



## **AGENDA**

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, August 7, 2018 at 4:00 p.m.

### **1. CALL TO ORDER**

### **2. ADOPTION OF AGENDA**

Resolution:

**“THAT the August 7, 2018 Village of Chase Regular Council meeting agenda be adopted as presented.”**

### **3. ADOPTION OF MINUTES**

3.1 Regular Meeting held July 10, 2018

Pages 1-6

Resolution:

**“THAT the minutes of the July 10, 2018 Regular Meeting of Council be adopted as presented.”**

### **4. PUBLIC HEARINGS**

4.1 Public Hearing for Official Community Plan Amendment Bylaw 856-2018

(Refer to the separate Public Hearing agenda)

4.2 Public Hearing for Official Community Plan Amendment Bylaw 858-2018

(Refer to the separate Public Hearing agenda)

### **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 Spencer Coers, Pastor, of Shuswap Community Church

### **7. REPORTS**

a) Mayor and Council Reports

b) Staff Reports

Pages 7-10

### **8. UNFINISHED BUSINESS**

8.1 Official Community Plan Amendment Bylaw 856-2018

Bylaw 850-2018 has received two readings and a Public Hearing earlier in this meeting. Council can consider reading the bylaw a third time, and then consider adopting the bylaw.

Recommendation:

**“THAT Official Community Plan Amendment Bylaw 856-2018 be read a third time.”**

**“THAT Official Community Plan Amendment Bylaw 856-2018 be adopted.”**

8.2 Official Community Plan Amendment Bylaw 858-2018

Bylaw 851-2018 has received two readings and a Public Hearing earlier in this meeting. Council can consider reading the bylaw a third time, and then consider adopting the bylaw.

Recommendation:

**“THAT Official Community Plan Amendment Bylaw 858-2018 be read a third time.”**

**“THAT Official Community Plan Amendment Bylaw 858-2018 be adopted.”**

8.3 Council Member per diems for attendance at Working Together Pow Wow

At Council's July 10, 2018 meeting, a resolution was passed to pay one day per diem to Councilor Lepsoe for his attendance at the Working Together Pow Wow at the community of Neskonlith Indian Band June 29 and 30, 2018.

Administration was asked to provide information relating to previous payments of per diems relating to this event.

- 2015, no per diem was paid for attendance at Working Together Pow Wow
- 2016, no per diem was paid for attendance at this event\*
- In 2017, no per diem was paid for attendance at this event

*\*\$100 was paid to Councilor Lepsoe for attendance at the Neskonlith Pow Wow which took place August 26 to 28, 2016.*

8.4 3<sup>rd</sup> Annual Shuswap Experience Trade Show

Pages 11-13

A letter from Stefan Schielke, President, Chase & District Chamber of Commerce, with a summary report from their 3<sup>rd</sup> Annual Shuswap Experience Trade Show held May 6, 2018.

8.4 2018 Wild Salmon Caravan Parade

Recommendation:

**“THAT Council close the following roads between 10 a.m. and 11 a.m. September 29, 2018:**

**Willson Street, Shuswap Avenue between Willson Street and Chase Street, Chase Street between Shuswap Avenue and First Avenue, First Avenue between Chase Street and Pine Street, Pine Street between First Avenue and Second Avenue, Second Avenue between Pine Street and Memorial Park for purposes of the 2018 Wild Salmon Caravan parade; and,**

**THAT the Village supply road barricades for use by the 2018 Wild Salmon Caravan Traffic control personnel.”**

9. **NEW BUSINESS**

9.1 2017 Annual Report

Pages 14-61

The required 14-day public inspection period has been satisfied. Council can now consider the 2017 annual report.

Recommendation:

**“THAT the 2017 Village of Chase Annual Report be accepted as presented.”**

- 9.2 Cannabis Production on ALR Lands Page 62  
A copy of a letter sent to Premier Horgan from Jack Froese, Mayor of Langley, requesting a moratorium on placing cannabis production facilities on ALR lands.
- 9.3 BC Interior Community Foundation – 2017 Chase Community Fund Pages 63-66  
Letter from President Hugh Fallis regarding the Chase Community Fund 2017 Fundholder Report
- 9.4 Water Meter Billing - 409 Shuswap Avenue Pages 67-71  
Memorandum from the Manager of Public Works, and supporting documentation Council is being requested to provide direction to Administration
- 9.5 Letter, Hansard from Todd Stone, MLA Kamloops-South Thompson Pages 72-74  
Recognizing Village of Chase Councillor and local historian, David Lepsoe in the Legislative Assembly of BC on Tuesday, May 15, 2018
- 9.6 Public Transportation – Greyhound and BC Transit  
Greyhound Canada will cease operations in western Canada on October 31, 2018. Council wishes to discuss how BC Transit's operations might augment this loss of service to our community.
- 9.7 Letter from School District No. 73 to Minister of Children and Family Development Pages 75-78  
A copy of a letter sent from Meghan Wade, Chair, Board of Education, School District No. 73, to the Honourable Katrine Conroy, Ministry of Children and Family Development, requesting continuance of funding for the *Make Children first, and Success by 6* programs.
- 9.8 Trans-Canada Highway Improvements through Chase Pages 79-82  
Letter from Honourable Clare Trevena, Minister of Transportation and Infrastructure to Mayor Berrigan regarding the Mayor's May 7, 2018 meeting in Victoria BC, and her receipt of the Mayor's follow-up letter from May 8, 2018.
- 9.9 CornStock 2018 – Village of Chase Dignitary Invitation Page 83  
Invitation from Brock Endean, Secretary, Chase & District Festival Society, to Council requesting their attendance at CornStock 2018 on August 14, 2018. The organizers are looking for a few Cook-off Challenge judges, as well as someone to address the attendees as a representative of the Village.
- 9.10 2018 UBCM Session Proposals and Small Talk Forum Pages 84-85  
Memorandum from the CAO
- 9.11 Support of the Province of BC's Caribou Recovery Program Pages 86-89  
Letters to Federal Minister of Environment and Climate Change from District of Houston and Regional District of Bulkley Nechako
- 9.12 Gas Tax Agreement Community Works Fund Payment Page 90  
Letter from UBCM regarding the first of two Community Works Fund payments for fiscal 2018/2019

- 9.13 Ambulance stationed in Falkland-request for Support Page 91  
Letter from Rene Talbot, Director of Area 'D', Columbia Shuswap Regional District, requesting support from the Village of Chase in having an ambulance station located in Falkland BC.
- Council could consider submitting a letter of support to the CSRD for an ambulance station in Falkland
- 9.14 Lease Renewal of Lands to Interior Health Authority Pages 92-94  
The Village has leased lands at 745 Thompson Ave to IHA since 2013 for their adult day centre. The five (5) year term is up for renewal.  
Recommendation:  
**"That Council ratify the lease renewal agreement with Interior Health Authority for a five (5) year term between September 1<sup>st</sup>, 2018 and August 31<sup>st</sup>, 2023.**
- 9.15 Firefighter Games – Local Challenge – Chase Firefighters Association Page 95  
Letter from Alison Lauzon, Treasurer, Chase Firefighters Association, requesting use of Memorial Park September 22, 2018 from 7 a.m. to 10 p.m. for the Firefighter Games. They are also seeking approval to hold a beer garden during the event.
- 9.16 Proposal for Special Council Meeting August 28, 2018 at 4:00 p.m. Page 96  
Memorandum from the CAO
- 9.17 Royal Canadian Marine Search & Rescue–Shuswap Lifeboat Society Page 97-98  
Request for letter of support for funding application. Administration contacted Mr. Bruce Weicker in July indicating that Council would not be meeting until August 7, 2018. He indicated that a support letter could still be received after the requested deadline, and that the letter would qualify towards the first funding intake and furthermore, that letter would be utilized for any subsequent applications.
- 9.18 Festival Society request for Summer Program Staff Assistance at Cornstock August 14, 2018 Page 99  
Memorandum from the CAO
- 9.19 Recycling Collection, TNRD Fees and Recycle BC Page 100  
Memorandum from the CAO/Manager of Public Works

## 10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

## 11. RELEASE OF IN CAMERA ITEMS

None



**12. IN CAMERA**

Resolution:

**“That Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (g) litigation or potential litigation affecting the municipality; and paragraph (k), negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.”**

**13. ADJOURNMENT**

Resolution:

**“THAT the August 7, 2018 Village of Chase Regular Council meeting be adjourned.”**



Minutes of the Regular Meeting of Council of the Village of Chase  
held in the Council Chamber at the Village Office at 826 Okanagan Avenue  
on Tuesday, July 10, 2018 at 4:00 p.m.

**PRESENT:** Acting Mayor Nancy Egely  
Councillor David Lepsoe  
Councillor Ali Maki  
Councillor Steve Scott < 4:50 p.m. to 5:00 p.m. >

**Regrets:** Mayor Rick Berrigan

**Also in Attendance:** Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer  
Joanne Molnar, Chief Financial Officer  
Brian Lauzon, Fire Chief

**Public Gallery:** 12

**1. CALL TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

Moved by Councillor Maki

Seconded by Councillor Lepsoe

**"THAT the July 10, 2018 Village of Chase Regular Council meeting agenda be adopted as presented."**

**CARRIED**

**#2018/07/10\_001**

**3. ADOPTION OF MINUTES**

3.1 Minutes of the June 26, 2018 Regular Meeting of Council

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**"THAT the minutes of the June 26, 2018 Regular Meeting of Council be adopted as presented."**

**CARRIED**

**#2018/07/10\_002**

**4. PUBLIC HEARING**

None

**5. PUBLIC INPUT ON CURRENT AGENDA ITEMS**

Karen Bassett of 564 Lakeshore Drive, regarding item 9.1 stated that as the applicant representing Chase Discount Auto Sales, she is withdrawing the business license application that has been submitted for 421 Shuswap Avenue as she will be seeking legal advice.

Carolyn Parks-Mintz of 813 Okanagan Avenue, regarding item 8.3, acknowledged the Lions' efforts in completing the splash pad, and supported adding benches at the new amenity in Memorial Park.

Beverley Iglesias, regarding item 8.3, suggested that a park bench was always contemplated at the splash pad but there were some challenges getting health approvals in terms of the distance between the possible bench location and the playground equipment.

Ms. Iglesias, then spoke regarding item 9.4, and queried why there was no budget shown for the Wild Salmon Caravan event, and questioned costs associated with the closing of roads and supports provided by the Village.

## 6. DELEGATIONS

6.1 Dawn Morrison and members of the Wild Salmon Caravan Planning Committee regarding the 2018 Wild Salmon Caravan were in attendance. Ms. Morrison explained that:

- The organizers are hoping for the same support from the Village as was given in 2017
- While the event has an economic component, it is also culturally significant, and provides education about the wild salmon and its importance to the ecosystem
- 2018's celebration will be the 4<sup>th</sup> year of the Wild Salmon Caravan event
- The committee is well aware of political and administrative processes as they deal with a multitude of different agencies
- Supporting the Wild Salmon Caravan is one way non-indigenous organizations and individuals can honour reconciliation in a deep and meaningful way

Other members of the committee stated the importance of this event not only for the awareness of the importance of Salmon but also for relationship building within and between communities.

Acting Mayor Egely thanked Ms. Morrison and her team members for their information.

## 7. REPORTS

### a) Mayor and Council Reports

#### Mayor Berrigan

No Report

#### Councillor Egely

- June 28 – Attended the Lions Splash Pad Grand Opening
- July 1 – Attended the Canada Day celebration at Memorial Park

#### Councillor Lepsoe

- June 27 – Attended a Festival Society meeting
- June 28 – Attended the Lions Splash Pad Grand Opening
- June 28 – Attended a Skwlax Pow Wow planning meeting
- June 29-30 – Represented Chase at the Working Together Pow
- July 1 – Parade Marshall for the Canada Day Parade
- July 9 – Attended a Skwlax Pow Wow planning meeting

#### Councillor Maki

- June 21 – Attended a Festival Society meeting
- June 28 – Attended the Lions Splash Pad Grand Opening

Councillor Scott  
No Report

Moved by Councillor Maki  
Seconded by Acting Mayor Egely

**"THAT Councillor Lepsoe be reimbursed for one day of attendance on behalf of the Mayor at the 2018 Working Together Pow-wow at the Neskonlith Pow-wow grounds."**

**CARRIED**

**#2018/07/10\_003**

**Acting Mayor Egely OPPOSED**

Moved by Councillor Maki  
Seconded by Acting Mayor Egely

**"THAT Administration provide information to Council at the August 7, 2018 meeting regarding past payments of per diems for members of Council attending the Working Together Pow-wow."**

**CARRIED**

**#2018/07/10\_004**

b) Staff Reports

Fire Chief reported:

- Fire calls: 5, Rescue calls: 1
- 220 Burning Permits have been issued to date
- There are 18 members and 4 junior fire fighters in the department
- There are 14 members with Exterior Operations certification
- Continuation of pump training
- Participated in the Canada Day parade, and detonation of fireworks in the wet evening
- Cleanup of the Fire Department grounds is ongoing
- The newly arrived compressor is now operational

Council also considered the written reports from the CAO, CO, and CFO and Manager of Public Works that were included in the agenda package.

Moved by Councillor Maki  
Seconded by Acting Mayor Egely

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

**CARRIED**

**#2018/07/10\_005**

**8. UNFINISHED BUSINESS**

**8.1 Council Procedures Amendment Bylaw 849-2018**

Moved by Councillor Lepsoe  
Seconded by Councillor Maki

**"THAT Village of Chase Council Procedures Amendment Bylaw 849-2018 be adopted."**

**CARRIED**

**#2018/07/10\_006**

**8.2 Road Closure Bylaw – 3<sup>rd</sup> Avenue**

Moved by Councillor Maki  
Seconded by Councillor Lepsoe

**"THAT Village of Chase Road Closure and Removal of Highway Dedication Bylaw No. 855–2018 be adopted."**

**CARRIED**

**#2018/07/10\_007**

8.3 Lions Splash Pad – Construction Surplus Funds

Moved by Acting Mayor Egely

Seconded by Councillor Lepsoe

**“THAT Administration investigate options for purchase of a bench or other appropriate enhancement for the Lions Splash Pad utilizing the surplus funds from the construction project received from the Chase Lions Club.”** CARRIED

#2018/07/10\_008

8.4 Neighbourhood Golf Cart Program

Moved by Councillor Maki

Seconded by Councillor Lepsoe

**“THAT the Letter from Kenedee Ludwar of the Ministry of Transportation regarding the Neighbourhood Golf Cart Program be received as information.”**

CARRIED

#2018/07/10\_009

Moved by Councillor Acting Mayor Egely

Seconded by Councillor Lepsoe

**“THAT Administration gather feedback from Village of Chase constituents to support a Council declaration to anchor the Neighbourhood Golf Cart program as permanent in the Village of Chase.”**

CARRIED

#2018/07/10\_010

9. **NEW BUSINESS**

9.1 Business License Application – Chase Auto Sales

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**“THAT the report regarding the Business License application at 421 Shuswap Avenue to Chase Discount Auto Sales from the Corporate Officer be received as information.”**

CARRIED

#2018/07/10\_011

Moved by Acting Mayor Egely

Seconded by Councillor Maki

**“THAT Administration conduct a full review of the site conditions of the licensed property for Chase Discount Auto Sales at 425 Shuswap Avenue. A report with such information is to be brought back to a future meeting of Council for their consideration.”**

CARRIED

#2018/07/10\_012

9.2 Water Utility Billing – 1217 Bay Drive

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**“THAT the Memorandum from the CAO regarding water utility billing at 1217 Bay Drive be received as information.”**

CARRIED

#2018/07/10\_013

9.3 Lease at Village Lagoon

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**“THAT Council ratify the lease and operating agreement between the Village of Chase and Cow Pony Equestrian effective July 1, 2018.”**

CARRIED

#2018/07/10\_014

9.4 Wild Salmon Caravan September 22-29, 2018

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**“THAT Council support the 2018 Wild Salmon Caravan by providing use of the Curling Club parking lot, road closures and barricades for a parade, use of Memorial Park and band shell, and a cash donation of \$500 that includes the cost for liability insurance.”**

**CARRIED**

**#2018/07/10\_015**

*< Councillor Scott joined the meeting at 4:50 p.m. >*

9.5 Cops for Kids Ride 2018

Moved by Acting Mayor Egely

Seconded by Councillor Scott

**“THAT Mayor Berrigan attend the 2018 Cops for Kids Ride Event in Chase on September 21, 2018 at 12:00 p.m.”**

**CARRIED**

**#2018/07/10\_016**

Moved by Acting Mayor Egely

Seconded by Councillor Lepsoe

**“THAT Council provide a \$200 grant in aid towards the costs of running the 2018 Cops for Kids Ride initiative.”**

**CARRIED**

**#2018/07/10\_017**

9.6 TNRD Film Commission – Letter of Support

Moved by Councillor Scott

Seconded by Councillor Maki

**“THAT Village of Chase Council provide a letter of support for the Thompson Nicola Film Commission in support of their application for funding for a regional wide digital photography initiative.”**

**CARRIED**

**#2018/07/10\_018**

9.7 Skwlax Pow Wow

It was noted that Mayor Berrigan has indicated he will attend the Skwlax Pow Wow to offer a welcome speech on behalf of the Village of Chase.

Moved by Councillor Scott

Seconded by Councillor Maki

**“THAT the invitation from the Little Shuswap Lake Indian Band for attendance at the Skwlax Pow Wow August 10-12, 2018 be received as information and that a letter be sent by Administration confirming the Mayor’s attendance at the event.”**

**CARRIED**

**#2018/07/10\_019**

9.8 Application for 2018 UBCM Community Excellence Awards

Moved by Councillor Maki

Seconded by Councillor Scott

**“THAT the letter from UBCM Local Government Program Services regarding the Village’s application for the 2018 Community Excellence Awards be received as information.”**

**CARRIED**

**#2018/07/10\_020**

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

Len McLean of 371 Juniper Street, regarding item 9.2, asked Council why they received the report without providing direction when direction was requested.

Acting Mayor Egely replied that Council opted to simply receive the report for information.

Karen Bassett of 564 Lakeshore Drive, regarding item 9.2, questioned why a similar utility billing concern submitted by herself weeks ago has not been included on an agenda or similarly dealt with by Administration.

The CAO responded that the situation would be investigated.

Acting Mayor Egely also suggested that her concern could be passed on to any one of the five Council members, and that each Councillor's contact information is available on business cards located in the foyer.

**11. RELEASE OF IN-CAMERA ITEMS**

None

**12. IN CAMERA**

None

**13. ADJOURNMENT**

Moved by Councillor Maki

Seconded by Councillor Scott

**"THAT the July 10, 2018 Village of Chase Regular Council meeting be adjourned."**

**CARRIED**

**#2018/07/10\_021**

The meeting concluded at 5:00 p.m.

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Nancy Egely, Acting Mayor

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Sean O'Flaherty, Corporate Officer



## VILLAGE OF CHASE

### Memorandum

**Date:** August 2, 2018  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Activities from July 6 to August 2, 2018

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#### Council Support/Meetings

- July 9 met with Mayor and Ministry of Transportation and Infrastructure staff to receive ongoing updates on Highway upgrade projects affecting Chase
- Attended Council meeting July 10, 2018
- Provided weekly information updates to Council
- Provided mid-week information to Council
- Reviewed reports and other items for Council's agendas
- Prepared report for Council consideration

#### Regular Duties

- Responded to email and telephone enquires as needed
- Provided support to staff relating to various municipal operational matters
- Liaised with Interim Director of Fire Operations
- Met with Management Team to discuss public inquiries, Council directives
- Met with Chief Election Officer regarding various election matters
- Liaised with Ministry of Transportation staff
- Attended human resource training workshop at TNRD with Corporate Officer
- Communicated on behalf of the Village to Recycle BC
- Provided information to Chase Sunflower regarding Council meetings and other municipal issues
- Provide authorization along with the Mayor for payroll
- Provide authorization along with the Mayor for accounts payable

Respectfully submitted,





## VILLAGE OF CHASE

### Memorandum

**Date:** 3 August 2018

**To:** Mayor and Council

**From:** Sean O'Flaherty, Corporate Officer

**RE:** Activities undertaken from July 9 to August 3, 2018

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#### Regular Duties:

- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use enquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Performed pre-event walk-throughs of Community Hall events, and general management of the hall
- Prepared the Sunflower newsletter insert containing public service announcements and other general coming events

#### Other Duties During the Reporting Period:

- Worked on finalizing the Hillside/MacPherson road closure and land swap
- Worked on 3<sup>rd</sup> Avenue road closure
- Worked on the 2018 election preparations. Nomination packages were released July 27
- Organized and participated in Active Transportation Plan public engagements at Music on the Lake
- Working on the OCP update evaluation project
- Authorized 1 Building Permit
- Installed fire ban signs on Scatchard Mountain
- Coordinated a Neighbourhood Golf Cart evaluation online and printed survey

#### Bylaw Enforcement

- Bylaw Enforcement is actively dealing with properties that pose a fire risk to the Village. These are typically also unsightly properties. The BEO is also seeking business license compliance.
- There was a private property matter where vehicles were impounded with a Denver boot

#### Dog Control

- Animal Control activity is normal. We have had 3 dogs in the pound, one was surrendered to the SPCA

Respectfully submitted,

Approved for Council Consideration by CAO

  
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## VILLAGE OF CHASE

### Memorandum

**Date:** August 2, 2018

**To:** Council

**From:** CFO

**RE: July Staff Report**

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Taxes reconciliations

Dealt with customer property taxes and utility issues as required

Submitted Retro Home Owner Grants and Tax Deferments

Submit School Tax and HOG reconciliation

Reconcile 1% Utilities Taxes

Submit Payments In Lieu of Taxes for Federal properties

Upload BC Assessment updates

Submit Statement of Financial Information to Province

Calculate and process water rebates as per Council resolution

Update water and sewer service as per changes to bylaw

Input new property tax interest rates for arrears and delinquent charges

Calculated and applied property tax penalties

Calculated, reconciled and submitted tax requisitions to other authorities

Applied late retro HOG and property tax deferrals

Draft property tax penalty notification letter and arrange mail out

Received DRAFT Golf Course Alternate Water Supply Feasibility Study for review

Contact with Kamloops Computer re PW computer and potential available services

Reconciled and closed out Accounts Receivable, Utilities and Property Taxes for Period 6

Review Accounts Payable and Payroll Batches

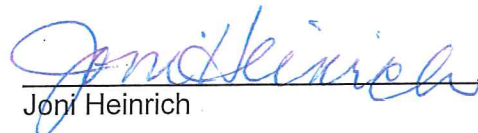
Participated in Management meetings

Preparation of reports to Council

Respectfully submitted,

Approved for Council Consideration by CAO

  
Joanne Molnar

  
Joni Heinrich



## VILLAGE OF CHASE

### Memorandum

**Date:** August 2, 2018

**To:** Mayor and Council

**From:** Public Works Manager

**RE: Public Works Update**

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Miscellaneous:

- Warf-Pier railing (top rail only) painting complete.
- Line painting complete, a few minor deficiencies remain.
- LED street light order is in, all 12 lights on Lakeshore Drive will have new LED fixtures installed. This is the start of a multi-year street light upgrading program.

Lions Splash Park:

- There has been a problem identified with the dump bucket, Water Play is scheduling to come and replace.
- Water usage for the period of June 28 to July 30 = 2,149m<sup>3</sup>. The system is currently being operated as programmed by the supplier, we have the ability to adjust the programming to reduce water consumption if necessary. At the end of the season a detailed data log will be completed, this will provide detailed usage information and better help in decision making for program adjustments to reduce water consumption.

Respectfully submitted,

Tim Perepolkin

Approved for Council Consideration by CAO

*Jon Henech*





## CHASE & DISTRICT CHAMBER OF COMMERCE

Box 592, Chase, BC, V0E 1M0 ~ 400 Shuswap Avenue

Phone: (250) 679-8432 / Fax: (250) 679-3120

[www.chasechamber.com](http://www.chasechamber.com) email: [admin@chasechamber.com](mailto:admin@chasechamber.com)

July 16, 2018

Village of Chase  
Box 440  
Chase, BC V0E 1M0

Re: 3<sup>rd</sup> Annual Shuswap Experience Trade Show

Dear Mayor and Council,

The Chase & District Chamber of Commerce would like to thank you for your generous sponsorship this past May for our 3<sup>rd</sup> Annual Shuswap Experience Trade Show. It is because of our local businesses and their sponsorships that the Chamber is able to continue hosting this event in Chase showcasing the services, organizations and businesses that our community and region has to offer. This event falls under our Strategic Plan as part of our Business Promotion Program and is our major annual fundraiser for the Chamber.

This past year we had 45 exhibitors from Kamloops through to Salmon Arm including North and South Shuswap. 35 of which were local businesses! We saw approximately 600 visitors during the event, had B100 on location and many interactive booths, both inside and outside. We are pleased to share with you that our total revenues for our 3<sup>rd</sup> Annual Shuswap Experience Trade Show was approximately \$2700.00.

With the addition of these funds we were able to produce/implement the following Economic Development Initiatives for 2018:

CHASE & DISTRICT CHAMBER OF COMMERCE | 2018 BUSINESS DIRECTORY – a listing of all our Chamber Members, information on population, climate, in-town parks and surrounding area parks. This publication goes out to the first 300 guests that attend the Shuswap Experience Trade Show as well as another 300 goes to local businesses, newcomers to Chase and other business enquires.

CHASE & DISTRICT CHAMBER OF COMMERCE AND #EXPLORECHASE | 2018 TOURISM BROCHURE – this informative brochure is distributed to communities within a specific radius to Chase, marketing the services, amenities, adventure recreation, parks, beaches, culture and focuses on Chase being a “4 Season Playground”. 1500 brochures were printed in 2018 and were distributed to the following communities: Enderby, Salmon Arm, Sicamous, Kamloops, Armstrong/Spallumcheen, Sun Peaks, Gold Country, Merritt, Vernon, Revelstoke and Clearwater. As well as our local tourism operators who help assist visitors on a daily basis;

Chase... a Shuswap Experience!

Chase Country Inn, Overlander Motel, Sunny Shuswap B&B, Quaaout Lodge at Talking Rock Resort, Chase Museum, Tree Top Flyers at Chase Canyon Zipline, Sunshore Golf Course, Village of Chase and the Chase Visitor Centre.

ECONOMIC DEVELOPMENT PROGRAMS | BUSINESS RETENTION & EXPANSION | BUSINESS WALKS – JUNE 2018 - In June, the Chase & District Chamber of Commerce held their first Business Walk throughout the business community of Chase, visiting both Chamber Members and Non-Members to establish a connection and identify issues as a means of helping businesses to remain strong and vibrant in our community. Board of Directors, Staff and all of Council met with 24 business owner throughout the day for a brief interview identifying their strengths and weaknesses and areas in which the Chamber and the Village could improve upon. We are happy to report the 95% of the businesses identified that the current state of their business is good/improving and the remainder of the information gathered will be used to revise the Chamber's Strategic Plan for 2019-2021 as it is coming up for renewal this fall. The information will be shared with the Chamber members and Council at that time.

#### FAMILIARIZATION TOUR | TOURISM CHASE

The Chase & District Chamber of Commerce and Visitor Centre held a FAM Tour on Friday June 1st bringing tourism representatives from Kelowna, Armstrong/Spallumcheen, Lumby, Kamloops and Shuswap and surrounding areas. Every community has assets to market from an economic development perspective and a FAM tour is a great way to showcase those assets and promote our tourism attractions. Ron Betts from Tree Top Flyers recaps the events of our FAM tour in this fabulous submission to the Thompson Okanagan Tourism Association <https://news.totabc.org/2018/06/05/chases-fabulous-fam/> and Yvette Rasmussen from the Thompson Okanagan Tourism Association shared a blog she wrote about Chase <https://okanaganvalleyvagabonds.ca/yvetteblog/2018/chase/bc>

At our June 11, 2018 meeting our Board of Directors had a post Trade Show Committee report added to the agenda where we discussed our successes, some areas to improve and how to grow the event for 2019. One of our great successes this year was the addition of food trucks to our event which attracted many visitors. Immediately following our event, we did a delegation to council in regards to the Business License Bylaw and the Mobile Vendor Policy requesting that consider amending these bylaws and policies in hopes that the bylaws would include ALL events in Chase that are intended for community gathering and/or fundraising efforts by a NFP organization as well as consider changing some of the application procedures for one-time events as it is rather onerous in regards to the fire inspection and supplying a site plan showing dimensions and location of area to be used; that should be the responsibility of the event coordinating organization if anything, not a burden on the vendors themselves.

We thank you for considering these amendments and were happy to learn that it was recently on the Regular Meeting of Council on June 26, 2018 and that administration was directed to look into this further and bringing it back to council. We look forward to hearing the results as we believe that this Special Event, free to the community and regional visitors to attend, not only markets the Village of Chase, but promotes and celebrates the businesses in our community and region.



## CHASE & DISTRICT CHAMBER OF COMMERCE

Box 592, Chase, BC, V0E 1M0 ~ 400 Shuswap Avenue

Phone: (250) 679-8432 / Fax: (250) 679-3120

[www.chasechamber.com](http://www.chasechamber.com) email: [admin@chasechamber.com](mailto:admin@chasechamber.com)

Thank you for your continue support and sponsorship with our annual Shuswap Experience Trade Show, these are a few examples of some of the initiatives that the revenues from the Trade Show go towards and without the continued support of Council and our other sponsors; these initiatives may not be possible.

Sincerely,

Stefan  
Schielke

Digitally signed by Stefan Schielke  
DN: cn=Stefan Schielke,  
o=inTegrity Business Solutions,  
ou=Principle,  
email=stefan@integrity.ca, c=CA  
Date: 2018.07.19 15:46:12 -07'00'

Stefan Schielke, President  
Chase & District Chamber of Commerce

Chase... a Shuswap Experience!





## **Chase – A Shuswap Experience**

### **2017 Annual Report**

826 Okanagan Avenue  
PO Box 440  
Chase, BC V0E 1M0  
250-679-3238  
Fax 250-679-3070  
[www.chasebc.ca](http://www.chasebc.ca)

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## MAYOR'S MESSAGE

On behalf of Council, staff and the entire community, we welcome you to the Village of Chase and invite you to consider relocating to our community nestled in the beautiful Shuswap region of British Columbia.



Chase is very much a "Shuswap Experience" and is becoming a four season destination. Our visitor and resident experiences are shaped by beautiful parks, clean beaches, safe areas to walk and cycle within our community and a reasonable cost of living. Our quaint downtown includes coffee shops and exclusive shopping experiences, and one can purchase most necessities of daily living right here. We also boast unique tourism experiences including a Zipline over Chase Creek falls and nearby river rafting. In addition, Chase is currently the only community in all of Canada that allows street modified golf carts to drive within our community along side regular vehicular traffic.

If you are an outdoor enthusiast, there are plenty of hiking opportunities very close to Chase including the Mount Scatchard Trail loop, the Neskonlith Meadows, the rustic Flume Trail, the Adams River Trail network and the Skmana Lake Cross Country ski trails area. Camping is also popular in and around Chase, with the Lions RV park right in Chase along the South Thompson River, Neskonlith Lake campground only 30 minutes away, and other camping areas to the south towards Falkland.

Within the community specifically, Chase offers a lovely 9 hole golf course, a very active bowling facility, a curling rink, a museum, and a hockey arena. Canada Day celebrations occur annually in our Memorial Park, a Cornstock Festival is hosted to celebrate all things corn in Chase, and every Tuesday evening in July and August live music is played in Memorial Park for any and all ages to enjoy. To round out the year, the Chase Country Christmas events include a very popular parade, craft fair and outdoor events around a bonfire.

Chase, while small, is active and extremely community minded. There are many clubs providing various services within the community including the Rotary, Lions, Citizens on Patrol, and the Chase Hamper Society to name a few. Our community hall hosts exercise classes, Tai Chi, town hall meetings, Health Fairs, the Village's summer program for children ages 4-11 and many other activities.

Development continues to occur in Chase, at a measured pace that is acceptable to those who call Chase home. New residential housing continues to be built, and we anticipate more residential development to occur in 2018. The Village's infrastructure is sound, with a water treatment plant producing high quality drinking water, a sewer treatment facility with capacity for future growth, and roads and sidewalks in good repair for ease of movement.

We continue to foster positive relationships with our First Nations neighbours including the Adams Lake Indian Band, the Neskonlith Indian Band and the Little Shuswap Lake Indian Band. We are working to promote shared services where possible, and helping to support one another as we move forward into the future.

Please feel free to contact our Village office at 250.679.3238 ([chase@chasebc.ca](mailto:chase@chasebc.ca)) to find out more about the services and amenities available in Chase or the Chase and District Chamber of Commerce at 250.679.8432.

Regards,  
Mayor Rick Berrigan

## COUNCIL in 2017

### **Members of Council**

Mayor Rick Berrigan, Councilor Nancy Egely, Councilor David Lepsoe, Councilor Ali Maki, and Councilor Steve Scott

Council Meetings were held on the Second and Fourth Tuesdays of each month beginning at 4:00 p.m. in the Council Chamber at 826 Okanagan Avenue, Chase, BC. with exceptions for conventions and statutory holidays. Members of the public gallery were given opportunities to ask questions about items on agendas and also about general municipal matters.

### **Council Member Appointments in 2017**

#### Acting Mayor

January to March	Councilor Ali Maki
April to June	Councilor Nancy Egely
July to September	Councilor David Lepsoe
October to December	Councilor Steve Scott

#### Thompson-Nicola Regional District

Director Mayor Rick Berrigan, Alternate Director Councilor Steve Scott

#### Municipal Insurance Association

Delegate	Councilor Steve Scott
Alternate	Councilor Nancy Egely

Recreation Board of Management – Mayor Rick Berrigan, Councilor Lepsoe and CAO

#### Liaison Appointments

Adams River Salmon Society	Councilor David Lepsoe
Chamber of Commerce	Mayor Rick Berrigan
Chase and District Museum and Archives Society	Councilor Nancy Egely
Chase Festival Events	Councilor Ali Maki
Chase Physician Recruitment Committee	Mayor Rick Berrigan
Citizens on Patrol	Councilor Steve Scott
Fire Department	Councilor Nancy Egely
First Nations Liaisons	Mayor Rick Berrigan & Councilor David Lepsoe
Shuswap Tourism Advisory Committee	Councilor David Lepsoe
Youth Action Committee	Councilors Ali Maki and Steve Scott

## Report on Municipal Services and Operations - 2017

### General Government Services/Administration

In 2017, Administration carried out its duties in the following areas:

- Advised Council on Policy;
- Implemented policies, programs and special projects;
- Assisted Council to develop short and long range plans;
- Prepared agendas for Council meetings, followed up on Council actions, ensured legal conformity of all actions taken by Council and staff;
- Received correspondence, reviewed, distributed as appropriate for information and action and prepared responses;
- Monitored contracts with consultants, engineers and other professionals hired to perform work on behalf of the Village;
- Administration of Cemetery, building permits, dog licenses, burning permits, etc.;
- Administration and bookings for the Community Hall and Village parks;
- Administration of the Village's Summer Program, which employs youth to provide activities for children.

### Finance

Staff continued to work to ensure the Village was being fiscally responsible while maintaining sufficient service levels. Annual responsibilities included:

- Financial administration including budget preparation, financial planning
- Preparation of quarterly financial reports for Council;
- Accounts payable and receivable, payroll, utility billing;
- Prepare internal finance reports, review internal controls;
- Property tax preparation and administration.

### Public Works

The Public Works Department consists of the people on staff that are the "most front and center" to residents. This department ensures the day-to-day functionality of the systems and infrastructure that provide our basic community needs for living and include the following general responsibilities:

- Treatment and distribution of high quality potable water and maintenance of the treatment system
- Collection and treatment of waste water and maintenance of the treatment system
- Road maintenance including snow removal, street lighting, street sweeping, line painting, pothole repair, etc.;
- Cemetery maintenance;
- Solid Waste collection and disposition including a curbside recycling system;
- Building and facility operation and maintenance;
- Maintenance and enhancement of parks and green space.

### Fire Department

The Chase Fire Department provides both emergency and non-emergency services to the Village of Chase and to outlying areas that request and pay for fire suppression. In addition, the department provides road rescue services, assisting the RCMP and the BC Ambulance Service in relation to persons involved in motor vehicle crashes. These services are provided by our well trained, committed and well equipped volunteer fire department members.

#### Bylaw Enforcement, Animal Control and Business Licensing

Bylaw Enforcement and Animal Control services resolve issues of bylaw non-compliance by first attempting to obtain voluntary compliance with escalating enforcement measures if required. In 2017, issues dealt with included property maintenance, noise complaints, encroachments onto public property, water restriction infractions and parking complaints. All businesses operating in Chase require a business license – bylaw enforcement workers help to ensure compliance to these rules.

#### Village Staff

The Chief Administrative Officer (CAO), reports directly to Council, is Council's only direct employee, and is responsible for coordinating and directing the administrative organization of the Village, advising Council on policy and ensuring Council decisions are carried out. These functions are implemented in accordance with the Community Charter, Local Government Act and other legislation as well as Village of Chase policies, procedures, bylaws and the goals articulated through Council's Strategic Priorities.

Reporting to the CAO, administration assists the CAO in supporting Council in fulfilling its strategic priorities and in serving the economic, physical, environmental and social needs of the community. Senior staff in 2017 included a Corporate Officer, the Director of Financial Services, and a Manager of Public Works. In addition, support staff in the Village office and in Public Works ensures that day to day tasks are completed and that services are delivered to the members of the community as quickly and effectively as possible.

### Statement of Objectives and Measures for 2017

Objective	Measures
Communications between Village Council and the Public	<ul style="list-style-type: none"> <li>• Monthly newsletter in local newspaper were published</li> <li>• Regular updates were submitted to the community in local newspaper on Council meeting deliberations</li> <li>• Regular updates to the community were published on specific municipal matters</li> <li>• Input was collected from community via surveys regarding particular issues for which Council wished public opinion</li> <li>• Council members' email addresses were updated to reflect the chasebc.ca address</li> <li>• A Spring Clean-Up event had been planned but was determined unnecessary</li> <li>• A citizen thank you event was not done however several small events to mark opening of new amenities occurred</li> </ul>

Objective	Measures
Economic Development	<ul style="list-style-type: none"> <li>• The Village continued to participate in Shuswap Tourism by way of annual commitment</li> <li>• The Village continued promotion by way of other advertising and marketing partnerships</li> <li>• Funding was secured for a 'gap analysis' to be undertaken</li> <li>• Historical signage 'kiosk' research, costs and partnering opportunities with local First Nation communities ongoing</li> <li>• Wayfinding signage project is ongoing</li> <li>• Administration working with Mayor to continue building relationships with local First Nations communities with whom Village has communications protocols</li> <li>• Continue supporting Youth engagement in community by encouraging youth involvement, infrastructure for youth and activities for youth</li> </ul>

Objective	Measures
Fiscal Responsibility	<ul style="list-style-type: none"> <li>• Community Hall rental rates applied as per fee schedule – requests for relief still being considered</li> <li>• Acceptance of donations for projects – policy still under development</li> <li>• Council is made aware of projects/needs that are not in the budget and may require re-prioritizing projects</li> <li>• Council continues to deliberate the most effective way to fund projects in order to maintain Village's cash flow</li> <li>• Council met to discuss how permissive tax exemptions would be handled for 2018 tax year</li> <li>• Grant-in-Aid policy development is ongoing</li> </ul>

### Statement of Objectives and Measures for 2018

Objective	Measures
Communications	<ul style="list-style-type: none"> <li>• Continue with all publications and information sharing practices underway in 2017</li> <li>• Utilize Trade Shows, Village-wide events for additional information sharing</li> <li>• Conduct surveys relating to specific issues for which Council wishes public opinion</li> <li>• Host a community celebration in 2018</li> </ul>

Objective	Measures
Community Development	<ul style="list-style-type: none"> <li>• Pursue Tourism and amenity inventory in relation to previous gap analysis report</li> <li>• Promote Active transportation planning – research other communities' approaches</li> <li>• Fund wayfinding signage for Coburn and Shuswap Avenue</li> <li>• Research costs to refurbish information kiosk at Community Hall</li> <li>• Consider second kiosk at Brooke/Shuswap</li> <li>• Build relationships with First Nations community Chiefs and Councils</li> <li>• Promote youth engagement through the Youth Action Committee and its partners</li> <li>• Approach Regional Districts for funding for Visitor Information Services</li> <li>• Continue to have regular meetings with MP and MLA</li> </ul>

Objective	Measures
Financial Practices	<ul style="list-style-type: none"> <li>• Complete Grant-in-Aid policy</li> <li>• Review Community Hall rental rates</li> <li>• Ensure 2019 Permissive Tax Exemptions reviewed</li> <li>• Research and implement policies pertaining to reserves, borrowing and asset management</li> <li>• Cemetery Rates</li> <li>• Review Water/Sewer/Solid Waste rates</li> <li>• Complete Water Utilization Plan</li> </ul>

Objective	Measures
Infrastructure	<ul style="list-style-type: none"> <li>• VLA Road Sewer Engineering Costs</li> <li>• Liaise with benefiting property owners</li> <li>• Undertake Asset Management Planning</li> <li>• Hillside Avenue and Aylmer Road Water Line replacements</li> <li>• Chase Creek Dike Review</li> <li>• Facilities Review</li> </ul>

### Permissive Tax Exemptions Granted by Council for 2017

On October 25, 2016, "The Village of Chase Tax Exemption Bylaw No. 824-2016" was adopted. In that bylaw, tax exemptions were granted for the year 2017, pursuant to the Community Charter.

The following lands and improvements were provided with a permissive tax exemption from the Village of Chase for the year 2017:

Property Name	Legal Description	Estimated Value of Tax Exemption
Chase and District Curling Club	Parcel Z, District Lot 517, Plan 19733, K.D.Y.D. except Plan KAP57419, of Lots A & B SEE (KC5244); PID 012-870-285	\$11,484
Chase Creekside Seniors	Lease/Permit/License #343509, Parcel Y (DD M14002) Block A, District Lot 517, Plan 514, K.D.Y.D, PID 012-290-246	\$3,288
Chase and District Museum and Archives Society	Part of Lot 6, Plan B757 District Lot 517, K.D.Y.D. of Plan 1467, PID 004-971-531	\$6,533
Chase and District Chamber of Commerce	Located on Village of Chase Right-of-Way between Shuswap Avenue and Canadian Pacific Rail Line, West of Aylmer Road	\$2,000
Chase & District Recreation Centre Society	Lot A, Plan KAP 82245; PID 026-854-449, and Lot 1, Plan KAP 81631 District Lot 517, K.D.Y.D.; PID 026-771-748	\$16,757

All churches receive a statutory (Provincial Legislation) exemption from taxation for the place of worship. Those values are not included in the values of permissive exemptions granted by Council for 2016:

Property Name	Legal Description	Estimated Value of Tax Exemption
Evangelical Free Church of America	Evangelical Free Church of America: Lot A, District Lot 517, Plan 41858, K.D.Y.D.; PID 014-902-486	\$1275
United Church of Canada	Lot A, District Lot 517, Plan 8227, K.D.Y.D.; PID 009-868-992	\$1678
Jehovah's Witness Congregation	Lots 17-20, Block P, District Lot 517, Plan 514, K.D.Y.D. PID 012-295-965, PID 012-295-981, 012-295-990, and 012-296-015.	\$964
Roman Catholic Bishop of Kamloops	Roman Catholic Bishop of Kamloops, Lot B, Plan 36502, District Lot 517, K.D.Y.D, of Plan 1467, PID 003-648-168	\$3,029

#### **Land Only Exempted:**

Royal Canadian Legion Branch 107	Royal Canadian Legion Branch 107: Lot A, District Lot 517, Plan 37207, K.D.Y.D. PID 004-896-955	\$3,389
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In addition to these annual exemptions, Council has approved a bylaw providing an annual exemption for the Chase & District Recreation Centre Society for the Arena for a period of ten years expiring in 2019 for which the exemption is estimated at \$37137 in 2017.

**VILLAGE OF CHASE  
2017 FINANCIAL INFORMATION**

**Schedule of Remuneration and Expenses Paid To Or On Behalf of Each Elected Official:**

		Remuneration	Expenses	Total
Berrigan, Rick	Mayor	14,766	7,040	21,806
Lepsoe, David	Councillor	10,604	796	11,400
Scott, Steven	Councillor	9,904	2,814	12,718
Maki, Alison	Councillor	10,179	4,071	14,250
Egely, Nancy	Councillor	10,779	7,976	18,755
				0
		\$ 56,232	\$22,697	\$78,929

	Remuneration	Expenses	Total
<b>Other Employees with Remuneration Exceeding \$75,000.00</b>			
Heinrich, Joni	105,731	5,147	110,878
O'Flaherty, Sean	82,726	4,222	86,948
Pedersen, Leif	109,750	200	109,950
Perepolkin, Tim	81,171	345	81,516
Richens, Fred	77,430	70	77,500
Spencer, Guy	83,061	249	83,310
York, Brett	78,414		
Consolidated Total for all employees with remuneration of \$ 75,000 or less	373,723	7,763	381,486
	\$ 992,006	17,996	931,588

<b>Reconciliation</b>	Remuneration	Expenses	Total
Total remuneration - elected officials	\$ 56,232	22,697	78,929
Total remuneration - other employees	992,006	17,996	1,010,002
	\$ 1,048,239	40,693	1,088,932
Total per Statement of Operations			1,279,244
VARIANCE	\$ 1,048,239	40,693	-190,312
Statement of Revenue & Expenditure includes benefits as per Note 12 & 13 to statements	190,312		190,312
	\$ 1,238,551	40,693	(0)

Prepared under the Financial Information Regulation, Schedule 1, section 6(2),(3),(4),(5) and (6)



**VILLAGE OF CHASE**  
**2017 FINANCIAL INFORMATION**  
**Schedule of Suppliers of Goods or Services: Section 7**

**Schedule of Payments Made for the Provision of Goods and Services**

1. List of Suppliers receiving aggregate payments exceeding \$ 25,000

EXTREME EXCAVATING	1,337,238
THOMPSON -NICOLA REGIONAL DISTRICT (Tax Requisitions)	<b>638,691</b>
URBAN SYSTEMS LTD.	292,448
RECEIVER GENERAL OF CANADA	287,509
TNRD (THOMPSON-NICOLA REGIONAL DISTRICT (Services Provided)	<b>71,820</b>
THOMPSON REGIONAL HOSPITAL DISTRICT	211,822
MINISTRY OF PROVINCIAL REVENUE	201,735
CHASE DEVCO	201,404
BC HYDRO	160,198
CHASE & DISTRICT RECREATION CENTRE SOCIETY	131,250
YOUNG ANDERSON	113,415
GROUP HEALTH BENEFIT SOLUTIONS	89,734
MUNICIPAL PENSION PLAN	73,327
CAPRI INSURANCE	42,912
ROYAL BANK VISA	39,887
TURNER, BRENDA	38,484
CHASE & DISTRICT SKATE PARK SOCIETY	38,475
CORIX UTILITIES	32,434
EMPS Electric Motor & Pump Service	31,348
SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)	29,616
B.C. ASSESSMENT AUTHORITY FINANCIAL SERVICES	29,257
GUILLEVIN INTERNATIONAL INC	28,343
SPOONER ELECTRIC LTD	26,949
Total aggregate amount paid to suppliers	\$ 4,148,296 (A)

2 Consolidated total paid to suppliers receiving aggregate payments of \$25,000 or less:

\$ 847,754 (B)

\$ 4,996,050

3 Total of payments to suppliers for grants and contributions exceeding \$25,000

CHASE & DISTRICT RECREATION CENTRE SOCIETY 50,000

\$ 50,000 (C)

**VILLAGE OF CHASE**  
**2017 FINANCIAL INFORMATION**  
**Schedule of Suppliers of Goods or Services: Section 7**

**Schedule of Payments Made for the Provision of Goods and Services**

4 Reconciliation	
Total aggregate payments exceeding \$25,000 paid to suppliers	4,148,296 (A)
Consolidated total of payments of \$25,000 or less paid to suppliers	847,754 (B)
Consolidated total of all grants and contributions exceeding \$25,000	50,000 (C)
Reconciling items	
Property Tax payments to other governments net of Revenue	(1,743,007)
Home Owner Grants deducted from other Government payments	713,011
Rebatable GST Included in Schedule of supplier payments	(107,736)
Changes in Accruals	101,887
Acquisition of TCAs	(2,166,216)
Proceeds from Sale of TCA	195,200
Amortization of TCAS	1,129,533
Loss on disposal of assets	(25,677)
Donated Asset	70,000
Pension payments not an expense	(62,634)
Change in Prepaid expenses	23,452
Principal payments on capital lease obligations	(6,579)
Principal payments on term debt	(70,808)
Principal payments on demand Promissory Note Issued	(87,500)
Property tax refunds not an expense	0
Wages and Salaries included in expenses in Statement of Operations	1,048,240
Employee EI/CPP/Tax not an expense	(246,746)
Employee Benefits not an expenses	28,619
School tax admin fee	3,084
Total of Reconciled Payments to Suppliers	\$ <u><u>3,842,173</u></u>
Total per Statement of Operations	\$ <u><u>3,841,305</u></u>
Variance	\$ <u><u>-868</u></u>

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Prepared under the Financial Information Regulation, Schedule 1, section 7 and the Financial Information Act, section 2

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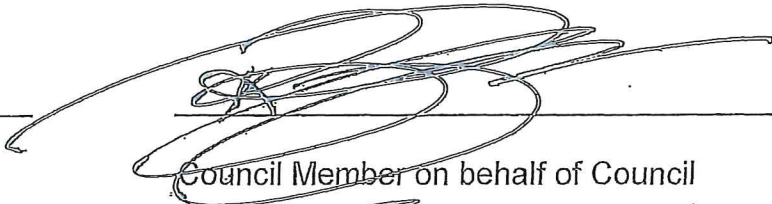
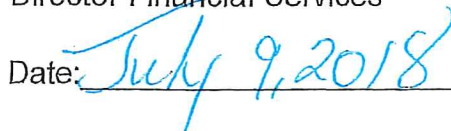
**VILLAGE OF CHASE**  
**2017 FINANCIAL INFORMATION**  
**STATEMENT OF FINANCIAL INFORMATION APPROVAL**

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.



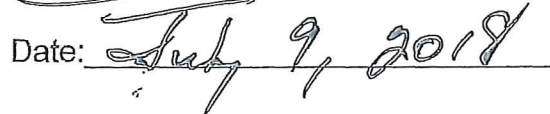
Joanne Molnar  
Director Financial Services

Date:



Council Member on behalf of Council

Date:



VILLAGE OF CHASE  
2017 FINANCIAL INFORMATION  
STATEMENT OF SEVERANCE AGREEMENTS

NIL - Statement

There were no severance agreements made between The Village of Chase and its non-unionized employees during the fiscal year 2017

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Prepared under the Financial Information Regulation 1, subsection 6(8)

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**VILLAGE OF CHASE  
2017 FINANCIAL INFORMATION  
SCHEDULE OF DEBTS**

The Schedule of debts is presented in Note 4 - Demand Promissory Note, and note 5 - Term Debt, and note 6 - MFA Debt Reserve of the annual audited financial statements for the year ended 31 December 2017.

**VILLAGE OF CHASE  
2017 FINANCIAL INFORMATION  
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

Information on all guarantees and indemnities for the Village of Chase is included in Note 13 to the audited annual financial statements for the year ended 31 December 2017.

## Appendix 1

Financial Statements of

# **THE VILLAGE OF CHASE**

Year ended December 31, 2017



# THE VILLAGE OF CHASE

## Financial Statements

Year ended December 31, 2017

### Financial Statements

Management's Responsibility for the Financial Statements

Independent Auditors' Report

Statement of Financial Position 1

Statement of Operations 2

Statement of Changes in Net Debt 3

Statement of Cash Flows 4

Notes to Financial Statements 5



KPMG LLP  
200-206 Seymour Street  
Kamloops BC V2C 6P5  
Canada  
Tel (250) 372-5581  
Fax (250) 828-2928

## INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the Village of Chase

We have audited the accompanying financial statements of the Village of Chase (the "Village"), which comprise the statement of financial position as at December 31, 2017, and the statements of operations, changes in net debt and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal controls relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

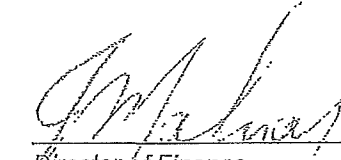
The accompanying financial statements of The Village of Chase, (the "Village") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants. The significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Village's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to the approval of the financial statements by Council.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the Village. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.

  
Chief Administrative Officer

  
Director of Finance



### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Chase as at December 31, 2017, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

*KPMG LLP*

Chartered Professional Accountants

Kamloops, Canada  
May 14, 2018

# THE VILLAGE OF CHASE

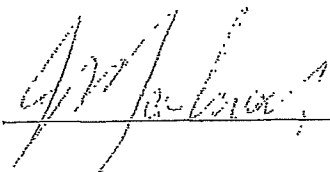
## Statement of Financial Position

December 31, 2017, with comparative information for 2016

	2017	2016
<b>Financial assets:</b>		
Cash and short-term investments (note 2)	\$ 879,197	\$ 2,183,206
Accounts receivable:		
Taxes receivable	368,238	232,273
Other	1,092,683	507,348
	<u>2,340,118</u>	<u>2,922,827</u>
<b>Financial liabilities:</b>		
Accounts payable and accrued liabilities	294,602	352,862
Accrued payroll expenses	111,904	155,531
Deferred revenue (note 3)	287,149	674,640
Demand promissory note (note 4)	175,000	262,500
Obligation under capital lease	-	6,579
Term debt (note 5)	<u>2,127,730</u>	<u>2,198,538</u>
	<u>2,996,385</u>	<u>3,650,650</u>
Net debt	(656,267)	(727,823)
<b>Non-financial assets:</b>		
Tangible capital assets (note 7)	34,051,256	33,165,450
Prepaid expenses	13,433	36,885
	<u>34,064,689</u>	<u>33,202,335</u>
Accumulated surplus (note 8)	<u>\$ 33,408,422</u>	<u>\$ 32,474,512</u>

Commitments and contingencies (note 12)

The accompanying notes are an integral part of these financial statements



Director of Financial Services

# THE VILLAGE OF CHASE

## Statement of Operations

Year ended December 31, 2017, with comparative information for 2016

	Budget (note 14)	2017	2016
Revenues:			
Taxation (note 9)	\$ 1,736,700	\$ 1,689,477	\$ 1,643,313
User charges	1,192,700	1,271,574	1,171,020
Government transfers			
Provincial (note10)	1,700,200	1,076,234	600,469
Federal (note10)	-	491,676	126,112
Regional District (note10)	-	18,000	36,367
Developer contributions	126,000	126,000	-
Investment income	36,500	27,054	30,780
Gain on sale of tangible capital assets	-	5,200	80
Other transfers	-	-	6,418
Other income	12,000	-	22,915
Contributed tangible capital asset 7(b)	-	70,000	734,500
Total revenues	4,804,100	4,775,215	4,371,974
Expenses:			
General government	730,300	675,683	656,683
Protective services	361,000	473,605	283,708
Transportation	779,600	593,100	723,798
Parks and recreation	675,300	633,356	704,069
Solid waste	204,100	224,942	241,404
Water utility	747,800	698,471	683,749
Sewer utility	373,400	343,162	311,239
Other	42,600	51,651	46,099
Development services	225,200	147,335	140,513
Total expenses	4,139,300	3,841,305	3,791,262
Annual surplus	664,800	933,910	580,712
Accumulated surplus, beginning of year	32,474,512	32,474,512	31,893,800
Accumulated surplus, end of year	\$ 33,139,312	\$ 33,408,422	\$ 32,474,512

The accompanying notes are an integral part of these financial statements

# THE VILLAGE OF CHASE

## Statement of Changes in Net Debt

Year ended December 31, 2017, with comparative information for 2016

	Budget (note 14)	2017	2016
Annual surplus	\$ 664,800	\$ 933,910	\$ 580,712
Acquisition of tangible capital assets	(1,985,800)	(2,236,216)	(1,769,100)
Amortization of tangible capital assets	-	1,129,533	1,068,884
Loss on sale of tangible capital assets	-	25,677	33,467
Proceeds on sale of tangible capital assets	12,000	195,200	42,800
	(1,309,000)	48,104	(43,237)
Acquisition of prepaid expenses	-	(13,433)	(36,885)
Use of prepaid expenses	-	36,885	81,150
	-	23,452	44,265
Change in net debt	(1,309,000)	71,556	1,028
Net debt, beginning of year	(727,823)	(727,823)	(728,851)
Net debt, end of year	\$ (2,036,823)	\$ (656,267)	\$ (727,823)

The accompanying notes are an integral part of these financial statements

# THE VILLAGE OF CHASE

## Statement of Cash Flows

Year ended December 31, 2017, with comparative information for 2016

	2017	2016
Cash provided by (used in):		
<b>Operating activities:</b>		
Annual surplus	\$ 933,910	\$ 580,712
Items not involving cash:		
Amortization of tangible capital assets	1,129,533	1,068,884
Loss on sale of tangible capital assets	25,677	33,467
Contribution of tangible capital asset	(70,000)	(734,500)
Change in non-cash operating assets and liabilities:		
Accounts receivable	(721,300)	138,054
Accounts payable and accrued liabilities	(58,260)	142,474
Accrued payroll expenses	(43,627)	9,837
Deferred revenue	(387,491)	29,450
Prepaid expenses	23,452	44,265
Net change in cash from operating activities	831,894	1,312,643
<b>Capital activities:</b>		
Acquisition of tangible capital assets	(2,166,216)	(925,960)
Proceeds on sale of tangible capital assets	195,200	42,800
Net change in cash from capital activities	(1,971,016)	(883,160)
<b>Financing activities:</b>		
Principal payments on obligations under capital lease	(6,579)	(15,561)
Principal payments on term debt	(70,808)	(176,725)
Repayment of demand promissory note	(87,500)	(87,500)
Net change in cash from financing activities	(164,887)	(279,786)
Net change in cash and short-term investments	(1,304,009)	149,697
Cash and short-term investments, beginning of year	2,183,206	2,033,509
Cash and short-term investments, end of year	\$ 879,197	\$ 2,183,206
<b>Supplemental cash flow information:</b>		
Cash received from interest	\$ 21,366	\$ 30,780
Cash paid for interest	89,085	92,485

The accompanying notes are an integral part of these financial statements



# THE VILLAGE OF CHASE

## Notes to Financial Statements

Year ended December 31, 2017

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The Village of Chase (the "Village") was incorporated on April 21, 1969 under statute of the Province of British Columbia and operates under the provisions of the Local Government Act and the Community Charter of British Columbia.

The Village provides municipal services to residents of the incorporated area. These include fire protection, transportation and roads maintenance, solid waste collection and disposal, parks and recreation and maintenance of green spaces, water utility, sewer utility and other general government services.

### 1. Significant accounting policies:

The financial statements of the Village have been prepared in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada ("CPA"). Significant accounting policies adopted by the Village are as follows:

#### (a) Reporting entity:

##### (i) Funds of the Village

The financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all funds of the Village, segregated into general, water utility and sewer utility funds.

The Village has not identified any external entities that are owned or whose boards are controlled by the Village and that are accountable to the Village for the administration of their financial affairs and resources; however it is the policy of the Village that any such entities would also form part of the reporting entity.

Inter-departmental and interfund transactions and balances between these funds have been eliminated in the financial statements.

##### (ii) Accounting for other government organizations and School Board transactions

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of other government entities and the School Boards with which the Village interacts are not reflected in these financial statements. Funds collected by the Village on behalf of these other entities and transmitted to them are summarized in note 9. Funds received by the Village as transfers or grants from other government entities are summarized in note 10.

##### (iii) Trust funds

Trust funds and their related operations administered by the Village are not included in these financial statements.

# THE VILLAGE OF CHASE

## Notes to Financial Statements (continued)

Year ended December 31, 2017

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### 1. Significant accounting policies (continued):

#### (b) Basis of accounting:

The Village follows the accrual method of accounting for revenues and expenses. Revenues are recognized in the year in which they are earned, can be measured and there is reasonable assurance that they will be collected. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

#### (c) Revenue recognition:

Property taxes, parcel taxes, frontage taxes, special assessments and grants in lieu of taxes are recognized as revenue in the year in which they are assessable. Water and sewer user rates, connection fees, sale of services, interest and penalties are recognized as revenue in the year the related service is provided, and when the amount to be received can be reasonably estimated and collection is reasonably assured.

Government transfers received or receivable are recognized in the financial statements as revenue in the year that the event giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Investment income is reported as revenue in the year earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

#### (d) Deferred revenue:

Deferred revenue represents grants, development cost charges ("DCCs"), licenses and other fees which have been collected, but for which the related expenditures or services have yet to be performed or incurred. These amounts will be recognized as revenues in the year the services are performed or expenses incurred.

#### (e) Government transfers:

Government transfers (other than unconditional grants) are recognized in the financial statements as revenues in the years in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made unless the transfer contains stipulations that create a liability, in which case the transfers are recognized as revenue in the years that the liability is extinguished. Grants in lieu of taxes are recognized at the earlier of when received or when money is determined to be more likely than not collected.

# THE VILLAGE OF CHASE

## Notes to Financial Statements (continued)

Year ended December 31, 2017

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### 1. Significant accounting policies (continued):

#### (f) Cash and short-term investments:

Cash and short-term investments include cash and highly liquid investments with a term to maturity of 90 days or less at acquisition and that are readily convertible to cash.

#### (g) Reserves:

Reserves for operating and capital purposes represent amounts within accumulated surplus reserved either internally or by statute for specific future purposes.

#### (h) Term debt:

Term debt acquired through the Municipal Finance Authority ("MFA") is recorded net of the related sinking fund balances. Earnings on sinking fund investments are allocated to the Village as an actuarial adjustment, which is recorded as a revenue and reduction in the related debt.

#### (i) Employee future benefits:

(i) The Village provides certain employee benefits which will require funding in future periods. These benefits include sick leave and banked overtime provided to all its unionized employees. The costs of sick leave and banked overtime arising from past service and expected to be paid out in a future period have been accrued as a liability and have been determined using management's best estimate of salary and utilization rates. Non-vesting sick leave benefit entitlements in excess of these amounts are not accrued, as they are unlikely to be utilized prior to retirement.

(ii) The costs of multi-employer defined contribution pension plan benefits, such as the Provincial Municipal Pension Plan (the "Plan"), are the employer's contributions due to the Plan in the period.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 1. Significant accounting policies (continued):

### (j) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

### (i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land and landfill sites, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Land improvements	15-70
Buildings and building improvements	30-75
Vehicles, machinery and equipment	3-25
Roads, bridges and drainage	10-80
Water and waste water infrastructure	10-80

Annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

### (ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

### (iii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

### (iv) Works of art and cultural and historic assets

The Village manages and controls various works of art and non-operational historical cultural assets including paintings and sculptures located at Village sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

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## 1. Significant accounting policies (continued):

### (j) Non-financial assets (continued):

#### (v) Interest capitalization

The Village does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

#### (vi) Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

### (k) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions based on current conditions and laws that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates. Significant estimates include assumptions used in estimating provisions for the estimated useful lives of tangible capital assets and in performing actuarial valuations of employee future benefits.

Management reviews these estimates on a periodic basis and, where necessary, makes adjustments prospectively.

### (l) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- i) An environmental standard exists
- ii) Contamination exceeds the environmental standard
- iii) The organization is directly responsible or accepts responsibility for liability
- iv) Future economic benefits will be given up, and
- v) A reasonable estimate of the liability can be made

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 2. Cash and short-term investments:

Cash and short-term investments reported on the statement of financial position have costs that approximate market value. Short-term investments of \$58,730 (2016 - \$58,163) consist of investments primarily in MFS pooled money market funds with an annual rate of return of approximately 1.0% (2016 - 0.8%).

Restrictions around use of cash and cash equivalents are as follows:

	2017	2016
Restricted:		
Reserves	\$ 706,633	\$ 530,476
Development cost charges	192,934	323,224
MFA debt reserve fund	29,122	29,122
	928,689	882,822
Unrestricted	(49,492)	1,300,384
Total	\$ 879,197	\$ 2,183,206

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 3. Deferred revenue:

Deferred revenue, reported on the statement of financial position, is made up of the following:

	2017	2016
DCC's	\$ 192,934	\$ 323,224
Gas tax funding	-	325,617
Cash in lieu of parkland	15,421	15,421
Other	78,794	10,378
Total deferred revenue	\$ 287,149	\$ 674,640

Continuity of deferred revenue is as follows:

	2017	2016
Balance, beginning of year:		
DCC's	\$ 323,224	\$ 318,361
Gas tax funding	325,617	279,074
Cash in lieu of parkland	15,421	15,300
Other	10,378	32,455
	674,640	645,190
Contributions:		
DCC's	30,616	2,445
Gas tax funding	159,213	157,751
Other	73,113	9,781
Interest earned	-	4,919
	262,942	174,896
Revenues recognized	(650,433)	(145,446)
Balance, end of year	\$ 287,149	\$ 674,640

Gas tax funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Village and the Union of British Columbia Municipalities. Gas tax funding may be used towards designated public transit, local roads and infrastructure, community energy, water, wastewater, solid waste and capacity building projects, disaster mitigation and culture, tourism, sport and recreation infrastructure as specified in the funding agreements.

Development cost charges ("DCCs") are amounts received from developers to be used by the Village for specific infrastructure upgrades, improvements and projects. The above amounts have been deferred and are to be recognized as revenue in the year the related project expenditures are incurred.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 4. Demand promissory note:

During 2014, the Village obtained a demand promissory note from the MFA. The note matures January 10, 2019 and has a current interest rate of 1.44% per annum.

## 5. Term debt:

The Village issues debt instruments through the MFA of British Columbia, pursuant to term capital borrowing, loan authorization and security issuing bylaws under authority of Sections 178, 179 and 181 of the Community Charter, to finance certain capital expenditures.

The balance of term debt reported on the statement of financial position is made up of the following:

	2017	2016
MFA debt instrument with a maturity date of April, 2038, bearing interest at a rate of 3.15% per annum	\$ 898,034	\$ 925,044
MFA debt instrument with a maturity date of October 2036, bearing interest at a rate of 3.25% per annum	840,729	869,944
MFA debt instrument with a maturity date of April 2035, bearing interest at a rate of 4.50% per annum	388,967	403,550
Term debt, end of year	\$ 2,127,730	\$ 2,198,538

Total interest on term debt reported in the statement of operations amounted to \$85,600 (2016 - \$85,600).

The term debt issued in the name of the Village has been approved by bylaw. The annual principal and interest payments required to service these liabilities are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs.



# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 5. Term debt (continued):

The total principal payments for the next five years and thereafter are as follows:

2018	\$	73,641
2019		76,586
2020		79,650
2021		82,835
2022		86,149
Thereafter		1,728,869

Scheduled debt repayments may be suspended due to excess sinking fund earnings with MFA.

## 6. MFA debt reserve:

As a condition of the MFA borrowings made by the Village, and as required by legislation, a debt reserve fund is maintained in the amount of one-half the average annual instalment of principal and interest as set out in the agreements entered into. The reserve is funded in part by cash, being the withholding of 1% of the total issue proceeds, and the remainder being funded by a demand note whereby the Village may be required to loan certain amounts to the MFA. Details of the cash deposits and demand notes on hand at year end are as follows:

	2017	2016
Cash deposits	\$ 29,122	\$ 29,122
Demand notes	47,775	47,775
Debt reserve fund balance	\$ 76,897	\$ 76,897

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 7. Tangible capital assets:

2017	Land	Land improvements	Buildings and building improvements	Vehicles, machinery and equipment	Roads, bridges and drainage	Water infrastructure	Waste water infrastructure	Assets under construction	Total
Cost:									
Balance, beginning of year	\$ 8,837,262	\$ 1,520,851	\$ 13,417,665	\$ 6,205,046	\$ 8,127,446	\$ 4,526,054	\$ 3,949,135	\$ 487,064	\$ 45,070,523
Additions	141,765	75,612	2,190,843	248,487	44,978	64,050	-	-	2,765,735
Disposals	-	-	-	(448,241)	-	-	-	-	(448,241)
Transfer of construction costs for completed projects	-	-	-	-	-	-	-	(487,064)	(487,064)
Balance, end of year	6,979,027	1,596,463	15,608,508	6,005,292	8,172,424	4,590,104	3,949,135	-	46,900,953
Accumulated amortization:									
Balance, beginning of year	-	634,399	2,174,266	2,077,011	3,575,250	1,334,189	2,109,958	-	11,905,073
Disposals	-	-	-	(184,909)	-	-	-	-	(184,909)
Amortization expense	-	69,167	427,055	341,470	150,280	63,396	78,165	-	1,129,533
Balance, end of year	-	703,566	2,601,321	2,233,572	3,725,530	1,397,585	2,188,123	-	12,849,697
Net book value, end of year	\$ 6,979,027	\$ 892,897	\$ 13,007,187	\$ 3,771,720	\$ 4,446,894	\$ 3,192,519	\$ 1,761,012	\$ -	\$ 34,051,256

## THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

### 7. Tangible capital assets (continued):

2016	Land	Land improvements	Buildings and building improvements	Vehicles, machinery and equipment	Roads, bridges and drainage	Water infrastructure	Waste water infrastructure	Assets under construction	Total
<b>Cost:</b>									
Balance, beginning of year	\$ 6,591,932	\$ 1,492,071	\$ 12,840,247	\$ 6,013,736	\$ 8,016,248	\$ 4,526,054	\$ 3,949,135	\$ 126,222	\$ 43,555,645
Additions	245,330	28,780	577,418	445,532	111,198	-	-	1,769,100	3,177,358
Disposals	-	-	-	(254,222)	-	-	-	-	(254,222)
Transfer of construction costs for completed projects	-	-	-	-	-	-	-	(1,408,258)	(1,408,258)
Balance, end of year	6,837,262	1,520,851	13,417,665	6,205,046	8,127,446	4,526,054	3,949,135	487,064	45,070,523
<b>Accumulated amortization:</b>									
Balance, beginning of year	-	567,537	1,796,309	1,919,814	3,427,473	1,271,219	2,031,792	-	11,014,144
Disposals	-	-	-	(177,955)	-	-	-	-	(177,955)
Amortization expense	-	66,862	377,957	335,152	147,777	62,970	78,166	-	1,068,884
Balance, end of year	-	634,399	2,174,266	2,077,011	3,575,250	1,334,189	2,109,958	-	11,905,073
Net book value, end of year	\$ 6,837,262	\$ 886,452	\$ 11,243,399	\$ 4,128,035	\$ 4,552,196	\$ 3,191,865	\$ 1,839,177	\$ 487,064	\$ 33,165,450

# THE VILLAGE OF CHASE

## Notes to Financial Statements (continued)

Year ended December 31, 2017

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### 7. Tangible capital assets (continued):

#### a) Assets under construction

Assets under construction have not been amortized. Amortization of these assets will commence when the asset is put into service. Where projects have been completed during the year, accumulated costs are reclassified to the appropriate category of asset and included in related additions in the current year.

#### b) Contributed tangible capital assets

During the year, the Village received a skateboard park as a contributed asset recorded in land improvements. Fair value for the skateboard park at the date of contribution was \$70,000.

#### c) Write-down of tangible capital assets

No write-down in value of tangible capital assets was considered necessary during the year (2016 - no write down).

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 8. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2017	2016
<b>Surplus:</b>		
Invested in tangible capital assets	\$ 31,748,526	\$ 30,697,833
Unrestricted	953,263	1,246,203
Total surplus	32,701,789	31,944,036
<b>Reserves set aside by council for operating purposes:</b>		
Committed reserves	586,871	219,721
Equipment replacement	8,857	8,857
Recreation	75	75
Gas Tax	110,830	-
	706,633	228,653
<b>Reserve funds set aside by council for capital purposes:</b>		
Statutory - sewer capital works	-	301,823
	-	301,823
<b>Total accumulated surplus</b>	<b>\$ 33,408,422</b>	<b>\$ 32,474,512</b>

The committed reserve was established by Council at the end of 2012 for the purpose of tracking budgeted amounts which had not been utilized in the current year.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 9. Taxation:

Taxation revenue, reported on the statement of operations, is made up of the following:

	2017	2016
Municipal and school property taxes levied	\$ 3,354,457	\$ 3,314,010
Payments-in-lieu of property and business taxes	8,027	16,469
Parcel taxes levied	38,461	38,693
Penalties and interest on property taxes	31,539	24,146
	3,432,484	3,393,318
Less transfers to other governments:		
Thompson-Nicola Regional District ("TNRD")	493,541	517,771
Thompson Regional Hospital District	211,822	194,506
Province of B.C. - school taxes	796,363	868,478
Province of B.C. - police taxes	124,961	137,356
B.C. Assessment Authority	29,257	31,809
Other items	87,063	85
	1,743,007	1,750,005
Net taxation revenue available for municipal purposes	\$ 1,689,477	\$ 1,643,313

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 10. Government transfers:

The Village recognizes the transfer of government funding as revenues or expenses in the period that the events giving rise to the transfer occurred. Government funding sources are primarily Federal, Provincial or a combination of both. The government transfers reported on the statement of operations and accumulated surplus are:

	2017	2016
Provincial grants:		
B.C. Small Communities grant	\$ 403,105	\$ 399,478
Building Canada Grant - Water Treatment Plant	-	2
New Building Canada fund	-	196,830
Climate Action Review Incentive Plan	4,584	4,159
Smart Communities grant	668,545	-
	1,076,234	600,469
Federal grants:		
Gas tax revenue recognized	484,830	113,587
Gas tax - ICS planning project	-	3,110
Youth employment grant	6,846	9,415
	491,676	126,112
TNRD:		
Fire response area	15,000	15,000
Cemetery grant	3,000	3,000
Arena upgrade	-	18,367
	18,000	36,367
Total government transfer revenues	\$ 1,585,910	\$ 762,948

## 11. Trust funds:

The Village operates the Chase Municipal Cemetery and maintains a cemetery perpetual care fund in accordance with the Cemetery and Funeral Services Act. Trust fund assets and related reserve balance have been excluded from the financial statements, as the assets are only held beneficially in trust for unrelated third parties. At December 31, 2017, the Village held \$50,678 (2016 - \$49,866) in trust.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

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## 12. Commitments and contingencies:

- (a) The Village, as a member of the Thompson-Nicola Regional District, is liable for its proportion of any operating deficits or term debt related to functions in which it participates.
- (b) The Village has guaranteed the loan principal and interest payments on a mortgage for the Chase and District Recreation Society (the "Society") to a maximum \$550,000 for the Chase golf course. As at December 31, 2017, the mortgage balance was \$395,147 (2016 - \$445,075). The Village provides annual grants up to \$52,500 and a contract fee for operations in the amount of \$75,000 to assist the Society with general operating costs. In the event the Society was to default on the mortgage payments, the golf course would become the property of the Village.
- (c) This Village and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustees pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2017, the Plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal costs method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1,927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The Village paid \$80,102 (2016 - \$82,940) for employer contributions, while employees contributed \$64,864 (2016 - \$62,651) to the Plan in fiscal 2017.

The next valuation will be at December 31, 2018, with results available in 2019.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, asset and cost to the individual employers participating in the Plan.



# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

---

## 12. Commitments and contingencies (continued):

- (d) The Village provides benefits for sick leave to all its employees. All employees accumulate sick leave entitlement on a monthly basis and can only use this entitlement for paid time off under certain circumstances. Per the current collective agreement, employees earn sick leave benefits at the rate of 1.5 days for every month of service, which accumulate and roll forward year to year, up to a maximum of 150 days per employee.

The Village has not recorded a liability for this sick leave benefit entitlement as the current entitlement is unlikely to be utilized before retirement. However, at December 31, 2017 the sick leave benefits entitlement accumulated to date totals approximately 2,363 hours (2016 - 3,562) or approximately \$76,858 (2016 - \$120,600).

The Village also provides benefits on retirement. After five years of employment, 20% of the sick pay benefits will be paid out plus an additional 2% for each additional year employed to a maximum of 150 days. The Village has recorded a liability of \$33,352 (2016 - \$61,439) for these benefits due to vested retirement benefits.

- (e) From time to time the Village is brought forth as defendant in various lawsuits. The Village reviews its exposure to any potential litigation for which it would not be covered by insurance and assesses whether a successful claim against would materially affect the financial statements. The Village is currently not aware of any claims brought against it that if not defended successfully would result in a material change to the financial statements of the Village.
- (f) The Village is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the Village, along with the other participants, would be required to contribute towards the deficit.

## 13. Segmented information:

Segmented information has been identified based upon lines of service provided by the Village. Village services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

- (i) Taxes

Taxes include all taxation revenues and tax related revenues except parcel taxes which are allocated to the specific functions for which they are collected.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

---

## 13. Segmented information (continued):

### (ii) General government

General government operations provide the functions of corporate administration, finance, human resources, legislative services, building services and maintenance, and other functions not categorized to a specific department. It includes general revenues and transfers not allocated to specific functions.

### (iii) Protective services

Protective services is comprised of the fire and rescue service, bylaw enforcement and animal control, and building inspection services. The mandate of the fire department is to provide fire suppression services; fire prevention programs; training and education related to prevention; and detection or extinguishment of fires. The bylaw and animal control department provides licensing and bylaw enforcement services. The building inspection service provides enforcement of municipal bylaws and the Provincial Building Code and regulations.

### (iv) Development services

Development services provides planning assistance to guide developers in complying with the Village zoning bylaws, Official Community Plan, and development procedures for subdividing lands and providing the necessary infrastructure to support those developments.

### (v) Transportation

The Village public works department is responsible for the delivery of municipal services related to the planning, development and maintenance of roadway systems, street lighting, and drainage systems.

### (vi) Parks, recreation and culture

The Village public works and parks department provides public services related to the maintenance of parks, open spaces, the Community Hall, the Museum and provision of various seasonal recreation programs. Administration provides funding and liaison with Chase and District Recreation Centre Society which administers the arena and golf course.

### (vii) Solid waste management

The Village is responsible for environmental programs including solid waste collection and disposal and recycling.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

---

## 13. Segmented information (continued):

### (viii) Water utility

The Village is responsible for environmental programs including the engineering and operation of the potable water system to obtain, treat and deliver water.

### (ix) Waster water utility

The Village is responsible for environmental programs including the engineering and operation of the waste water collection, treatment and disposal.

### (x) Other services

The Village provides public services related to the Chase Cemetery, the public wharf and dykes within the community.

Certain allocation methodologies are employed in the preparation of segmented financial information. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made. Development cost charges revenues were allocated to the segment for which the charge was utilized.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 13. Segmented information (continued):

2017	Taxes and general revenues	General government	Planning and development services	Protective services	Transportation	Parks and recreation	Solid waste	Water utility	Sewer utility	Other services	Total
<b>Revenues:</b>											
Taxation	\$ 1,657,938	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,657,938
User fees	-	42,400	26,605	61,232	-	59,618	236,205	406,995	421,254	17,265	1,271,574
Government transfers	-	407,689	-	15,000	-	6,846	-	-	1,153,375	3,000	1,585,910
Developer contributions	-	-	-	-	-	-	-	-	126,000	-	126,000
Investment income	-	21,366	-	-	-	-	-	4,867	821	-	27,054
Penalties and interest	31,539	-	-	-	-	-	-	-	-	-	31,539
Gain on sale of tangible capital assets	-	5,200	-	-	-	-	-	-	-	-	5,200
Contributed tangible capital assets	-	-	-	-	-	70,000	-	-	-	-	70,000
<b>Total revenues</b>	<b>1,689,477</b>	<b>476,655</b>	<b>26,605</b>	<b>76,232</b>	<b>-</b>	<b>136,464</b>	<b>236,205</b>	<b>411,862</b>	<b>1,701,450</b>	<b>20,265</b>	<b>4,775,215</b>
<b>Expenses:</b>											
Salaries, wages and employee benefits	-	486,078	49,333	150,625	240,237	101,973	77,457	94,280	88,505	20,746	1,279,244
Operating	-	163,985	38,060	186,990	166,516	255,872	87,847	190,453	61,273	18,958	1,169,953
Grants in aid	-	42,300	15,430	-	-	52,500	-	-	-	-	110,230
Debt interest charges	-	-	-	-	88	3,485	-	64,000	21,600	-	89,173
Amortization	-	13,320	44,512	72,818	186,260	219,526	59,638	349,728	171,784	11,947	1,129,533
Other	-	-	-	63,172	-	-	-	-	-	-	63,172
<b>Total expenses</b>	<b>-</b>	<b>675,683</b>	<b>147,335</b>	<b>473,605</b>	<b>593,100</b>	<b>633,356</b>	<b>224,942</b>	<b>698,471</b>	<b>343,162</b>	<b>51,651</b>	<b>3,841,305</b>
<b>Annual surplus (deficit)</b>	<b>\$ 1,689,477</b>	<b>\$ (199,028)</b>	<b>(120,730)</b>	<b>\$ (397,373)</b>	<b>\$ (593,100)</b>	<b>\$ (496,892)</b>	<b>\$ 11,263</b>	<b>(286,609)</b>	<b>\$ 1,358,288</b>	<b>\$ (31,386)</b>	<b>\$ 933,910</b>

# THE VILLAGE OF CHASE

Notes to Financial Statements (continued)

Year ended December 31, 2017

## 13. Segmented Information (continued):

2016	Taxes and general revenues	General government	Planning and development services	Protective services	Transportation	Parks and recreation	Solid waste	Water utility	Sewer utility	Other services	Total
<b>Revenues:</b>											
Taxation	\$ 1,619,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,619,167
User fees	-	52,585	19,938	15,502	6,279	34,920	225,201	376,518	411,839	13,954	1,158,736
Government transfers	-	403,637	(9,000)	29,284	-	51,954	-	3,112	295,245	3,000	777,232
Investment income	-	15,883	-	-	-	-	-	10,001	4,896	-	30,780
Penalties and interest	24,146	-	-	-	-	-	-	-	-	-	24,146
Gain on sale of tangible capital assets	-	-	-	80	-	-	-	-	-	-	80
Contributed tangible capital assets	-	-	-	-	-	734,500	-	-	-	-	734,500
Other	-	1,661	12,142	-	15,530	-	-	-	-	-	29,333
<b>Total revenues</b>	<b>1,643,313</b>	<b>473,766</b>	<b>23,080</b>	<b>44,866</b>	<b>21,809</b>	<b>821,374</b>	<b>225,201</b>	<b>389,631</b>	<b>711,980</b>	<b>16,954</b>	<b>4,371,974</b>
<b>Expenses:</b>											
Salaries, wages and employee benefits	-	437,618	29,875	110,414	253,850	199,411	79,118	97,004	78,950	12,357	1,298,597
Operating	-	183,200	52,563	127,242	276,843	241,024	75,878	172,467	66,927	15,576	1,211,720
Grants in aid	-	22,546	13,563	-	-	50,000	-	-	-	-	86,106
Debt interest charges	-	-	-	-	244	6,641	-	64,000	21,600	-	92,485
Amortization	-	13,319	44,512	46,052	192,861	206,993	52,941	350,278	143,762	18,166	1,068,884
Other	-	-	-	-	-	-	33,467	-	-	-	33,467
<b>Total expenses</b>	<b>-</b>	<b>656,683</b>	<b>140,513</b>	<b>283,708</b>	<b>723,798</b>	<b>704,069</b>	<b>241,404</b>	<b>683,749</b>	<b>311,239</b>	<b>46,099</b>	<b>3,791,262</b>
<b>Annual surplus (deficit)</b>	<b>\$ 1,643,313</b>	<b>\$ (182,917)</b>	<b>(117,433)</b>	<b>\$ (238,842)</b>	<b>\$ (701,989)</b>	<b>\$ 117,305</b>	<b>\$ (16,203)</b>	<b>(294,118)</b>	<b>\$ 400,741</b>	<b>\$ (29,145)</b>	<b>\$ 580,712</b>

# THE VILLAGE OF CHASE

## Notes to Financial Statements (continued)

Year ended December 31, 2017

### 14. Budget data:

The budget data presented in these financial statements is based upon the 2017 operating and capital budgets approved as the 2017 Financial Plan by Council on May 9, 2017. The legislative requirements of the Financial Plan are that the cash inflows for the period must equal planned cash outflows.

Cash inflows and outflows include such items as transfers to and from reserves and surplus and capital expenditures. These items are not recognized as revenues and expenses in the statement of operations and accumulated surplus as they do not meet the public sector accounting standards requirements ("PSAB"). PSAB requires that budget figures be presented on the same basis of accounting as actual and comparative figures.

The following reconciles the budget figures reported in these financial statements to the approved Financial Plan.

	Budget amount
Surplus - Statement of Operations	\$ 664,800
Adjust for budgeted cash items not included in Statement of Operations:	
Offset for amortization budgeted	1,124,400
Transfers to and from reserves	361,500
Principal payments on capital lease obligations	(6,600)
Acquisition of tangible capital assets	(1,985,800)
Principal payments on debt	(158,300)
Total Adjustments	(664,800)
Financial Plan Balance	\$ -

Township of  
Langley



Est. 1873

OFFICE OF THE MAYOR **JACK FROESE**



July 10, 2018

File No. 0400-20

Honourable John Horgan, Premier of B.C.  
West Annex Parliament Buildings  
Victoria, BC V8V 1X4

email: premier@gov.bc.ca

Dear Premier Horgan: *JOHN*

**Re: Moratorium - Facilities Growing Cannabis on Township of Langley Lands**

As the Mayor of the Township of Langley, I am writing on behalf of Council with respect to large scale facilities that are or will be growing cannabis on properties in the Township, located in the Agricultural Land Reserve (ALR) and their impact upon our residents.

At the June 25, 2018 Regular Evening Council meeting, the following motion was passed:

*Whereas Agricultural Minister Lana Popham announced in January that an independent commission will consult with farmers and stakeholders across B.C. on the revitalization of the Agricultural Land Reserve; and*

*Whereas the highest and best use on agricultural land should be agricultural food production;*

*Therefore be it resolved that the Township of Langley write to Premier John Horgan and Minister Lana Popham to place a moratorium on cannabis production on ALR land until the Province consults with farmers, municipalities, industry, and the public.*

*And be it further resolved that the letter be copied to local governments throughout the province requesting support, as well as to Members of the Legislative Assembly, Lower Mainland Local Government Association and the Union of BC Municipalities.*

**CARRIED**

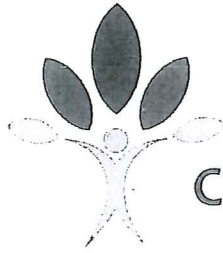
The Township is receiving numerous complaints regarding federally approved and licenced cannabis production facilities being established in the Township, particularly large-scale facilities containing thousands of plants. The repeated complaints are regarding smell and noise in relation to these facilities. Also, the Township has serious concerns about the possible negative health impact of these facilities on nearby properties and residents. Therefore, we request that a moratorium on cannabis production be implemented immediately until a full consultation, by the Province, is complete. Thank you for any assistance, should you wish to discuss this issue in more detail, I may be reached at **604.533.6000** or **jfroese@tol.ca**.

Sincerely,

*Jack Froese*  
Jack Froese  
MAYOR

copy:

BC Members of the Legislative Assembly  
Lower Mainland Local Government Association  
Union of BC Municipalities



BC INTERIOR  
**COMMUNITY**  
FOUNDATION

RECEIVED  
Village of Chase

JUL 30 2018

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Dear Fundholder,

We are re-issuing a revised Fundholder Report (ending December 31, 2017).  
The previous version identified a "Net Change in Fund Balance" that was not calculated correctly in Excel. Please use this simplified version for your information and records.

If you have any questions or comments, kindly reach out to the office at 250 434 6995.

Sincerely yours,

Rob Miller





June 1, 2018

**Fund Name: CHASE COMMUNITY FUND**

**Fund Statement January 1, 2017 – December 31, 2017**

**FUND OPENING BALANCE – January 1, 2017**

Opening Endowed Fund Balance	<b>\$950.00</b>
Opening Accrued Interest Balance	<b>\$1,398.41</b>
<b>TOTAL FUND OPENING BALANCE</b>	<b>\$2,348.41</b>

**FUND ACTIVITY - January 1, 2017 – December 31, 2017**

**Additions:**

Contributions	<b>\$50.00</b>
Transfers from Accrued Interest	
<b>Total additions</b>	<b>\$50.00</b>

**Investment Returns:**

Income (Interest & Dividends)	<b>\$93.88</b>
<b>Total Fund Income</b>	<b>\$143.88</b>

**Distributions:**

Grants	<b>\$1,000.00</b>
Administrative Fees	<b>\$18.12</b>
<b>Total Distributions</b>	<b>\$1,018.12</b>

**FUND BALANCE:**

<b>CLOSING ENDOWED FUND BALANCE – DEC 31, 2017</b>	<b>\$1,000.00</b>
<b>CLOSING ACCRUED INTEREST BALANCE – DEC 31, 2017</b>	<b>\$474.17</b>
<b>TOTAL FUND CLOSING BALANCE – DECEMBER 31, 2017</b>	<b>\$1,474.17</b>



June 1, 2018

Dear Fund Holder,

Once again, I have the opportunity to communicate with our many Fund holders about the progressive and successful year that the BC Interior Community Foundation has experienced. Granted there was a bit of turmoil early in 2017 with some staff changes when Nicole Trudell, the Executive Director resigned, but we were very fortunate to have Rob Miller join us to fill that position last June. Please feel free to contact Rob, on the phone or in the office, to discuss your Fund or other business concerning the Foundation.

The total value of endowed funds that the Foundation administers continues to grow, although perhaps not as rapidly as the Board would like. However, this gives all of us a challenge to promote the terrific benefit to the citizens and communities that the Foundation serves. More and more people are becoming aware how endowed funds will continue to help these communities and their citizens for the years ahead. An endowed fund never ceases to give as the principal is never touched when distributions are made from it.

In the past, the annual letter that you have received has indicated the endowed value and accrued interest of your Fund as of the previous December 31<sup>st</sup>. This year we have decided to provide you with more information about your Fund. These details are on the attached page. I trust you will find this more detailed report beneficial.

Despite the turmoil that is unfortunately occurring around the world, the Foundation has been able to maintain a healthy financial performance with the endowed funds. This past year we were able to see the return on our investments increase slightly. As a result, the interest and dividend income that was returned to Fund holders for distribution in 2018 increased over what was available in 2017. For the first time the Foundation has reached a value above 430,000 that is available for distribution.

The BC Interior Community Foundation's principle function is to work with donors, like you, to assist in making the communities that we live in stronger. The Foundation does not have programs of its own but works with donors to support new and existing programs of other non-profit organizations and agencies in the communities that it serves. Scholarships/Bursaries for our 'leaders of tomorrow' form a large part of our annual distributions.

Going forward, I would like to point out to you that, after having discussions with the Canadian Revenue Agency staff, the Foundation can no longer issue tax receipts for donations that we receive that are not destined for the endowed portion of a Fund. As well, we will no longer issue a tax receipt for amounts we receive below 25.00.

In closing, I would like to personally express my appreciation to you for your support of the BC Interior Community Foundation. The agencies, organizations and students that we are assisting today are very thankful, as will be the groups that are supported in the years ahead. This is because of your vision to leave a lasting legacy to help our communities.

Your trust and belief in the work of the Foundation is greatly appreciated. Together we are *MAKING A POSITIVE AND LASTING DIFFERENCE IN OUR COMMUNITIES*.

Yours very truly,

Hugh Fallis  
President

**Note:** We welcome you to attend Our Upcoming Fundraiser:  
Annual Dinner - September 22, 2018  
Colombo Lodge, Kamloops  
Tickets and Details available: [bcicf.ca/events](http://bcicf.ca/events)



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Village of Chase

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June 1, 2018

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Your trust and belief in the work of the Foundation is greatly appreciated. Together we are *MAKING A POSITIVE AND LASTING DIFFERENCE IN OUR COMMUNITIES.*

Yours very truly,

Hugh Fallis  
President

**Note:** we welcome you to these Foundation events –

1. Annual Meeting June 21, 2018 at St. Andrews on the Square @ 4pm
2. Annual Dinner September 22, 2018 at the Colombo Lodge, Kamloops



## VILLAGE OF CHASE

### Memorandum

**Date:** July 18, 2018  
**To:** Mayor and Council  
**From:** Manager of Public Works  
**RE:** Water Meter Billing for 409 Shuswap Avenue

---

The following is information relating to the water meter billing for 409 Shuswap Avenue:

- It came to the attention of Village Administration in March 2018 that the water billing for the property in question appeared to be anomalous during the months of November 2018 to February 2018 – Ms. Bassett, presumably the agent for the property owner, contacted the Manager of Public Works (MPW) in March 2018
- The MPW met with Ms. Bassett in relation to the meter readings on March 23, 2018, and conducted a daily and hourly data log for the 90 days prior to March 23, 2018
- The MPW emailed Ms. Bassett March 23, 2018 after the data log and meeting took place, indicating that it appeared there was a continuous leak detected. The MPW also confirmed with the meter manufacturer/supplier and they guarantee that if a meter should fail, it will fail in favour of the consumer. There is no way for a positive displacement meter to read more than what is passing through it. Based on that information, it was not considered necessary to replace the water meter
- According to their conversation during the meeting on March 23, 2018, Ms. Bassett began as of March 14 or 15, 2018 to conduct her own water meter readings, and she attests that since she was reading the meter, the water consumption dropped to 'normal' amounts
- Meter readings prior to March 15, 2018 were recording average consumption of 17m<sup>3</sup>/day, whereas consumption from March 16, 2018 to March 23, 2018 averaged 0.5m<sup>3</sup>/day
- Village Administration cannot explain how a leak prior to March 15, 2018 could 'fix itself' simply because someone started physically reading the water meter
- Village Administration met with each other after the meeting the MPW had with Ms. Bassett as there were two other leak situations discovered from the most recent meter read that had been done by staff
- Three letters (dated May 8, 2018) were sent out to the property owners of those properties that had leaks as confirmed via data logs - this included the property owner at 409 Shuswap Avenue – the letter from the MPW stated that Administration would not be doing any adjustments to the utility billing for water consumption
- Mr. Lanoue, property owner of 409 Shuswap Avenue then wrote a letter requesting that Council consider some sort of rebate or compensation as he is attesting that the meter cannot be faulty as it was working fine as soon as Ms. Bassett started reading it manually

#### **RECOMMENDATION**

**That Council provide direction to Administration regarding the request of the property owner at 409 Shuswap Avenue regarding their water billing November 2017 to February 2018.**

Respectfully submitted,

Approved for Council Consideration by CAO

GARY LANOUE  
BOX 350  
CHASE, BC  
V0E-1M0  
250-679-3167

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Village of Chase

JUN 07 2018

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To Mayor and Council

Re: Water meter billing for 409 Shuswap Ave

In February when I received my utility bill, it was noticed that a very large volume of water had been used over the winter months. Nov 2017 to Feb 2018 showed 1641.37 cubic meters used, which is equivalent to 433604.08 gallons. This is a huge amount. This triggered an investigation on my part. In March some meter readings were done by Karen Bassett and Brian Straugh. The reading taken at that time showed normal usage of 1.5967 cubic meters in a 24 hour period. This should mean that an approximate usage should be 48 cubic meters monthly, and 192 cubic meters per quarter.

Everywhere was investigated for possible leakage and no leakage was found.

Since then, there was a 90 day meter reading by Tim, which also showed that as of Karen's March 14 reading, all of a sudden it is reading normal usage, where it was erratic before March 14.

Debi Read supplies the log history since the meter was installed. It clearly shows the meter has been erratic since installation.

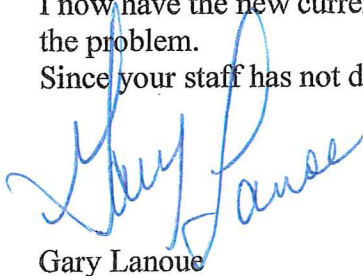
Even the current bill at 731.42 cubic meters seems too high, but yet only half of the last bill (which was full winter). On April 18/18 Karen sent a request via email to Debi Read, Tim Perepolkin, and the CFO J Molnar in regards to dealing with this issue. A request was made to have the meter changed, and the bill adjusted to a common average from the 30 day trial of the new meter.

I did state that the water bill would not be paid until an agreement was made on how to prorate it.

No response was ever received from any of the 3 parties that the request was sent to.

I now have the new current bill, of which I am not paying yet either until I receive some satisfaction to the problem.

Since your staff has not dealt with this issue, I am making a formal request that you deal with it.



Gary Lanoue





## Village Of Chase

P.O. BOX 440  
826 Okanagan Avenue  
CHASE BC V0E 1M0  
PHONE (250) 679-3238 - FAX (250) 679-3070  
EMAIL chase@chasebc.ca

8 May 2018

Gary Lanoue  
PO Box 350  
Chase, BC V0E 1M0

**COPY**

RE: Water Consumption

As per previous conversations with you about your water consumption, we will not be doing any adjustments to your utility billing for water consumption.

You brought your concerns to us at the beginning of March regarding your water consumption and you indicated to us that you would be doing your own readings of water consumption starting approximately March 14, 2018. On March 23, 2018 we conducted a data log which measures the water consumption for a period of the past 90 days. As per our data log reports, which we emailed to you on that date, the consumption was very high between the period covered of December 17, 2017 to March 14, 2018. As of March 14, 2018 at 8:36 pm, the water consumption returned to a normal rate in the order of .5 m3 per day. As per our email to you on that date indicated, this suggests that some leak was repaired or usage was stopped.

As per By Law 718-2010, Section 5.9, the customer shall be responsible for maintenance of the water service on their property, from the connection at property line to their building.

If you have further questions, please contact me.

Thank you



Tim Perepolkin  
Public Works Manager

cc: Joanne Molnar, Financial Services Manager

Folio 42.005

# Village of Chase Consumption Report - Detail



UB5610A

Date : Mar 26, 2018

Page : 1  
Time : 9:17 am

## Report Options Date Range

Account No. : From : [000-0000042-005] To : [000-0000042-005]

Folio No. : All

Period Code : All

Service Type : All

Class Code : All

UOM Code : CMT

Date Range : [01-Jan-2010] To [26-Mar-2018]

Report Sequence : Account No.

Reading Sequence : Ascending Date

Service Status : All

Meter Type : All

Meter Size : All

Account No.	Name	Meter Number	Walk Seq.	Cat	Service Code
Folio No.	Address	Meter Size	Service Status	Class	Period Code
000-0000042-005	LANOUE, GARY B	52021054	0835	02	WM01 Water Consumption
512-00042.005	409 SHUSWAP AVE (8-UNIT APTS)		Active Service	R	QT Quarterly

Reading Date	Previous	Current	Consumption	Billing Batch	Amount Billed
20-Apr-2012	0.00	897.54	897.54	2012051201	0.00
11-May-2012	897.54	920.28	22.74	2012071701	0.00
15-Jun-2012	920.28	959.39	39.11	2012071701	0.00
12-Jul-2012	959.39	985.57	26.18	2012071701	0.00
17-Jul-2012	985.57	996.15	10.58	2012102701	0.00
01-Aug-2012	996.15	1,015.55	19.40	2012102701	0.00
27-Aug-2012	1,015.55	1,043.99	28.44	2012102701	0.00
27-Aug-2012	1,043.99	1,043.99	0.00	2012102701	0.00
04-Sep-2012	1,043.99	1,052.63	8.64	2012102701	0.00
05-Nov-2012	1,052.63	1,112.91	60.28	2013032801	0.00
19-Nov-2012	1,112.91	1,136.61	23.70	2013032801	0.00
26-Nov-2012	1,136.61	1,144.04	7.43	2013032801	0.00
06-Dec-2012	1,144.04	1,151.82	7.78	2013032801	0.00
06-Dec-2012	1,151.82	1,151.82	0.00	2013081801	0.00
31-Mar-2013	1,151.82	1,260.57	108.75	2013081801	0.00
22-May-2013	1,260.57	1,307.73	47.16	2013081801	0.00
27-Jun-2013	1,307.73	1,421.57	113.84	2013112001	0.00
06-Sep-2013	1,421.57	1,491.73	70.16	2013112001	0.00
14-Feb-2014	1,491.73	1,597.79	106.06	2014030901	0.00
28-Feb-2014	1,597.79	1,610.80	13.01	2014030901	0.00
02-Apr-2014	1,610.80	1,642.33	31.53	2014082701	0.00
13-May-2014	1,642.33	1,683.10	40.77	2014082701	0.00
10-Jun-2014	1,683.10	1,721.79	38.69	2014082701	0.00
22-Jul-2014	1,721.79	1,762.66	40.87	2014082701	0.00
25-Aug-2014	1,762.66	1,789.42	26.76	2014082701	0.00
01-Oct-2014	1,789.42	1,817.43	28.01	2014121101	0.00
26-Oct-2014	1,817.43	1,831.32	13.89	2014121101	0.00
02-Dec-2014	1,831.32	1,849.15	17.83	2014121101	0.00
14-Jan-2015	1,849.15	1,880.74	31.59	2015042501	0.00
16-Feb-2015	1,880.74	1,922.76	42.02	2015042501	0.00
18-Mar-2015	1,922.76	1,958.66	35.90	2015042501	0.00
17-Apr-2015	1,958.66	2,008.64	49.98	2015042501	0.00
15-May-2015	2,008.64	2,068.69	60.05	2015082101	0.00
12-Jun-2015	2,068.69	2,118.04	49.35	2015082101	0.00
15-Jul-2015	2,118.04	2,270.55	152.51	2015082101	0.00
13-Aug-2015	2,270.55	2,439.51	168.96	2015082101	0.00
17-Sep-2015	2,439.51	2,641.95	202.44	2015121601	0.00

Village of Chase  
Consumption Report - Detail



UB5610A

Date : Mar 26, 2018

Page : 2

Time : 9:17 am

Account No. Folio No.	Name Address	Meter Number Meter Size	Walk Seq. Service Status	Cat Class	Service Code Period Code
Reading Date	Previous	Current	Consumption	Billing Batch	Amount Billed
16-Oct-2015	2,641.95	2,761.06	119.11	2015121601	0.00
13-Nov-2015	2,761.06	2,945.91	184.85	2015121601	0.00
14-Dec-2015	2,945.91	3,172.93	227.02	2015121601	0.00
14-Jan-2016	3,172.93	3,380.13	207.20	2016042801	0.00
16-Feb-2016	3,380.13	3,487.64	107.51	2016042801	0.00
09-Mar-2016	3,487.64	3,540.67	53.03	2016042801	0.00
14-Apr-2016	3,540.67	3,622.30	81.63	2016042801	0.00
17-May-2016	3,622.30	3,673.32	51.02	2016081601	77.91
16-Jun-2016	3,673.32	3,734.51	61.19	2016081601	0.00
21-Jul-2016	3,734.51	3,801.41	66.90	2016081601	0.00
19-Aug-2016	3,801.41	3,871.05	69.64	2016110401	76.75
19-Sep-2016	3,871.05	3,933.40	62.35	2016110401	0.00
18-Oct-2016	3,933.40	3,977.85	44.45	2016110401	0.00
31-Jan-2017	3,977.85	4,088.16	110.31	2017022001	47.98
02-May-2017	4,088.16	4,162.42	74.26	2017051702	37.13
04-Aug-2017	4,162.42	4,791.63	629.21	2017082101	314.61
30-Oct-2017	4,791.63	6,351.94	1,560.31	2017111501	780.15
31-Jan-2018	6,351.94	7,993.31	1,641.37	2018021901	820.68
Last Year Total Consumption --> 0.00 Cubic Meters			7,993.31		2,155.21
Report Total			7,993.31		2,155.21

End of Report.



Constituency Office:

446 Victoria Street  
Kamloops, BC V2C 2A7

Phone: 250 374-2880

Fax: 250 377-3448

e-mail: [todd.stone.mla@leg.bc.ca](mailto:todd.stone.mla@leg.bc.ca)



RECEIVED  
Village of Chase

JUL 12 2018

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Legislative Office:

Todd G. Stone, MLA  
Parliament Buildings  
Victoria, BC V8V 1X4

Telephone: 250 387-3442

Facsimile: 250 387-9100

Website: [www.toddstonemla.bc.ca](http://www.toddstonemla.bc.ca)

**TODD G. STONE, MLA**

(Kamloops - South Thompson)

June 20, 2018

Mayor Rick Berrigan  
Village of Chase  
PO Box 440, 826 Okanagan Ave  
Chase BC  
V0E 1M0

Dear Mayor and Council,

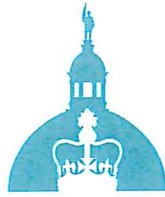
On Tuesday, May 15, 2018 it was my pleasure to stand and recognize the Village of Chase and the town's 110<sup>th</sup> anniversary to the House. In addition, it was an honour to specifically recognize Chase councillor and local historian, David Lepsoe.

It is always a pleasure to welcome local leaders, constituents, and friends to the capital. Our work in Victoria is made possible by you and your council's continued support and advocacy on behalf of the Village of Chase.

I look forward to continue working with you.

Sincerely,

Todd G. Stone, MLA  
Kamloops – South Thompson



**LEGISLATIVE ASSEMBLY**  
*of* BRITISH COLUMBIA

Third Session, 41st Parliament

**DEBATES OF THE  
LEGISLATIVE ASSEMBLY**

(HANSARD)

Tuesday, May 15, 2018  
Morning Sitting

Statements  
(Standing Order 25B)

VILLAGE OF CHASE

Todd Stone, MLA, Kamloops-South Thompson



Statements  
(Standing Order 25B)

VILLAGE OF CHASE

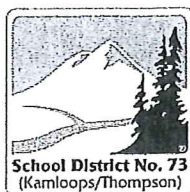
**T. Stone:** This summer the village of Chase is celebrating the 110th anniversary of the establishment of the current townsite. Located on the shores of Little Shuswap Lake, this close-knit community of 2,500 serves as the western gateway to the Shuswap Lake region. The history of Chase and the surrounding area is rich, given that it has been home of the Secwepemc people for thousands of years.

Since 2004, Chase councillor and local historian David Lepsoe has been leading walking tours to help locals and visitors alike better understand the vibrant history of the region. David's tour now includes important stories such as how the gold rush brought people to the region, how the coming of the railway transformed the village and how the village was named after a flamboyant character named Whitfield Chase, who settled in the area in 1865. Whitfield Chase was first non-Indigenous settler that farmed and raised a family in what was then called the Shuswap prairie.

An American logging company came to the area in 1907, purchased the townsite, subdivided and sold the lots. The Chase mill became known as the Adams River Lumber Co. and started up the same year. At its peak, the mill was the largest in the interior of British Columbia and employed over 300 workers. After the big mill closed, a number of smaller mills ran until 2005.

In the 1970s, the village began to market itself to the region and the province as a tourist destination, and growth followed. Today Chase is full of young families, small business people, artisans, entrepreneurs and farmers. It's full of folks keen on retiring by the lake, perhaps with a golf cart, since Chase is rightfully proud to be the only community in Canada within which you can legally drive a golf cart on designated municipal roads during designated months of the year.

It is a community that offers a tremendous quality of life, it's a community full of people with big hearts, and it's a community that I'm very proud to represent here in British Columbia's Legislature.



## SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)

1383 - 9<sup>th</sup> Avenue, Kamloops, BC V2C 3X7 • Tel: (250) 374-0679 • Fax: (250) 372-1183

---

July 10, 2018

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Village of Chase

JUL 17 2018

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Ministry of Children and Family Development  
9057 Stn. Provincial Government  
Victoria, BC V8W 9E2

**Attention: Honourable Katrine Conroy, Minister**

Dear Minister Conroy:

School District No. 73 (Kamloops-Thompson) has enjoyed the benefits of a successful partnership between Make Children First, Success by 6 and ourselves for many years. With strong and improving results for our early learners, we question why there has been a shift in the funding allocations. Further, a shift in funding without a well laid-out alternative plan has us wondering—and worrying—about the future of the programs we have collaboratively worked to grow and develop.

We know that early learning is instrumental in shaping children's health and well-being over a lifetime, and while our communities have many services and supports, there is work to be done in linking them with each other. Knowing this, and the importance of the whole community being invested in the well-being of young children, Make Children First and Success by 6 have helped to develop an effective system of supports for ALL children from birth to school entry.

Withdrawal of funding will jeopardize programming and relationships needed for our community. In particular, these agencies are the only available funding source for community coordinator salaries. Without a 'leader' to do the work, programs and 'direct services' will suffer. The following paragraphs serve as a sample of services that will be affected by the funding cut.

...2

KELLI (Kamloops Early Learning and Literacy Initiative) coordinator's salary is paid directly from Make Children First. KELLI organizes all Parent-Child Mother Goose Programs® (PCMG): a community based group experience for parents/ caregivers with their babies and young children to experience the spark of delight and magic that comes from enjoying a favourite rhyme and song together. KELLI had 61 Mother Goose programs with 957 families participating (1085 adults, 1225 children, 55 seniors and 14 care aids) operating in our District last year. Without a coordinator, and constant training of new facilitators, the number of programs will dwindle down to well below the demand and need.

During the last two years Make Children First and School District No. 73 have worked directly on the transition to Kindergarten. Thirteen S.P.A.R.K. (Strong, Prepared and Ready for Kindergarten) programs invite children and families into schools four times before the beginning of their kindergarten school year to develop relationships, lessen anxiety, and build a community of strong learners. We also host three Kindergarten Transition information nights for early childhood educator workers, families, and community members. Without funding, resources, and the partnerships from the table of Make Children First, this program will have to be scaled back, and likely put on hold until further funding and partnerships can be attained. The momentum we have gained will be lost.

Early identification has been a priority for the Kamloops-Thompson region. The Communities Early Identification Coordinator and the School District's Early Learning Coordinator have been working seamlessly on a system of universal, population-based screening that is designed to ensure that all infants and children at-risk for poor health and developmental outcomes are identified and referred to appropriate services. This team focuses on training and implementation of the *Ages and Stages Questionnaire (ASQ)*, the *Social Emotional Ages and Stages Questionnaire (ASQ-SE)*, and the *Hand in Hand Tool* for further support. We work collaboratively on gaining data through the new TDI (Toddler Development Index) project and sharing the results of the EDI (Early Development Index) to determine programming for our community. The School District partners with the Early Identification Committee to hold and host three community events specifically and strategically targeted to families and service providers. The Communities Early Identification Coordinator salary is paid from Make Children First, therefore, without her the TDI project with UBC, continued education and training on ASQ, ASQ-SE, and family information nights are in danger.

...3



Make Children First and Success by 6 are main sources of support for community agencies to go to for help in research and training. Make Children First directly funds a research project with our local post-secondary institution, Thompson Rivers University, to mentor graduating Early Childhood Education (ECE) students throughout their first few years in the education field. Make Children First and Success by 6 financially contribute to training opportunities for ECE's and kindergarten teachers including our very large Early Years Conference that supports early learning educators from throughout the Interior. The number and caliber of speakers, educators, and leading innovators our community has been able to bring in to enhance our community practices has only been possible because of the ongoing support from these two tables.

Make Children First and Success by 6 help support our Aboriginal communities to work in partnership to develop and implement early intervention strategies that meet their needs. In particular, our Success by 6 funds the Aboriginal coordinator in Barriere and Clearwater. If the funding is pulled, one of our most valuable programs; "Connection Circles," is at risk of being discontinued in our StrongStarts. The Connection Circles are a learning resource aimed at raising awareness of the importance of the early years through the belief, understanding and teaching that a connection to culture and language is the foundation for young Aboriginal children's development. In addition, it emphasizes the roles of grandparents and elders in raising children and supporting parents and their families. The Circles have been instrumental in helping to share the diverse Aboriginal cultural knowledge in our region.

Over the last few weeks, there has been growing concern over the lack of information in regards to what is next. The Ministry has stated it will redirect funding into services that provide "family navigation, family support, peer to peer mentorship, supports for Indigenous culture and language revitalization, and programs to support young children's social emotional wellbeing and development." Are we not already doing just that? Without immediate direction as to how this 'redirection' looks, many talented community coordinators will leave to find work elsewhere, and the expertise and relationships they have built will go with them. We will undoubtedly struggle to rebuild the fifteen years of collaborative hard work and dedication that this district has built.

Sincerely,



Meghan Wade, BA, BBA

Chair – Board of Education, School District No. 73 (Kamloops-Thompson)

---

MW:dh

cc:

Hon. Rob Fleming, Minister of Education  
Make Children First (Kamloops)  
Mayor & Council – District of Clearwater  
Mayor & Council – Village of Chase  
Mayor & Council – District of Logan Lake  
Mayor & Council – District of Barriere  
MLA Peter Milobar – Kamloops-North Thompson  
MLA Todd Stone – Kamloops-South Thompson  
BC School Trustees Association  
Trustees – Board of Education, Kamloops-Thompson  
A. Sidow, Superintendent, SD73 (Kamloops-Thompson)  
K. Stretch, Secretary-Treasurer, SD73 (Kamloop-Thompson)



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JUL 13 2018

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JUL 10 2018

His Worship  
Mayor Rick Berrigan  
Village of Chase  
826 Okanagan Avenue  
PO Box 440  
Chase BC V0E 1M0

Reference: 276871

Dear Mayor Berrigan,

**Re: Highway Improvements**

Thank you for your letter of May 8, 2018, following up on our meeting in Victoria. I appreciated receiving the summary of the Village's priorities for improvements related to the Highway 1 widening and have shared it with the project team.

Senior project manager Shawn Clough will continue working with the Village to develop options for the gateway signs as the Chase Creek Road to Jade Mountain project design is finalized. He will ensure the signs clearly identify community access points and give travellers enough time to make their decisions.

The ministry also recognizes the Village's requests for an underpass at Coburn Street and a right-in/right-out access at Shuswap Avenue East. The project is in the functional design stage, and project staff will continue working to determine the feasibility of these requested improvements, evaluating their functionality, safety and cost. I understand Mr. Clough has set up monthly calls with you to keep you informed on the progress of this work. Should you wish to discuss this with him in the meantime, he can be reached at 250 828-4297 or at [Shawn.Clough@gov.bc.ca](mailto:Shawn.Clough@gov.bc.ca) and would be pleased to assist you.

I understand that you are an active participant in the Public Liaison Committee established by the project team to enable the community to provide feedback on the overall project design. The ministry is grateful for your participation.

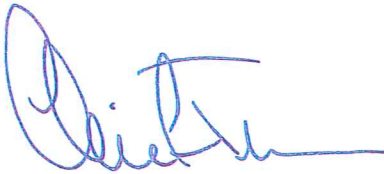
.../2



-2-

Thank you again for taking the time to write.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Claire Trevena', with a long horizontal flourish extending to the right.

Claire Trevena  
Minister

Copy to:      Shawn Clough, Senior Project Manager  
                 Southern Interior Region



# 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](http://www.chasebc.ca)

May 8, 2018

Honourable Claire Trevena  
Minister of Transportation and Infrastructure  
Room 305 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Madame Minister:

**RE: Meeting with you and Mayor Berrigan May 7, 2018**

Please accept this letter as a heartfelt thank you for your time yesterday at your office in Victoria. We sincerely appreciate your willingness to discuss the needs of the Village of Chase, particularly the long term implications to our community of the four laning of the Trans Canada Highway.

As we discussed yesterday, our community supports the Brooke Drive interchange location as being safe and effective for our community.

Having said the above, we need to restate the three main needs identified to you yesterday all of which have been previously committed to the Village of Chase by the Ministry:

1. A vehicle underpass at Coburn Street – as we discussed yesterday, this would provide access to and from our downtown business sector onto the highway frontage road that will lead to the Brooke Drive interchange. This access will mean a great deal to our downtown business operators, giving them surety that access will not be restricted solely to one particular business node.

Not only will our downtown business sector benefit from this underpass, our emergency vehicles will be able to quickly access the highway via the frontage road and Brooke Drive interchange, removing a need for emergency vehicles travelling through our downtown core. This has significant safety implications.

We thank you for your commitment to seriously reviewing the provision of this access point, which as you noted yesterday is important to the long term vibrancy of our economy.

2. A 'right in' and 'right out' at Shuswap Avenue East – this will provide West bound traffic an access into the Village of Chase leading directly to the downtown core and the easterly areas of the community, and will provide for ease of access onto the highway for West bound travelers. We believe that with no direct access point at Coburn Street from the highway, a right out at Shuswap Avenue East travelling downhill will allow for a safe acceleration lane.

We thank you again for your commitment to seriously considering this as has been previously committed by the Ministry.

**COPY**

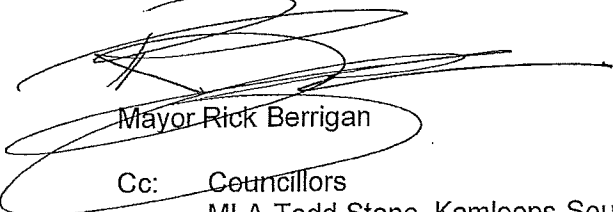
3. Gateway Signage – we thank you for indicating such immediate support for enhanced signage at both the West and East ends of Chase that will attract motorists' attention and provide them ample time to make informed decisions to travel into Chase to support our economy, encouraging long term community sustainability.

You clearly understand the importance of Gateway Signage, and we sincerely thank you for committing to providing this much needed signage for the Village of Chase in connection with the highways upgrades.

Once again, it was a pleasure to speak with you yesterday and it was an even bigger pleasure to be shown such support for the needs of the Village of Chase as the four laning project moves ahead.

We look forward to hearing from you very soon, regarding these three crucial aspects of the upgrades – we feel confident that you understand the significance of these access and signage matters, and that you will work towards fulfilling our community's needs for access as you improve the safety of the travelling public.

Sincerely,  
**VILLAGE OF CHASE**



Mayor Rick Berrigan

Cc: Councillors  
MLA Todd Stone, Kamloops-South Thompson



Village of Chase Council  
PO Box 440,  
Chase, BC  
V0E 1M0

July 24, 2018

Dear Mayor Berrigan and Councillors Maki, Lepsoe, Scott, and Egely;

**RE: Invitation to CornStock 2018**

The Chase & District Festival Society is inviting Mayor and Council to join us on August 14th at Chase Memorial Park from 5pm to 9:30pm for our 9th annual CornStock celebration. We will not have an official opening as in previous years, but at 6:30pm we are hosting the A-MAIZE-ing Cook-off Challenge and we request that Mayor Berrigan or one of the Councillors act as a judge. MP Mel Arnold and MLA Todd Stone will also be in attendance and judging the Cookoff. If any judges would like an opportunity to say a few words to the guests, there will be time to do so at 6:30pm.

Thanks,

A handwritten signature in blue ink, appearing to read "Bd", likely representing Brock Endean.

Brock Endean  
*Secretary*  
Chase & District Festival Society  
Box 554 - V0E 1M0  
info@chasefestival.ca



## VILLAGE OF CHASE

### Memorandum

**Date:** July 25, 2018  
**To:** Mayor and Council  
**From:** CAO  
**RE:** 2018 UBCM Session Proposals and Small Talk Forum

---

#### Background

Late in 2017, Mayor Berrigan and the CAO discussed the idea of proposing a presentation to UBCM for 2018 relating to the Neighbourhood Golf Cart Program in Chase.

During SILGA 2018, Mayor Berrigan and Councilors discussed this matter, and it was suggested that the Mayor and Councilor Maki be designated as presenters of this presentation if the topic was selected by UBCM.

Two applications have been submitted to UBCM:

1. Session Proposal
2. Small Talk Forum Success Story

#### Session Proposal (45 Minutes)

An application was submitted to the 2018 UBCM Convention as a **Session Proposal** for consideration by the review committee. The required information (name of organization, proposed session title, subject matter and relevance to convention theme) was submitted as well as a 'title' for the session that would catch the attention of delegates at the convention.

Unfortunately Administration was informed recently (attached) that our session proposal was not chosen.

#### Small Talk Forum Success Story

Administration has since submitted an email to the appropriate staff member at UBCM by the required deadline for consideration of our success story to be shared at the Small Talk Forum. Once we are informed of the outcome of the panel's consideration Council will be informed.

Respectfully submitted,



**Joni Heinrich**

---

**From:** Kelsey Mackay-Smith <kmackaysmith@ubcm.ca>  
**Sent:** July-20-18 3:54 PM  
**To:** Joni Heinrich  
**Subject:** UBCM Session Proposal Results

Dear Joni Heinrich,

Thank you for submitting your session proposal titled "*Neighbourhood Golf Cart Program*" for the upcoming UBCM Convention in Whistler September 10<sup>th</sup> – 14<sup>th</sup>. The Convention Committee has carefully considered all clinic and workshop applications, keeping in mind the interests of the UBCM membership and this year's Convention theme. Unfortunately, we were unable to incorporate your proposal into the program this year.

Please note that due to the high number of proposals, we are unable to provide personalized feedback on your particular submission. We hope that you will consider submitting for the 2019 Convention.

Registration is now open for the 2018 UBCM Convention. If you are interested in attending you can find further information and the registration form [here](#).

Thank you again,

Kelsey

**Kelsey Mackay-Smith**  
Events & Sponsorship Coordinator

**Union of BC Municipalities**  
60 – 10551 Shellbridge Way  
Richmond, BC V6X 2W9  
Phone: 604-270-8226 Ext. 103  
Email: [kmackaysmith@ubcm.ca](mailto:kmackaysmith@ubcm.ca)  
Website: [www.ubcm.ca](http://www.ubcm.ca)



July 23, 2018

Ministry of Environmental Climate Change Canada  
200 Sacré-Coeur Boulevard  
Gatineau, QC  
K1A 0H3

Attention: The Honourable Catherine McKenna  
Minister of Environment and Climate Change Canada

Dear Ms. McKenna,

**RE: Support of the Province of B.C.'s Caribou Recovery Program**

At the Regular Meeting on July 17<sup>th</sup>, 2018 the District of Houston received the attached correspondence from Bill Miller, Chair of the Regional District of Bulkley-Nechako.

At that meeting Council passed the following resolution:

"That Council resolves to issue a letter of support to the Honourable Catherine McKenna, Minister of Environment and Climate Change Canada, regarding support of the Province of B.C.'s Caribou Recovery Program."

The District of Houston supports the Regional District of Bulkley-Nechako's request for Ottawa to support the Province, in collaboration with all relevant local interests and inclusive of local governments, to develop and implement Caribou Recovery Program to maintain and recover B.C.'s caribou herds.

The District of Houston also agrees with Minister Donaldson, FLNRORD's opening remarks, in the *Provincial Caribou Recovery Program Discussion Paper*, that it is important to "reduce threats to caribou, while balancing the needs of all British Columbians, including Indigenous communities, industry and recreation enthusiasts."

The District of Houston supports the Province's ongoing efforts to compile current and accurate data reflecting caribou use as the most recent updated scientific information, including spatial representation of habitat, as an essential step to achieve the objective in protecting caribou herds while balancing the socioeconomic impacts and the needs of other species, including moose habitat and predator management.



Thank you for your attention to this matter.

Sincerely,

Jonathan VanBarneveld  
Acting Mayor

Attach: Correspondence from the Regional District of Bulkley-Nechako Re: Support of the Province of B.C.'s Caribou Recovery Program

cc: The Honourable John Horgan, Premier, Province of B.C.  
The Honourable George Heyman, Minister of Environment and Climate Change Strategy  
The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development  
North Central Local Government Association Members  
Union of B.C. Municipalities Members





37, 3RD AVE, PO Box 820  
BURNS LAKE, BC  
VOJ 1E0

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

Ministry of Environment and Climate Change Canada  
200 Sacré-Coeur Boulevard  
Gatineau, QC  
K1A 0H3

Attention: The Honourable Catherine McKenna  
Minister of Environment and Climate Change Canada

Dear Ms. McKenna,

**RE: Support of the Province of B.C.'s Caribou Recovery Program**

The Board of the Regional District of Bulkley-Nechako (RDBN), would like to request that Ottawa support the Province, in collaboration with all relevant local interests and inclusive of local governments, to develop and implement Caribou Recovery Program to maintain and recover BC's caribou herds.

The RDBN agrees with Minister Donaldson, FLNRORD's opening remarks, in the *Provincial Caribou Recovery Program Discussion Paper*, that it is important to "reduce threats to caribou, while balancing the needs of all British Columbians, including Indigenous communities, industry and recreation enthusiasts."

We cannot understate the need to balance socioeconomic needs while developing plans to maintain and recover caribou. Forestry, mining, and recreation are important values that must be considered concurrently with the caribou recovery. The Province has advised that it aims to include local governments in developing predictable zonation and thresholds to provide certainty to affected natural resource users.

The RDBN is committed to work with the province to plan natural resource utilization that supports our local communities and minimizes impacts to local caribou herds. Minister Donaldson has committed to involving local governments in the caribou recovery to ensure that local knowledge and priorities are incorporated as we move forward.

**MUNICIPALITIES:**

SMITHERS FORT ST. JAMES  
VANDERHOOF FRASER LAKE  
HOUSTON TELIKWA  
BURNS LAKE GRANISLE

**ELECTORAL AREAS:**

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL  
B - BURNS LAKE RURAL F - VANDERHOOF RURAL  
C - FORT ST. JAMES RURAL G - HOUSTON RURAL  
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.C  
WWW.RDBN.BC.C

PH: 250-692-319  
FX: 250-692-330  
TF: 800-320-333

We support the Province's ongoing efforts to compile current and accurate data reflecting caribou use as the most recent updated scientific information, including spatial representation of habitat, as an essential step to achieve the objectives of protecting caribou herds while balancing the socioeconomic impacts and the needs of other species, including moose habitat and predator management.

Thank you for your consideration,



Bill Miller  
Chair  
Regional District of Bulkley-Nechako

cc: The Honourable John Horgan, Premier, Province of B.C.  
The Honourable George Heyman, Minister of Environment and Climate Change Strategy  
The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development  
North Central Local Government Association Members  
Union of B.C. Municipalities Members



July 20, 2018

Mayor Rick Berrigan  
Village of Chase  
Box 440  
Chase, BC V0E 1M0

Dear Mayor Rick Berrigan:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2018/2019. An electronic transfer of \$82,684.38 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at [www.ubcm.ca](http://www.ubcm.ca).

For further information, please contact Gas Tax Program Services by e-mail at [gastax@ubcm.ca](mailto:gastax@ubcm.ca) or by phone at 250-356-5134.

Kind regards,

Wendy Booth  
UBCM President

Pc: Joanne Molnar, Chief Financial Officer

**From:** Director Talbot <[RTalbot@csrd.bc.ca](mailto:RTalbot@csrd.bc.ca)>  
**Sent:** Thursday, July 26, 2018 1:12 PM  
**To:** ChaseBC <[chase@chasebc.ca](mailto:chase@chasebc.ca)>  
**Subject:** ATTENTION Mayor Rick Berrigan

Mr. Berrigan,

I am sending an email to request a letter of support for Falkland and surrounding Area. The reason for this letter of support is in hopes of having an Ambulance stationed in Falkland. As Falkland and the surrounding area do not have First Responders. If an ambulance were stationed in Falkland, it would service Falkland, Westwold, Monte Lake, majority of Hwy 97, Salmon River Road, Chase Falkland Road and China Valley. There are several issues with receiving an Ambulance from Armstrong/Vernon/Kamloops, and the biggest one is time. It takes an average of 35 minutes just to drive here from Vernon/Armstrong in optimal conditions. On top of the time it takes to have an Ambulance come from another jurisdiction is the length of the call. When Falkland receives an Ambulance from other Jurisdictions, they are down an Ambulance till the call is completed. If there is an emergency call for an ambulance a 35 minute response time in optimal conditions is not satisfactory and I feel in 35 minutes the seriously injured and/or medical emergency will probably not survive. Please feel free to call me or send an email if you have any more questions regarding my request.

Regards,

**Rene Talbot** | Director of Area "D"  
**Columbia Shuswap Regional District**  
**Cell:** 1.250.517.7469 | **Office:** 1.250.832.8194  
**TollFree:** 1.888.248.2773 | **Fax:** 250.832.3375  
**E:** [rtalbot@csrd.bc.ca](mailto:rtalbot@csrd.bc.ca) | **W:** [www.csrd.bc.ca](http://www.csrd.bc.ca)







# Interior Health

July 19, 2018

RECEIVED  
Village of Chase

JUL 23 2018

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agenda \_\_\_\_\_

The Village of Chase  
PO Box 440  
Chase, BC V0E 1M0

Attention: Leasing Department

**Subject: Lease renewal of space located at 745 Thompson Ave, Chase BC**

Please accept this letter as intent to renew the current Lease Agreement between The Village of Chase and Interior Health Authority. Interior Health Authority wishes to renew for a further five (5) year term in accordance with section 3.3 of the current agreement. The resulting renewal term is 1<sup>st</sup> day of September 2018 to the 31<sup>st</sup> of August 2023. All other terms and conditions, including rent, will remain in effect. A renewal amendment has been enclosed for you to sign and return acknowledging the renewal of this contract. Please return both (2) original signed copies to:

Business Integration & Development  
ATTEN: Leasing  
Vernon Health Centre  
1440 14th Ave, Vernon, BC V1B 2T1

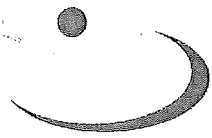
We appreciate your consideration of this renewal to assist Interior Health in providing the required health services to the residents of Chase. If you have any questions, please feel free to contact Jamey Cahoon at 250-549-5730.

Sincerely yours,

Cray Harris  
Director of Business Development  
Business Integration & Development

Encl

jlc



## AMENDMENT OF LEASE

This AMENDMENT of LEASE is dated for reference the 1st day of September 2018.

BETWEEN:

**The Village of Chase**  
PO Box 440  
Chase, BC V0E 1M0

(hereinafter referred to as the "Landlord")

AND:

**INTERIOR HEALTH AUTHORITY**  
1440 14<sup>th</sup> Avenue  
Vernon, BC V1B 2T1

(hereinafter referred to as the "Tenant")

WITNESSES THAT WHEREAS:

- A. Pursuant to a lease (the "Original Lease") dated on the 18<sup>th</sup> day of October 2012 made between the Landlord and the Tenant, the Landlord leased to the Tenant those certain premises (the "Premises") civically described as 745 Thompson Ave, Chase, BC as shown outlined on the plan attached to the Original Lease in Schedule A.
- B. The Landlord and the Tenant have agreed to renew the Original Lease on the terms and conditions hereinafter set forth.

NOW THEREFORE in consideration of the mutual covenants and agreements herein set forth the parties covenant and agree as follows:



# Interior Health

1. Demise and Term of Renewal Lease - The Landlord hereby leases to the Tenant the Premises for a further term of Five (5) years, per section 3.3 of the original leases, commencing on the 1<sup>st</sup> day of September 2018 and expiring on 31<sup>st</sup> day of August 2023 (the "Renewal Term"), subject to the same terms, covenants and conditions contained in the Original Lease except as modified herein.
2. Performance of Covenants - The Landlord and the Tenant hereby mutually agree that they will perform and observe the covenant contained herein.
3. Binding Effect - This Agreement shall ensure to the benefit of and be binding upon parties and their respective successor and permitted assigns.
4. Time - Time shall be of the essence of this Renewal Lease.

IN WITNESS WHEREOF the parties have executed this Renewal Lease.

SIGNED AND DELIVERED on behalf of  
the Tenant, **Interior Health Authority**,  
by an authorized signatory of the  
**Interior Health Authority**.

(Authorized Signatory)

(Print Name)

(Date)

SIGNED AND DELIVERED on behalf of  
the Landlord, **Village of Chase**, by an  
authorized signatory of **Village of Chase**.

(Authorized Signatory)

(Print Name)

(Date)

**Chase Firefighters Association**  
**Box 463, Chase, BC V0E 1M0**  
**250-319-4034**

RECEIVED  
Village of Chase

JUL 23 2018

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agenda \_\_\_\_\_

July 22, 2018

To: The Village of Chase  
Box 440  
Chase, BC V0E 1M0

Re: Firefighter Games – Local Challenge

Attention: Village of Chase Mayor & Council, and Joni Heinrich

I am submitting this request on behalf of the Chase Firefighters Association.

The Chase Firefighters Association is hoping to bring Firefighter Games to Chase! We would like to invite local area volunteer fire departments to partake. We are hoping that we could have up to 10 area departments partake.

The anticipated date for this event is Saturday September 22, 2018. *7am-10p.m.*

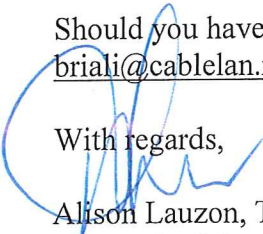
We are asking for approval from the Village of Chase to host this event at Memorial Park. We are also asking for approval to use the public washrooms as well. We will require the necessary insurance for liability for participants.

In addition to the games, we would like to host a beer gardens, and BBQ. We are requesting permission to hold a beer garden at Memorial Park for this event. We understand that we are responsible for ensuring the proper licensing, and liability insurance.

Muscular Dystrophy is a largely recognized charity for fire departments. We will be donating half the proceeds of this event to this charity.

Should you have any questions, please feel free to contact me at 250-319-4034, or [briali@cablelan.net](mailto:briali@cablelan.net).

With regards,

  
Alison Lauzon, Treasurer  
Chase Firefighters Association.





## VILLAGE OF CHASE

### Memorandum

**Date:** August 2, 2018  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Proposal for Special Council Meeting August 28, 2018 4:00 p.m.

---

At Council's April 10, 2018 Regular meeting, the following resolution was passed:

***"THAT Council approves the proposal provided by TRUE Consulting to complete a feasibility study to assess alternative water supply options for the Sunshore Golf Course at a maximum cost of \$7,300, excluding GST."***

That study is nearing completion and will be ready for review by Council closer to the end of August.

In addition, Council has indicated that it wishes to review Permissive Tax Exemptions and how they are applied to various properties in Chase.

As August 7, 2018 is the only scheduled Council meeting in August, Administration is proposing that a Special Council meeting be set for Tuesday, August 28, 2018 at 4:00 p.m. for the specific review of the Sunshore Golf Course feasibility study and for a discussion on permissive tax exemptions.

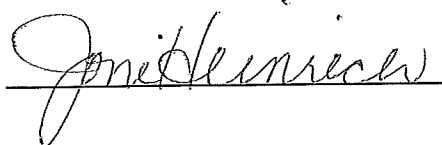
True Consulting is available on August 28, 2018 at 4:00 p.m. if Council is amenable to holding a special council meeting on that date.

### **RECOMMENDATION**

**That a Special Meeting of Council take place on Tuesday, August 28, 2018 at 4:00 p.m. to hear from TRUE Consulting regarding the Sunshore Golf Course feasibility study and for Council to discuss permissive tax exemptions; AND**

**That the Board of Directors of the Sunshore Golf Course be invited to attend the proposed meeting to hear the results of the feasibility study."**

Respectfully submitted,



**From:** Bruce Weicker <[bweicker10@gmail.com](mailto:bweicker10@gmail.com)>

**Date:** July 19, 2018 at 4:32:36 PM PDT

**To:** [berrigan@telus.net](mailto:berrigan@telus.net)

**Subject:** Letters of Support for Feasibility Study

Dear Rick,

Shuswap Lifeboat Society (operating Royal Canadian Marine Search and Rescue Station 106 - Shuswap) is undertaking a feasibility study to consider the viability of a Marine Training Centre in conjunction with our planned boathouse. Before we embark on this venture, we want to ensure there is a need for such a centre in the BC interior. We are in the process of obtaining funding for this study and are asking the Village of Chase's written support for an application to potential financial supporters. Please see the attached document as a sample.

As we are under a tight timeline for our first application, we are requesting Letters of Support be sent to our Society Secretary, Fred Banham <[fredbanham.consulting@gmail.com](mailto:fredbanham.consulting@gmail.com)> by July 25th.

Your support of our project is very much appreciated. Thank you.

Bruce

Bruce Weicker,  
President, Shuswap Lifeboat Society  
Operating RCMSAR 106 (Shuswap)



Phone: 250-832-3313

Cell: 250-833-8971

Website: [www.rcmsar106.ca](http://www.rcmsar106.ca)

"Your Attitude Colours Your Day"

# ***LETTERHEAD***

Date

Shuswap Lifeboat Society,  
Royal Canadian Marine Search and Rescue,  
(RCMSAR Station #106 Shuswap),  
P.O. Box 661,  
Sicamous, B.C. V0E 2V0

Dear Sirs:

## **LETTER OF SUPPORT**

It is our pleasure to provide encouragement and a Letter of Support to your very worthwhile volunteer organization as you embark upon a Feasibility Study to analyze and evaluate the viability of a centralized Training Centre for Water Use / Boat Operation Safety within the southern interior of British Columbia.

Every summer, the Shuswap welcomes thousands of visitors, to experience the beauty of our lakes, the fishing, and other water based recreational activities. But, throughout the year and with limited road access to large areas of the lake system, mishaps do occur; we are most thankful for the rescue services the RCMSAR team and vessels provide to our residents and visitors alike.

Increased education directed at the environmental sustainability of the Province's fresh water lakes, as well as promoting safe vessel operations and water activities, would be very valued and welcomed.

We recognize the positive economic development such a facility would bring to our area, by greeting attendees for training, from across the Province and beyond – to stay, eat in, and visit our vacation area.

In conclusion, we fully support this initiative and your efforts to seek funding support to undertake such a feasibility study, for an educational centre to assist the users of our lakes make better decisions.

Sincerely,



## VILLAGE OF CHASE

### Memorandum

**Date:** August 3, 2018  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Festival Society request for Summer Program Staff Assistance at Cornstock

---

The Festival Society is hosting a special Cornstock event during the August 14, 2018 Music on the Lake event. They have organized several activities between the hours of 4 and 8 p.m. in Memorial Park.

The Society is requesting that some of the Summer Program staff members assist with face painting activities for children at that special event.

Council is being requested to consider this request and provide direction to Administration because there will be cost implications for this request as follows:

- Summer program staff are paid staff
- Summer program staff work 40 hours per week – any hours worked outside of that 40 hours will be required to be paid overtime – time and a half for the first two hours and double time after the first two hours
- The summer program budget is relatively tight
- There is the possibility that these additional hours may cause the overall 2018 summer program budget to be exceeded therefore Council approval is being sought for this request
- Each staff member required for four hours at overtime rates will be at a cost of just over \$95 per person

#### **RECOMMENDATION**

**That Council provide direction to Administration regarding the request from the Chase and District Festival Society for Village of Chase Summer Program staff to assist with face painting at the August 14, 2018 Cornstock events from 4 to 8 p.m.**

Respectfully submitted,

\_\_\_\_\_  
Jon Heinrich



## VILLAGE OF CHASE

### Memorandum

**Date:** August 2, 2018  
**To:** Mayor and Council  
**From:** CAO/Manager of Public Works  
**RE:** Recyclable Collection, TNRD Fees and Recycle BC

---

The TNRD has been accepting the Village of Chase's recyclable materials at the South Thompson Eco Depot in Pritchard for the entire time that the Village of Chase has been collecting recyclable materials. Up until several months ago, the TNRD had easy markets for these materials, and was not charging the Village of Chase for offloading those materials at the transfer station (no charges have been imposed for dropping the materials, for the materials to be collected by the TNRD and transferred to the processing depot in Kamloops).

In mid-April 2018, the TNRD was informed by Emterra in Kamloops that the recycling materials accepted by the TNRD would no longer be accepted at the Emterra plant. This has put an enormous strain on the TNRD in terms of finding alternative locations for recyclable materials and as a result, costs have increased significantly for the TNRD.

At its April 19, 2018 meeting, the TNRD Board passed a resolution as recommended by the TNRD's solid waste management committee that as of September 1, 2018, the member municipalities of Barriere, Chase, Merritt and Logan Lake be responsible for the processing fees for single stream (mixed) recycling that are currently being paid for by the TNRD.

While no formal communication has yet been received by the TNRD, we have been informed verbally that these costs will indeed be implemented beginning September 1, 2018. This will result in a cost to the Village of Chase of approximately \$7500 between September 1, 2018 and December 31, 2018 for recyclable materials to be sorted and transported by the TNRD from their South Thompson Eco-Depot to whatever processor they are able to utilize (may be Kelowna, may be the Lower Mainland).

In the meantime, Village Administration has been in regular contact with Recycle BC as they have indicated there is the potential of onboarding Chase and the three other TNRD member municipalities that collect single stream recyclables for the acceptance and processing of recyclable materials. During the last conversation with Recycle BC, it was indicated that they could onboard Chase, Barriere, Logan Lake and Merritt as early as January 1, 2019 and were preparing offer letters to these communities.

With the anticipation of working with Recycle BC as of January 1, 2019, the costs imposed by the TNRD for the acceptance of the Village's recyclable materials will only be imposed until December 31, 2018. This is of course a cost that the Village had not budgeted, so this cost will have an impact on any surplus generated by the Solid Waste fund in 2018.

#### RECOMMENDATION

**That the memorandum from the CAO/Manager of Public Works regarding the costs to the Village for the processing of recyclable materials between September 1 and December 31, 2018 be received as information.**

Respectfully submitted,