



AGENDA

Regular Meeting of the Council of the Village of Chase
to be held virtually on
Tuesday, January 12, 2021 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the January 12, 2021 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held December 22, 2020 Pages 1-5

Resolution:

“THAT the minutes of the Regular meeting of December 22, be adopted as presented.”

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

This opportunity is for members of the gallery to provide input on items on this Agenda

6. DELEGATIONS

6.1 Chebalos – Utility Rates

Jack Raffle, President, and Boyd Bechler, Treasurer, Chabelos Private Members
RV Resort to present

7. REPORTS

a) Mayor and Council Reports

b) Staff Reports

Pages 6-12

8. UNFINISHED BUSINESS

8.1 2021 Grant in Aid Request – Adams River Salmon Society

Pages 13-26

Report form the CFO

Recommendation:

Council direction is requested

8.2 Covid-19 Public Health Officer Updates – Community Hall, Creekside Centre

At the December 8, 2020 Regular meeting, Council resolved to close both the Community Hall, and Creekside Seniors Centre except for meetings until January 8, 2021. Council could choose to extend these closures based on the January 7, 2021 direction from the Provincial Health Officer where she extended the existing restrictions on events and gatherings until February 5, 2021.

Recommendation:

Council direction is requested

8.3 Spectators at Art Holding Memorial Arena

At the November 10, 2020 Regular meeting, Council resolved to prohibit spectators at the Art Holding Memorial Arena, and to revisit this restriction in January 2021.

Recommendation:

Council direction is requested

8.4 Chase & District Recreation Centre Society - Partnering Agreement Pages 27-34
Memorandum from the CAO (agreement will be emailed to Council ASAP)

Recommendation:

Council direction is requested

8.5 Shuswap Economic Development Society

As per a November 24, 2020 Council resolution, Council wishes to discuss potential participation in the Shuswap Economic Development Society with input from the Chase Chamber of Commerce. These meeting details between the Village and the Chamber need to be confirmed.

Recommendation:

Council direction is requested

9. NEW BUSINESS

9.1 Destruction of Finance Files
Report from the CFO

Pages 35-36

Recommendation:

“THAT Council approve the destruction of the files listed on Schedule A, dated December 30, 2020.”

9.2 SILGA – Call for Nominations

Pages 37-38

The deadline for nominations to the positions of President, 1st Vice President, 2nd Vice President and 7 Directors at Large is Friday, February 26, 2021.

Recommendation:

Council direction is requested

- 9.3 SILGA Call for Resolutions for 2021 Convention Pages 39-40
Deadline for Submission of Resolutions is Friday, February 26, 2021.

Recommendation:

Council direction is requested

- 9.4 SILGA Community Excellence Awards Pages 41-42
Deadline for Submission of Resolutions is February 1, 2021.

Recommendation:

Council direction is requested

- 9.5 2021 Summer Recreation Program – Covid-19 Page 43
Memo from the CAO

10. NOTICE OF MOTION

11. IN CAMERA

12. RELEASE OF IN CAMERA ITEMS

13. ADJOURNMENT

Resolution:

“THAT the January 12, 2021 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Regular Meeting of the Council of the Village of Chase
held virtually on

Tuesday, December 22, 2020 at 4:00 p.m.

PRESENT: Mayor Rod Crowe
Councillor Alison (Ali) Lauzon
Councillor Ali Maki
Councillor Steve Scott
Councillor Fred Torbohm

In Attendance: Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer

Regrets: Joni Heinrich, Chief Administrative Officer

Public Participants: 2

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the December 22, 2020 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2020/12/22_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Special meeting of Council held November 16, 2020

Moved by Councillor Maki

Seconded by Councillor Lauzon

"THAT the minutes of the November 16, 2020 Special Meeting of Council be adopted as presented."

CARRIED

#2020/12/22_002

~~3.2~~ Minutes of the Regular meeting of Council held December 8, 2020

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the minutes of the December 8, 2020 Regular Meeting of Council be adopted as presented."

CARRIED

#2020/12/22_003

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

6.1 Chase RCMP – Annual Report

Sgt. Kennedy provided Council a review of the Chase RCMP's operations for the past year.

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- December 9—Attended the Shuswap Watershed Council meetings
- December 10 – Participated in a conference call with the Minister of Municipal Affairs and Dr. Emmerson regarding Covid-19 updates and continued support for Local Governments
- December 17 – Attended a TNRD Board of Directors meeting

Councillor Lauzon

- Working on sourcing funds to repair the Rotary clock tower in 2021
- Had a conversation with the Chase Recreation Society President about the Arena Operating Agreement who indicated they are awaiting Administration to contact them
- Had a conversation with a resident of Chase regarding a variance application
- Liaised with the Chase Hamper Society regarding Christmas food hamper deliveries

Councillor Maki

- November 26 - Attended a Shuswap Tourism Advisory Committee meeting

Councillor Scott

- December 14 - Attended an Adams River Salmon Society meeting

Councillor Torbohm

- December 9 – Met with the Manager of Public Works at Memorial Park to discuss repairs to the boat launch
- December 10 – Assisted at the Chase Hamper Society
- December 10 – Met with resident over complaint of unsightly premise on Aylmer Road
- December 16 – Met with resident on Montgomery Place who had not received a utility bill, referred it to staff and the matter was resolved quickly
- December 21 – Undecorated the Village's Christmas tree at the former Nationwide store
- Read and respond to emails where required
- Communicate with staff when necessary

Reviewed agenda, response to citizen inquiries

Moved by Councillor Scott

Seconded by Mayor Crowe

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

CARRIED

#2020/12/22_004

8. UNFINISHED BUSINESS

8.1 Development Variance Permit – 1233 Bay Drive

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT Development Variance Permit #2-2020 be issued."

CARRIED

#2020/12/22_005

8.2 Notice of Motion from Councillor Torbohm – Complaint Resolution

Moved by Councillor Torbohm

Seconded by Councillor L a u z o n

“THAT the Village’s Complaint Form be updated to provide all complainants the opportunity to request feedback as to the status of their complaint.” CARRIED

#2020/12/22_006

~~8.3~~ Notice of Motion from Mayor Crowe– Strategic Planning Reporting

Moved by Mayor Crowe

Seconded by Councillor Scott

“THAT Administration be directed to publish Council’s achievements contained in their Strategic Plan no later than January 31, 2021.” CARRIED

#2020/12/22_007

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT Administration be directed to publish Council’s achievements contained in their Strategic Plan quarterly.” CARRIED

2 0 2 0 / 1 2 / 2 2 _008

8.4 Employment Contracts

Moved by Councillor Maki

Seconded by Councillor Torbohm

“THAT Council approve the contract agreement renewals for Community Hall/Village Office Caretaker, Animal Control Officer, and Bylaw Enforcement Officer respectively.” CARRIED

#2020/12/22_009

8.5 Lions Letter of Appreciation

Moved by Councillor Scott

Seconded by Councillor Torbohm

“THAT the letter of appreciation from Jeanne Talbot, President, Chase Lions Club, regarding their long-term lease of the RV Park, be received for information.”

9. **NEW BUSINESS**

9.1 Development Permit #1-2020

Moved by Mayor Crowe

Seconded by Councillor Maki

“THAT Development Permit #1-2020 be issued.”

CARRIED

#2020/12/22_010

9.2 2021 Grant in Aid Requests

Moved by Councillor Torbohm

Seconded by Councillor Scott

“THAT a \$264 grant-in-aid be awarded to Team Chase.”

CARRIED

#2020/12/22_011

Moved by Councillor Scott

Seconded by Mayor Crowe

“THAT a \$2,000 grant-in-aid be awarded to Adams River Salmon Society.”

DEFEATED

ALL OPPOSED

#2020/12/22_012

Moved by Councillor Scott
Seconded by Mayor Crowe

"T H A T the grant-in-aid consideration for the Adams River Salmon Society be deferred until Administration contact the Adams River Salmon Society and request the list of other funding partners."

CARRIED

#2020/12/22_013

Moved by Councillor Scott
Seconded by Councillor Lauzon

"THAT a \$4,107 grant-in-aid be awarded to the Chase Museum Society."

CARRIED

#2020/12/22_014

Moved by Councillor Torbohm
Seconded by Mayor Crowe

"THAT the grant-in-aid consideration for the Chase Creekside Seniors Society be deferred to the upcoming strategic planning session."

CARRIED

#2020/12/22_015

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT the grant-in-aid consideration for the Chase Curling Club be deferred to the upcoming strategic planning session."

CARRIED

#2020/12/22_016

9.3 Investing in Canada Infrastructure Program– Grant Application

Moved by Mayor Crowe
Seconded by Councillor Scott

"THAT staff submit an application for grant funding to support the Community Hall Roof Replacement project through the Investing in Canada Infrastructure Program – British Columbia-COVID-19 Resilience Infrastructure Stream intake; AND,

THAT Council supports the project and commits to its share (\$0) of the project, and the Village of Chase will be responsible for all project cost overruns and ineligible expenditures; AND,

THAT the Village of Chase will provide overall grant management for the project."

CARRIED

#2020/12/22_017

10. NOTICE OF MOTION

None

11. IN CAMERA

None

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

None

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Mayor Crowe

Seconded Councillor Maki

**"THAT the December 22, 2020 Village of Chase Regular Council meeting be
adjourned."**

CARRIED

#2020/12/22_018

The meeting concluded at 5:03 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: January 7, 2021
To: Mayor and Council
From: CAO
RE: Report of Tasks from December 4, 2020 to January 7, 2021

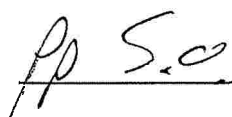
Various

- Reviewed and approved invoices for various purchases
- Provided highlights of Council's December 8, 2020 meeting to the Sunflower and other media outlets
- Reviewed reports to Council from senior management staff
- Provided information to Council on various issues including upcoming meetings, workshops, and operational matters
- Weekly meetings with Senior Management team and MOTi staff regarding technical issues relating to highways construction
- Weekly meetings with Senior Management team to operationalize Council directions and discuss other operational matters needing to be dealt with
- Responded to queries from the public on various municipal matters
- Delegated various tasks to front office staff
- Provided various documentation to Ministry of Transportation and Infrastructure staff members as per Council's direction
- Arrange meetings with Fire Chief, Corporate Officer
- Will be arranging all staff meeting in next few weeks to share information regarding Council's strategic plan and implementation, Covid-19 issues, Highways upgrades information once it is available, other pertinent issues and to obtain feedback from staff on various topics of concern

Regular duties and responsibilities including:

- Oversee agenda production, reviewed minutes, assisted with follow up correspondence
- Ensure appropriate enquiries and issues come before Council for Council direction
- Ensure regular sharing of information to staff members regarding Council meetings and decisions
- Providing support to all staff on day to day operational matters
- Provide information to the public via various media regarding Council actions, operational issues and changes to procedures
- Receive and distribute all incoming mail, manage email enquiries to general mailbox and delegate matters as required
- Respond to various queries from the public regarding Council directives, policy and procedural matters, in-person meetings with members of the public
- Authorized, with the Mayor, payroll and accounts payable transactions

Respectfully submitted,





VILLAGE OF CHASE

Memorandum

Date: 7 January 2021

To: Mayor and Council

From: Sean O'Flaherty, Corporate Officer

RE: Activities undertaken from December 19, 2020 to January 8, 2021

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 inquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Prepare and distribute Village communications through social media, the Village's website, and the Sunflower newsletter insert
- Dealing with IT issues

Other Duties/Activities During the Reporting Period:

- Weekly and more discussions with MOTI regarding Trans-Canada Highway
- Daily discussions internally and with consultant regarding Trans-Canada Highway
- Processed 1 Building Permit
- Processed 1 comfort letter
- Met with TRUE Consulting Ltd. regarding a number of ongoing projects
- Prepared DVP 2-2020 issuance letter and prepared form to register on title
- Working with Provincial Approving Officer on referral for Corona Hills subdivision

4th Quarter Statistics for 2020:

- Dog licences: **230** (258 for 2019). This represents a 10% decrease for the year
- Business licences: **294** (245 for 2019) This represents a 20% increase for the year
- Building Permits totalled **\$7.8** million for 2020, an increase of 208% in value over 2019

Bylaw Enforcement

- Bylaw Enforcement activity is normal.

Dog Control

- Dog control matters are normal.

Respectfully submitted,

Approved for Council Consideration by CAO

-7-

THOMPSON-NICOLA REGIONAL DISTRICT
BUILDING INSPECTION SERVICES
Dec-20

LOCATIONS	PERMIT VALUE									
	2020-December		2019-December		2020 YTD		2019 YTD		% CHANGE YTD	
	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value	#	\$ Value
Ashcroft	0	0	1	3,386	10	3,184,465	5	602,986	100.0	428.12
Cache Creek	0	0	1	0	8	720,100	5	91,000	60.0	691.32
Clinton	0	0	0	0	8	5,224,800	6	629,785	33.3	729.62
Lytton	0	0	1	1,200,000	3	4,591,950	6	1,513,000	-50.0	203.50
E - Bonaparte Plateau	1	0	1	36,000	35	3,391,622	54	7,927,753	-35.2	-57.22
I - Blue Sky Country	1	245,000	0	0	24	3,701,904	14	1,014,200	71.4	265.01
Chase	1	0	2	225,000	27	7,817,140	21	2,540,317	28.6	207.72
Logan Lake	1	15,000	1	1,200	21	4,479,000	19	3,223,200	10.5	38.96
J - Copper Desert Country	3	618,900	2	15,000	58	14,999,788	75	21,763,115	-22.7	-31.08
L - Grasslands	4	523,240	5	1,299,425	47	11,809,350	51	7,942,395	-7.8	48.69
P - Rivers and the Peaks	4	745,000	3	80,090	54	10,370,540	49	3,979,895	10.2	160.57
M - Beautiful Nicola Valley - North	2	700,000	1	0	28	6,244,399	29	5,305,000	-3.4	17.71
N - Beautiful Nicola Valley - South	0	0	1	84,000	13	2,577,500	18	1,813,000	-27.8	42.17
Clearwater	0	0	3	2,700,000	37	2,850,000	24	12,753,090	54.2	-77.65
A - Wells Gray Country	0	0	0	0	13	745,600	13	1,658,912	0.0	-55.05
B - Thompson Headwaters	0	0	2	300,000	14	1,018,600	3	379,200	366.7	168.62
O - Lower North Thompson	0	0	0	0	10	1,829,710	32	6,491,457	-68.8	-71.81
TOTAL	17	2,846,240	24	5,944,011	410	85,556,459	424	79,628,305	-3.3	7.44



VILLAGE OF CHASE

Memorandum

Date: January 4, 2021
To: Council
From: CFO
RE: December 2020 Report

Regular Duties

- Dealt with property taxes and utility billing issues as required.
- Upload BC Assessment roll updates.
- Reconcile Utilities, Property Taxes and Accounts Receivable ledgers.
- Monthly Bank Reconciliation.
- Preparation of reports to Council.

Budget, Property Taxes & Financial Reporting

- Reconcile HOG and submit ETAX statement.
- Reconcile property tax deferrals
- Participated in GFOA webinar regarding HOG centralization program for 2021
- Prepare BC Assessment Early Notification assessment increases memo for CAO
- Reconcile 2020 Business Licenses and calculated and printed 2021 Business Licenses.
- Met with Public Works Manager for budget discussions regarding Water, Sewer and Solid Waste
- Forward additional information to Province of BC for Childcare grant final report.
- Annual yearend reconciliation and close out of Accounts Receivable, Business Licensing and Pet Licensing
- Transferred all outstanding utilities to property taxes.
- Calculate arrears and delinquent interest charges to December 31st and post.
- Reconcile and close Property Taxes and Utility Billing for 2020
- Printed BC Assessment Authority 2021 Completed Roll

Grant Applications, Implementation and Reporting

- Prepared Budget Forecast and Periodic Progress Report for Willson Park Footbridge Project.
- Submit Infrastructure & Planning grant for Bay Drive and Montgomery assessment.
- Prepare Grant in Aid package for Council review
- Assist with Road Rescue grant submission
- Research and submit report to Council for Investing in Canada Infrastructure Program- COVID-19 Resilience Infrastructure Stream for Community Hall Roof Replacement grant application

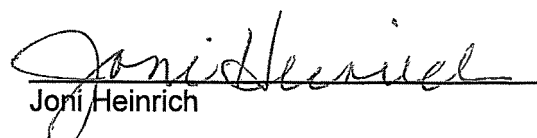
Other

- Participated in MOTI meetings.
- Participated in Development Cost Charges meeting
- Participated in MFABC webinar
- Prepared updates for Village web site for OptionPay implementation
- Implement Option Pay, third party online credit card payment option
- Prepare and post holiday entitlements and seniority list as per CUPE agreement

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar


Joni Heinrich



VILLAGE OF CHASE

Memorandum

Date: January 07, 2021
To: Mayor and Council
From: Public Works Manager
RE: Public Works Operations Update

Utilities

On Dec.01/20, I attended the Shuswap Water Monitoring virtual meeting to discuss the water quality monitoring that took place in 2020, for the algae bloom in the Shuswap lake in Salmon Arm. On Dec.20/20, I attended the virtual zoom meeting for the Invasive Clam Stakeholder presentation. All outstanding action items deficiencies for the 2020 Property Fire Inspections for applicable assets, were completed with formal notification that was submitted to the Fire Chief on Dec.22/20. The Public Works Confined Space Program and Hazard Assessments were updated and completed by the Public Works and Elaine Wolfson of Thompson Nicola Training, as our previous program was outdated and out of compliance.

Parks and Recreation

On 09/2020, I met with Rod Williams from Onsite Engineering Ltd. and Sutra from Earth Bound Projects at Memorial Park, to assess and confirm proposed location of the future Secwepemc Landmark Sculpture. A confirmed date has not been submitted, but we are expecting late spring for potential breaking ground for the base prep of sculpture base. An inventory was conducted by Public Works of the park benches for potential memorial plaque locations for council.

Roads and Drainage

The Public Works staff conducted all necessary snow removal maintenance during the month of December, throughout challenging weather patterns and conditions. I also attended regular weekly meetings with M.O.T.I. for technical discussions for the Chase Highway project. Continuation of pothole repairs throughout the Village Infrastructure were conducted throughout the month, pending weather conditions.

Solid Waste and Recycling

On Dec. 10/2020, the Village of Chase website was updated with the holiday schedule revision for the solids waste and recycle pickup, due to the stat holidays and limited hours of operation for the Pritchard TNRD transfer station. Public Notification was also published in the Sunflower local paper. On Dec. 18/20, the semi-annual Commercial

Vehicle Inspection was conducted on the Solids Waste Unit #12 truck. On Dec. 29/20, our annual Christmas tree recycle program was initiated for the dedicated location at the Curling rink, indicated by signage. We are expecting this program to run until Jan. 26/2021 with a possibility of extension pending volumes.

General Duties

Other accomplishments this month include:

- Annual maintenance completed for the Public Works Septic tank.
- The Shuswap station free chlorine monitoring station was put back into service by Centrix Control Solutions.
- Centrix Control Solutions also re-calibrated the ultrasonic level transmitter at the River Intake wet well inside the building.
- Centrix Control Solutions Instrument Technician also conducted some instrumentation troubleshooting service at the water plant and the wastewater filter building.

Respectfully submitted,

Joe Matias

Approved for Council Consideration by CAO

RP. S.C.



VILLAGE OF CHASE

Memorandum

Date: January 12, 2021

To: Village of Chase

From: Chase Fire Department

RE: Fire Chief's report

Fire Chief's Report for December, 2020

Fire Calls for November:

0 calls;

Rescue Calls for November:

4 MVI, 1 – Over the bank rope rescue, 3–Stood down on Scene

To date, Campfire burning permits: 15- Open Burning permits 0

We have received one RFP for the proposed New Fire truck.

We have 21 members including 3 juniors. 16 members with their Exterior Operation Certification

Training has been well attended; we will be focusing on the members that are close to Exterior Operations.

Rescue training has been going well with good attendance and skills practice.

We still have a number of smoke/CO detectors available to the citizens of the Village of Chase. We have a number of member's available to check old smoke detectors and/or and install new smoke detectors in homes in our community.

Respectfully submitted,

Fire Chief, B. Lauzon

Approved for Council Consideration by CAO

P.P. S.O.



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: January 7, 2021
RE: 2021 Grant in Aid Applications

ISSUE/PURPOSE

To provide Council additional information regarding the Grant in Aid application submitted by the Adams River Salmon Society, for Council to consider during their deliberations.

OPTIONS

1. Provide direction and/or approval for 2021 grant in aid application for the Adams River Salmon Society.
2. Do not approve the 2021 grant in aid application for the Adams River Salmon Society.

HISTORY/BACKGROUND

At the December 22, 2020 Council meeting, Council requested staff to follow up with the Adams River Salmon Society for more information regarding their grant in aid application.

DISCUSSION

The Adams River Salmon Society has currently applied to the Pacific Salmon Society and BC Parks to assist with funding for the project. Little Shuswap Indian Band provided funding to support their 2020 projects, therefore Adams River Salmon Society have not approached Little Shuswap Indian Band for funding towards the 2021 project.

FINANCIAL IMPLICATIONS

The Adams Lake Salmon Society has stated that if they are successful with other grant application submissions for this project, they would refund all unused funds to the respective donors.

POLICY IMPLICATIONS


None


RECOMMENDATION

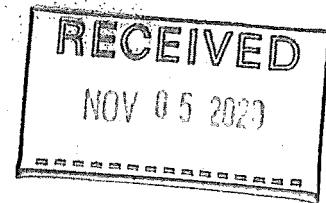
That Council provide direction to Administration regarding the grant-in-aid application for the Adams River Salmon Society.

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar, CFO


Joni Heinrich



GRANT IN AID APPLICATION


PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT REQUESTED

Contact Information

Full Legal Organization Name

Street Address

City Prov 

Postal Code

Organization Website

Organization President/
Executive Director

Title

Phone Number E-Mail Address

Contact Person
(if different)

Title

Phone Number E-Mail Address

Organization Information

Not for profit? ☒ Yes

Year Established

☐ No

Registration Number

Address

Total Organization Budget

Total # of Board
Members

Total # of Staff

Total # of Volunteers

Organizational Mission
Statements
(350 characters or less)

To encourage and facilitate the education and conservation of salmon and the natural and cultural resources of Tsútswecw Provincial Park.

Brief Description of
Organization
(500 characters or less)

The Society is run by a volunteer board of directors whose primary focus is to organize the Salute to the Sockeye Festival held during the dominant run every four years. The Society uses proceeds from the Salutes to promote and support opportunities for education, interpretation and conservation at the Park and to foster appreciation and improved knowledge of the sockeye salmon run. The Society is developing an Interpretive Program for local students and nature enthusiasts that make use of the

Population Served
(200 characters or less,
describe who will be served)

Proposal Request


Program /Project Name

Total Program Budget

Requested Grant Amount

Percent of Total Budget

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event

Type of Request 

Grant Period From

Grant Period To

Multi-Year Event? ☒ Yes
☐ No

Description of Project or Event

The mobile interpretation trailer would be used to support educational programming activities undertaken by The Society when we visit elementary and middle schools in the area. It would be equipped with educational materials and investigative supplies to encourage hands-on learning and to provide an experience that supports further learning. Many of these materials have been purchased or are being purchased now. The trailer would have a multi-year benefit as it can be used each year as educational opportunities increase with rising interest. It would also be used at community events to promote wild salmon habitat awareness. These events include Aboriginal Day, Canada Day, Earth Day, Cornfest, World Rivers Day and events hosted by our partners at Kingfisher Interpretive Centre in Enderby. The trailer would be available to Society board members, volunteers, educators and park interpreters for the delivery of Society educational programming.

Please don't hesitate to provide additional supporting documents that will provide further explanation of the event or organization.

Geographic Area Served

\$1.00

Please estimate the anticipated economic impact of the event or organization. (eg. spending, social impact, or environmental, hotel rooms, visitors & general tourism)

The Salute to the Sockeye Festival attracts world-wide attention and brings awareness to the region. The mobile interpretation trailer will increase awareness of the festival and the work that the Society does to further its mission and encourage visitors to experience more of the region. The Society estimates that the project will help increase visitor spending in the region by \$1.5MM annually. This includes accommodation costs and spending in restaurants, local shops and with tour operators.

((Geographic Area Served - The Project will serve an area that includes Chase, Sorrento, North Shuswap, Enderby, Salmon Arm and the local Secwepemc Nations of Little Shuswap Lake, Adams Lake and Neskonlith.))

**Priority funding areas
of grant makers**
(indicate how your request fits
within Council's strategic
plan[s])

The Project supports the Village of Chase's goal of promoting economic development and tourism by increasing awareness of The Society's mission and work at Tsu'tsweww Provincial Park. While at the Park, visitors learn of the many other activities available in the area, including hiking, scuba diving, zip lining,

Most recent grants received from the Village:

Amount(1)

\$0

Date

11/04/2020

(1)

Amount (2)

\$0

Date

11/04/2020

(2)

**Current Fundraising
Initiatives:**

The Society is pursuing funding for this project through grant applications to the Pacific Salmon Foundation, Natural Resource Ministries (Government of BC) and the Community Economic Recovery Infrastructure Program (CERIP).

**Please explain how your event
or organization will be self
sufficient in the future:**

The mobile interpretation trailer will be used during the Salute to the Sockeye to collect admissions to this event. It is the primary source of revenue for the Society. At local community events, the trailer can increase awareness of the Society and be used to solicit

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

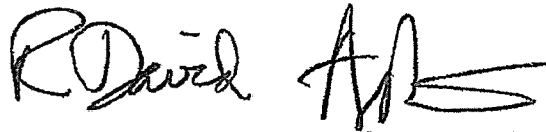
Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

David Askew

Signature:



Date:

11/04/2020

Print Name of Person
completing the application:

Ken Benoit

Signature:



Date:

11/04/2020

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The Adams River Salmon Society
PO Box 24034
Scotch Creek, BC
V0E 3L0
Salmonsociety.com

David Askew
President
250-463-4439 cell
president@salmonsociety.com

Ken Benoit
Director
403-700-8185 cell
abubruce@yahoo.com

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Yes 1994
CRA #: 89558-1148-R0001

PO Box24034
Scotch Creek, BC
V0E 3L0

Total organization budget: \$40,000 (2020 budget)
Board Members: 17
Number of Staff: 1 (Julie)
Number Volunteers: 150

Mission Statement:

To encourage and facilitate the education and conservation of salmon and the natural and cultural resources of Tsútswecw Provincial Park.

Organization Description:

The Society is run by a volunteer board of directors whose primary focus is to organize the Salute to the Sockeye Festival held during the dominant run every four years. The Society uses proceeds from the Salutes to promote and support opportunities for education, interpretation and conservation at the Park and to foster appreciation and improved knowledge of the sockeye salmon run. The Society is developing an Interpretive Program for local students and nature enthusiasts that make use of the Society's Interpretive Cabin in the Park.

Population Served:

The Society hosts schools and visitors to the Park impacting ~10,000 people each year. During a dominant year, this increases to ~80,000 people. The Society's social media reaches a worldwide audience with ~10,000 new users per year.

Project Name: Mobile Interpretation Trailer

Program Budget: \$4000

Request: \$2000

% of Budget: 50%

Type of Request: program support

Grant Period from: 11/04/2020 (today) To: 03/31/2021

Multi-year event: yes

Description:

The mobile interpretation trailer would be used to support educational programming activities undertaken by The Society when we visit elementary and middle schools in the area. It would be equipped with educational materials and investigative supplies to encourage hands-on learning and to provide an experience that supports further learning. Many of these materials have been purchased or are being purchased now. The trailer would have a multi-year benefit as it can be used each year as educational opportunities increase with rising interest. It would also be used at community events to promote wild salmon habitat awareness. These events include Aboriginal Day, Canada Day, Earth Day, Cornfest, World Rivers Day and events hosted by our partners at Kingfisher Interpretive Centre in Enderby. The trailer would be available to Society board members, volunteers, educators and park interpreters for the delivery of Society educational programming.

The Society anticipates that the mobile interpretation trailer will increase opportunities for greater numbers of people to become informed about the importance of salmon conservation. This will potentially increase opportunities for those individuals to advocate and make change on behalf of salmon. The number of individuals impacted by the Society's education programming and at local events is estimated to be in the tens of thousands.

Geographic Area Served:

The Project will serve an area that includes Chase, Sorrento, North Shuswap, Enderby, Salmon Arm and the local Secwepemc Nations of Little Shuswap Lake, Adams Lake and Neskonlith.

Economic Impact:

The Salute to the Sockeye Festival attracts world-wide attention and brings awareness to the region. The mobile interpretation trailer will increase awareness of the festival and the work that the Society does to further its mission and encourage visitors to experience more of the region. The Society estimates that the project will help increase visitor spending in the region by \$1.5MM annually. This includes accommodation costs and spending in restaurants, local shops and with tour operators.

Priority Funding Areas:

The Project supports the Village of Chase's goal of promoting economic development and tourism by increasing awareness of The Society's mission and work at Tsútswecw Provincial Park. While at the Park, visitors learn of the many other activities available in the area, including hiking, scuba diving, zip lining, whitewater rafting, wineries, craft breweries, farmer's markets, fishing and boating. The Society is partnered with other organizations such as the Pacific Salmon Foundation Program, Shuswap Tourism, BC Parks, Shuswap Trail Alliance, Little Shuswap Lake Band and local Chambers of Commerce.

Grants received from the Village:

\$0 n/a

\$0 n/a

Current Fundraising Initiatives:

The Society is pursuing funding for this project through grant applications to the Pacific Salmon Foundation, Natural Resource Ministries (Government of BC) and the Community Economic Recovery Infrastructure Program (CERIP).

Self Sufficiency:

The mobile interpretation trailer will be used during the Salute to the Sockeye to collect admissions to this event. It is the primary source of revenue for the Society. At local community events, the trailer can increase awareness of the Society and be used to solicit donations, memberships and more volunteers. The Society relies on over 150 local volunteers during the Salute to the Sockeye and over 50 volunteers during non-dominant years.

Attachments:

- Society 2020 budget

Current Annual Budget - 2020

Applicant:

The Adams River Salmon Society

Project Title:

Salmon Education and Community Outreach at Tsútswecw Provincial Park

Revenue (Operations)

Notes

Cash donations

fund raising events

Corporate Donations/Sponsorships

event fees

Souvenirs Sales

\$3,000

assumes only purchase costs recovered

Artisans commission

Memberships

interpretive Tours fees

Grant- BC Parks

grants excluded

Grant - Pacific Salmon

grants & associated costs are excluded as unknown

Grant - Fed/Prov

summer student program - in process not approved yet

Bank Interest

\$15

Vendor Fees

\$3,015

Expenses (Operations)

Advertising/Communications (print/media)

\$250

presentations design

Bank Charges and fees

\$200

includes LOC fee of 100

Professional Development/Training

\$0

(strategic planning costs paid from legacy fund)

Cabin Improvements (Cabin)

\$0

Cabin Maintenance & supplies

\$2,000

includes cleaning & minor cabin maintenance costs

Office Equipment (computers, desks, Projector)

\$0

Credit Card Fees

\$0

First Aid on location for events

\$0

Hydro

\$900

pay to parks annually

Liability Insurance

\$3,139

paid in January

Board of Directors Insurance

\$660

paid in February

Internet and Phone

\$900

mascon

Meeting expenses

\$200

social TBA

Memberships/Partnerships

\$100

Souvenir Purchases

\$3,000

costs offset by revenue

Office Expenses and Supplies

\$600

paper ink ...

PO Box rental

\$175

stage roof maintenance

\$224

shade sails

\$1,000

H&R Block

Accountant fees

\$2,000

Bristow

Staff wages

\$16,000

includes WCB

Cabin attendant contractor costs

\$4,000

Volunteer Appreciation

\$0

Website

\$0

Event Expenses (porta-potties/cleanup/signage)

\$0

Legacy contribution	\$0	
Total Expenses	\$35,348	
Net Income (Rev - Expense)	-\$32,333	
Cash available -Jan 1, 2020	\$37,543	unencumbered -i.e. chequing & investment accounts only
Cash at end of year	\$5,210	



VILLAGE OF CHASE

Memorandum

Date: January 9, 2021
To: Mayor and Council
From: CAO
RE: Draft Partnering Agreement – Art Holding Memorial Arena

At its meeting of October 13, 2020, Council considered a new draft partnering agreement for the operations of the Art Holding Memorial Arena. Several comments were raised and the agreement at that time was not ratified pending further refinement.

Comments that were raised regarding the draft agreement presented October 13, 2020 included:

- The agreement should provide more specific details about the obligations of both the Recreation Centre Society and the Village of Chase relating to the Arena operations and management
- There should be provision for additional funding that may be needed
- Capital expenditures should be referenced
- There needs to be more communication between the Village and the Recreation Centre Society so that each party can help the other and share information more frequently

In light of Council's wishes, the updated draft document being presented to Council's meeting of January 12, 2021 includes the following provisions:

- Details of who is responsible for what aspects of the operations and maintenance including funding and capital costs are more defined in the new draft
- The annual operating grant of \$125,000 is specified and capital costs are to be discussed by both parties to ensure maximum benefit
- Rather than an "Arena Board of Management" a *Joint Operations and Management Committee* is contemplated that will meet at least quarterly to discuss specific aspects of the Arena's operations and maintenance including rates, hours of operation and other policy discussions, requirements and needs
- A provision is included that will ensure additional operational funding will be contemplated by the Village provided rationale for such a request is provided by the Society
- The agreement includes the provision of dust control for the unpaved portion of the parking area as well as snow removal
- The agreement includes a statement regarding the proposed use of a portion of the parking area (adjacent to Shepherd Road) for a seniors housing project

Council is being asked to provide feedback to Administration, holding off on approval of the agreement until input is received from the Society.

Respectfully submitted,

PARTNERING AGREEMENT

THIS AGREEMENT dated for reference _____, 2021.

BETWEEN:

VILLAGE OF CHASE

POBOX440

Chase, BC V0E 1M0

(the "Village")

AND:

CHASE AND DISTRICT RECREATION CENTRE

SOCIETY, a Society incorporated within the Province of

British Columbia (Incorporation No.: S-0029734)

PO Box 1239, Chase, BC V0E 1M0

(the "Society")

WHEREAS:

The Art Holding Memorial Arena and associated amenities including a large parking lot, a storage shed, sidewalks, the sales office and zipline practice tower of Chase Canyon Eco-Adventures Ltd.; a large grassy vacant area are located at 221 Shepherd Road in Chase, BC; AND

The Landlord and the Tenant desire to renew the Partnering Agreement governing the Tenant's operation of the Art Holding Memorial Arena and recreational activities at 221 Shepherd Road; AND

The Village is authorized to enter into partnering agreements pursuant to section 21 of the *Community Charter*,

NOW THEREFORE in consideration of the promises and the covenants, agreements, representations, warranties and payments hereinafter contained, the parties hereto covenant and agree as follows:

DEFINITIONS

(a) In this agreement:

- (i) The property The Lands are known as 221 Shepherd Road including the lands legally described as PID: 007-819-750, Lot 1, DL 517, KDYD, Plan 20201, except plan KAP49449 known as Lot 1 for the purposes of this agreement;
- (ii) "Arena" means the Art Holding Memorial Arena which is located on Lot 1 as of the date of this Agreement;

- (iii) "Recreation Service" means the use of Lot 1 for public recreational activities;
- (iv) "Service Area" means the Village of Chase and Electoral Areas L and P of the Thompson-Nicola Regional District;
- (v) "Board of Management" means the Council of the Village of Chase and the representatives of the Recreation Centre Society;

TERM:

- (b) This Partnering Agreement will take effect once both parties have ratified this agreement and will be in effect for 2 years from that date of ratification unless either party invokes a termination as provided for under this agreement.

SOCIETY'S OBLIGATIONS

(a) The Society will:

- (i) Manage of the use of Lot 1 for the purpose of providing Recreation Services including but not limited to all activities pertinent to an Ice Arena, and will provide a portion of lands for the operation of the Chase Canyon Eco-Adventures main office and practice tower;
- (ii) Provide all equipment, supplies and operating personnel necessary to provide the Recreation Service which may include entering into contracts for management, maintenance and the provision of food or other services in the Recreation Centre and on Lot 1";
- (iii) Manage all aspects of the facility including ensuring payments are made for electrical, gas, and other utility services;
- (iv) Provide for ongoing day to day maintenance and repairs of the building and premises to ensure safe and efficient operation of the facility;
- (v) Advertise the facility's availability for ice usage including for hockey, figure skating, public skating and other activities such as private parties, as well as public activities in the off-season to ensure rental income is maximized;
- (vi) Diligently seek external sources of funding other than those provided by the Village of Chase for operations, repairs, and improvements that may be intended;
- (vii) Obtain the Village's permission in writing to construct additional improvements on the premises, such permission may be withheld at the Village' discretion;

- (viii) If improvements are planned and approved the Village, the Society will manage such improvements by obtaining funding wherever possible, retaining consultants, obtaining all permits and authorizations required, pay all fees, charges and levies, and will submit plans and drawings to the Village for its approval;
 - (b) No member of the Society or the Board shall be a party to any contract entered into by the Society as per this Agreement.
 - (c) The Society shall provide the Recreation Service on behalf of the Village to the residents of the Service Area. The Recreation Centre shall not be committed to use by any group made up primarily of non-residents of the Service Area without the prior written consent of the Village.
 - (d) All residents of the Service Area shall have an equal opportunity to participate in the recreational services provided by the Society, in accordance with the programs and policies established by the Board.
-
- (e) No distinction shall be made between residents of the Service Area in the establishment of user fees and other charges.
 - (f) The Society shall provide the Recreation Service as an independent contractor under this Agreement. The Society shall not represent to any person that it is the agent or partner of the Village in respect of any matter.

OTHER USES OF LOT 1

- (g) Notwithstanding the foregoing, the Society may, with the Village's written permission, either at no charge or at a fee set by the Society, use or permit the whole or any part of Lot 1 to be used by any group or person for any purpose which is ancillary to or supportive of the Recreation Service and the business of the Society, including without limitation commercial, public or private uses.
- (h) For clarity, generating revenue for the Society from any source is considered a purpose ancillary to or supportive of the Recreation Service and the business of the Society.
- (i) The Society recognizes that a portion of the lands to the West of the Arena building adjacent to Shepherd Road will be utilized for the construction and operation of a low income seniors' housing project operated by a private housing society, pending funding and all authorizations being approved for the private housing society.

JOINT OPERATIONS AND MANAGEMENT RECREATION COMMITTEE

- (j) The Joint Operations and Management Committee will consist of representatives appointed by the Society and representatives appointed by the Council of the Village and will serve for the term of this agreement.

- (k) The Joint Operations and Management Committee will meet at least quarterly to discuss various operations and management issues, funding sources and needs, in the context of financial and legal requirements of both the Society and the Village.
- (l) The JOMC will discuss and establish operational policies and discuss the provision of the services and recreational programs and other public, private or commercial activities taking place on Lot 1. Issues to be jointly discussed and agreed to will include hours of operation, admission fees, rental charges, licence fees, booking priorities, marketing and advertising, third party commercial, private and public activities, off-season uses of the lands and maintenance, repairs and management contracts.

GRANTS OF ASSISTANCE

- (m) The Village will continue to provide grants of assistance to the Society on the following terms:

- (i) On an annual basis and no later than two(2) months following the end of the Society's fiscal period, the Society shall provide to the Village financial statements for that fiscal period, as well as an operational and capital budget for the upcoming fiscal period.
- (ii) The Village, upon being satisfied with the Society's financial reporting and on-going budget, shall provide the Society with a grant of \$125,000 to be paid to the Society on a quarterly basis. Such funds will be used to meeting the Society's obligations to operate the Recreation Centre and provide Recreation Services.
- (iii) The Village upon discussion with the Joint Management and Operations Committee and the provision by the Society of appropriate rationale, will consider providing additional operations funding to the Society.
- (iv) Capital requirements and funding will be discussed by the Joint Management and Operations Committee and will form part of the Council's annual budgeting process.
- (v) The Village may, at its sole discretion, require the Society to undertake an independent audit of its financial reports, and to provide a copy of the audit to the Village.

VILLAGE OBLIGATIONS

- (n) The Village will honour its obligations by ensuring payments are made to the Society on a timely basis, that ongoing discussions take place to ensure both parties are continuing to provide information and support to one another, and that needs are requirements are being communicated.
- (o) The Village of Chase will provide snow plowing and dust control services for the parking area West and South of the Arena facility.

TAX EXEMPTION

- (p) Provided that the Society continues to provide the Recreation Service in accordance with this Agreement, the Village shall, by bylaw, exempt the buildings and improvements on Lot 1 from the municipal portion of property taxes during the term of this Agreement.

TERMINATION

- (q) Despite section (b), this Agreement may be terminated by the Village upon 14 (fourteen) days' notice to the Society if:
 - (i) the Arena Lands remain vacant or not used for a period of Ninety (90) days without the written consent of the Landlord;
 - (ii) the Village is required to make any payment that is the responsibility of the Society under this Agreement.

-
- (p) Either party may terminate this agreement by providing 30 (thirty) days written notice to the other party.

TERMINATION FOR NON-COMPLIANCE

- (q) If the Society is not in compliance with any terms of this Agreement, the Village may deliver written notice of non-compliance to the Society, setting out the particulars of the Society's violation of this Agreement.
- (r) Upon receiving notice of non-compliance the Society shall have 14 days to fully remedy the non-compliance. If the Society does not completely correct the non-compliance within 14 days this Agreement may be terminated without further notice upon written notification from the Village to the Society.

MISCELLANEOUS

- (s) No waiver of any default under this Agreement by either party shall be effective unless expressed in writing by the party waiving default, and no condoning, overlooking or excusing by either party of a previous default shall be taken to operate as a waiver of any subsequent default or continuing default, or to in any way defeat or affect the rights and remedies of the non-defaulting party.
- (t) Upon not less than 24 hours notice to the Society, the Village shall have unrestricted access to the records of the Society relating to the development and operation of the Recreation Centre. The Village shall also have the right to inspect any portion of the Recreation Centre or other improvements constructed or controlled by the Society which are located upon Lot 1.
- (u) Any notice to be given pursuant to this Agreement shall be in writing, and may be delivered personally or sent by registered mail.

- (v) Any approvals given by the Village under this Agreement shall only be effective if authorized by a resolution adopted by Council of the Village.
 - (w) The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision and any such invalid or unenforceable provision shall be deemed to be severed.
 - (x) This Agreement may be executed in any number of counterparts, each of which when delivered, whether by facsimile copy or otherwise, shall be deemed to be an original and all of which together shall constitute one and the same document.
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IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

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VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: December 30, 2020
RE: Destruction of Finance Files

ISSUE/PURPOSE

To seek Council approval for the destruction of finance files, as per the Village of Chase Policy ADM-15.

OPTIONS

1. Approve the destruction of old files
2. Do not approve the destruction of old files

HISTORY/BACKGROUND

The Village of Chase Policy ADM-15 outlines the procedures and protocols for Records Management implementation as outlined in the Village of Chase Records Retention Schedule Bylaw. The standard retention period being Current Year plus seven years (7).

The bylaw policy indicates an annual records purge in accordance with the Records Retention Bylaw. Council approved a file purging in 2018 of approximately 126 boxes.

The purging of records is necessary to avoid over-crowding in the basement due to the excess files.

DISCUSSION

The files for destruction are dated 2010, 2011 and 2012. And consists of approximately 40 boxes. Attached is a list of Finance files which are eligible for destruction, according to the Village of Chase Records Retention Schedule Bylaw.

The disposal of files will be carried out, by Shred It, the current provider of the Village's secure shredding services.

FINANCIAL IMPLICATIONS

The expenditure is included in the annual administration shredding budget

POLICY IMPLICATIONS

This process is implementing the Records Classification System and Retention Schedule Policy as outlined in the Village of Chase Records Retention Schedule Bylaw.

RECOMMENDATION

"That Council approve the destruction of the files listed on Schedule A, dated December 30, 2020."

Respectfully submitted, CFO

Approved for Council Consideration by CAO

Schedule A
Files for Destruction, December 30, 2020

2010 Files

- Accounts Payable vendor Invoices, Payments and Requisitions
- Accounts Receivable Invoices, Payments, and reconciliations
- Bank Statements and Reconciliation reports
- Business Licenses vendor licenses, applications, and maintenance reports
- Cash Receipting transaction, payments, and daily batch reports
- General Ledger Vouchers, Journal entries and postings
- Payroll reports and reconciliations
- Property Tax posting reports, tax certificates, BC Assessment updates and Mortgage holder updates
- Utility Billing reports, posting reports, aged trial balances and transaction listings
- Community Hall bookings reports and Burning permits

2011 Files

- Accounts Payable vendor Invoices, Payments and Requisitions
- Accounts Receivable Invoices, Payments, and reconciliations
- Bank Statements and Reconciliation reports
- Business Licenses vendor licenses, applications, and maintenance reports
- Cash Receipting transaction, payments, and daily batch reports
- General Ledger Vouchers, Journal entries and postings
- Payroll reports and reconciliations
- Property Tax posting reports, tax certificates, BC Assessment updates and Mortgage holder updates
- Utility Billing reports, posting reports, aged trial balances and transaction listings
- Community Hall bookings reports and Burning permits

2012 Files

- Accounts Payable vendor Invoices, Payments and Requisitions
- Accounts Receivable Invoices, Payments, and reconciliations
- Bank Statements and Reconciliation reports
- Business Licenses vendor licenses, applications, and maintenance reports
- Cash Receipting transaction, payments, and daily batch reports
- General Ledger Vouchers, Journal entries and postings
- Payroll reports and reconciliations
- Property Tax posting reports, tax certificates, BC Assessment updates and Mortgage holder updates
- Utility Billing reports, posting reports, aged trial balances and transaction listings
- Community Hall bookings reports and Burning permits



*Southern Interior Local
Government Association*

December 15, 2020

To: All SILGA Members

Re: SILGA Convention – Call for Nominations 2021

As per the Constitution of the Southern Interior Local Government Association (amended 2017), the “Call for Nominations” is now going out to all member Mayors, Councillors, Regional Chairs and Directors who wish to seek a position on the SILGA Executive for the 2021/22 term. Elections will be held virtually prior to the SILGA Convention in late April. Dates TBD.

Offices to be filled are President, 1st Vice President, 2nd Vice President and seven Directors. One member of the SILGA board must be an Electoral Area Director of a member Regional District. Those presently serving may run for another term if they so wish.

Excerpt from the SILGA constitution regarding new voting procedures:

7.10 The election of Officers to the Executive shall be held at the Annual General Meeting on a first ballot and that of the Directors at Large subsequently on a second ballot. Any candidate that is unsuccessful in obtaining an Officer position on the first ballot may become a candidate for a Director at Large position on the second ballot.

7.11 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is elected, the Director at Large positions will then be filled by the candidates with the most votes.

7.12 If, in the election of the Officers to the Executive on the first ballot, an Electoral Area Director of a regional district is not elected, then in the election of the Directors at Large, the candidate - of those candidates that are Electoral Area Directors of a regional district - with the most votes will be elected as a Director at Large and the balance of the Director at Large positions will be filled by the remaining candidates with the most votes. If only one Electoral

PO Box 27017 Cityview PO
Kamloops, BC
V2E 0B2

Tel: 250-851-6653
yoursilga@gmail.com
www.silga.ca

Area Director of a regional district candidate runs for a Director at Large position, that candidate will be acclaimed.

Deadline for nominations is Friday, February 28, 2021. You will be asked to complete a biography and submit a photo for the printing of the official Nominating Committee Report to be contained in the Convention Package.

Please note there will be no nominations accepted "from the floor".

The SILGA nomination committee is chaired by Past President Shelley Sim, District of Clearwater.

All those interested in serving are asked to contact Councillor Sim by email at shelleysim@telus.net or the SILGA office at 250-851-6653. All information should be forwarded to both Councillor Sim and the SILGA office (yoursilga@gmail.com).

Alison Slater
SILGA

SILGA *Southern Interior Local Government Association*

December 12, 2020

To: All SILGA Members

Call for Resolutions for 2021 Convention

The SILGA Annual General Meeting and Convention is scheduled to be held virtually sometime between April 27th and April 30th, 2021. The SILGA Constitution requires that resolutions to be considered at the Annual Meeting are to be received by the Secretary-Treasurer no later than 60 days prior to this meeting. Friday February 26th, 2021 will be the deadline for receipt of resolutions.

If your local government wishes to submit a resolution for consideration at the 2021 SILGA Convention, please forward by email your resolution to yoursilga@gmail.com. Any background information on the resolution would be helpful. Each resolution should be endorsed by the sponsoring Member's Municipal Council or Regional Board. The resolution should be relative to regional issues and should not pertain to a finite local interest.

If you do not receive a confirmation email regarding your resolution, please contact the SILGA office at 250 851 6653.

For information on how to properly write a resolution please refer to the UBCM website below.

<http://www.ubcm.ca/EN/main/resolutions/resolutions/resolutions-procedures.html>

or go to the resolutions page on the SILGA website at

<http://www.silga.ca/convention/resolutions/>

Resolutions not received by February 26th, 2021 will be considered late resolutions and must go through the following procedures to be considered at the AGM.

Late Resolutions

- (1) Resolutions submitted following the expiry of the regular deadline noted in section 10.4 shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution shall be provided to SILGA by noon on the Friday preceding the date of the Annual General Meeting. The resolutions committee will meet on the Tuesday preceding the Annual General Meeting to provide recommendations as to whether the late resolution(s) should be brought to the Members for inclusion in the resolution debate. All late resolutions must be adopted by a Special

PO Box 27017 Cityview PO.
Kamloops, BC
V2E0B2

tel: 250-851-6653
www.silga.ca
yoursilga@gmail.com

SILGA *Southern Interior Local Government Association*

Resolution of the Member Representatives in attendance at the Annual General Meeting to be included in the discussion.

- (2) Late resolutions will be reviewed by the Resolutions Committee prior to the Meeting and only those of a subject matter which could not have been submitted by the normal deadline date outlined in section 10.4 will be considered.
- (3) Late Resolutions shall be available for discussion after resolutions printed in the resolutions book have been considered.
- (4) Late Resolutions admitted for plenary discussion shall be dealt with in the order presented in the Late Resolutions report.
- (5) In the event that a late resolution is recommended to be admitted for discussion, the sponsoring member of the late resolution shall produce sufficient copies for distribution to the Members at the Annual General Meeting.
- (6) The Late Resolution will, after reading, be properly before the meeting, and the regular procedures for handling resolutions will apply.

Alison Slater
SILGA

SILGA

Community

Excellence Awards

Are you proud of your community or regional area's accomplishments? Would you like it to be recognized at our convention and more broadly through social media and the news?

To promote the environmental, social, and economic well being of our member communities and to share ideas and best practices throughout the SILGA area, we have created awards to showcase a community in each of these categories.

To nominate your local government, simply provide a brief letter describing a fantastic project, event, or activity that you are proud of. A winner will be chosen in each category and presented an award during our AGM. We are intentionally making this process as easy and seamless as possible. If your community or area has excelled in any of the following categories, let us know:

- **Environmental Sustainability**
- **Social Responsibility**
- **Economic Development**

The Rules:

Nominations must come in the form of a letter to the SILGA Executive Director (no requirements as to length, and letters should be emailed).

1. Nomination Letters must be received by February 1st, 2021.
2. Letters must clearly state which award the nomination is for.
3. Nominations should be one page in length and should succinctly describe the project and itemize the beneficial outcomes. SILGA wants to share best practices in our region with the hope that every local government can learn from the winning submissions. In that regard, please provide contact information for the key individual(s) who worked on the projects/events.
4. These awards are for local governments, not individuals. Recipients must be SILGA members in good standing.
5. Nomination letters can come from anyone representing a local government, and there is no limit on the amount of nominations per community. An official resolution is not required.
6. Submissions from previous years may be reused.

What you get if your local government wins:

1. Your local government will be officially recognized at the upcoming AGM.
2. A representative from your local government will have an opportunity to speak (5 minutes) to all assembled delegates about the project or event.
3. Your local government will receive a beautiful plaque to permanently display at your government office.
4. Award recipients will have their achievements highlighted more broadly through our social media channels, newsletter and via press release to the entire SILGA media network.

These awards are an opportunity for us to share best practices, to get others from local governments thinking outside the box, and to promote knowledge sharing amongst our members. It is our firm belief that our SILGA local governments continue to implement remarkable, unique projects that make their communities a better place to live time and time again. We want to make sure we share our successes as much as possible, so others might benefit.



VILLAGE OF CHASE

Memorandum

Date: January 7, 2020
To: Mayor and Council
From: CAO
RE: Summer Recreation Program – 2021

Council is once again being requested to determine whether the Village should move ahead with or cancel the Summer Recreation Program for 2021 in light of COVID-19.

It is anticipated that while vaccinations are now available, the majority of BC's population who wish to be vaccinated will not be fully vaccinated until September of 2021.

As occurred in 2020, Council passed a resolution to cancel the Summer Recreation Program due to the risk of transmission of the virus amongst the children and program leaders.

The Canada Summer Jobs funding program is now open and accepting applications. The Village has applied for such funding in past years, some years being successful, other years not being successful. In order for Administration to determine whether an application should be submitted for summer jobs funding to augment the Summer Recreation Program, we require direction from Council to either provide the Summer Recreation Program for 2021 or cancel it.

RECOMMENDATION

Council direction is requested.

Respectfully submitted,