



## **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, January 23, 2018 at 4:00 p.m.

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

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

Resolution:

**“That the January 23, 2018 Village of Chase Regular Council meeting agenda be adopted as presented.”**

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

Pages 1-5

Regular Meeting held January 9, 2018

Resolution:

**“That the minutes of the January 9, 2018 Regular Meeting of Council 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**

None

### **7. REPORTS**

a) Mayor and Council Reports

### **8. UNFINISHED BUSINESS**

#### **8.1 Short Term Rentals**

Pages 6-9

Report from the Corporate Officer

Recommendation:

**“THAT Administration be directed to prepare amendments to the OCP, Zoning, Business License, and Fees and Charges bylaws that will provide the policy landscape necessary for short term rentals to be properly permitted in Chase.”**

#### **8.2 Citizens on Patrol – 2018 Coffee Houses**

Page 10

Letter from Joan Anderson, Secretary for Chase Citizens on Patrol indicating that the 2018 coffee houses are cancelled.

#### **8.3 Citizens on Patrol – 2018 Grant in Aid Request**

Pages 11-14

Letter from Joan Anderson, Secretary for Chase Citizens on Patrol requesting a \$1,500 grant in aid for 2018.

For Council's consideration

## 9. NEW BUSINESS

### 9.1 Development Variance Permit Application – 343 Shuswap Avenue Pages 15-20

Recommendation:

**“That Council authorize administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the minimum side parcel setback from 6.0m to 2.1m.”**

### 9.2 CAO Attendance at 2018 CAO Forum

The annual Local Government Management Association CAO Forum is being held in Vancouver February 20-22, 2018. Topics of education and discussion will include strategic planning, performance evaluations for staff and orientation approaches for newly elected officials.

As per Council's direction, a resolution of Council is required to authorize the CAO to attend conferences other than those specified in the employment contract. Costs for attendance will be \$700 plus accommodation. Funds are allocated annually in the Administration budget for senior staff members to attend educational events that will benefit them in the roles they perform for the Village.

### 9.3 Tourism Marketing Services Agreement – Shuswap Tourism Pages 21-24

For a number of years, the Village of Chase has partnered with the Columbia Shuswap Regional District to benefit from Tourism Marketing by way of a Tourism Marketing Services Agreement.

The Village has partnered in the Tourism Marketing service annually since 2013. Each year the fee has been \$5000.

The Village of Chase is promoted as part of the Shuswap Tourism Marketing initiatives including presence on the Shuswap Tourism website, print marketing, at least one page in the Official Shuswap Vacation Guide and other Shuswap Tourism Promotions. It is the opinion of Administration that the service provides very good value for Chase.

Recommendation:

**“That the Village of Chase enter into the Tourism Marketing Services Agreement with the Columbia Shuswap Regional District for Tourism marketing services provided by Shuswap Tourism for 2018 in the amount of \$5000.”**

### 9.4 Team Chase Pages 25-26

Letter from Janice Whitfield of Team Chase requesting a grant in aid for 2018.

### 9.5 Citizens on Patrol Event Assistance Pages 27-28

Letter from Joan Anderson, Secretary for Chase Citizens on Patrol requesting Village support for various events.

### 9.6 Snow Management Levels of Service Pages 29-32

Letter from Joan Anderson of 832 Hysop Road with suggestions for the Village's handling of snow.

The village's current policy and bylaw excerpts are included in the agenda package. Snow clearing is done according to the priorities outlined in the policy. A map will be displayed for the discussion."

9.7 Southern Interior Local Government Association - Community Excellence Awards

Pages 33-34

Invitation from SILGA to nominate Chase for a Community Excellence Award in one of the following categories: *Environmental Sustainability*, *Social Responsibility*, *Economic Development*.

For Council's consideration

9.8 2017 CP Holiday Train Wrap-up

Pages 35-37

Letter from Mike LoVecchio, Director of Government Affairs for Canadian Pacific, acknowledging the Village's participation in this annual event.

**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 (k), regarding 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 January 23, 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, January 9, 2018 at 4:00 p.m.

**PRESENT:** Mayor Rick Berrigan  
Councilor David Lepsoe  
Councilor Nancy Egely  
Councilor Ali Maki  
Councilor Steve Scott

Also in Attendance: Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer  
Joanne Molnar, Chief Financial Officer  
Tim Perepolkin, Manager of Public Works  
Jack Blair, Interim Director of Fire Operations

Regrets: Brian Lauzon, Fire Chief

Public Gallery: 6

**1. CALL TO ORDER**

Mayor Berrigan called the meeting to order at 4:01 p.m.

**2. ADOPTION OF THE AGENDA**

Moved by Councilor Scott

Seconded by Councilor Maki

***"That the January 9, 2018 Village of Chase Regular Council agenda be adopted as amended by adding 11.0, That Council recess to an In-Camera meeting pursuant to Section 90(1), Personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality."***

**CARRIED**

**#2018/01/09\_001**

**3. ADOPTION OF MINUTES**

3.1 Minutes of the December 12, 2017 Regular Meeting of Council

Moved by Councilor Egely

Seconded by Councilor Scott

***"That the minutes of the December 12, 2017 Regular Meeting of Council be adopted as presented."***

**CARRIED**

**#2018/01/09\_002**

3.2 Minutes of the December 21, 2017 Special Meeting of Council

Moved by Councilor Maki

Seconded by Councilor Scott

***"That the minutes of the December 12, 2017 Special Meeting of Council be adopted as presented."***

**CARRIED**

**#2018/01/09\_003**

**4. PUBLIC HEARING**

None



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

Bev Iglesias of 621 3<sup>rd</sup> Avenue stated she felt the Team Chase Grant-in-aid request amount was high compared to the actual required costs to rent the Community Hall

Mayor Berrigan replied that Council will deliberate on deferring this item later in the agenda to request more information from Team Chase

**6. DELEGATIONS**

Stefan Schielke representing the Chase Chamber of Commerce, presented on Tourism Visitor Kiosks and requested financial support from the Village that will be forwarded to South Shuswap Tourism to install such a kiosk at the Squilax Business Plaza.

**7. REPORTS**

a) Mayor and Council Reports

Mayor Berrigan

- December 15 – Attended the CP Holiday Train event
- December 19 – Attended the Chase Secondary Appreciation Lunch
- December 20 – Delivered food hampers along with other volunteers of the Chase Christmas Hamper Society

Councilor Egely

- December 13 – Attended a museum board meeting as Council liaison

Councilor Lepsoe

- December 14 – Attended a Rocky Road Trail meeting with staff, Shuswap Trail Alliance, and Recreation Sites and Trails representatives
- January 8 – Met with Adams Lake Indian Band and Neskonlith representatives regarding Secweptmec naming of Roderick Haig-Brown Park

Councilor Maki

- No Report

Councilor Scott

- December 15 – Attended the CP Holiday Train event

b) Staff Reports

CAO reported:

- Finalizing reporting for the STP Upgrade grant
- Oversaw preparation of reports, minutes and agendas for Council meetings
- Providing some assistance regarding Lions splash pad project
- Assisted in aspects of the Village's surveys regarding proposed Highways upgrades
- Finalized arrangements for new CFO for her employment and providing assistance and information regarding past activities and Council decisions affecting finance
- Staffing matters including managing office staff coverage during medical absences
- Working with TNRD emergency services supervisor to organize training for Village staff to work an EOC
- Looking at grant opportunities for Strategic Wildfire Protection

Public Works Manager reported:

- Staff concentrating effort/time on snow removal activities, following existing bylaws and policies where applicable.
- Currently running groundwater supply on weekends to maximize permitted use and extend filter life.
- One water service break in December on Village side of the service.
- Removed 4 danger trees by contracted professional tree removal company on the museum property.
- Working on 2018 capital and operating budget.

Interim Director of Fire Operations reported:

- There were 3 rescue calls
- There are 12 members with Exterior Operations training with 4 more that should be qualified by the end of January
- Incident Safety Training is complete for 14 members
- Individual member information binders are complete
- The Deputy Fire Chief has completed a yearly training plan
- The Deputy Fire Chief has completed a training manual for new paid on call members
- Air brake training is scheduled at the end of January – 6 additional drivers to be trained
- The Vancouver Canuck's Autism Network (CAN) is sending a delegation to Chase Fire and Rescue as part of their outreach education
- The department's budget for 2018 is anticipated as 'status quo'

Council also considered the written report from the Corporate Officer that was included in the agenda package.

Moved by Councilor Scott

Seconded by Councilor Maki

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

**CARRIED**

**#2018/01/09\_004**

**8. UNFINISHED BUSINESS**

**8.1 Tobacco Reduction and Becoming Smoke-Free**

Moved by Mayor Berrigan

Seconded by Councilor Maki

**"THAT staff develop a report recommending a smoke-free by-law for parks, trails, and public spaces in Chase."**

**CARRIED**

**#2018/01/09\_005**

**9. NEW BUSINESS**

**9.1 Appointment of Chief Financial Officer for Village of Chase**

Moved by Councilor Scott

Seconded by Councilor Egely

**"THAT Joanne Molnar be appointed as the Chief Financial Officer for the Village of Chase effective January 2, 2018."**

**CARRIED**

**#2018/01/09\_006**

Moved by Councilor Maki

Seconded by Councilor Egely

**"THAT Leif Pedersen, former Director of Financial Services for the Village of Chase, be removed as an official signing authority for the Village of Chase; and,**

**THAT Joanne Molnar, Chief Financial Officer for the Village of Chase, be added as an official signing authority for the Village of Chase."**  
**CARRIED**  
**#2018/01/09\_007**

9.2 Southern Interior Local Government Association (SILGA)

Moved by Councilor Egely

Seconded by Councilor Scott

**"THAT the Correspondence received from SILGA regarding the call for nominations, and the call for Resolutions be received for information."****CARRIED**  
**#2018/01/09\_008**

9.3 Thompson Watershed Flood and Debris Flow Disaster Mitigation Project

Moved by Councilor Scott

Seconded by Councilor Maki

**"THAT costs associated with any council or staff member's attendance at the February 14, 2018 Thompson Watershed Flood and Debris Flow Disaster Mitigation Project Workshop be covered as per Council's ADM-21, Expense Policy."**  
**CARRIED**  
**#2018/01/09\_009**

9.4 Shuswap Tourism Resolution regarding Highways and Active Transportation

Moved by Mayor Berrigan

Seconded by Councilor Lepsoe

**"THAT That the Village of Chase send a resolution to the Southern Interior Local Government Association for consideration at UBCM, urging the Ministry of Transportation and Infrastructure to incorporate active transportation corridors into all current and future highways projects; AND,**

**THAT a letter be written from the Mayor and Council of the Village of Chase directly to the Minister of Transportation and Infrastructure to request that the Ministry consider the incorporation of active transportation corridors into all current and future highways projects."**  
**CARRIED**  
**#2018/01/09\_010**

9.5 Chase Lions Club 50<sup>th</sup> Anniversary

Moved by Councilor Scott

Seconded by Councilor Maki

**"THAT the letter of invitation for the Mayor and guest to attend the Chase Lions Club's 50th Anniversary celebration on Saturday January 27 at 4:00 p.m. at the Chase Community Hall be received for information."**  
**CARRIED**  
**#2018/01/09\_011**

9.6 Team Chase Grant-In-Aid Request

Moved by Mayor Berrigan

Seconded by Councilor Scott

**"THAT the request from Team Chase for 274.50 grant-in-aid for Team Chase to support their fundraising event in September be deferred; and,**

**THAT staff advise Team Chase to provide all costs related to their fundraising event in their updated application."**  
**CARRIED**  
**#2018/01/09\_012**

- 9.7 Chase Chamber of Commerce Annual General Meeting  
Moved by Councilor Scott  
Seconded by Councilor Egely  
**"THAT any attendees from Council and staff to the Chase Chamber Annual General Meeting be responsible for their own costs."**  
**CARRIED**  
#2018/01/09\_013
- 9.8 Revenue Sharing of Cannabis Sales  
Moved by Mayor Berrigan  
Seconded by Councilor Egely  
**"THAT Council support the request from Mayor and Council of the City of Kelowna by writing a letter to the Province of BC urging they share 50% of revenue received in relation to recreational cannabis sales with Local Governments."**  
**CARRIED**  
#2018/01/09\_014
10. **RELEASE OF IN-CAMERA ITEMS**  
None
11. **IN CAMERA**  
Moved by Councilor Scott  
Seconded by Councilor Egely  
**That Council recess to an In Camera meeting pursuant to Section 90 (1)(a) of the *Community Charter*, regarding personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality."**  
**CARRIED**  
#2018/01/09\_015
12. **ADJOURNMENT**  
Moved by Councilor Lepsoe  
Seconded by Councilor Egely  
**"That the January 9, 2018 Village of Chase Regular Council meeting be adjourned."**  
**CARRIED**  
#2018/01/09\_016
- The meeting concluded at 5:03 p.m.

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Rick Berrigan, Mayor

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Sean O'Flaherty, Corporate Officer



## ***Village Of Chase***

### ***Administrative Report***

**TO: Mayor and Council**

**FROM: Corporate Officer**

**DATE: 19 January 2018**

**RE: Short Term Rentals**

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#### **ISSUE/PURPOSE**

To review Council's existing bylaws and policies, along with relevant provincial legislation as it pertains to short term rentals (STRs); and to review an assortment of strategies and approaches to supporting small business entrepreneurs while maintaining the integrity of our residential neighbourhoods.

#### **HISTORY/BACKGROUND**

At the August 8, 2017 Regular Meeting, Council directed staff to undertake a study of short term rentals and provide a summary to Council with options for further consideration.

The sharing economy is maturing, and technology has made it simple for peer to peer sharing for travel, accommodation, tools and equipment, dog sitting, etc.

With respect to sharing of residential properties in Chase, sites such as Airbnb has made it simple and cost effective for just about anyone with an underutilized room in their home to generate short term rental revenue.

Chase has five active STRs that we are aware of. Four are under the banner of Airbnb with one having a Village of Chase business license; and there is one operating as a traditional Bed and Breakfast. By definition, anyone receiving money for a good or service requires a business license. Under the zoning definitions for home occupation, there is currently no mechanism to restrict or prohibit these operations. Lessons learned in other municipalities indicate that to control the proliferation and location of short term rentals, to ensure cost recovery for services, to establish a level playing field for all operators, and to provide necessary surety for land uses and consistent rules for all property owners, regulations through bylaws are required.

## **DISCUSSION**

STRs can be an important source of accommodation choices for tourists and travelers during the peak summer season, particularly during festivals, other popular events, long weekends, or simply for business trips. Chase could benefit from providing more accommodation options for tourists and travelers during these peak times.

STRs are considered an opportunity by some homeowners who need the revenue as a "mortgage helper." Sometimes the revenues are used for more than paying down a mortgage. Some of the revenues can translate into home improvements which improves the look and feel of Chase, and improves our overall housing stock, and additional spending can improve the local economy for those now having more disposable income.

STRs, however, can adversely affect supply of rental housing. Rental vacancies in Chase is less than 1 percent meaning that renters will continue get squeezed with proliferation of STRs. Also, prime location residential waterfront properties can transfer to non-resident ownership and essentially become commercial rental enterprises. Two of the four Airbnb's in Chase are advertised as 'waterfront'.

Benefits of regulating STRs include ensuring a fair, level playing field and retaining the ability to protect the integrity of residential neighbourhoods by imposing certain restrictions. Bylaw compliance will be more successful if regulations are simple and if enforcement strategies are reasonable.

The incorporation of STRs into Chase will require updating many of Council's policies and bylaws including Official Community Plan Bylaw 635-2002, Zoning Bylaw 683-2006, Business License Bylaw 735, 2011, and Fees and Charges Bylaw 820-2016.

For instance, the following ***Zoning Bylaw*** changes are suggested:

"Short-Term Rental" means a Guest Suite, Guest Rooms, or part thereof in a residential zone wherein accommodation is offered for rent, or rented, for tourist accommodation on a temporary basis (31 days or less). The maximum total floor area must be less than 90 square metres in area and having a floor space less than 40% of the habitable floor space of the residential building.

(Note: An updated definition for STRs will require removing bed and breakfast as a definition as they are inclusive in the short-term rental definition.)

Update "Home Occupation" means an occupation or profession carried on in a home, where the occupation or profession is accessory to the use of a dwelling for residential purposes. The home occupation shall be carried out entirely within the home and not produce noise, vibration, smoke, dust, odour, litter, heat, fire hazard, electrical interference or traffic congestion other than that normally associated with a dwelling. Home Occupation does not include Short Term Rentals.

“Guest Suite” means a Secondary Suite used for Short-Term Rental.

“Guest Room” means a habitable room used for Short-Term Rental and that does not contain cooking facilities.

Zones that should allow STRs include R1, R1-SS, C2, and CD-C  
Only R1-SS can have 2 cooking facilities in one single family dwelling

Table 1: Required Off-Street Parking Spaces:  
Parking for STR – 1 per 2 sleeping units. If a home has 3 or more sleeping units (3+ bedrooms) then they require 2 additional parking spots

**Business License Bylaw:**

STRs require a business license. It is suggested that there be a \$200 base fee for 1-2 sleeping units, and \$300 for 3-4 sleeping units.

**Bylaw Enforcement:**

Bylaw enforcement activities can be expected to slightly increase related to business license requirements and zoning bylaw infractions particularly parking. Guest activities may also increase bylaw costs such as dogs off leash, etc.

**OCP Bylaw:**

“Residential neighbourhoods will conditionally accommodate resident-occupied and operated short-term rental accommodations, and all other tourist accommodation types will be located in the Downtown and existing accommodation properties.

**FINANCIAL IMPLICATIONS**

The Village receives revenue through Business Licenses and the proposed amendments are expected to enable any noncompliant short-term rental operations to apply for a license. License fees are collected on a cost-recovery basis and will be required to sufficiently fund education, enforcement and additional burdens on other Village services such as solid waste collection and animal control.

The Village should be able to charge higher business license fees for STRs. These additional revenues will help cover additional costs for use of facilities, bylaw enforcement (dogs), solid waste collection.

STR inclusion into Chase is a form of economic development. It will likely increase tourism, increasing tourists’ the length of their visit, and increase tourist dollars spent at local businesses.

**POLICY IMPLICATIONS**

In accordance with section 59 of the Community Charter, before adopting a Business License bylaw update specific to accommodations, notice must be provided, and the public are to be given the opportunity to comment on the bylaw.

In accordance with section 464 of the Local Government Act, a public hearing must be held prior to adopting an Official Community Plan or Zoning Bylaw including any amending bylaws thereto. Other public engagement methods will be determined and employed as needed during public engagement component of the land use amendment process.

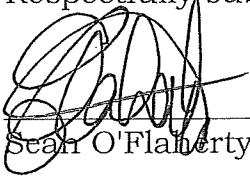
### **OPTIONS**

- Cap licenses at 25. This will protect the Village from a proliferation that negatively affects neighbourhoods and eliminates rental housing. It allows for an opportunity to comprehensively re-assess the situation.
- Have an option to operate only May to September at a reduced rate such as \$150

### **RECOMMENDATION**

**THAT Administration be directed to prepare amendments to the OCP, Zoning, Business License, and Fees and Charges bylaws that will provide the policy landscape necessary for short term rentals to be properly permitted in Chase.**

Respectfully submitted,



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Sean O'Flaherty, Corporate Officer



CHASE CITIZENS ON PATROL  
Box 1756, Chase, BC V0E 1M0

Village of Chase  
Box 440  
Chase, BC  
V0E 1M0

RECEIVED  
Village of Chase  
JAN 16 2018

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Agenda \_\_\_\_\_

January 10, 2018.

Mayor Berrigan and Councillors:

On behalf of the Chase Citizens on Patrol I wish to thank you for revisiting our request for a grant in aid as submitted on October 3, 2017. We took your decision back to our membership at our January 9 general meeting.

As you know, when our request was originally denied, we made the decision to cancel the Coffee Houses for this winter and the musicians and public were notified of the cancellation. Also, since making the original request, we have lost six members to retirement and/or death leaving us very short of volunteers. Given these factors, the membership has decided it will be best to stick with our decision to cancel the Coffee Houses for this year. Hopefully we will be able to recruit enough new members to allow us to resume this fundraising event in 2019. With that in mind, we have tentatively booked the hall for the second Friday of each month from January through June 2019.

We will be submitting a new request for a Grant-in-Aid for our 2018/2019 fiscal year within the next few days.

Yours truly,



Joan H. Anderson  
Secretary  
Chase Citizens on Patrol

/ja

CHASE CITIZENS ON PATROL  
Box 1756, Chase, BC V0E 1M0

RECEIVED  
Village of Chase

JAN 16 2018

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Agenda \_\_\_\_\_

Village of Chase  
Box 440  
Chase, BC  
VOE 1M0

January 12, 2018.

Re: Grant-in-Aid for 2018

Mayor Berrigan and Councillors:

Chase Citizens on Patrol wishes to request a Grant-in-Aid in the amount of \$1500.00 to help us to continue to provide services to the people of the Village of Chase.

As you know, Chase Citizens on Patrol provide a vital service to the community throughout the year. From early spring until Halloween, we provide late night vehicle patrols throughout the community acting as extra eyes and ears for the local RCMP. These patrols act as deterrents to crime especially at times when our police officers are called to attend incidents outside our community. In larger communities, patrol vehicles are most often supplied by local car dealers, gas is donated and cell phones are provided for the members on patrol. These are benefits not available to us due to the small size of our community. Our Chase COP members must use their own vehicles and cell phones when on patrol. We reimburse them for their gas costs only.

Chase Citizens on Patrol also contribute to the community by providing on site security and traffic control for a variety of events such as Canada Day, Cornstock, Chase Country Christmas, and the Salmon Caravan. We also conduct regular Speed Watches and Cell Watches at critical locations throughout the Village in an effort to educate the public and remind drivers of the need to drive responsibly. Last year, we also worked with the RCMP, ICBC and Haldane Elementary School to provide Bicycle Education for Chase and District students. Although small, there are costs associated with all these activities.

We have additional costs for the purchase and maintenance of uniforms, official identification, office supplies, meeting space, equipment storage space, training days, and patrol equipment. Much of our equipment is becoming worn and will need to be replaced soon, so our current financial reserves will be depleted once that has been done. We do everything in our power to limit our expenses so you may be assured that we do not spend money unnecessarily.

In our budget for our 2018/2019 fiscal year, you will note that we anticipate a significant shortfall in revenue which we will have to cover from our cash reserves. Receipt of a Grant from the Village will help greatly to allow us to continue to provide services to the community for 2018.

Thank you for your consideration of our request.

Yours truly,

A handwritten signature in black ink, appearing to read "Joan H. Anderson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Joan H. Anderson (Secretary)  
for  
Roland Mockford (President)

Chase Citizens on Patrol

Encls.

RM/ja

## Revenue

## Chase Citizens on Patrol Budget 2018/2019

Budget Item	2016/2017 (Actual)	2017/2018 (to date)	2018/2019 (Budget)
Donations	120.00	0.00	200.00
Annual Stipend - ICBC	200.00*	0.00	100.00
Chase Country Christmas	100.00	0.00	100.00
Festival Society	350.00	500.00	800.00
Music in the Park	300.00	now part of Festival Soc	part of Festival Soc.
Square Dancers - Security	100.00	0.00	0.00
Fundraising - Coffee Houses	1423.30	745.85**	900.00***
Fundraising - Chabelas Bottles/Cans	574.50	672.40	600.00
Grant - Village of Chase	0.00	0.00	1 500.00
Interest		0.05	0.04
Funds drawn from Cash in Reserve	159.26	2 076.24	1 964.96
* Payment includes both 2015 + 2016			
**Coffee Houses April & May, 2017			
***based on resumption of Coffee Houses Jan.2019			
	3 327.06	3 994.54	6 165.00

Expenses

Chase Citizens on Patrol  
Budget April 1, 2018 - Mar 31, 2019

Budget Item	2016/2017 (Actual)	2017/2018 (To Date)	2018/2019 (Budget)
<b>Fuel</b> (Fri. & Sat. patrols weekly May 1 – Oct. 27 + Oct 31)	1 710.00	1 678.39	1 700.00
<b>Office Supplies</b>	28.22	110.02	150.00
<b>Patrol Supplies</b>	incl. in office supplies	42.10	100.00
<b>Equipment Storage</b>	0.00	567.00	800.00
<b>Meeting Space</b>	200.00	200.00	200.00
<b>Meeting Supplies</b>	162.50	129.99	150.00
<b>Uniforms</b> (cleaning, repairs and replacement)	0.00	0.00	500.00
<b>Identification Badges</b> ( lamination, lanyards)	incl. in office supplies	incl. in office supplies	25.00
<b>Fundraising Costs</b> (rental, insurance, event supplies)	592.16 (rent waived)	18.20 (rent waived)	700.00
<b>Security Services Supplies</b>	donated	18.10 (plus donations	50.00
<b>Training</b> (hall rental or travel, lunch supplies, materials)	134.58	0.00	200.00
<b>Volunteer Appreciation</b>	206.60	859.82	800.00
<b>Equipment Maintenance</b> (cleaning and repair)	0.00	0.00	100.00
<b>Equipment Purchases</b> (new or replacement)	0.00	109.71	250.00
<b>Advertising</b>	75.00	0.00	200.00
<b>Government Filings re Society Act</b>	25.00	40.00	40.00
<b>Miscellaneous Expenses and Donations</b>	193.00	221.21	200.00
*assumes resumption of Coffee House in Jan. 2019			
<b>Total</b>	3 327.06	3 994.54	6 165.00



## *Village Of Chase*

### *Administrative Report*

**TO:** Mayor and Council  
**FROM:** Corporate Officer  
**DATE:** January 15, 2018  
**RE:** Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006

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#### **ISSUE/PURPOSE**

To obtain Council's consideration to proceed with the notification process in relation to the application for variance of building setback in C-3, Service Commercial.

#### **OPTIONS**

- 1. Authorize Administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the minimum side parcel setback from 6.0m to 2.1m.**
- 2. Do not authorize Administration to proceed and deny the variance being requested.**

#### **BACKGROUND**

The use on the property is best characterized as a mini storage. The owners of 343 Shuswap Avenue rezoned the subject property in 2015 to permit "*Enclosed self-storage and Recreational Vehicle Storage*" and "*Single Family Dwelling*" as permitted uses. As part of that zoning process, they were required to subdivide off 73m<sup>2</sup> of property to contribute to the Shepherd Road extension. When Shepherd Road is fully complete this property will eventually have frontage on both Shuswap and Shepherd.

In 2017, the storage business was established, and a Building Permit was issued for another modular storage unit. Now, in 2018, they would like to build a single family dwelling on the property which is a permitted use. The zoning bylaw contains a special regulation for 6m setbacks when a residential property abuts a commercial property to allow for harmony between the two uses.

Since this commercial property allows for a single family residential use, the additional separation to accommodate different land use is redundant and unnecessary. There will be residential uses on both sides of the property line.

## **REFERRALS**

If the application proceeds, notifications will be sent out to property owners within 50 metres of the subject property. Section 499 of The Local Government Act requires notice be provided to affected property owners and tenants.

## **ANALYSIS**

The neighbourhood is characterized as mixed. There is an assortment of uses ranging from service commercial to multi-family residential. The subject property is adjacent to a school.

## **POLICY IMPLICATIONS**

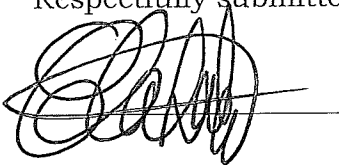
Pursuant to the provisions in the Local Government Act, a local government may, by resolution, issue a development variance permit, in respect of the land covered in the permit, the provisions of a bylaw that regulates Zoning. As a limit to Council's authority, the use or density of land cannot be varied.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

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance. The best way to hear from neighbouring residents is to allow the application to proceed and initiate the referral process.

## **RECOMMENDATION**

Council direction required

Respectfully submitted,

A handwritten signature in black ink, consisting of a series of loops and flourishes, positioned below the text "Respectfully submitted,".

## VILLAGE OF CHASE

### Application for Permit

(please check one)

- ☐ Development Permit  
☒ Development Variance Permit  
☐ Temporary Use Permit

1. Registered property owner's name, address and telephone number

Robert + Wendy Watt

2. Authorized agent's name, address and telephone number (If agent is handling application, please supply written authorization from owner)

Same

3. Legal description and Property Identification Number of subject property

Lot 4 DL517 KPDYD PLAN 4801 PID 010-425-161

4. Approximate area of subject property

1 Acre

5. Existing use of subject property

SITE SPECIFIC C3 WITH SINGLE FAMILY DWELLING

6. Existing use of adjacent property

R2 / C3 SEE ATTACHED

7. Detailed description including drawings, of the project or situation necessitating your application. Please provide additional pages as necessary.

ATTACHED

I hereby declare that the information contained herein is, to the best of my knowledge, factual and correct.

Robert Watt

Signature of Owner or Agent

Jan 5, 2018

Date

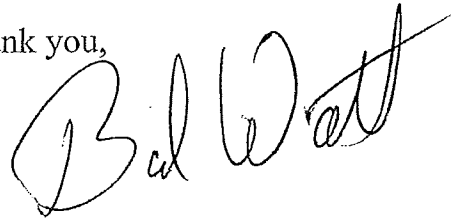
Note: Please see attached sheet for additional information to be included with application



January 5, 2018

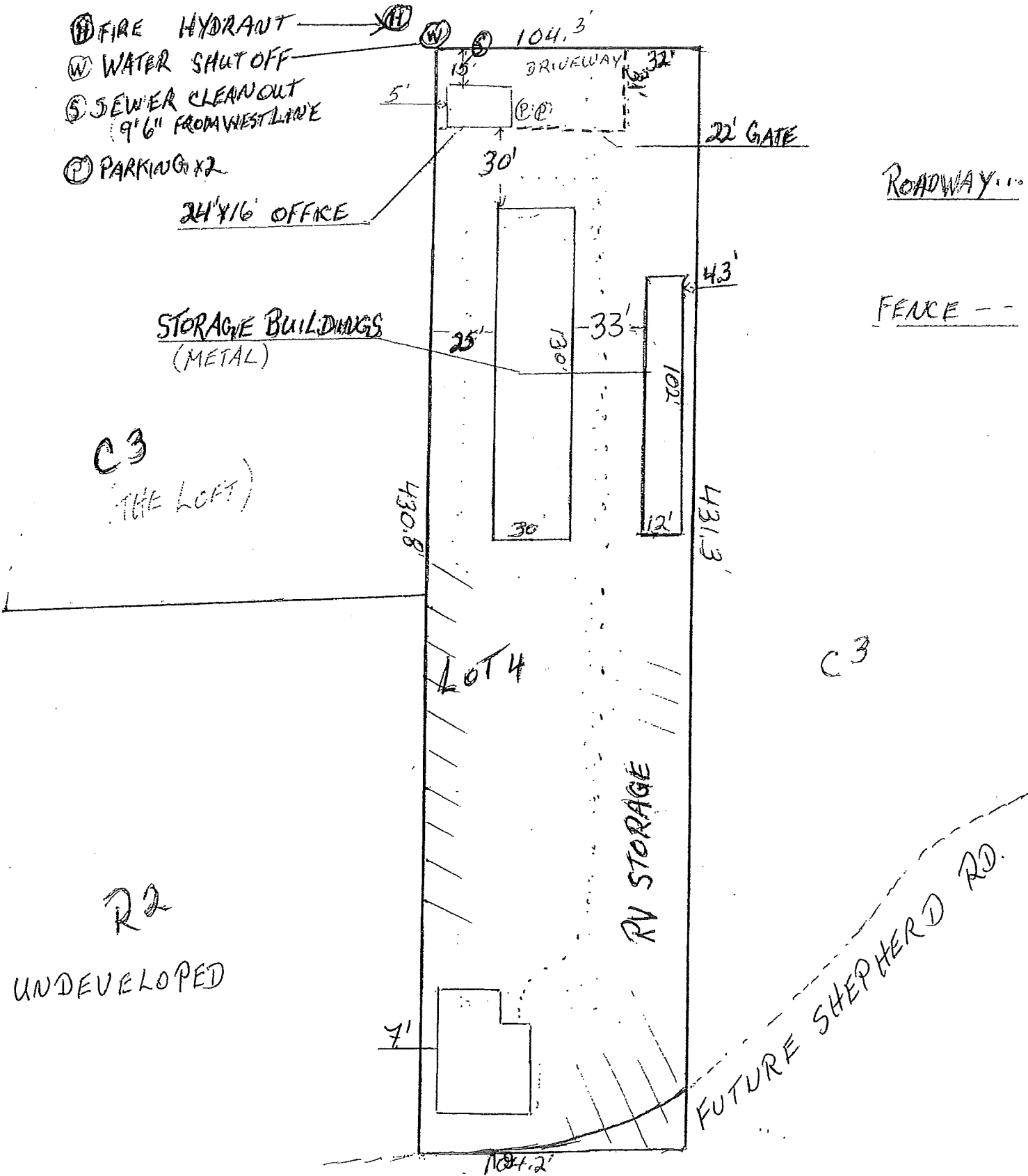
Current set back as per by-law states 20 feet for C3 development beside R2 zoning. Current R1, R2 etc. set backs, are 5 feet. As we would like to build a single family dwelling adjacent to R2, we would like to reduce side set back to 7 feet. This would allow a future 50 foot lot to the North of proposed house and fronting Shepard Avenue as per community plan.

Thank you,

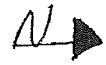
A handwritten signature in black ink, appearing to read "Bill Watt". The signature is fluid and cursive, with a large initial "B" and a stylized "W".

N →

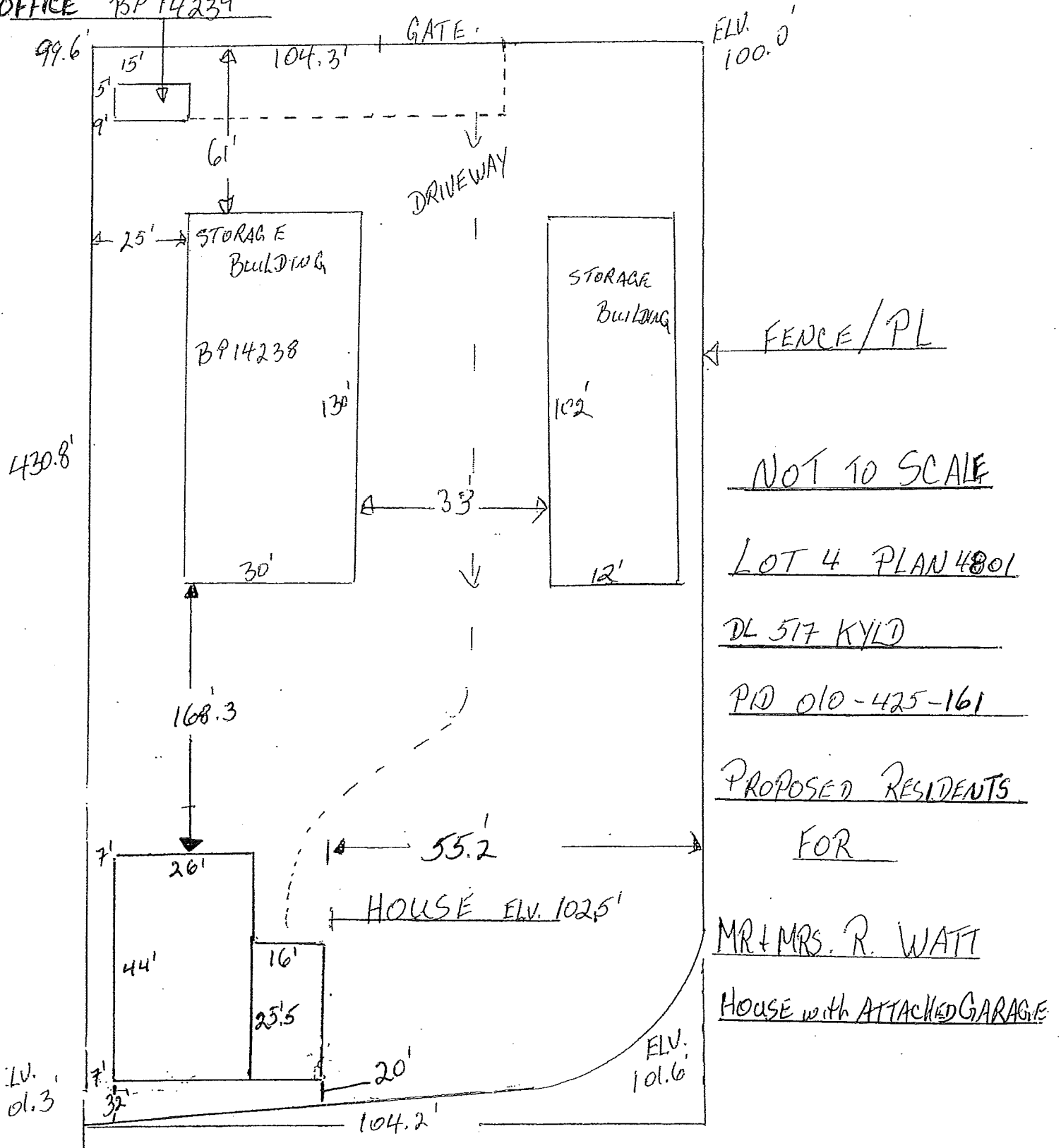
# SHUSWAP AVE.



343 SHUSWAP AVE



OFFICE BP 14239



FENCE/PL

NOT TO SCALE

LOT 4 PLAN 4801

DL 517 KYLD

PID 010-425-161

PROPOSED RESIDENTS

FOR

MR + MRS. R. WATT

HOUSE with ATTACHED GARAGE



# COLUMBIA SHUSWAP REGIONAL DISTRICT

PO Box 978, 555 Harbourfront Drive NE, Salmon Arm, BC V1E 4P1  
T: 250.832.8194 | F: 250.832.3375 | TF: 1.888.248.2773 | www.csr.bc.ca

January 3, 2018 .

2018-300-0008-1

RECEIVED  
Village of Chase

JAN 11 2018

Village of Chase  
826 Okanagan Avenue  
Box 440, Chase, BC, V0E 1M0

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

Dear Ms. Heinrich

**RE: TOURISM MARKETING SERVICES AGREEMENT**

Enclosed please find two copies each of the agreement for the Tourism Marketing Services Agreement for the Village of Chase with the Columbia Shuswap Regional District.

Please sign each document and return one copy of the agreement to the CSR, and keep one for your records.

Please do not hesitate to contact the undersigned should you have any questions in this regard.

Yours truly,  
**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
Per:

Robyn Cyr,  
Economic Development Officer  
Shuswap Tourism – Manager  
Columbia Shuswap Regional District

cc Shuswap Economic Development

**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
**TOURISM MARKETING SERVICES AGREEMENT**

THIS AGREEMENT dated for reference this 1<sup>st</sup> day of January 2018.

BETWEEN:

**COLUMBIA SHUSWAP REGIONAL DISTRICT**

Box 978, 781 555 Harbourfront Dr.  
Salmon Arm, BC, V1E 4P1

(hereinafter called the "CSRD")

AND

**VILLAGE OF CHASE**

826 Okanagan Avenue  
Box 440, Chase, BC, V0E 1M0

(hereinafter called the "Village of Chase")

GIVEN THAT:

The Village of Chase and the CSRD each have the corporate authority to enter into this Agreement and the Village of Chase and the CSRD have duly authorized entering into this Agreement by a resolution from the Village of Chase Council and the CSRD Board of Directors.

This Agreement is evidence that in consideration of the mutual covenants and agreements made of each of the parties to the other as set out in this Agreement, and for other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged by the parties) the Village of Chase Council and the CSRD Board of Directors agree as follows:

**THE SERVICE**

1. Shuswap Tourism/CSRD will provide the following services for the term in accordance with the terms and conditions set out in this Agreement:
  - a) To promote the community of Chase as part of the Shuswap Tourism Marketing Initiatives including presence on the Shuswap Tourism Website, print marketing collateral, a minimum of one page in the Official Shuswap Vacation Guide, and promotion of the community of Chase at various annual travel trade shows, and other Shuswap Tourism promotions.
  - b) To provide two available seats on the Shuswap Tourism Committee, one elected Village of Chase Councilor and one community representative representing the tourism industry in Chase. Four meetings a year are scheduled, with additional meetings arranged as required.

- c) To provide information, once a year, to the Village of Chase Council, an update on the marketing initiatives that have been completed in the previous year and new marketing initiatives that will be introduced in the current year.

### **GENERAL SPECIFICATIONS**

- 2. This Agreement will be to the benefit of and be binding upon the parties hereto and upon their respective successors and assignees.
- 3. This Agreement constitutes the entire Agreement between the parties hereto and no representations, understanding or contracts, oral or otherwise, exist between the parties hereto except as expressly set out in this Contract.
- 4. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.

### **TERMINATION**

- 5. The Village of Chase and the CSRD may terminate this Agreement by providing a minimum of 60 days' notice to the other party to terminate this Agreement.

### **TERM**

- 6. The Term of this Agreement will be from the 1<sup>st</sup> day of January 2018 to and including the 31<sup>st</sup> day of December 2018.

### **REMUNERATION**

- 7. The Village of Chase agrees to pay the CSRD a fee which will be paid as follows:
  - a) A fee will be charged to the Village of Chase in the amount of \$ 5,000.00, to cover the cost of the above services as defined in item 1.
  - b) The CSRD will forward an invoice to the Village of Chase for \$5,000.00 no later than April 15, 2018.
  - c) The payment made to the CSRD will constitute full compensation to the CSRD for all services delivered under this Agreement in the calendar year for which the payment was made.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto:

The Corporate Seal of the  
**COLUMBIA SHUSWAP REGIONAL DISTRICT**  
Was hereunto affixed in the  
presence of:



\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
Charles Hamilton

The Corporate Seal of the  
**VILLAGE OF CHASE**  
was hereunto affixed in the  
presence of:

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

\_\_\_\_\_  
CORPORATE OFFICER

Mayor and Council,

January 2018

Village of Chase.

Dear Mayor and Council,

Good morning, my name is Janice Winfield and I am writing this request on behalf of Team Chase. Most of you are probably aware of Team Chase and what we do in our community, for those of you who do not, Team Chase is a group of dedicated women from Chase and surrounding area that have over the last several years (since 2004) raised significant funds (some years an excess of \$10,000.00) annually for the CIBC Run for the Cure. Team Chase also represent Chase in the Kamloops CIBC run for the Cure every fall.

Team Chase currently plans, organizes and executes 2 major yearly fundraising events in support of the CIBC Run for the Cure. These are;

- The Pink Ribbon Classic golf tournament held in Chase every May
- A Tea and Fashion Show held in Chase in September

We are applying for a **Grant in Aid** from the village, to help towards covering the costs generated from putting together our Fall Tea and Fashion Show on September 23, 2018. We are a fundraising group under the umbrella of the Chase Festival Society. Team Chase is looking to rent the hall for our fall tea and fashion show. As mentioned earlier this event is one of 2 major charity fundraisers that we do each year. We would again like to hold our fashion show at the community hall, as it is wonderful to have all the extra space. The extra space has allowed us to invite local business vendors to join us and their participation further enhances our already very popular and successful fashion show.

Previous to moving to the Community Hall in order to have a larger venue we held our Fall Tea and Fashion Show at the Chase Curling Rink at no charge. The Chase Curling Club continues to let us use their kitchen facilities, at no charge, in order to prepare our food for the event and meet the food safe guidelines.

Thank you for your consideration in this matter.

Janice Winfield 250-679-4471 or [janinchase@cablelan.net](mailto:janinchase@cablelan.net)

Janice Winfield box 1630 Chase BC V0E 1M0



Team Chase

**Projected Budget for 2018 Fashion Show and Tea**

Food -- \$195.00

Tea, coffee, napkins, creamers, sugar -- \$85.00

Decorations -- \$75.00

Tickets and posters -- \$15.00

Hall Rental -- \$225.00

2017 –      Total income \$2355.00  
                 Total Expenses \$629.08

Total Profit \$1725.92

CHASE CITIZENS ON PATROL  
Box 1756, Chase, BC V0E 1M0

RECEIVED  
Village of Chase

JAN 16 2018

Village of Chase  
Box 440  
Chase, BC  
V0E 1M0

Signature \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agenda \_\_\_\_\_

January 12, 2018.

Cc: Chase Festival Committee, Chase Country Christmas Committee, Chase & District Chamber of Commerce

Mayor Berrigan, Village Councillors and Public Works Department:

Chase Citizens on Patrol wishes to thank all of you for your hard work and support for community events in Chase throughout the year. These events are highly valued and help to create a positive and vibrant community spirit. We are pleased to be able to help with all these events and hope to continue our services for many years to come.

Our experiences working at all of the local events have raised a few issues which we feel can and should be addressed. We have had a few incidents (irate motorists angered by the delay, Village employee very nearly struck by a car while setting up barricades) during parades which we feel could be avoided with the use of well -designed and strategically placed signs.

- We suggest that a number of signs be designed, purchased and employed to facilitate traffic control and increase safety on parade routes
  - **No Parking** signs for the parade route to be set up well in advance of the parade
    - Signs should allow for hours of parking ban to be adjusted to suit each parade time
    - Total parking ban should be in force at least 30 minutes prior to the beginning of each parade
    - Seek the cooperation of businesses along the parade route to remind their customers to move their parked vehicles from the street to an area such as a side street or the curling club parking lot
  - **Parade in Progress** signs should be put in place several blocks in advance of the road blocks on Shuswap Avenue East, Shuswap Avenue West, Coburn Street and Pine Street
    - These signs should indicate a possible detour route and should be in place at least 30 minutes in advance of the barricades being put in place.
- We also suggest that organizers negotiate with owners of private off-street parking lots to allow them to be used by the public on parade days

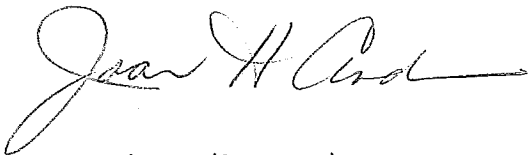
For events in Memorial Park, we respectfully suggest that the following issues be addressed.

- That a decision be made regarding the parking along 2<sup>nd</sup> Ave from Pine Street to the park and that signs be placed to clearly identify how and where parking is allowed. Consideration might be given to having a parking attendant(s) monitor this to ensure that the space is used effectively
- **No Pets** signs be large and placed at all possible entrances to the park
  - People enter from 2<sup>nd</sup> Ave., the lake, the beach in front of Chabelas and across the tracks from Silver Sands Mobile Home Park and Hillside Ave.
- **No Smoking** signs be large and posted at entrances and several locations throughout the park
  - **Please** identify a location within the park where smoking will be allowed so that there is a consistent message from vendors, event organizers, patrollers and police
- **No Alcohol** signs be posted at the entrances
- Consideration might be given to putting the “no pets” and “no alcohol” on one sign
- There is a real issue for visitors to Chase wishing to attend Canada Day or Corn Fest celebrations in the park as they often have pets travelling with them which cannot be left in cars in the heat. A discussion with organizers might result in a solution being found to this problem (i.e. a supervised location where pets in carriers can be left for a short period of time)

It might be helpful if a representative of each of the organizations involved in these events were to meet with Village representatives to discuss these suggestions and make some decisions which will help to make these excellent community events run even more smoothly.

Thank you for your consideration of these suggestions.

Yours truly,

A handwritten signature in cursive script, appearing to read 'Joan H. Anderson'.

Joan Anderson (Secretary)  
for  
Roland Mockford (President)  
Chase Citizens on Patrol

/ja

From: Joan Anderson [<mailto:chasejha@telus.net>]

Sent: Saturday, January 13, 2018 11:31 AM

To: ChaseBC <[chase@chasebc.ca](mailto:chase@chasebc.ca)>

Subject: Snow removal and unsafe conditions

Mayor, Councillors and Staff

I am following up on my January 12 visit to the Village office regarding the unsafe pedestrian conditions throughout town this winter. I, together with friends, try to get out to walk as often as possible. There are also many residents in town without vehicles for whom walking is their only option. In the past few weeks, walking has become increasingly hazardous due to very poor snow removal on both some of the sidewalks and the majority of the roads throughout town.

It appears that there is a concerted effort to save money by cutting back on snow removal services throughout town. This may be short-sighted. If more residents suffer injuries from falls due to ice and snow build up, the physical costs for those individuals is very great. Also, there is a long-term negative health effect if people are forced to become sedentary because it is too unsafe for them to get out for a walk. I would also hate to see residents suing the Village for negligence after they suffer injuries from falls.

The following areas are of major concern to those of us who are walking:

- 1) Pine Street: south of 5th Ave. and North of Hysop Rd
  - first hard packed compacted snow turning to ice on sidewalk
  - then a major melt causing enormous puddles on top of ice
  - next a major freeze causing lumpy, uneven sheets of ice- very hazardous
  - next a dump of sand on top of the lumpy ice which did little to provide grip and which actually made it like walking on ball bearings on ice
- 2). Shuswap Ave. in front of Community Hall
  - much the same as Pine but to a lesser degree
- 3). Shuswap Ave west of Aylmer
  - road narrowed due to failure to remove snow drifts created by plowing making it doubly dangerous for pedestrians already forced to walk on the road due to absence of sidewalks
  - snow piles melted leaving puddles which then froze into sheets of ice
- 4). Intersections on Pine and in residential areas
  - snow plowed from main streets are piled at the corners of cross streets making it extremely difficult for pedestrians to cross the streets to access the sidewalk in the next block
- 5). Roads in residential areas without sidewalks
  - streets inadequately plowed leading to icy residue meaning that footing is treacherous and especially risky when sharing the road with vehicles which are sliding on the ice

If there is a by-law requiring homeowners to clear the walks in front of their properties, then that by-law needs to be enforced immediately after each snowfall. The Village needs to be much more diligent about taking fast action to clear the areas (both sidewalks and roads) for which they are responsible following snowfalls, including **on weekends**.

If there is concern about older residents shovelling their own walks, the Village may be able to help by offering them a list of individuals and companies in town who do snow removal. I personally know of 3: Harry Danyluk, Jonnie Walker, and Rae Semple. I know there are others too, as I see them out shovelling neighbours' drives after each snowfall.

I appreciate the difficulty of balancing services and public safety against ever rising costs, but I'm sure that with greater enforcement and some creative thinking, the current situation could be alleviated greatly.

Thank you.

Joan Anderson  
832 Hysop Rd.

PW-21

VILLAGE OF CHASE		
POLICY MANUAL		
PAGE	PART	SUBJECT:
MUNICIPAL POLICY		PREPARED JKS
EFFECTIVE DATE:		
APPROVED: January 20, 1994		RE-APPROVED:

STREET AND SIDEWALK  
SNOW PLOW AND SNOW REMOVAL POLICY

Meeting December 15th. 1993 10:30 A.M.

In attendance: - Martin Koppes  
Allan Fraser  
John Thornbury

Priorities

Snow Plow

- #1 Priority Shuswap Avenue  
Pine Street  
Thoroughfares with hills
- #2 Priority School Bus Routes
- #3 Priority Main Thoroughfares
- #4 Priority Residential Areas

Street and Sidewalk Snow Removal

#1 Priority Shuswap Avenue from the east entrance to the Legion bridge.

NOTE: (a) When time permits the snow may be cleaned off the other sidewalks onto the boulevard. (Street & Traffic Bylaw requirements for property owners takes precedent)

(b) Lanes and back alleys may only be plowed by response to special request for service.

Level of Service: Plow and remove snow as scheduled within 72 hours of snow fall subject to weather and budget.

JT/sd  
POLICYA.MAN



## **5. Storage**

It is an offence against this Bylaw for any person to store any vehicle;

- (1) on a boulevard, road right of way or any other public property. In cases where a licensed, self-propelled vehicle is being stored on the boulevard, road right of way or public property in a manner that does not contravene the Motor Vehicle Act, pose a safety hazard or otherwise interfere with Village operations, the owner will be provided with a 7-day notice to comply before enforcement may be taken. In all other cases immediate enforcement may be taken.

## **6. General Prohibitions:**

- (1) No person shall place, pile, cut, saw, modify materials consisting of snow, rock, wood, concrete, mortar, or other debris or material, or cause a nuisance, or do any act upon any public property including parks, highways, boulevards, sidewalks, roads, lanes, and rights-of-way which causes damage to same or which impedes vehicular or pedestrian. (Amending bylaw 828-2016)

### Exceptions:

Businesses on the following blocks:

- 500 Shuswap Avenue;
- 600 Shuswap Avenue;
- 700 Shuswap Avenue;
- 800 Shuswap Avenue;
- Southeast side only 700 First Avenue;
- Southwest side only 100 Pine Street;
- 100 Wilson Street;
- Northeast side only 100 Haldane Street;
- 100 Chase Street; and,
- 200 Chase Street,

are permitted to place snow from the sidewalk in front of their place of business into the gutter under the following conditions:

- a cement, asphalt or brick sidewalk exists in front of the business;
- a curb and gutter is associated with the sidewalk;
- the premise abuts the sidewalk and no front yard exists in which to store snow;
- the snow placed in the gutter is only from the sidewalk immediately in front of the business and not any other portion of the property or any parking space; and,

- (2) Where a person has placed snow, rock, wood, concrete, mortar or other items, debris or material from private property onto any parks, highways, boulevards, sidewalks, roads, lanes, and rights-of-way or from any part of a public boulevard, sidewalk or sidewalk crossing onto any parks, highways, boulevards, sidewalks, roads, lanes, and rights-of-way without the written permission of the Village or unless otherwise exempted by this Bylaw, it may be removed by the Village or its agents and the cost of such removal shall be charged to the owner of the private property or the owner of the removed items, and, after 30 days, costs may also be recovered by sale of the removed items. (Amending bylaw 828-2016)
- (3) Owners and occupiers of a property that is next to a highway must clear the public sidewalk, if there is one, of snow and ice accumulation in such a manner that the sidewalk may be safely used by pedestrians.
- (4) No person shall ride, push, drive, coast upon or otherwise propel or use a skateboard, push scooter, bicycle or other wheeled implement except a wheelchair or similar necessary mobility implement, on a sidewalk between the hours of 8:00 a.m. and 8:00 p.m. on Shuswap Avenue between Willson Street and Coburn Street.
- (5) Owners and occupiers of a property that is adjacent to a highway must keep the grass and weeds on the boulevard cut so that it at no time exceeds six inches in height and must generally keep the boulevard clean and free of excessive debris and materials.
- (6) No person may plant trees, shrubs or other plants on a boulevard or place pavement, concrete, brick, gravel or any other material to extend a driveway or for any other purpose, on a boulevard without the written permission of the Supervisor of Public Works.
- (7) No person may allow their personal property which includes but is not limited to, things such as basketball hoops, sheds, building materials, etc. to be placed on or remain on a boulevard or any other public property.
- (8) A person in charge and control of a horse shall not permit or allow the horse to be on a sidewalk.

## **7. Enforcement**

- (1) A Bylaw Enforcement Officer may enforce this Bylaw and issue a penalty for contravention of any provision of this Bylaw in accordance with any of the provisions in section 8.

# *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 wellbeing 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 28<sup>th</sup>, 2018.
2. Letters must clearly state which award the nomination is for.
3. These awards are for local governments, not individuals. Recipients must be SILGA members in good standing.
4. 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.
5. Submissions from previous years may be reused.



**What you get if your local government wins:**

1. Your local government will be publicly 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.



January 5, 2018

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

via email: [rick.berrigan@chasebc.ca](mailto:rick.berrigan@chasebc.ca)

Dear Mayor Berrigan:

**RE: 2017 CP Holiday Train wrap up**

The 19th year of the CP Holiday Train is complete. On December 22, CP announced the 2017 CP Holiday Train raised more than \$1.5 million and 300,000 pounds of food for Food Banks during the tour. We further estimate more than 425,000 people attended one of the 150 CP Holiday Train events across the six Canadian provinces and 11 American states where the company operates.

CP is proud to produce the Holiday Train. Since 1999, the CP Holiday Train helped to raise more than C\$14.5 million and 4.3 million pounds of food for local food banks. Your community has been a big part of that success.

On behalf of us all at CP, thank you for your community's participation in and support of the 2017 CP Holiday Train.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike LoVecchio'.

Mike LoVecchio  
Director Government Affairs  
Canadian Pacific  
1670 Lougheed Highway  
Port Coquitlam BC V3B 5C8  
778 772-9636  
[mike\\_lovecchio@cpr.ca](mailto:mike_lovecchio@cpr.ca)

**News Release**  
**December 22, 2017**

**19th annual CP Holiday Train concludes another successful tour, raises more than \$1.5 million and 300,000 pounds of food**

The 19th annual Canadian Pacific (CP) Holiday Train has completed another successful tour across North America, raising more than just spirits this holiday season. While final numbers are still being calculated, more than C\$1.5 million and 300,000 pounds of food have been raised for local food banks and food shelves.

The Holiday Train has now raised more than \$14.5 million and 4.3 million pounds of food since its inaugural journey back in 1999.

"The momentum we see in the Holiday Train from year-to-year reinforces the good that we, and our partners at the food banks, are doing across North America," said Keith Creel, CP President and CEO. "Connecting with communities has been a theme for the CP family this year as we celebrate Canada 150 and what a way to end 2017, with more than 425,000 people across our network enjoying the magic of the CP Holiday Train."

The 2017 CP Holiday Train was proud to feature an all Canadian musical line-up with multiple Canadian Country Music Award and Juno Award winners. The Canadian train featured Colin James, Emma-Lee and Odds until Calgary, where Alan Doyle and the Beautiful Band jumped on to finish the tour to the west coast. On board the U.S. train, Kelly Prescott partnered with Jim and Devin Cuddy between Montreal and Windsor, Ont., and was joined by Dallas Smith and Terri Clark through the U.S. Midwest and Great Plains. Jonathan Roy anchored the Quebec shows.

New this year, CP introduced an online train tracker so that fans could see exactly where the trains were, allowing even more people to connect with the spirit of the Holiday Train on both sides of the border. The Canadian train also boasted the Spirit of Tomorrow car, a railcar that was a part of the CP Canada 150 train which travelled across the country this summer in celebration of Canada's 150th. Crowds were able to view the car, which is covered in notes written by children across Canada, expressing the dreams they have for their nation.

The CP Holiday Train program is not the only way that CP gives back to food banks. CP also provides Food Banks Canada \$250,000 worth of in-kind transportation services to support its National Food Sharing Service program. Since 2011 CP's contribution has helped transport over 17 million pounds of food and household goods to food organizations across Canada.

"We are always delighted when the CP Holiday Train travels across North American communities and provides the platform to speak about the need of healthy and nutritious food items at local food banks," said Mimi Lowi-Young, Executive Director, Food Banks Canada. "CP continues to play a role in raising awareness of hunger-related issues and also supporting Food Banks Canada in transporting food across Canada through our National Food Sharing System."

As part of Canada 150, CP and the Canada 150 Federal Secretariat partnered to promote the Holiday Train and the conclusion of the sesquicentennial celebrations.

The Capture the Spirit photo contest closes today and six winners will each be awarded a CP prize pack including a ride on the 2018 CP Holiday Train and a \$1,000 donation to the food bank of their choice.

Facebook /HolidayTrain

Twitter @CPHolidayTrain

Instagram @CPHolidayTrain

For additional information, photos, a route map and downloadable pictures of the two trains, visit <http://www.cpr.ca/holiday-train>

#### About Canadian Pacific

Canadian Pacific is a transcontinental railway in Canada and the United States with direct links to major ports on the east and west coasts, including Vancouver and Montreal, providing North American customers a competitive rail service with access to key markets in every corner of the globe. CP is growing with its customers, offering a suite of freight transportation services, logistics solutions and supply chain expertise. Visit [cpr.ca](http://cpr.ca) to see the rail advantages of CP.

SOURCE Canadian Pacific

**2017 CP Holiday Train south of Didsbury AB. Photo credit: Neil Zeller.**

