot variance to allow me to install it. This letter is to let the village know that you have no problem with the carport being installed at this location.

name: Mark Forsyth

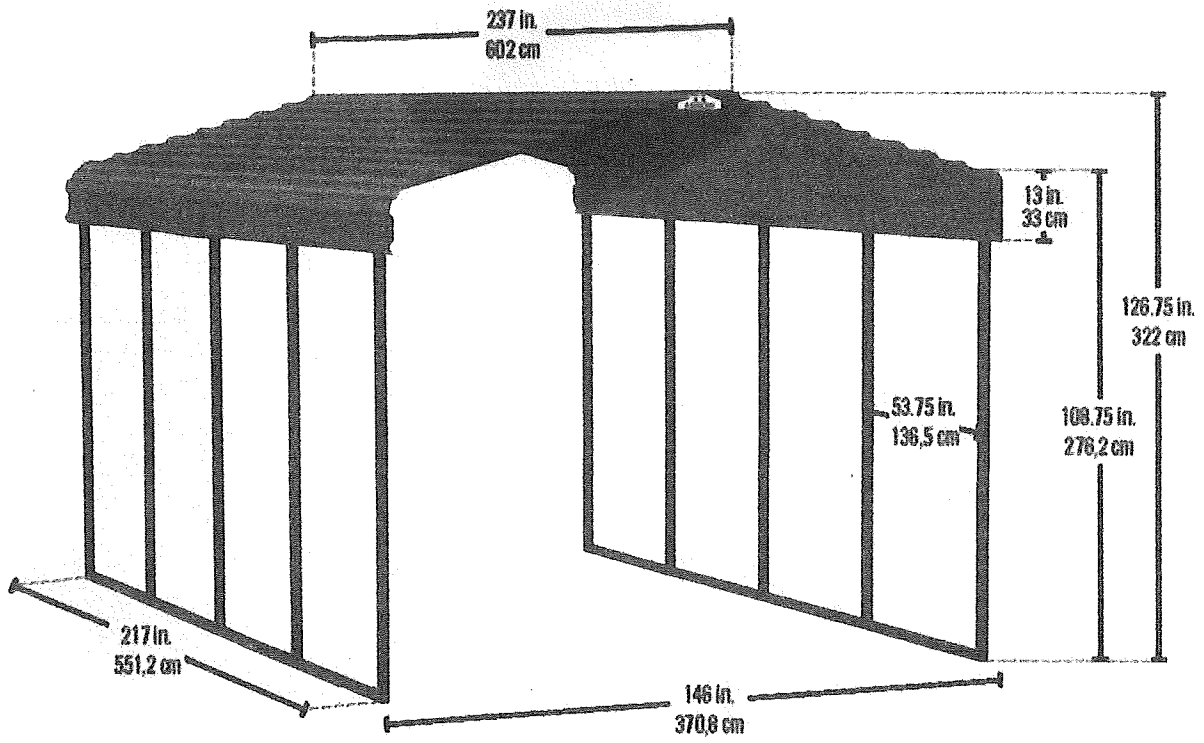
date: Sept. 12/2023

address: 934 Okanagan Ave

signed: 



CPH122009
CPHC122009



To who it may concern: 316 Macpherson St.

RECEIVED
Village of Chase

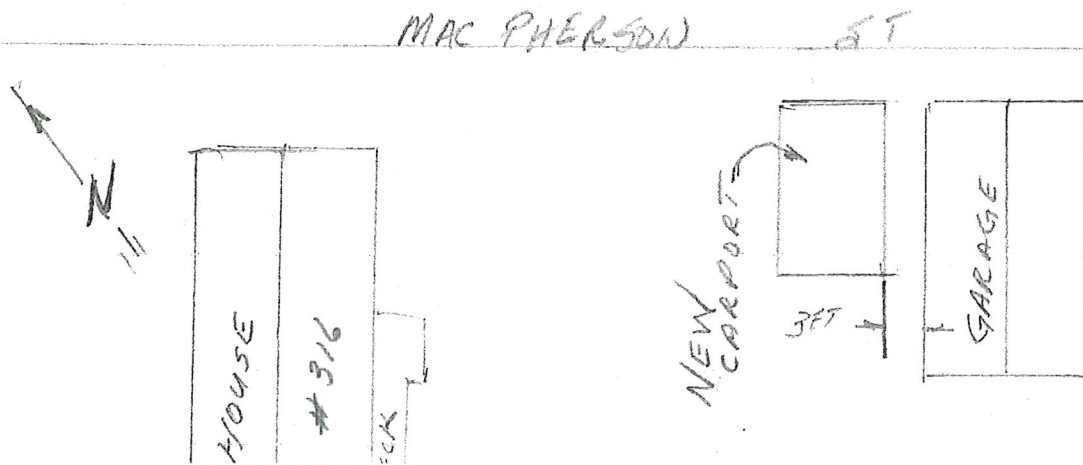
SEP 26 2023

We are thinking of installing a 12 ft x 18 ft metal carport next to our existing 20 ft x 24 ft garage . This metal carport comes in a kit, and has everything custom made for it. It will be positioned inline with the front of the garage on MacPherson with a 36 inch pathway between the garage and the carport. This carport will be roof only, no sides, Everything will be on my property, but I will need a 10 foot variance to allow me to install it. This letter is to let the village know that you have no problem with the carport being installed at this location.

name: MARIA GREGORIOU date: Sept. 12/2023

address: 1014 OKAMAGAN AVE

signed: M Gregorou





VILLAGE OF CHASE
Development Variance Permit No. 2-2023

Authorizing resolution of the Council of the Village of Chase passed at its Regular Meeting on the __ Day of __, 2023.

1.0 LEGAL DESCRIPTION
Parcel Z, Block L DL 517 PL 514
PID 012-295-531

CIVIC ADDRESS
316 MacPherson Street
Chase, BC

2.0 HOLDER & ADDRESS
JOE LACASSE, M. GAUTHIER
Box 723
Chase, BC
VOE 1M0

3.0 CONDITIONS TO BE VARIED OR SUPPLEMENTED:

3.1 Village of Chase Zoning Bylaw No. 683 - 2006 and amendments thereto states:

6.14 Regulations

Minimum setback from an exterior parcel line 3.0 m

Variance to Regulations

Section 6.14 is hereby varied by way of development variance permit to allow a decrease to the minimum setback from an exterior parcel from 3.0m to 1.22m.

4.0 SECURITY REQUIRED: _____ YES X NO

5.0 GENERAL NOTES:

5.1 This Development Variance Permit is issued subject to all of the Bylaws of the Village of Chase applicable thereto, except as specifically varied or supplemented by this Permit.

5.2 This Permit applies to and only to those lands within the Village of Chase described in 1.0 above.

5.3 This Permit is not a Building Permit.

6.0 APPROVAL REQUIRED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE:

_____ YES X NO

Approved by Village of Chase Council on the __ Day of __, **2023**



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Director of Corporate Operations
DATE: October 27, 2023
RE: Development Variance Permit DVP #3-2023, 1182 Currie Avenue, Chase BC

ISSUE/PURPOSE

To obtain Council's approval for a Development Variance Permit which varies the right interior parcel line setback for an accessory building.

OPTIONS

- 1. Authorize issuance of Development Variance Permit #3-2023**
- 2. Deny issuance of the permit**

BACKGROUND

The applicant, owner of the property at 1182 Currie Avenue has applied to vary the right interior parcel line setback for an accessory building. The bylaw setback regulation states that the setback is 1.5m, and the applicant is requesting a 0.8m setback, a variance of 0.7m.

Council accepted the application and directed staff to proceed with the referral process at the October 24, 2023 Regular meeting.

DISCUSSION

The applicant was contacted to explain the purpose of such a minor variance for a small accessory building. The applicant explained that his property is constrained by steep slopes at the back, a Village of Chase statutory right of way for storm drainage sewer on the left side of his house, and a narrow driveway and parking lot leaving little room to place a garden shed.

Council may also want to consider setting policy, by bylaw, for similar minor variances now that the *Local Government Act* is amended (sections 498 and 499) to allow Council to delegate minor variances to Administration to accelerate development approval processes.

Attached to this report are:

- Referral package
- DVP #3-2023

REFERRALS

Notifications were sent out to property owners within 50 metres of the subject property. Section 499 of The Local Government Act requires notice be provided to affected property owners and tenants. The Fire Chief was also referred. As of the date of this report, no referral responses have been received.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

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

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance, and whether or not granting the variance will set a precedent.

RECOMMENDATION

"THAT Development Variance Permit #3-2023 be issued."

Respectfully submitted,

Approved for Council Consideration by CAO

O'Flaherty



Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0

Office: 250. 679-3238

Fax: 250. 679-3070

www.chasebc.ca

October 27, 2023

Dear Property Owner/Occupier:

RE: Consideration of Development Variance Permit for 1182 Currie Avenue, Chase, BC

The Council of the Village of Chase, at its Regular Meeting to be held in the Council Chamber on Tuesday, November 14, 2023 at 4:00 p.m., intends to consider issuance of a Development Variance Permit (DVP).

The application applies to the lot legally described LOT 5 DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT PLAN 32675, with the civic address of 1182 Currie Avenue. The subject property is zoned R-1, Low Density Residential in the Village's Zoning Bylaw.

The property owner wishes to build an accessory building closer to the right parcel line than the zoning bylaw allows and has requested the Village relax the right parcel line setback distance from **1.5m** to **0.8m**, a variance of **0.7m**.

A draft copy of the proposed Development Variance Permit is attached and the file is available for viewing at the Village Office, 826 Okanagan Avenue, Chase, BC, from Monday to Friday from 9:00 a.m. to 4:00 p.m., except statutory holidays until Council makes its decision.

Your comments/concerns may also be presented in writing, in advance of the meeting by addressing them to the undersigned, by email, letter, or by attorney Please contact me if you have any questions about this matter.

Sincerely,
VILLAGE OF CHASE

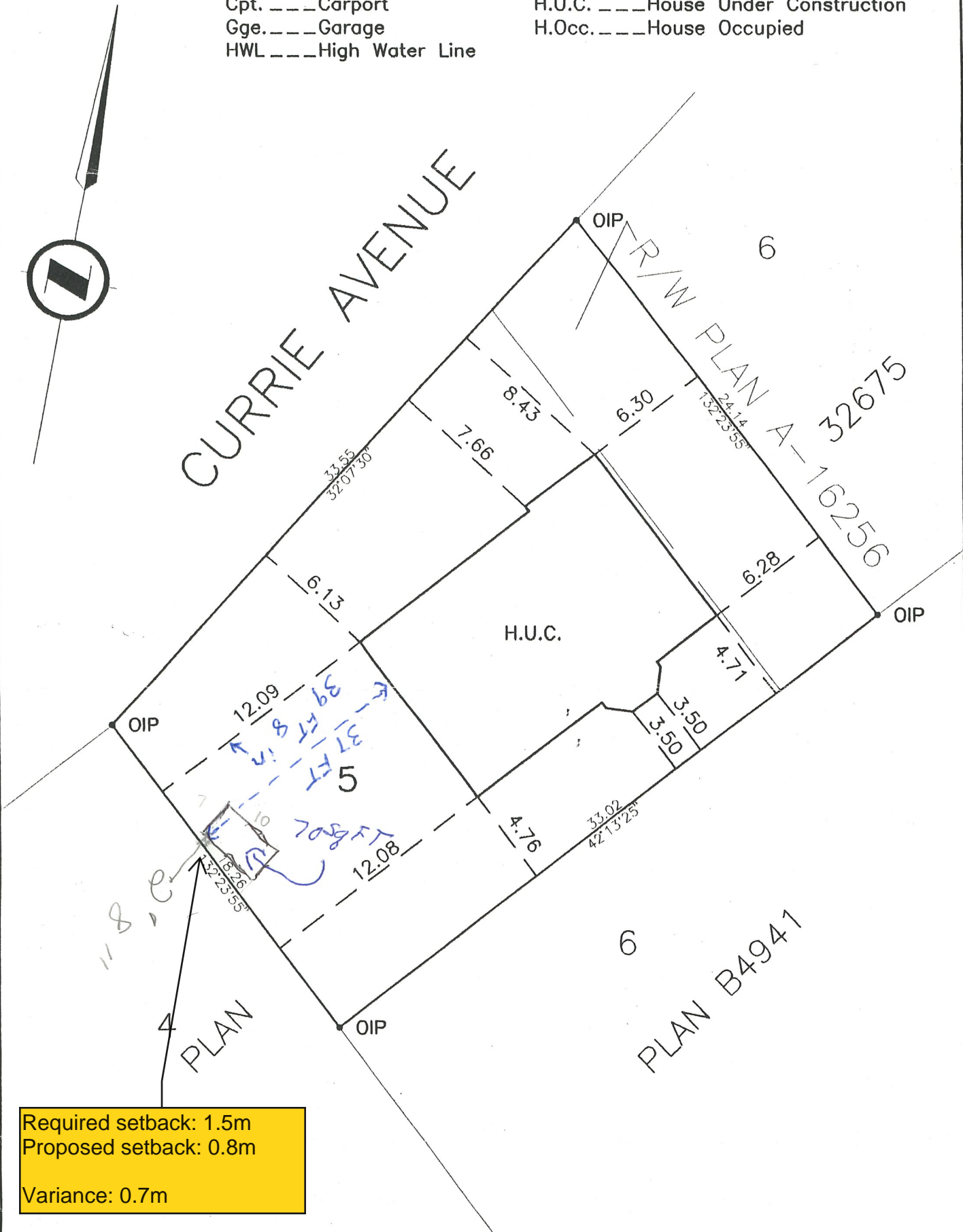


Sean O'Flaherty, RPP
Corporate Officer
soflaherty@chasebc.ca

Plan and Certificate of Location of
Buildings Situate on Lot 5 Plan 32675
D.L. 517, K.D.Y.D.

Scale 1: 250

- OIP --- Old Iron Pin found
- Cpt. --- Carport
- Gge. --- Garage
- HWL --- High Water Line
- H/O --- House Overhang
- H.U.C. --- House Under Construction
- H.Occ. --- House Occupied



Required setback: 1.5m
Proposed setback: 0.8m
Variance: 0.7m

The building shown on this plan lies entirely within the
boundaries of Lots 5 Plan 32675
D.L. 517, K.D.Y.D.

"NOTE" The information shown hereon is based on Plans
on Record in the Lands Title Office and is not intended
to be used for the re-establishment of Lot Boundaries.

Certified correct on the 4th day of NOVEMBER 19, 96.

KEITH D. BEPPLE

A.Sc.T.

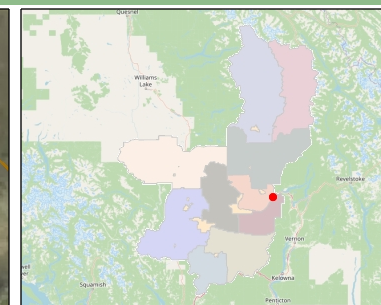
GENTECH ENGINEERING INC.

Project No.

C96-9791



DWG. No.

D-10









Legend






Library Services

-  Library
-  Mobile Library







Waste Disposal and Recycling

-  Eco-Depot
-  Recycle Depot
-  Product Stewardship Depot
-  Landfill
-  Transfer Station
-  Septage Pit

Emergency Services

-  Police Station
-  Ambulance Station
-  Fire Station
-  Hospital
-  Local Authority Office

Facility

-  Community Hall
-  Health
-  Transportation
-  Education
-  Utility
-  Landmark



1182 Currie

Author: SO

0.0 0 0.01 0.0

1: 500

Kilometers

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

November 8, 2023

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.



VILLAGE OF CHASE
Development Variance Permit No. 2-2023

Authorizing resolution of the Council of the Village of Chase passed at its Regular Meeting on the __ Day of __, 2023.

1.0 LEGAL DESCRIPTION

LOT 5 DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT PLAN 32675
PID 003-338-126

CIVIC ADDRESS

1182 Currie Avenue
Chase, BC

2.0 HOLDER & ADDRESS

DURET, PIERRE H.
1182 Currie Avenue
CHASE BC
V0E 1M0

3.0 CONDITIONS TO BE VARIED OR SUPPLEMENTED:

3.1 Village of Chase Zoning Bylaw No. 683 - 2006 and amendments thereto states:

6.14 Regulations

Minimum right interior parcel line setback for an accessory building 1.5m

Variance to Regulations

Section 6.14 is hereby varied to allow the right interior parcel line setback for an accessory building to be 0.8m.

4.0 SECURITY REQUIRED: _____ YES X NO

5.0 GENERAL NOTES:

5.1 This Development Variance Permit is issued subject to all of the Bylaws of the Village of Chase applicable thereto, except as specifically varied or supplemented by this Permit.

5.2 This Permit applies to and only to those lands within the Village of Chase described in 1.0 above.

5.3 This Permit is not a Building Permit.

6.0 APPROVAL REQUIRED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE:

_____ YES X NO

Approved by Village of Chase Council on the __ Day of __, **2023**



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CAO
DATE: November 8, 2023
RE: Councillor Resignation and Need for By-election

ISSUE/PURPOSE

To obtain a resolution of Council to appoint a Chief Election Officer for a necessary by-election.

OPTIONS

1. Appoint the Chief Election Officer which will begin the process for the holding of a by-election.
3. Defer the appointment of a CEO and DCEO to a time desired by Council.

BACKGROUND/DISCUSSION

Ron Harder, formerly a Councillor for the Village of Chase elected in the 2022 general local election has submitted his resignation from the Council of the Village of Chase effective November 10, 2023.

Pursuant to *Local Government Act* (LGA) legislation, an election must be held to fill a vacancy in an elected local government office that occurs as a result of such a resignation.

Section 54 (4) of the LGA states, "As soon as practicable after a vacancy occurs for which an election under this section is held, the local government must (a) appoint a Chief Election Officer for the election, and (b) notify the minister of the election."

Further the Act states, "as soon as practicable after the appointment under subsection (4) (a), the election officer must notify the BC Chief Electoral Officer of the election."

The Chief Election Officer must set a general voting day for the election, which must be on a Saturday no later than 80 days after the date the Chief Election Officer was appointed.

Section 58 (1) states, "for the purposes of conducting and election, the local government must appoint a Chief Election Officer and a Deputy Chief Election Officer."

FINANCIAL IMPLICATIONS

Section 57 (1) states, "the costs of an elections, including the costs of registration of electors for the election, are the responsibility of the municipality..."

Some costs will be incurred from the 2023 budget and some from the 2024 budget.

RECOMMENDATION

“THAT Joni Heinrich be appointed as the Chief Election Officer for the by-election held due to the resignation of Ron Harder, and that Sean O’Flaherty be appointed as the Deputy Chief Election Officer for the by-election.”

Respectfully submitted,

Joni Heinrich

Local Governments in British Columbia

Oct 18, 2023

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear B.C. Local Government Boards and Councils,

We are writing to request your support; calling on senior governments for immediate action to prevent the introduction of invasive mussels into B.C. If senior governments fail to act, local governments and First Nations in B.C. will bear the brunt of managing and paying for the costs of invasive mussel mitigation.

On September 18th, the State of Idaho announced that invasive quagga mussels had been found in the Snake River, a tributary to the Columbia. The location of the discovery at Twin Falls is less than an 11-hour drive from the B.C. border.

Based on water chemistry analysis, every major population centre in B.C. is at moderate to high risk from invasive mussels. These rapidly spreading species are expected to cost the province more than \$129 million annually, based on costs for infrastructure, maintenance for boats and marinas, lost profits and provincial revenue and loss in residential property values and lost property taxes. These costs do not include the devastating effects on fish – especially Pacific salmon, and aquatic ecosystems in general. Invasive mussels can create toxic algae blooms, litter beaches with razor-sharp shells, clog water intakes and boat motors, and corrode concrete and metal in the water. In the Great Lakes region, invasive mussels have cost more than \$500 million per year just to manage the effects.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks – of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread through the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to be effective. We do not wish to have such treatments as a public-relations exercise.

The OBWB has provided a detailed memorandum to the Province of B.C. and will provide a letter to both levels of government this week summarizing our Calls to Action (attached). We ask that local government boards and councils provide a letter or resolution of support for these calls to action and send them to the Ministers listed below. We have also prepared a short video presentation outlining the threat of invasive mussels, the current situation in Idaho, and the reasons behind the calls to action. You can view this video on our YouTube channel here: <https://youtu.be/j255iBHtzLg>

Actions to be taken immediately by the Province of B.C.:

1. Introduce a temporary moratorium on out-of-province watercraft entering B.C., until the full status of the infestation in the Columbia Basin is assessed, and until the effectiveness of the chemical and biocontrol treatments in Idaho is known.
2. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season, and before the moratorium is lifted, requiring all watercraft owners to remove drain plugs prior to vessels being transported on public roads.
3. Ask Canada’s Minister for Public Safety to issue direction for all watercraft entering Canada at all border crossings, from Saskatchewan to B.C., to be inspected prior to allowing entry.
4. Commit funding to the Invasive Mussel Defence Program of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years going forward.

Following these immediate actions, we call on the province to fill the following gaps in the current inspection and prevention system, and in planning for response and long-term mitigation:

5. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other Invasive Mussel Defence Program staff as needed to 2019 levels (64 inspectors).
6. Update the provincial Early Detection, Rapid Response plan, including a round of consultation with partner organizations prior to finalization.
7. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.
8. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

Finally, we call on the province to reconsider our previous call to action to require inspection for all watercraft entering B.C., both at federal and provincial borders.

Actions to be taken immediately by the Government of Canada:


1. We ask that the Minister of Public Safety issue immediate direction to all Canada Border Service Agency locations between Saskatchewan and the Pacific that all watercraft entering Canada in that region be inspected for invasive mussels following provincial protocols.
2. We have asked the Government of B.C. to issue a temporary moratorium on out-of-province boats until the full extent of the infestation is known, and until the success of chemical treatments in Idaho is determined. And so, we also ask that the federal government use its authority to support any such temporary moratorium.

Since 2012, the Okanagan Basin Water Board has run the Don’t Move A Mussel public awareness campaign, including the message to boaters to Clean, Drain, Dry their watercraft before launching in B.C. waters. We are also developing a guide for vulnerability assessments for in-water infrastructure which will allow all facility operators to assess the vulnerability of their source waters and understand specific risks to infrastructure

components, how to mitigate those risks, and will allow for advanced capital planning for changes or retrofits as needed. The guide should be ready by the end of this year and will be freely available for all users.

We appreciate your consideration and support protecting the waters of B.C.

Yours truly,



Anna Warwick Sears, Ph.D. — Executive Director
Okanagan Basin Water Board
1450 KLO Road, Kelowna, B.C. V1W 3Z4
Email : anna.warwick.sears@obwb.ca
Office: 250.469.6251

Addressees for Letters of Support:

Honourable Dominic LeBlanc
Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs
269 Laurier Avenue West
Ottawa, Ontario K1A 0P8
iga.minister-ministre.aig@pco-bcp.gc.ca

Honourable Diane Lebouthillier
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent St Station 15N100
Ottawa, Ontario K1A 0E6
DFO.Minister-Ministre.MPO@dfo-mpo.gc.ca

Honourable Nathan Cullen
Minister of Water, Land and Resource Stewardship
PO Box 9012 Stn Prov. Govt.
Victoria, BC V8M 9L6
WLRS.Minister@gov.bc.ca

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2
ENV.Minister@gov.bc.ca



CC:

- Okanagan MLAs: Harwinder Sandhu, Norm Letnick, Renee Merrifield, Ben Stewart, Dan Ashton, Roly Russell
- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Okanagan Nation Alliance, Chiefs Executive Council
- Pacific NorthWest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association
- Union of BC Municipalities
- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

Attachments:

- Letter to Province: Call for Immediate Action to Prevent Invasive Mussel Introduction to B.C.
- Letter to Federal Govt: Call for Immediate Action to Prevent Invasive Mussel Introduction to B.C.
- Memorandum to Deputy Minister: Recommendations for Invasive Mussel Prevention

Honourable Nathan Cullen
Minister of Water, Land and Resource Stewardship
PO Box 9012 Stn Prov. Govt.
Victoria, BC V8M 9L6
WLRS.Minister@gov.bc.ca

Oct 18, 2023

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2
ENV.Minister@gov.bc.ca

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear Ministers,

We are writing to again express our extreme concern over the threats posed by invasive mussels to B.C. waters, recognizing the September 18th announcement that invasive quagga mussels have been found in Idaho in the Snake River. On September 25th, following meetings with Minister Cullen at UBCM, we provided a memorandum with specific recommendations and details to mitigate, prepare for, and respond to this threat (attached). The calls to action here are a summary of that memorandum.

We are writing to ask for the following actions to be taken immediately by the province of B.C.

1. Introduce a temporary moratorium on out of province watercraft entering B.C. until the full status of the infestation in the Columbia basin is assessed, and until the effectiveness of the chemical and biocontrol treatments in Idaho is known.
2. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season, and before the moratorium is lifted, requiring all watercraft owners to remove the drain plug prior to vessels being transported on public roads.
3. Ask Canada’s Minister for Public Safety to issue direction for all watercraft entering Canada at all border crossing from Saskatchewan to B.C. to be inspected prior to allowing entry.
4. Commit funding to the Invasive Mussel Defence Program of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years.

Following these immediate actions, we ask you to fill the following gaps in the current inspection and prevention system, and in planning for response and long-term mitigation:

5. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other IMDP staff as needed to 2019 levels (64 inspectors).
6. Update the provincial Early Detection, Rapid Response plan (EDRR), including a round of consultation with partner organizations prior to finalization.

7. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.
8. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

Finally, we ask you to reconsider our previous call to action to require inspection for all watercraft entering B.C., both at federal and provincial borders. Again, the attached memorandum provides details for how this can be accomplished.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks - of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread throughout the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to have the desired effect, and the Province must take strong immediate action to close the obvious gaps in inspections and legislation to prevent invasive mussels in the first place.

We will also be writing to federal ministers to call for their support in your efforts, especially enhanced inspections at federal border crossings. We will also continue our own efforts in public awareness and education, providing a vulnerability assessment guide to prepare infrastructure, and working with local governments and First Nations to promote these calls to action, and the Clean, Drain, Dry message for boat owners.

The critical time to act is now.

Yours truly,



Anna Warwick Sears, Ph.D. — Executive Director
Okanagan Basin Water Board
1450 KLO Road, Kelowna, B.C. V1W 3Z4
Email : anna.warwick.sears@obwb.ca
Office: 250.469.6251



CC:

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- Okanagan Nation Alliance, Chiefs Executive Council
- Okanagan Local Government Chairs and Mayors
- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Pacific NorthWest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association
- Union of BC Municipalities
- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

Honourable Dominic LeBlanc
Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs
269 Laurier Avenue West
Ottawa, Ontario K1A 0P8
iga.minister-ministre.aig@pco-bcp.gc.ca

Oct 18, 2023

Honourable Diane Lebouthillier
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent St Station 15N100
Ottawa, Ontario K1A 0E6
DFO.Minister-Ministre.MPO@dfo-mpo.gc.ca

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear Ministers,

We are again writing to express our extreme concern over the threats posed by invasive mussels to B.C. waters, recognizing the September 18th announcement that invasive quagga mussels were found in Idaho in the Snake River, a tributary to the Columbia River. A May 2023 report by the Province of B.C., *Potential Economic Impact of Zebra and Quagga Mussels in B.C.*, shows that both the Fraser River and Columbia River watersheds are at moderate to high risk of a mussel infestation based on water chemistry. In order to protect Pacific salmon habitat in both of these major river systems, and protect the economy of the west, the Government of Canada must act now.

1. We ask that you issue immediate direction to all Canada Border Service Agency locations between Saskatchewan and the Pacific that all watercraft entering Canada in that region be inspected for invasive mussels following provincial protocols.
2. We have asked the Government of B.C. to issue a temporary moratorium on out-of-province boats until the full extent of the infestation is known, and until the success of chemical treatments in Idaho is determined. We ask you to use your authority to support any such temporary moratorium.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks - of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long hatchery sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread throughout the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to be effective. Instead, we need senior governments to take strong immediate action to close the obvious gaps in inspections and legislation to prevent invasive mussels in the first place.

The Okanagan Basin Water Board will continue our own efforts in public awareness and education, providing a vulnerability assessment guide to prepare infrastructure, and working with local governments and First Nations to promote these calls to action, and the Clean, Drain, Dry message for boat owners.

The critical time to act is now.

Yours truly,



Anna Warwick Sears, Ph.D. — Executive Director
Okanagan Basin Water Board
1450 KLO Road, Kelowna, B.C. V1W 3Z4
Email : anna.warwick.sears@obwb.ca
Office: 250.469.6251

CC:

- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Okanagan MLAs: Harwinder Sandhu, Norm Letnick, Renee Merrifield, Ben Stewart, Dan Ashton, Roly Russell
- Okanagan Nation Alliance, Chiefs Executive Council
- Okanagan Local Government Chairs and Mayors
- Pacific Northwest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association
- Union of BC Municipalities
- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

MEMORANDUM

To: Deputy Minister Lori Halls
From: Anna Warwick Sears, OBWB Executive Director
Date: September 25, 2023
Subject: **Recommendations for Invasive Mussel Prevention**

Background

This report is a follow-up to our September 21, 2023 meeting with Minister Nathan Cullen and Parliamentary Secretary Kelly Greene, regarding our recommendations on how to prevent zebra and quagga mussels from invading B.C. waters. We discussed the news that there had been positive tests for quagga mussel veligers in Twin Falls, Idaho on the Snake River, a tributary to the Columbia River.

According to the Idaho news media, there were multiple ‘positive samples’ along a 6 km stretch of the Snake River, in the vicinity of Centennial Park, in Twin Falls. The river in this reach is moving at greater than 15.5 m³/s, and this is not likely to be a candidate for applications of potash or other pesticides to control mussels – so there is little hope for eradication.

At the meeting, we discussed the importance of taking a ‘disaster management’ approach, including the four pillars of **mitigation, preparation, response** and **recovery**. We have updated our recommendations specific to each of these categories. The minister specifically requested that we send you more information on ‘pull-the-plug’ legislation, and inspection sticker programs. Our analysis of these is given below (pages 5 – 10).

OBWB Recommendations for WLRS

Mitigation:

1. Ask the Canada Minister of Public Safety to have the CBSA stop and inspect ALL watercraft coming to B.C. from the U.S., consistently at ALL border crossings from Saskatchewan to B.C.

In the past, we have noted that some border crossings take this duty more seriously than others.

2. B.C. should consider a temporary moratorium on out-of-province boats until the full status of the infestation of the Columbia Basin is assessed.

As the boating season is close to ending for the season, this would have limited economic impact.

3. Commit funding to the IMDP of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years.

The 2019 budget for the IMDP, the year the program conducted the most inspections, was \$3.5 million, equivalent to \$4.04 million today. This is the minimum level of funding the program should receive. In 2023, the IMDP ran only six inspection stations, with a reduced staff of 43 inspectors, (down from 12 stations and 64 staff in 2019).

4. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other IMDP staff as needed to 2019 levels (64 inspectors).

Do whatever is necessary to recruit and retain seasonal staff for the IMDP. This may require increasing pay levels to attract qualified candidates. It is also important to meet the housing needs of staff who are sometimes deployed to remote locations during the height of tourist and fire-fighting seasons, when competition for accommodations is highest.

5. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season.

Since July 2019, we have called for “pull the plug” legislation, requiring all watercraft owners to remove the drain plug prior to transporting vessels on public roads, to ensure that vessels have been cleaned, drained, and dried before launching in B.C. waters. All other Western Canadian provinces have put this legislation in place, with B.C. as the only exception.

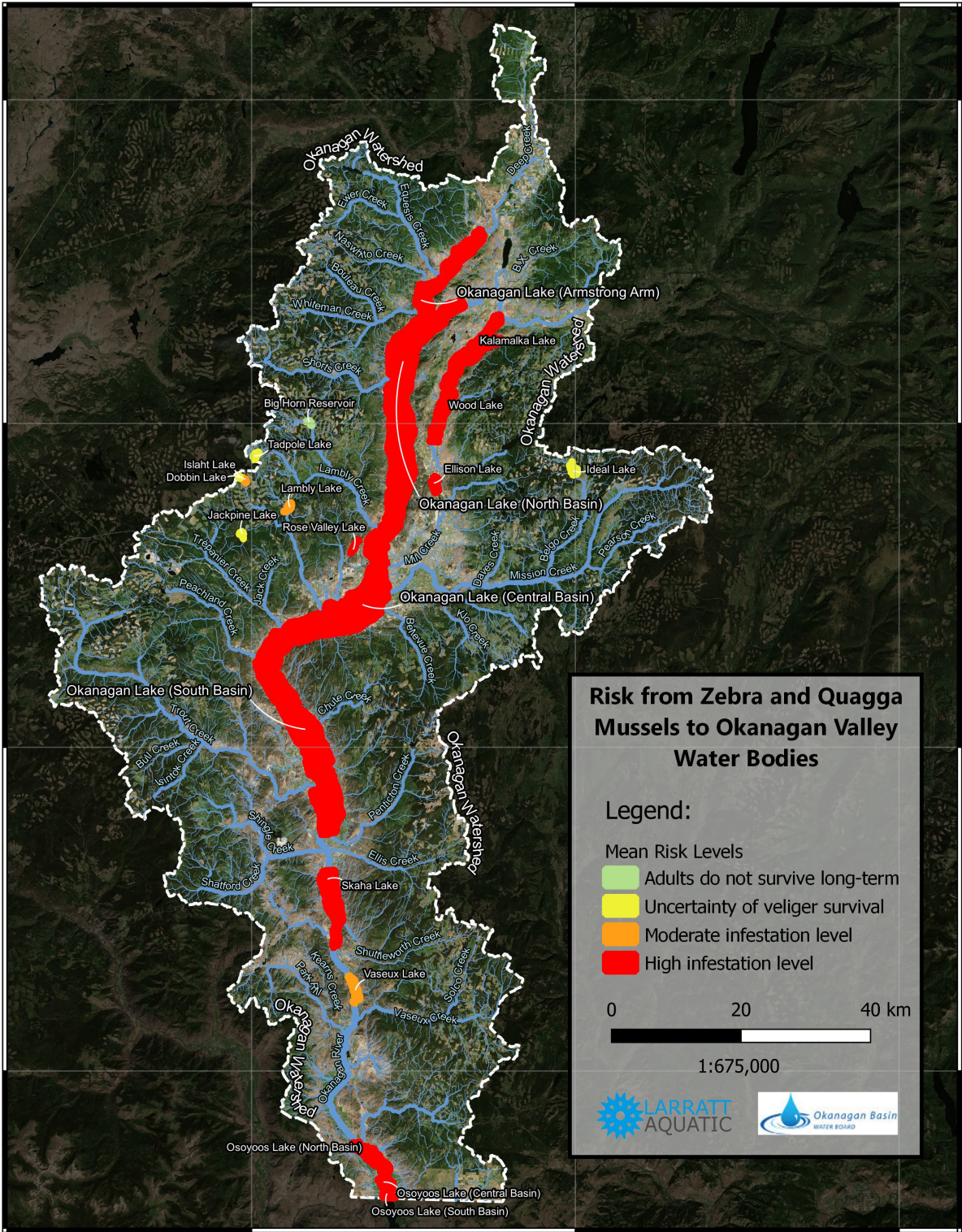
Preparation:

6. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

The OBWB has been working with PNWER and other partners to develop a Vulnerability Assessment Guide for freshwater infrastructure, including dams, wastewater and drinking water treatment plants, bridges, docks, intakes, etc. This guide is based on one developed by the U.S. Army Corps of Engineers and is currently under technical review. It contains information on how to assess the vulnerability of a waterbody to infestation, based on water chemistry, and vulnerability of specific forms of infrastructure, as well as proactive mitigation measures such as coatings or cleaning procedures. The guide is expected to be completed by January 1, 2023.

OBWB hired Larratt Aquatic Consultants to analyze the Okanagan water quality database against the Vulnerability Assessment Guide’s criteria for determining levels of infestation by invasive mussels. Larratt produced the map on the following page, showing the expected level of infestation by water body where water chemistry data was available. A similar map could be produced for anywhere in B.C., showing the expected infestation level for specific streams, and by sections of lakes, since not every site is expected to have the same level of infestation throughout a given lake.

This analysis shows that the Okanagan’s large valley-bottom lakes are generally expected to experience a more severe infestation than higher mountain lakes and reservoirs.



Response:

7. Update the provincial Early Detection, Rapid Response plan (EDRR), including a round of consultation with partner organizations prior to finalization.

The current EDRR was published in 2015. Since then, B.C. has gathered significant information on watercraft travel patterns, at-risk lakes, and economic factors. B.C. has also had to respond to several near misses with contaminated vessels. The new EDRR should incorporate all lessons learned and look to longer-term options for ongoing regional containment, quarantine, and control methods.

8. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.

With new information on watercraft travel patterns and water chemistry, we know which regions are at most risk of introduction due to the high number of watercraft travelling there, and which water bodies are at greatest risk due to water chemistry. With this information, it is possible to create plans which could reduce the time for containment of a lake from days to hours and reduce the time for attempted eradication from weeks to days. This planning process could also help to identify regional gaps in prevention, prepare infrastructure, solicit public engagement and feedback, and identify resources for long-term control.

Recovery

9. In our more than ten years tracking this issue, we have not heard of any jurisdiction that has ‘recovered’ from invasive mussels, once they have taken hold. At best, local jurisdictions have had to absorb costs, and learn to live with the societal and environmental damage. Many (but not all) of these costs are given in the WLRS’s report from May 2023: [Potential Economic Impact of Zebra and Quagga Mussels in B.C.](#)

Aquatic Invasive Species – Pull the plug legislation

British Columbia is the last remaining Western province without pull-the-plug legislation in place. Most Northwestern States also require drain plugs pulled prior to transport on roadways. Here is the relevant legislation/regulation for each Western province.

Alberta Fisheries Act Regulation 220/1997 (2016)

Transportation of watercraft 6.1

A person shall not transport an item of watercraft on a highway by means of a conveyance if the watercraft has a drainage hole in the lower hull or bilge that is blocked with a plug. AR 45/2016 s8

<https://www.canlii.org/en/ab/laws/regu/alta-reg-220-1997/latest/alta-reg-220-1997.html#sec6.1>

Saskatchewan The Fisheries Regulations 88.6 (2018)

Transportation of watercraft

No person shall transport a watercraft on a highway by means of a conveyance if the watercraft has a drainage hole in the lower hull or bilge and that drainage hole is blocked with a plug. 6 Apr 2018 SR 22/2018 s12.

<https://pubsaskdev.blob.core.windows.net/pubsask-prod/1869/F16-1r1.pdf>

Manitoba The Water Protection Act AIS Regulation (2015)

3(3) When transporting a watercraft on land, a person must (a) ensure that the drain plug and all valves or other devices used to drain water from the watercraft are removed or left open, other than plugs used in kitchen or washroom facilities on the watercraft; and (b) ensure that the motor vehicle and any trailer transporting the watercraft are free of aquatic invasive species and aquatic plants.

https://web2.gov.mb.ca/laws/regs/current/_pdf-regs.php?reg=173/2015

Inspection/Sticker Program Summary

Overall, stopping at an open inspection station is mandatory in all cases. Oregon, Idaho and Montana require boaters to be inspected and pay certain fees when coming from out of state. These fees are used to pay for inspection programs and monitoring. Out of state boaters pay more than resident boaters.

Alberta

No passport or sticker system all boats must stop every time they come to an inspection station. No special rules depending on where you live.

Fees

- Seems to be a free service.

Requirements

- **Watercraft inspections are now mandatory.** All passing watercraft, including non-motorized, commercially hauled and privately-hauled watercraft, **must stop every time, regardless of where you are coming from or going to**
- When highway signage indicates that a watercraft inspection station is open, it is mandatory.
 - Bypassing an inspection station results in a \$324 fine
 - Failing to pull the plug leads to a \$180 fine
- When arriving at a station, boaters are required by law to answer a few simple questions to help establish the risk factor.

Relevant legislation

- Bill 13: Fisheries (Alberta) Amendment Act, 2015
- Ministerial Order 30/2015
- Section 32 (14) of Fisheries (Alberta) Act

Inspection

- An inspection of your watercraft and trailer will be conducted and sometimes these inspections are supported by trained K-9 inspectors. All areas of boat inspected and you will be asked to show hold is dry.

Miscellaneous

- [K9 teams search shorelines and boats](#)
- [Inspection webpage](#)
- [2017 Report](#)

Saskatchewan

We could not find an in-depth provincial plan for boat inspections. Inspections are stated to be mandatory in the province. There was a lot more documentation of the clean drain dry program.

The only references we could find were as follows:

- **Watercraft inspection is mandatory in Saskatchewan** - even if you are just passing through. They work with neighbouring provinces, states and the Canada Border Services Agency to coordinate inspection efforts. So far, Saskatchewan has been successful in preventing the introduction and establishment of AIS.
- Provincial regulations allow **conservation officers to inspect, quarantine and decontaminate watercraft known or suspected to contain invasive species.**
- The province works with other agencies and jurisdictions to coordinate inspection and other prevention measures.
- The ministry will take a risk-based approach to watercraft inspection, focusing on high-risk pathways and targeted enforcement of violations related to aquatic invasive species.

Washington

There are different requirements for residence and non-residence. A Washington resident pays a \$2 fee and gets a sticker. A non-resident pays a \$24 fee and must obtain a permit.

Requirements

- Out-of-state boat owners- must get a permit before going to Washington
 - Watercraft operators **not registered in Washington State**, seaplanes, and commercial transporters of specified vessel types **must purchase aquatic invasive species (AIS) prevention permits** to help prevent the spread of AIS in Washington.
 - Permits are valid for one year.
 - It can be purchased online.
 - Each watercraft is given a **registration number** to prove it has been legally registered and is generally **displayed on both sides of the boat's bow**.

Fees

- **Non-resident \$24 fee** (\$20 permit plus transaction and dealer fees) support the department's efforts to keep Washington's waters free of AIS.
 - AIS prevention permit sales are expected to generate about \$412,000 annually by 2023.
- **Washington residents pay a \$2** annual fee to support the department's AIS program when registering boats.
 - **A valid registration sticker is proof of payment, and an AIS prevention permit is not required.**

Relevant legislation

- [SB 5303 - 2017-18](#)
- [Aquatic invasive species prevention permit—Operators of vessels and aquatic conveyances.](#)

Inspection

- Inspections seem to be mandatory but there was no clear documentation.
- [General information](#)
- Exemptions from needing a permit.
 - Residence with a sticker
 - Small watercraft from out of state e.g. canoes
 - Federal and military vessels or watercraft registered as “tenders”

Miscellaneous

- To access some waters, you need a vehicle access pass – related to hunting regulations.
- [Aquatic Invasive Species Funding Advisory Committee Report and Recommendations](#) – has historical AIS budgets for states and provinces.
- [Link to the permit website](#)

Oregon

There are two different permits and inspections are mandatory. A waterways access permit is required for everyone and a special permit for out-of-state boatowners; this permit funds the inspection program. Within the state, boatowners must comply with mandatory inspection.

Requirements

- **Any operator** of a boat or paddle craft 10ft or longer need a **Waterway Access Permit**
 - The Waterway Access Permit is transferrable to another non-motorized watercraft.
 - The 10ft watercraft includes kayaks, canoes, rafts and other inflatables, stand-up paddle boards, et.
- Out-of-state boat owners must get a **Aquatic Invasive Species Prevention Permit**
 - Anyone traveling through Oregon and not launching watercraft in state waters DOES NOT need a permit.
 - Children 13 and younger do not need a permit.
- Oregon motorized boaters must have valid registration decals displayed on their motorboats

Type of Boat	Requirements
Out-of-state motorized boat	Out-of-state Aquatic Invasive Species Permit
Oregon and out-of-state non-motorized watercraft 10 feet or longer	Waterway Access Permit
Out-of-state sailboats 12 feet or longer	Out-of-state Aquatic Invasive Species Permit
Oregon sailboats 10 feet to 11 feet 11 inches long	Waterway Access Permit
Oregon sailboats 12 feet or longer	Oregon sailboat title and registration

- **Mandatory inspection**
 - **All vehicles towing watercraft into Oregon must stop at an inspection station.**
 - There are 6 stations.
 - All boaters must stop if a station is open.
 - Inspection teams are made up of specially trained personnel employed with the Oregon Department of Fish and Wildlife.
 - After the inspection boaters are given an inspection report that is the proof of compliance. – if the boat is contaminated it will be decontaminated on site.

Relevant legislation

- SECTION 1. ORS 570.855

Fees

- **The AIS Prevention Permit costs \$20** and failure to have one results in a \$50 fine.
 - **The permit costs fund the inspection stations.**
- **Waterway Access Permit:** price depends on permit which are all based on the number of days you want access. Failure to show the Waterways Access Permit to law enforcement can lead to a \$115 fine.

Miscellaneous

- [2022 report of inspection program](#)

- During the 2022 fiscal year, revenue collected from permit sales totaled **\$768,435** . Oregon motorized permit revenue from boater registrations was \$254,975; non-motorized watercraft \$377,905; out-of-state motorized \$128,940; liveries and guides \$6,615.
 - **The program provided full or partial funding for seven full-time positions, and ten seasonal or part-time positions.**
 - We received additional funding from the US Army Corps of Engineers as part of the Water Resources Reform and Development Act (WRRDA) for \$572,277; these monies help fund additional inspectors and hours of operation at the inspection stations.
- In 2022 the program completed 14,462 watercraft inspections.
- [Webpage for general information](#)
- [Waterways Access Permit](#)
- [AIS Permit](#)

Idaho

In Idaho there is a mandatory sticker program that funds the inspection stations. It is mandatory to stop at inspection stations.

Requirements

- **Mandatory to stop at inspection stations.**
- Idaho law requires the owner of any boat and any non-motorized vessel to **buy and display an Idaho Invasive Species Fund sticker** to legally launch and operate the boat in Idaho.
 - This includes nonmotorized boats, rafts, canoes, etc. .
 - Does not include inflatable, non-motorized vessels less than 10 feet long
 - Stickers can be bought online
 - Work with law enforcement to make sure of compliance

Fees

- The sticker program funds the inspection stations.
 - A one-year sticker is **\$12.0** or a two year sticker is **\$22.50**.

Inspections

- In 2022, the program performed over 100,000 watercraft inspections and **intercepted 36** mussel-fouled watercrafts. Throughout the history of the program Idaho stations have performed over one million inspections intercepting 413 mussel-fouled watercrafts prior to launching.
- Idaho's inspection stations are placed on major highways at or near the Idaho state line

Montana

It is mandatory to stop at inspections stations and out of state owners or people crossing the continental divide must get an inspection before launching. There are passes that must be purchased if you are from out of state.

Requirements

- It is **mandatory to stop at an inspection station**. Motorized and nonmotorized watercraft.
 - Out-of-state boats must be inspected before launching in Montana.

- Must carry a **proof on inspection.**
- Must stop at all inspection stations you encounter.
- If you cross a Continental Divide, you must have your boat inspected before launch.
- **Purchase a AIS Prevention Pass**
 - **Non-resident** watercraft launching in Montana must purchase.
 - Motorized watercraft fee is \$30.
 - Nonmotorized watercraft fee is \$10.
 - Not transferable between vessels

Fees

- The fee for a permit is \$10 to \$30 deepening on boat type.

Inspection

- [2022 AIS report](#) – very good report
 - Over 119,000 watercraft inspections
 - **53 zebra and quagga mussel fouled vessels intercepted.**
 - Stations placed on major highways near state borders.

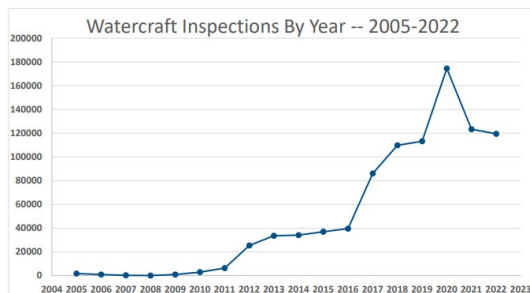


Figure 3. Number of watercraft inspections by year.

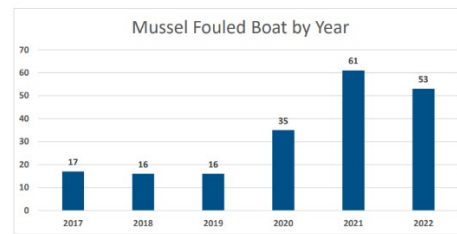


Figure 8. Number of mussel fouled boats intercepted by year.

- Inspections are done by the Ministry of Fish, Wildlife, and Parks as well as other partner groups.

Miscellaneous

- [Inspection information](#)
- [Traveling to Montana](#)
- [Summary of Laws and regulations.](#)



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CAO
DATE: November 6, 2023
RE: 2023 Chase Country Christmas Events – Liability Insurance

ISSUE/PURPOSE

The Chase Country Christmas committee wishes for the Village of Chase to provide liability insurance for the Chase Country Christmas events on December 1 and 2, 2023. There are a couple of ways to make this happen.

OPTIONS

1. Provide overall liability insurance for the events at a cost of \$250 to the Chase Country Christmas Committee – means the Village takes on all liability.
2. Do not provide liability insurance.
3. Require the committee to obtain private insurance adding the Village as additional insured, and provide a grant-in-aid to cover the cost of the private insurance.

BACKGROUND/DISCUSSION

Annually the Chase Country Christmas committee, a volunteer group of dedicated local residents and business owners plan and execute events to celebrate Christmas in Chase including a parade, street activities, a craft fair and other events.

Over the past number of years, the committee has approached the Village to provide the liability insurance. Some years the events are covered as there are Village representatives involved in the activities of the volunteers, providing a level of oversight on the actions of the volunteers. In 2022 the Village added the committee to its Municipal Insurance Association (MIABC) liability insurance as an associate member for the purposes of the 2022 events, at a cost to the committee of \$250. While this provided the liability insurance, this approach means the entire liability risk is taken on by the Village of Chase. Any occurrences or claims arising from the events could impact the Village's insurance rating and increase Village wide premiums in following years.

As there is no Village oversight of the volunteers that are organizing the 2023 Chase Country Christmas events, the option to provide insurance under the Village's volunteer insurance protection is not appropriate. Allowing the committee to be an associate member could be chosen and as mentioned earlier this will mean that the Village takes on all liability of all events occurring, at a cost to the committee of \$250.

In the case of a group providing activities and not having any oversight from the municipality, MIABC has recommended that the group obtain their own private liability insurance with the municipality being named as additional insured. If the cost for private insurance is onerous for the group, the municipality can offer to provide a grant-in-aid to pay for the costs incurred by the group for the private insurance.

FINANCIAL IMPLICATIONS

The committee has indicated their cost for private insurance will be \$800. While this is outside the regular grant-in-aid process, Council could consider providing a grant to the committee to cover the cost – currently there is \$660 left in the grant-in-aid budget for 2023.

POLICY IMPLICATIONS

Asking the committee to obtain private insurance with the Village as additional insured and considering to provide a grant to cover the costs gives relief to the committee, while ensuring the risk to the municipality is significantly lessened.

RECOMMENDATION

“THAT the Chase Country Christmas committee be required to obtain private liability insurance for their activities with the Village of Chase added as an insured; AND,

THAT the Village provide the committee a grant-in-aid to cover the cost of the private insurance.”

Respectfully submitted,

Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: November 6, 2023
To: Mayor and Council
From: CAO
RE: Costs to Attend SILGA Local Government Budgeting 101 Workshop

SILGA is hosting two sessions of 'Local Government Budgeting 101', one in Kelowna and one in Kamloops.

Several Council members have indicated they will attend. The cost for each participant is \$50. Council is also eligible to claim travel and per diem costs.

Council's Expense Reimbursement policy states in part that attendance at any workshop or other type of session by a member of Council must have a Council resolution except in the case of attendance at UBCM and SILGA conventions.

It is being recommended that this restrictive language be reviewed in future as events and workshops that Council members attend as part of their role on Council should require a less formal process to streamline the business of the Village of Chase.

RECOMMENDATION

"THAT any Council members wishing to attend the SILGA Local Government Budgeting 101 Workshop in November 2023 be permitted to attend with associated costs paid for by the Village of Chase."

RECOMMENDATION

"THAT Council's Expense Reimbursement policy, ADM-21, be reviewed and updated as necessary including streamlining the process for Council's participation in various events and workshops that enhance their skills and knowledge in their roles as Council members."

Respectfully submitted,

Joni Heinrich

Local Government Budgeting 101 Seminar Accounting for the Non-Accountants



When: November 15th, 2023 10:00 am to 3:30 pm
Where: The Cove, 4205 Gellatly Road, West Kelowna, BC
AND

When: November 17th, 2023 10:00 am to 3:30 pm
Where: Coast Kamloops Conference Centre,
1250 Rogers Way, Kamloops, BC

Cost: \$50 (Coffee and Lunch is included)

Who: Mario Piroddi, CPA with BDO Canada and Joe Sass, CFO with the City of Kelowna

What: This seminar will cover the following:

Budget and financial cycle

- Understanding the process of finance and legislative requirements
- The budgeting process and cycle
- How are revenues raised?
- Investing and borrowing, both short term and long term
- Role of the Municipal Finance Authority

Financial Literacy

- How to read financial statements, including the comparisons between budget and actual figures. What should a politician be aware of?
- Reconciling between internal and external reporting
- Understanding PSAB financial statements
- Notes to the Financial Statements – what do they tell you?

Role of the Auditor and Audit Committee

- Determination of key risks in your organization
- What does good governance mean?
- What is the expectation of a financial statement audit?

Please RSVP to SILGA at info@silga.ca to confirm your seat. Space is limited – book early! Deadline to register is November 7th.

For more information contact Alison at 250-851-6653.





Village of Chase Policy Manual

Expenses incurred related to social events/functions that members of Council and staff have been requested to attend on behalf of the Village will be compensated. Acceptable items for reimbursement include items that are not for personal gain (i.e. food hamper, gifts as per cultural protocol, hosting of distinguished guests of the Village).

If a spouse or guest is requested or expected to be in attendance, these expenses will also be compensated. Costs such as meal tickets and mileage, will be considered, however, it is expected that appropriate discretion will be used in all cases.

- A. PER DIEM** – The amount paid to members of Council on a daily basis for travel time, attendance at conventions, seminars, workshops, and other functions or business shall be as follows:

Per Diem Rates

\$100.00 per day	-	four (4) hours or more in duration
\$ 75.00 per day	-	less than four (4) hours

- B. EXPENSE REIMBURSEMENT** – Costs incurred while travelling to and from meetings and attendance at meetings or other Village-related functions that are approved by Council includes the following: mileage, meals, telephone, accommodation, personal expenses, telephone and registrations.

Added by
Council
Resolution
#2019/04/09_007

If approval for attendance and expense reimbursement for the Mayor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Mayor will consult with at least two (2) Councillors and obtain support for such attendance and expense reimbursement.

Added by
Council
Resolution
#2019/04/09_008

If approval for attendance and expense reimbursement for a Councillor to attend a meeting or event is required prior to the occurrence of a scheduled Council meeting, the Councillor will consult with the Mayor and obtain support for attendance and reimbursement.

Travel – Personal Vehicle

Mileage rate will be consistent with the provincial Government rates, to be adjusted annually as required (last increase occurred April 1, 2013). Travel distance must be greater than 10 kilometres one way to qualify for reimbursement.

Effective March 1, 2016 the rate is \$0.52 per kilometre

Travel – Accommodation

Unless otherwise requested, accommodation will be coordinated through the Village office and paid for in advance where possible with the Village credit card. All authorized, business related incidentals will also be charged to the Village credit card. A letter of authorization will be sent to the relevant property. Any incidentals not relevant to Village business will be deducted from the individual's remuneration.