



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 February 27, 2024 at 4:00 p.m.

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/86929971520?pwd=aU1UMXJvZi9WTXdpWEFHVdKdUZtdz09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 886 7570 1224

Passcode: 182348

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the agenda of the February 27, 2024 Regular Meeting be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the February 13, 2024 Special Meeting

Pages 1-2

Resolution:

“THAT the minutes of the February 13, 2024 Special Meeting be adopted as presented.”

3.2 Minutes of the February 13, 2024 Regular Meeting

Pages 3-7

Resolution:

“THAT the minutes of the February 13, 2024 Regular Meeting be adopted as presented.”

4. PUBLIC HEARINGS

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 Brenda Jackson – Vertibles Edible Mushrooms

Food Security in the Shuswap

6.2 Tom Mataseje – Mountain View Mobile Home Park

Highway Noise

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

9.1 LGDAP Application for Development Procedures

Page 8

Memo from the Corporate Officer

Recommendation:

“THAT Council approves the submission of a grant application to UBCM’s Local Government Development Approvals Program grant to fund 100% towards a Development Approvals Program up to a maximum of \$150,000.”

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

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

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Resolution:

“THAT the February 27, 2024 Regular Meeting be adjourned.”



MINUTES

of the Special Meeting of the Council of the Village of Chase
held in the Council Chamber at the Village Office, 826 Okanagan Avenue
on Tuesday, February 13, 2024 at 9:00 a.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer
Mike Baker, Manager of Public Works
Mike McLean, Deputy Corporate Officer

Public Participants: 0 in-person, 0 virtual

1. CALL TO ORDER

Mayor Lepsoe called the meeting to order at 9:05 a.m.

2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Herman

"THAT the agenda of the February 13, 2024 Special Meeting be adopted as presented."

CARRIED

#2024/02/13_001

3. ADOPTION OF MINUTES

None

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

None

7. REPORTS

None

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

None

10. NOTICE OF MOTION

None

11. IN CAMERA

Moved by Councillor Stevens

Seconded by Mayor Lepsoe

“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) (I) of the Community Charter, ‘discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98’ of the *Community Charter*.”

**CARRIED
#2024/02/13_002**

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Councillor Herman

Seconded by Mayor Stevens

“THAT the February 13, 2024 Special Meeting be adjourned.”

**CARRIED
#2024/02/13_003**

The meeting concluded at 5:23 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer



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
on Tuesday, February 13, 2024 at 4:00 p.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer
Mike Baker, Manager of Public Works
Mike McLean, Deputy Corporate Officer

Public Participants: 17 in-person, 6 virtual

1. CALL TO ORDER

Mayor Lepsoe called the meeting to order at 4:03 pm.

2. ADOPTION OF AGENDA

Moved by Councillor Herman

Seconded by Councillor Torbohm

"THAT the agenda of the February 13, 2024 Regular Meeting be adopted as presented."

CARRIED
#2024/02/13_001

3. ADOPTION OF MINUTES

3.1 Minutes of the January 23, 2024 Regular Meeting

Moved by Councillor Connett

Seconded by Councillor Torbohm

"THAT the minutes of the January 23, 2024 Regular Meeting be adopted as presented."

CARRIED
#2024/02/13_002

3.2 Minutes of the February 6, 2024 Special Meeting

Moved by Councillor Stevens

Seconded by Councillor Herman

"THAT the minutes of the February 6, 2024 Special Meeting be adopted as presented."

CARRIED
#2024/02/13_003

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

James Mintz of 813 Okanagan Avenue spoke about Item 9.3, expressing his desire for more information regarding the location, path and composition of the Coburn Street Multi-Use Pathway.

6. DELEGATIONS

6.1 Jean Holt – 235 Willow Street

Ms. Holt read out a statement she had prepared and highlighted various issues including the water minimum consumption charge being too high for many seniors who are water concious and seniors on fixed incomes cannot afford these conitnual increases.

6.2 Don Cavers & Thompson-Okanagan Co-Op Housing Society – 116 MacPherson Street Development

Don Cavers spoke about his proposal for low income housing and how the need is great in Chase and he has people waiting to move into units when the are completed. He said that the Village has held him up on numerous occasions and he wants to get this develompent underway.

Michael Shapcott representing the Thompson Okanagan Co-Op Housing Society urged Council to direct staff to move more quickly on this project, to follow the Village's housing needs assessment, and to work creatively with the developer regadring surety bond as tying up this much money will certainly kill the project.

7. REPORTS

a) Mayor and Council Reports

Mayor Lepsoe

February 1 – Attended Adams Lake Indian Band fire department open house

February 6 – sat in on Broadband meeting with staff

February 6 – had a lunch meeting with Neskonlith Kukpi7 Irvin Wai

February 6 – Special meeting of Council for swearing in of new Councillor Dan Stevens

February 7 – had lunch meeting with Mayor of Salmon Arm

February 13 – Special Council meeting

February 13 – Participated in meeting with Neskonlith Council members regarding setting up a monthly meeting with Mayor and CAO as well as discussion regarding broadband performance test and support from Neskonlith for funding application

Councillor Connett

January 23 – Attended Regular meeting of Council

February 6 – Attended Special meeting of Council

February 12 – Attended Climate Action Committee meeting

February 13 – Attended Special Meeting of Council

Councillor Herman

January 23 – Attended Regular Meeting of Council

February 6 – Attended Special Meeting of Council

February 12 – Attended Climate Action Committee meeting

February 13 – Attended Special Meeting of Council

Councillor Stevens

February 6 – Attended Special Meeting of Council
February 13 - Attended Special Meetings

Councillor Torbohm

January 23 – Attended Regular Meeting of Council
February 6 – Attended Special Meeting of Council
February 13 – Attended Special Meeting of Council
Spoke recently with Sargeant Kennedy regarding speed sign locations and requested Citizens on Patrol speed tests for 2nd Avenue, Pine Street and Shuswap Avenue.

Ongoing review of agenda, monitoring emails, answering questions from local residents, and consulted with staff.

Staff reports were included in the agenda package.

Moved by Councillor Torbohm
Seconded by Councillor Stevens

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

CARRIED
#2024/02/13_004

8. UNFINISHED BUSINESS

8.1 Zoning Amendment Bylaw – 743 Cedar Avenue

Moved by Councillor Connett
Seconded by Councillor Herman

“THAT the Village of Chase Zoning Amendment Bylaw 934-2024 be adopted.”

CARRIED
#2024/02/13_005

8.2 Bylaw 935-2024 2023-2027 Amended Financial Plan Bylaw

Moved by Councillor Stevens
Seconded by Councillor Herman

“THAT the Village of Chase 2023-2027 Amended Financial Plan Bylaw 935-2024 be adopted.”

CARRIED
#2024/02/13_006

9. NEW BUSINESS

9.1 Report of Official 2024 Local By-Election Results

Moved by Councillor Torbohm
Seconded by Councillor Herman

“THAT the report on the 2024 By-Election results for the Village of Chase be received for information.”

CARRIED
#2024/02/13_007

9.2 Lagoon Headworks Improvements Grant – Village Representative

Moved by Councillor Herman

Seconded by Councillor Stevens

“THAT Council award the Village Representative for the Lagoon Headworks Improvements Grant to TRUE Consulting in the amount of \$67,000.”

CARRIED
#2024/02/13_008

9.3 Award of Contract for Coburn Street Multi-Use Pathway – Phase 1&2

Moved by Councillor Connett

Seconded by Councillor Herman

“THAT Council award the Contract for Coburn Street Multi-Use Pathway – Phase I&II to General Assembly Excavating Ltd. in the amount of \$151,010.75; AND,

THAT the project be funded from the 2023 BC Active Transportation Infrastructure grant, with the remainder funded from the Local Government Climate Action Program grant.”

CARRIED
#2024/02/13_009

9.4 UBCM Local Government Program Services

Community Emergency Preparedness Fund

Emergency Operations Centre Equipment and Training

Moved by Councillor Herman

Seconded by Councillor Stevens

“THAT the Village of Chase Council supports the current proposed application for funding to purchase a generator for use primarily at the Village office during an activated Emergency Operations Centre; AND,

THAT the Village of Chase will provide overall grant management.”

CARRIED
#2024/02/13_010

9.5 Bill 34 – District of Sicamous – Request for Support

Moved by Councillor Herman

Seconded by Councillor Torbohm

“THAT the letter from the District of Sicamous regarding Bill 34 be received for information.”

CARRIED
#2024/02/13_011

10. NOTICE OF MOTION

None

11. IN CAMERA

None

12. RELEASE OF IN CAMERA ITEMS

None

14. ADJOURNMENT

Moved by Councillor Torbohm

Seconded by Councillor Stevens

“THAT the February 13, 2024 Regular Meeting be adjourned.”

CARRIED
#2024/02/13_012

The meeting concluded at 4:45 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: February 22, 2024
To: Mayor and Council
From: Corporate Officer
RE: Local Government Development Approvals Program – UBCM Grant

The 2024 Local Government Development Approvals Program grant opportunity was recently announced by UBCM which has made up to \$150,000 available for eligible projects. The Village had previously applied for this grant in 2021 and was unsuccessful.

Through this Program, the Village will undertake a review of our existing development approvals processes with the goal of identifying and implementing efficiencies. The Village will also look to update and develop materials to better guide Village staff and the public through the various development applications and processes. Proposed tasks to carry out the project include:

- Develop a Development Procedures Manual to help guide the public through development applications, as well as educating Village staff;
- Prepare brochures summarizing the various development approval applications to better inform and prepare applicants;
- Update various Village application forms;
- Develop a Development Procedures Bylaw that is now a requirement of the *Local Government Act*;
- Consider updates to the Village's Zoning Bylaw to address common, reoccurring variances;
- Incorporate educational materials and informative elements, such as brochures, graphics and other content onto the Village's website, in order to communicate to potential applicants the development process, approximate timelines, and information required; and
- Undertake staff workshops to educate Village staff on the updated development processes.

Each of these items will allow for a more streamlined and efficient development application review process for Chase.

The application deadline is March 8, 2024.

RECOMMENDATION

Resolution:

“THAT Council approves the submission of a grant application to UBCM’s Local Government Development Approvals Program grant to fund 100% towards a Development Approvals Program up to a maximum of \$150,000.”

Respectfully submitted,

Approved for Council Consideration by CAO