



## 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, July 16, 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  
Deb Lovin, Chief Financial Officer  
Mike Baker, Manager of Public Works  
Mike McLean, Deputy Corporate Officer

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

Public Participants: 7 in-person, 5 virtual

### 1. CALL TO ORDER

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

### 2. ADOPTION OF AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Herman

**"THAT the agenda of the July 16, 2024 Regular Meeting be adopted as presented."**

**CARRIED**

**#2024/07/16\_001**

### 3. ADOPTION OF MINUTES

3.1 Minutes of the June 25, 2024 Regular Meeting

Moved by Councillor Herman

Seconded by Councillor Torbohm

**"THAT the minutes of the June 25, 2024 Regular Meeting be adopted as presented."**

**CARRIED**

**#2024/07/16\_002**

### 4. PUBLIC HEARINGS

None

### 5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Carolyn Parks-Mintz of 813 Okanagan Avenue spoke about Item 9.3, agreeing with the letter author about patching over a road base that needs to be replaced.

## 6. DELEGATIONS

### 6.1 Shuswap Trail Alliance

Jen Bellhouse, Executive Director of the Shuswap Trail Alliance provided Council with an update on the Scatchard Mountain Trail System, including the positive economic impacts from tourism enhanced by regional trails. She added that the next steps in the Scatchard Mountain trail project include prioritizing the individual trails for development, thorough Indigenous engagement, preliminary field reconnaissance, environmental assessments, Section 57 application to Rec Sites and Trails BC and secure funding. Salmon Arm and the Columbia Shuswap Regional District have contributed to trails outside of their jurisdictions knowing that the trails add value to the local government economic status.

## 7. REPORTS

### Mayor Lepsoe

June 28 – Meeting with Interior Health along with the CAO

July 1 – Participated in Canada Day activities

July 2 – Meeting with MLA Todd Stone along with Councillor Connett and CAO

July 10 – Strategic planning workshop along with Council and senior staff

July 11 – Meeting with Mayor Harrison of Salmon Arm

### Councillor Connett

June 25 – Attended Regular Council meeting

July 2 – Attended meeting with Mayor and MLA Todd Stone

July 10 – Attended Council strategic plan workshop

### Councillor Herman

June 25 – Attended Regular Council meeting

June 29 – Attended the Food Forest Volunteer appreciation ceremony in Willson Park

July 1 – Attended and volunteered at the Canada Day Celebrations in Memorial Park

July 9 – Volunteered with the Festival Society at Music on the Lake

July 10 – Took part in the Communities in Bloom (CIB) tour about Chase with the CIB judges – we got really good comments regarding the greenspaces in Chase, the golf cart tour and the collaboration of businesses and residents

July 10 – Attended Council Strategic Planning Workshop

July 15 - Attended Chase Village Climate Action Committee meeting

### Councillor Stevens

Attended June 25 Council meeting and July 10 Council strategic plan workshop

Spoke with residents through social media, emails, by phone and in person.

Reviewed today's agenda, watched a different webinars on emergency management and housing.

### Councillor Torbohm

June 25– Attended Regular Council meeting

July 10 – Strategic Plan Workshop

Reviewed agenda, reviewed emails, met with staff for information as required, answered inquiries from the public.

Staff reports were included in the agenda package.

Moved by Councillor Stevens  
Seconded by Councillor Herman

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

**CARRIED**  
**#2024/07/16\_003**

## **8. UNFINISHED BUSINESS**

### **8.1 Structural Protection Unit (SPU)**

Moved by Councillor Torbohm  
Seconded by Councillor Connett

**“THAT the matter of the Fire Association’s SPU be deferred pending more information from staff.”**

Moved by Councillor Herman  
Seconded by Councillor Torbohm

**“THAT the Village of Chase purchase the existing Structural Protection Unit from the Chase Fire Fighters Association at a cost of \$4,000 to be funded from surplus.”**

**CARRIED**  
**#2024/07/16\_004**

The main motion as amended was voted on and it was

**CARRIED**  
**#2024/07/16\_005**

## **9. NEW BUSINESS**

### **9.1 Development Cost Charge Bylaw**

Moved by Councillor Stevens  
Seconded by Councillor Herman

**“THAT Council award the contract for the preparation of the Village’s updated Development Cost Charge bylaw to Urban Systems Ltd. for an amount up to \$90,000.**

**CARRIED**  
**#2024/07/16\_006**

### **9.2 224 Willow Street – Notice on Title**

Council heard from the property owner who spoke regarding his experiences with some local contractors, telling him he was not required to obtain any permits from the Village.

Moved by Councillor Torbohm  
Seconded by Councillor Herman

**“THAT the property at 224 Willow Street hereby be declared as contravening the BC Building Code, the Village of Chase Building Bylaw No. 803-2014, and the Village’s Zoning Bylaw No. 683-2006, and that a Notice on Title be registered on the property’s title pursuant to section 57 of the Community Charter (SBC 2003).”**

**CARRIED**  
**#2024/07/16\_007**

9.2 Letter received July 2, 2024 from Bill McKenzie regarding paving

Moved by Councillor Herman

Seconded by Councillor Stevens

**“THAT a letter be sent to Mr. McKenzie thanking him for his suggestions and comments about the paving of roads in Chase.”**

**CARRIED**

**#2024/07/16\_008**

9.3 Letter from Recreation Centre Society Board regarding Oncore Seniors Housing Project

Moved by Councillor Torbohm

Seconded by Councillor Connett

**“THAT the letter from the Recreation Centre Society Board be received as information; AND**

**THAT Administration contact the Recreation Centre Society Board regarding the parking.”**

**CARRIED**

**#2024/07/16\_009**

**10. NOTICE OF MOTION**

None

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

James Mintz of 813 Okanagan Avenue spoke about the resolution to purchase the Structural Protection Unit.

It was confirmed that while there was a motion to defer the matter, that motion was amended by a motion to purchase the Unit.

**12. IN CAMERA**

Moved by Councillor Torbohm

Seconded by Councillor Connett

**“THAT Council recess to an In Camera meeting pursuant to Section 90 (1) (c) labour relations or other employee relations.”**

**CARRIED**

**#2024/07/16\_010**

**13. RELEASE OF IN CAMERA ITEMS**

None

**14. ADJOURNMENT**

Moved by Councillor Connett

Seconded by Councillor Herman

**“THAT the July 16, 2024 Regular Meeting be adjourned.”**

**CARRIED**

**#2024/07/16\_011**

The meeting concluded at 5:27 p.m.

---

David Lepsoe, Mayor

---

Sean O’Flaherty, Corporate Officer