



AGENDA

Regular Meeting of the Council of the Village of Chase
to be held in the Council Chamber at the Village Office, 826 Okanagan Avenue, and via Zoom
on February 28, 2023 at 4:00 p.m.

Join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/87181359545?pwd=b084THBjeDkyd3oyWTFUaU1WcHdUZz09>

Or join the meeting using your phone:

Dial: 1-778-907-2071

Meeting ID: 871 8135 9545

Passcode: 883258

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the agenda of the February 28, 2023 Regular Meeting be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Minutes of the January 10, 2023 Public Hearing

Pages 1-2

Resolution:

“THAT the minutes of the January 10, 2023 Public Hearing be adopted as presented.”

3.2 Minutes of the February 14, 2023 Regular Meeting

Pages 3-7

Resolution:

“THAT the minutes of the February 14, 2023 Regular Meeting be adopted as presented.”

3.3 Minutes of the February 21, 2023 Special (Budget) Meeting

Pages 8-9

Resolution:

“THAT the minutes of the February 14, 2023 Special (Budget) Meeting 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 Amit Goel, Director, Goel's Solutions Ltd.

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 Zoning Amendment – Short Term Rental, 1106 Beach Place Page 10

The bylaw has received first and second reading, and a Public Hearing has been held. Council may give the bylaw a third reading and then adopt the bylaw.

Recommendation:

“THAT the Village of Chase Zoning Amendment Bylaw No. 922-2022 be read a third time.”

Recommendation:

“THAT the Village of Chase Zoning Amendment Bylaw No. 922-2022 be adopted, conditional upon receipt of \$2,000 security bond from the applicant; AND,

THAT the \$2,000 security bond be refunded upon completion of the installation of an additional off-street parking space no later than June 30, 2023, in accordance with the zoning bylaw as determined by the Approving Officer. Failure to complete this requirement will result in forfeiture of the security bond to the Village, and the property will be considered in violation of the zoning bylaw.”

9. NEW BUSINESS

9.1 2023 Grants-in-Aid Applications Pages 11 - 72

Recommendation:

“THAT Council approves the request of \$2,500 to the Chase and Area Museum & Archives Society, this represents 50% of the anticipated costs to replace an existing deck.”

Recommendation:

“THAT Council approves the request of \$1,050 to the Chase Creekside Seniors Organization, this represents 50% of the costs to replace signage, replace a printer and purchase some sound equipment.”

Recommendation:

“THAT Council approves 50% of amounts not accounted for in the program budget, this would amount to \$1,650 for Shuswap Skating Club to support the hosting of the “Skate Canada Interclub” competition.”

Recommendation:

“THAT Council approves 50% of the After School Arts & Recreation and the Teen Summer program, in the amount of \$2,690 for the Chase and Area Young Learners Society.”

9.2 Letter from Chase Firefighters Association

Page 73

Re: Community Hall Usage – June 17th – Annual Lobsterfest Fundraiser

The Village has a *Fees and Charges* bylaw containing a rental fee matrix for use of the Community Hall. The bylaw states that “*Events for fundraising purposes will require a Council decision in relaxing rental fees*”

- The rental request would cost \$240.00 if the group paid the not-for-profit rate for a 12-hour rental. An 8-hour rental would cost \$190.00.

Recommendation:

Council direction is requested

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

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

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

14. ADJOURNMENT

Resolution:

“THAT the February 28, 2023 Regular Meeting be adjourned.”



VILLAGE OF CHASE MINUTES OF PUBLIC HEARING

January 10, 2023 at 4:06 p.m.
Council Chamber - Village Office
at 826 Okanagan Avenue

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer
Mike McLean, Deputy Corporate Officer
Brian Lauzon, Fire Chief
Maria Beaurain, Deputy Fire Chief

Public Participants: Approximately 11 people in attendance (3 virtually)

- I. **Call to Order:**
Chair Lepsoe called to order the Public Hearing regarding *Zoning Amendment Bylaw No. 922-2022* at 4:06 pm.
- II. **Opening Statement:**
Chair Lepsoe read the opening statement for the Public Hearing noting that all persons present who believe their interest in the property is affected shall be given an opportunity to be heard or present written submissions.
One written submission was received prior to the public hearing and is included with the Public Hearing agenda package.
- III. **Introduction of Zoning Amendment Bylaw No. 922-2022**
Chair Lepsoe asked the Corporate Officer to provide background information.
The Corporate Officer introduced the bylaw and presented by PowerPoint.
Some notable aspects of the bylaw included:
 - *Zoning Amendment Bylaw No. 922-2022* would allow an additional use, *short-term rental*, on the property at 1106 Beach Place
 - The *Official Community Plan* supports short-term rentals as an ancillary use
 - A permanent, or long-term resident is required. Whole-house short-term rentals are prohibited
 - The bylaw must sit in abeyance until all the regulation requirements are fulfilled, such as the provision of an additional off-street parking space
 - A Business License is required to operate a *short-term rental*

IV. **Public Input**

The Corporate Officer confirmed that all statutory public notifications occurred and that one written submission was received.

Chair Lepsoe called a first time for public input.

Don Erno, member of the executive Board of the Shuswap Beach Estates Association stated that the executive Board had submitted a letter noting that he was in attendance to answer any questions that may arise for the Association. He added there are restrictive covenants on the properties in that subdivision to restrict this type of activity.

The proponent of the Zoning Amendment application stated that the proposed use is a good idea, and noted that while covenants can be beneficial, there are other things in the covenant that are not being enforced. She added there is a serious need for accommodation in the Shuswap area, particularly since the destruction of Quaaout Lodge's entire accommodation section, and they (the owners of 1106 Beach Place) will do all things required of them by the Village in relation to the operation of a Short-Term Rental.

Chair Lepsoe called a second time for public input.

Chair Lepsoe called a third and final time for public input.

Hearing no further input, Chair Lepsoe called for an adjournment to the Public Hearing.

V. **Adjournment**

Moved by Councillor Torbohm

Seconded by Councillor Connett

"THAT the input opportunity to hear from affected persons regarding Zoning Amendment Bylaw 922-2022 be closed; AND,

THAT the Public Hearing be adjourned."

CARRIED

The Public Hearing was concluded at 4:19 p.m.

David Lepsoe, Mayor

Sean O'Flaherty, Corporate Officer



MINUTES

of the Regular Meeting of the Council of the Village of Chase
held in the Council Chamber at the Village office at 826 Okanagan Avenue, and via Zoom
on Tuesday, February 14, 2023 at 4:00 p.m.

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Chief Financial Officer
Mike McLean, Deputy Corporate Officer (virtual)
Brian Lauzon, Fire Chief

Public Participants: 15 in-person, 3 via Zoom

1. CALL TO ORDER – 4:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Herman

Seconded by Councillor Harder

“THAT the agenda of the February 14, 2023 Regular Meeting be adopted as amended to include the additional item in the extra agenda.”

CARRIED
#2023/02/14_001

3. ADOPTION OF MINUTES

3.1 Minutes of the January 24, 2023 Regular Meeting

Moved by Councillor Harder

Seconded by Councillor Connett

“THAT the minutes of the January 24, 2023 Regular Meeting be adopted as presented.”

CARRIED
#2023/02/14_002

4. PUBLIC HEARINGS

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

Carolyn Parks-Mintz of 813 Okanagan Avenue stated that she and her husband James Mintz fully support the work of the Chase Environmental Action Society and look forward to seeing what Council does with the proposal for a committee.

James Mintz of 813 Okanagan Avenue raised concerns about the Coburn Bridge restricting vehicles of certain weights as this would restrict the Fire Truck from travelling over the bridge, increasing response time to a number of properties. The Corporate

Officer confirmed that emergency vehicles would be exempt from weight restrictions on that bridge.

Steve Scott of 636 Hysop Place asked about the process for the disposition of vehicles, wanting to know if the upset price would be advertised. The Corporate Officer confirmed that the upset price would be included in the advertising of the vehicles.

6. DELEGATIONS

6.1 Barry Kennedy, Seargent, Chase Detachment RCMP

Sergeant Kennedy provided an overview of the number of calls to the detachment over the past three years, noting that the Chase detachment is at full strength, that calls for service for the entire detachment have not changed much over the past three years and that there has been an increase in calls relating to property crime. He added that the current Crown policy of 'catch and release' is causing repeat offenses and reducing the RCMP's effectiveness. He stated that Chase members have lots of positive interactions with the students at the schools, road safety efforts seem to be working, and \$10,000 has been allocated for patrols during community events to provide more visibility. He introduced Staff Sergeant Shaun Begg, the NCO for the South East District, praised the volunteers including Citizens on Patrol and those who assist with Victim Services, and noted that there are 2 reservists that are available periodically to assist the local detachment..

6.2 Chase Environmental Action Society – Angie McLaren and Anne Grube

(Refer to Item 8.1 on agenda)

Angie McLaren and Anne Grube provided a review of what the previous Council had done relating to Climate change including declaring a climate emergency and asked that Council consider forming a committee with Council members, CEAS members and members from the public to promote climate change mitigation measures in Chase.

6.3 Chase Lions Club – Public Washrooms

Karen Bassett, president of the Chase Lions Club showed pictures of vault-type concrete washroom buildings, noted that the club has allocated \$60,000 toward this proposed project, and recommended that Council consider working with the Lions to purchase and place one or two washroom buildings in the downtown area such as in Willson Park or near the Clock Tower at the corner of Shuswap Avenue and Hillside. The 'pocket park' was raised as a location but because it is not owned by the Village it may not be appropriate.

<Councillor Connett left at 5:08 pm; returned at 5:10 pm>

7. REPORTS

a) Mayor and Council Reports

Mayor Lepsoe

- Jan. 27 – Met with CAO, CFO and officials from the Thompson-Nicola Regional District (TNRD) regarding the amount of taxes that the Village will be paying to the TNRD this year
- Jan. 27 – Discussions with CAO and various government levelss regarding the western entrance to Chase

- Jan. 28 – Met with Chase and Area Young Learners Society regarding their potential project in Willson Park
- Jan. 28 – Met with a representative of a potential development on Aylmer Road
- Jan. 30 – Met with senior staff
- Feb. 2 – Attended TNRD regular meeting
- Feb. 10 – Visited the Interfor Mill at Adams Lake along with the CAO

Councillor Connett

- Feb. 7 – Met with Amit Goel and Arjun Kadaleevanam of the Chase Canada Academy, along with Councillor Herman
- Spoke with shop owners on Shuswap Avenue

Councillor Herman

- Jan. 27 – Attended Chase Literacy “Unplug and Play” Free Skate at Art Holding Arena
- Feb. 6 – Met with Jenny Kucy of Community Futures at Village office in regard to RNIP program
- Feb. 7 – Met with Amit Goel and Arjun Kadaleevanam of the Chase Canada Academy, along with Councillor Connett
- Feb. 11 – Volunteered at Chase Minor Hockey Winter Blues Dance at the Community Hall
- Ongoing – Working with Chamber to help set up initiative to welcome newcomers moving to Chase

Councillor Harder

- Met with CAO regarding fire truck sale
- Spoke with contacts about fire truck sale
- Entered wife into chilli bake off

Councillor Torbohm

- Feb. 1 - Visited Chase RCMP detachment to get update on public works break-ins and decriminalization
- Review agenda
- Monitor emails and respond when necessary
- Meet with staff as needed
- Take local inquiries

b) Staff Reports

Staff reports were included in the agenda package. The Corporate Officer noted that due to the recent rock slide at the highway construction site, the lower portion of the Scatchard Mountain switchback trail will be closed for a number of weeks while the slide mitigation is underway.

Moved by Councillor Harder
Seconded by Councillor Torbohm
"THAT the reports from Council and Staff members be received for information."

CARRIED
#2023/02/14_003

8. UNFINISHED BUSINESS

- 8.1 Letter from Chase Environmental Action Society
Re: Climate Action Committee

Moved by Councillor Herman
Seconded by Councillor Harder
"THAT Councillor Herman be appointed as the liaison to the Chase Environmental Action Society and that further information be obtained to identify an appropriate committee structure."

CARRIED
#2023/02/14_004

- 8.2 Letter from Carolyn Parks-Mintz and James Mintz
Re: the proceeds of the sale of the surplus fire truck

Moved by Councillor Torbohm
Seconded by Councillor Connett
"THAT the letter from Carolyn Parks-Mintz and James Mintz regarding the proceeds of the sale of the surplus fire truck be received as information."

CARRIED
#2023/02/14_005

9. NEW BUSINESS

- 9.1 Coburn Bridge Condition Report

Moved by Councillor Torbohm
Seconded by Councillor Herman
"THAT Council proceed with load posting and regular bridge maintenance, AND; THAT Administration be directed to look for grant opportunities that support bridge repairs or replacement."

Councillor Harder opposed
CARRIED
#2023/02/14_006

- 9.2 Disposition of Surplus Public Works Vehicles

Moved by Councillor Connett
Seconded by Councillor Harder
"THAT Council approve the disposition of Public Works Unit #23, VIN IN6AD0CW0BC427234, Unit #10, VIN 1GBJC34R3TE159595, and Unit #9, VIN IFDUF6AHN6MED74639 for the highest possible amount, each through a public closed-bidding process and using minimum upset prices determined by Administration."

CARRIED
#2023/02/14_007

9.3 Letter from Zilly Palamer, Re: 2023 Budget Ideas

Moved by Councillor Torbohm

Seconded by Councillor Herman

“THAT Council receive the letter from Zilly Palamer for information.”

CARRIED
#2023/02/14_008

9.4 Letter from Larry Walker, Re: 2023 Budget Ideas

Moved by Councillor Torbohm

Seconded by Councillor Herman

“THAT Council receive the letter from Larry Walker for information.”

CARRIED
#2023/02/14_009

10. NOTICE OF MOTION

None

11. RELEASE OF IN CAMERA ITEMS

None

12. IN CAMERA

None

13. ADJOURNMENT

Moved by Councillor Harder

Seconded by Councillor Herman

“THAT the February 14, 2023 Regular Meeting be adjourned.”

CARRIED
#2023/02/14_010

The meeting concluded at 5:24 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer



MINUTES

of the Special Meeting of the Council of the Village of Chase
held in the Council Chamber at the Village office at 826 Okanagan Avenue, and via Zoom
on Tuesday, February 21, 2023 at 4:00 p.m.

PRESENT: Mayor David Lepsoe
Councillor Colin Connett
Councillor Ron Harder
Councillor Jane Herman
Councillor Fred Torbohm

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Director of Corporate Operations
Deb Lovin, Director of Financial Services

Public Participants: 3 in-person, 3 via Zoom

1. **CALL TO ORDER** – 4:00 p.m.

2. **ADOPTION OF AGENDA**

Moved by Councillor Torbohm

Seconded by Councillor Harder

“THAT the agenda of the February 21, 2023 Special Meeting be adopted as presented.”

CARRIED

#2023/02/21_001

3. **ADOPTION OF MINUTES**

None

4. **PUBLIC HEARINGS**

None

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

None

6. **DELEGATIONS**

None

7. **REPORTS**

None

8. **UNFINISHED BUSINESS**

None

9. **NEW BUSINESS**

9.1 Water, Wastewater & Solid Waste 2023 Budget Considerations

The Director of Financial Services provided an overview of budgeting considerations for water, wastewater and solid waste services.

Moved by Councillor Harder
Seconded by Councillor Herman
“THAT Administration be directed to bring forward bylaw modifications with water and sewer rate changes, to be effective July 1, 2023.”

CARRIED
#2023/02/21_002

10. NOTICE OF MOTION

None

11. RELEASE OF IN CAMERA ITEMS

None

12. IN CAMERA

None

13. ADJOURNMENT

Moved by Councillor Herman
Seconded by Councillor Torbohm
“THAT the February 21, 2023 Special Meeting be adjourned.”

CARRIED
#2023/02/21_003

The meeting concluded at 4:48 p.m.

David Lepsoe, Mayor

Sean O’Flaherty, Corporate Officer

**VILLAGE OF CHASE
BYLAW NO. 922 - 2022**

A BYLAW TO AMEND THE VILLAGE OF CHASE ZONING BYLAW NO. 683 - 2006

WHEREAS the Council of the Village of Chase has adopted the Village of Chase Zoning Bylaw No. 683 – 2006;

AND WHEREAS the Council of the Village of Chase deems it necessary to amend Bylaw No. 683;

AND WHEREAS the zoning amendment conforms to the Village of Chase Official Community Plan Bylaw No. 896-2021 as amended from time to time;

AND WHEREAS the Council of the Village of Chase has held a Public Hearing pursuant to the *Local Government Act*;

NOW THEREFORE, the Council of the Village of Chase in open meeting assembled enacts as follows:

1. This Bylaw shall be cited for all purposes as “Village of Chase Zoning Amendment Bylaw No. 922- 2022”.
2. That the Village of Chase Zoning Bylaw No. 683-2006 be amended as follows:
 - a) That the R-1, Low Density Residential zone, be amended by adding the following under section 6.14 “Site Specific”:

(b) For 1106 Beach Place (LOT 21 DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT PLAN 29396), “*Short-Term Rental*” is a permitted use.

READ A FIRST TIME THIS 8th DAY OF NOVEMBER, 2022

READ A SECOND TIME THIS 8th DAY OF NOVEMBER, 2022

PUBLIC HEARING HELD 10th DAY OF JANUARY, 2023

READ A THIRD TIME THIS DAY OF , 2023

ADOPTED THIS DAY OF , 2023

David Lepsoe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Deb Lovin, CFO
DATE: February 22, 2023
RE: 2023 Grants-in-Aid Applications

ISSUE/PURPOSE

To obtain a Council resolution regarding the 2023 grants-in-aid applications.

OPTIONS

1. Approve the recommendations for 2023 grants-in-aid applications.
2. Approve some applications and defer others for further discussion.
3. Receive all 2023 Grants-in-Aid applications for further discussion.

HISTORY/BACKGROUND

The Village of Chase Grants-in-Aid Policy (attached for Council's reference) sets out the guidelines for allocating grants-in-aid. Staff advertised the Grants-in-Aid intake in the Sunflower for two consecutive weeks and sent letters to previous recipients outlining the process and provided copies of the application and the policy.

Applications received include:

Chase and Area Museum & Archives Society	\$ 2,500	Replacement of deck
Chase Creekside Seniors Organization	\$ 1,050	Signage and equipment
Shuswap Skating Club	\$10,000	Program Support
Chase and Area Young Learners	\$13,880	Early years program, after school arts and recreation initiative, and Teen summer program

In 2021 and 2022 the Village provided grants to these four groups:

Year	Group	Amount	Reason
2021	Chase and Area Museum & Archives Society	532.28	Banners for Remembrance day
2021	Chase and Area Young Learners Society	2,000.00	GIA-iRide After School Program
2021	Chase Museum Society	4,106.86	GIA-Security system upgrade
2022	Chase and Area Young Learners Society	3,920.00	GIA-Out of Smoke program-Community Hall & Arena rental fees, plus program costs
2022	Chase Creekside Seniors Centre	2,750.00	Grant-Sidewalk widening
2022	Shuswap Skating Club	5,000.00	GIA-program assistance

DISCUSSION

Grants-in-Aid Policy: “Council provides grants-in-aid to non-profit community groups who demonstrate a funding need for a service or program that will benefit the community and local area.”

Grants-in-Aid Policy objective 5, states, “These grants are not intended to provide on-going support for the same service, program or event. All approvals shall be considered on a year-to-year basis. Groups can request grants-in-aid in subsequent years if the program, service or event is new.”

Chase and Area Museum & Archives Society requests \$2,500, this represents 50% of the anticipated budget to replace an existing deck. The deck is a safety hazard, and they expect to replace the deck with composite material that is expected to last much longer than a wood structure.

Chase Creekside Seniors Organization requests \$1,050, this represents 50% of the cost to replace an exit sign (as requested by the Chase Fire Department) plus they would like to add some sound equipment and replace an existing printer.

Shuswap Skating Club requests \$10,000 for program support. Shuswap Skating Club began operations in October 2021. In 2023 they are hosting “Skate Canada Interclub”. This is a competition where there may be a selection process whereby skaters qualify to advance to higher levels of competition. This is a three day event. The funding would help to cover three full days of ice time, the fee for officials which would include travel costs and accommodations. The attached budget shows the Club has accounted for all but \$3,300 of the projected costs.

Chase and Area Young Learners request is made up of three programs and a combination of community hall rental and program supplies for each:

<u>Program</u>	<u>Rental/supplies</u>	<u>Amount</u>
Early Years Program	Rental	\$7,500
Early Years Program	Supplies	1,000
After School Arts and Recreation Program	Rental	2,400
After School Arts and Recreation Program	Supplies	1,200
Teen Summer Program	Rental	1,080
Teen Summer Program	Supplies	700

Each program is unique in what it offers, the Early Years Program runs 3 days a week from Feb 2-Dec 21. They are hosting free drop-in playgroups and interest-based programming for young children and their caregivers. The After School Arts and Recreation Program runs 2 days a week from February 2 to December 14. The Teen Summer Program runs two days a week in July and August. Ideally the program will be outside but if there are poor environmental factors, they would need to utilize an indoor space.

FINANCIAL IMPLICATIONS

Previous years’ budget for grants-in-aid was \$10,000. Council may increase the grants-in-aid budget for 2023 or leave it at \$10,000. The policy states “Council will set aside a portion of the annual Grants-in-Aid budget for allocation for Extraordinary Requests (those request that are outside of the annual application deadlines) during the year”. It is recommended that \$1500 be held back for possible extraordinary requests in 2023.

POLICY IMPLICATIONS

The Grants-in-Aid policy states that Council will make a final decision on the approved grants by February 28th each year, with notification given to all applicants immediately thereafter.

RECOMMENDATION

That Council approves the request of \$2,500 to the Chase and Area Museum & Archives Society, this represents 50% of the anticipated costs to replace an existing deck.

That Council approves the request of \$1,050 to the Chase Creekside Seniors Organization, this represents 50% of the costs to replace signage, replace a printer and purchase some sound equipment.

That Council approves 50% of amounts not accounted for in the program budget, this would amount to \$1,650 for Shuswap Skating Club to support the hosting of the "Skate Canada Interclub" competition.

That Council approves 50% of the After School Arts & Recreation and the Teen Summer program, in the amount of \$2,690 for the Chase and Area Young Learners.

Respectfully submitted,

Approved for Council Consideration by CAO

Deb Lovin

Deb Lovin, CFO

Joni Heinrich

Joni Heinrich, CAO



Village of Chase Policy Manual

Title: ADM – 31 Grant-In-Aid Policy

Date Adopted: January 22, 2019

Revised: April 12, 2022

Date Effective: January 22, 2019

Reviewed:

Special Notes / Cross Reference: This Policy is to be used in conjunction with all other applicable Bylaws and legislation

Policy: Council provides grants-in-aid to non-profit community groups who demonstrate a funding need for a service or program that will benefit the community and local area.

Policy Goal: To set out guidelines for allocating grants-in-aid.

Policy Objectives

1. Council will establish a budget for allocating grants-in-aid in a calendar year. The amount of the budget will be reviewed annually as part of the budget deliberation process.
2. The Chief Financial Officer will advertise annually in October the criteria for grant-in-aid with a deadline for submissions of November 30, to be considered for a grant in the following calendar year. Applicants are required to submit a description of their service/program, financial statements or other financial information from the current and previous year, and a listing of other funding sources. Applicants must demonstrate that the funds will be used for a program/service of benefit to the community or local area and that the group is unable to raise all of its required funds from other sources.
3. During budget deliberations, Council will review the grant-in-aid submissions and allocate funds at their discretion to the budget amount set. Council will make a final decision on the approved grants by February 28 each year, with notification given to all of the applicants immediately thereafter. Council will set aside a portion of the Grants- in-Aid budget for allocation to Extraordinary Requests during the year.
4. Types of costs that may be considered include operational costs, rental fees, supplies, and other costs incurred in the delivery of the service, program or event.
5. These grants are not intended to provide on-going support for the same service, program or event. All approvals shall be considered on a year-to-year basis. Groups can request grants-in-aid in subsequent years if the program, service or event is new.
6. Grants-in-aid will not be considered for any business enterprise.



Village of Chase Policy Manual

Requirements for General Applications

Applications for grants-in-aid are to be made on the application form as provided by the Chief Financial Officer. Incomplete applications will NOT be considered by Council.

Applications MUST include:

- Mailing address and contact information for organization
- Prove the provision of a service to persons residing in Chase and the surrounding areas
- Confirm the organization is non-partisan, non-denominational and non-profit
- Provide annual financial statements or other financial information that shows revenue and expenses for the year prior and the current year
- The current annual operating budget for the organization
- Documentation demonstrating how the organization intends to become less reliant on the Village's financial assistance over time
- A detailed budget for the event/program for which the grant in aid will be used
- Information regarding other sponsors of the program/service

Extraordinary Grants-in-Aid

As referred to in Section 3 above, Council will set aside a portion of the annual Grants-in-Aid budget for allocation for Extraordinary Requests (those requests that are outside of the annual application deadlines) during the year. Once the Extraordinary Grant-in-Aid account has been depleted, no further requests for grants-in-aid will be accepted in that calendar year.

Non-profit groups or organizations who have a new event or need for assistance via a grant in aid and can demonstrate valid reasons for not being able to have applied during the normal process, may apply to Council for consideration of an extraordinary grant.

Any non-profit group or organization is eligible for an extraordinary grant in aid on a one time only basis and future requests must be directed through annual grant in aid process.

Extraordinary Applications

Applications for extraordinary grants in aid must be submitted in the form of a letter to Council and include the following information in addition to the standard application:

- A detailed explanation/description for the requirement of the grant (is the event new?)
- An explanation of why the grant was not applied for in the normal grant-in-aid process (why was the deadline not met?)



Village of Chase Policy Manual

Other General Criteria for Grant Considerations

- Grants will not be made to other local governments
- Grants will not be utilized to fund functions that are funded through taxation
- Grants will not be made to industrial, commercial or business undertakings
- Grants may be made to assist a group with fees associated with the rental of a Village facility - groups are encouraged to request grants-in-aid to assist in funding events/programs/services
- Award recipients in the amounts of \$500 or more will be required to submit a post event summary of how the grant-in-aid was utilized within 60 days of the event including revenues and expenses, attendance at event and a statement of value achieved by the event – failure to provide information to Council as to how a grant was utilized will affect the recipient's eligibility for a grant in the following year



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

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

☐ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board
Members

Total # of Staff

Total # of Volunteers

Organizational Mission
Statements
(350 characters or less)

To establish and maintain a museum and archives for the purpose of preserving, recording, and exhibiting information and artifacts, of the local area, including indigenous history, making such material available to the public.

Brief Description of
Organization
(500 characters or less)

To collect and preserve information, records, and artifacts of scientific, educational, historical, and cultural value associated with the area.

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

The population of the Village of Chase and the surrounding areas, specifically; the Adams Lake Band, Neskonlith Band, Little Shuswap Lake Band, the local schools, daycares, and senior organizations.

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

We would like to replace the entirety of the deck attached to the main museum building. The majority of the wood is rotting and is a safety hazard to employees, volunteers, and visitors. We will be using a composite material which will last much longer than what was used before.

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

Geographic Area Served

Chase & Surrounding Areas

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

The museum is a significant tourist attraction to our area. The museum employs one year-round employee and sometimes one summer student. This is the only organization preserving the local history and culture, open year-round between Salmon Arm and Kamloops.

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

We are an integral part of tourism which is critical to local economic development.

Most recent grants received from the Village:

Amount (1)

Date (1)

Amount (2)

Date (2)

Current Fundraising
Initiatives:

Purdys Chocolate Easter and Christmas fundraisers
Christmas Store fundraiser
Ongoing membership drive

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

The organization will cover the cost of any future maintenance to this project.

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

Maureen Torbohm

Signature:

Date:

12/07/2022

Print Name of Person
completing the application:

Breanne Malo

Signature:

Date:

12/07/2022

Budget
Chase and District Museum and Archives Society
Projected Revenues and Expenses for the year April 1st 2021 to March 31, 2022
LG#108264

	<u>General Fund</u>	<u>Gaming Fund</u>	<u>Total</u>
Revenues			
Community Gaming Grant		\$ 25,000.00	\$ 25,000.00
Gaming Raffles			
Fundraising	\$ 5,000.00		\$ 5,000.00
Donations	\$ 2,000.00		\$ 2,000.00
Other Revenue			
Gift shop	\$ 500.00		\$ 500.00
Purdy Chocolate	\$ 4,000.00		\$ 4,000.00
Christmas Store	\$ 4,000.00		\$ 4,000.00
Bottle Refund	\$ 500.00		\$ 500.00
Consignment	\$ 500.00		\$ 500.00
Interest Earned	\$ 30.00		\$ 30.00
Memberships	\$ 1,000.00		\$ 1,000.00
	<u>\$ 17,530.00</u>	<u>\$ 25,000.00</u>	<u>\$ 42,530.00</u>
Expenses			
Advertising	\$ 300.00		\$ 300.00
Amortizations	\$ 600.00		\$ 600.00
Bank Service Charges	\$ 100.00	\$ 50.00	\$ 150.00
Archive Supplies	\$ 2,000.00		\$ 2,000.00
Consignment expense	\$ 200.00		\$ 200.00
Purdy Chocolate Expense	\$ 2,500.00		\$ 2,500.00
Exhibit and Program	\$ 1,700.00	\$ 2,950.00	\$ 4,650.00
Fundraising	\$ 500.00		\$ 500.00
Gift Shop	\$ 200.00		\$ 200.00
Insurance	\$ 1,400.00		\$ 1,400.00
Maintenance	\$ 500.00		\$ 500.00
Membership	\$ 250.00		\$ 250.00
Office	\$ 1,000.00		\$ 1,000.00
Security	\$ 700.00		\$ 700.00
Sundry	\$ 150.00		\$ 150.00
Professional Development	\$ 50.00		\$ 50.00
Wages and Benefits	\$ 3,000.00	\$ 17,000.00	\$ 20,000.00
Utilities		\$ 5,000.00	\$ 5,000.00
	<u>\$ 15,150.00</u>	<u>\$ 25,000.00</u>	<u>\$ 40,150.00</u>
Excess of Revenues over Expenses	\$ 2,380.00	\$ -	\$ 2,380.00

Chase & District Museum & Archives
Balance Sheet As at 03/31/2022

ASSET

CURRENT ASSETS

Cash Clearing	0.00	
Petty Cash	200.00	
Raffle Float	100.00	
RBC General Chequing Account	26,913.90	
Interior Savings - Chequing Acct	991.66	
Interior Savings - Membership Eq Sh	7.49	
Interior Savings - Invest - Savings	1,012.57	
RBC Gaming Bank Account	1,108.48	
Prepaid Expenses	200.00	
GST Recover.- records 50% of GST pd	262.87	
ISCU Term Deposit	1,308.15	
Total Current Assets		<u>32,105.12</u>
TOTAL CURRENT ASSETS		<u>32,105.12</u>

FIXED ASSETS

Atrifacts	3,001.00	
Display Cases	3,048.80	
Archives	1.00	
Computer/Copier	3,638.66	
Comp/Copier - Acc'd Depreciation	<u>-3,638.66</u>	
Computer Equip Total		0.00
Microfiche Reader/Printer	10,106.25	
Microfiche - Acc'd Depreciation	<u>-10,106.25</u>	
Microfiche Total		0.00
Camera/Video Equip	8,797.19	
Camera/Video Equip Acc'd Depreciati	<u>-5,161.06</u>	
Security System	4,015.19	
Security System - Acc'd Depreciatio	<u>-405.00</u>	
Camera/Video Equip Totals		<u>7,246.32</u>
TOTAL FIXED ASSETS		<u>13,297.12</u>

TOTAL ASSET	<u><u>45,402.24</u></u>
--------------------	-------------------------

LIABILITY

LIABILITIES

Accounts Payable	0.00
WCB Expense	0.00
EI Payable	0.00

CPP Payable	0.00	
Income Tax Payable	<u>0.00</u>	
Total Liabilities		<u>0.00</u>
TOTAL LIABILITIES		<u>0.00</u>
TOTAL LIABILITY		<u>0.00</u>

EQUITY

TOTAL EARNINGS		
Total Earnings	<u>43,968.33</u>	
Total Current Earnings		43,968.33
Current Earnings		<u>1,433.91</u>
Total Retained Earnings		<u>45,402.24</u>
TOTAL EQUITY		<u>45,402.24</u>
LIABILITIES AND EQUITY		<u><u>45,402.24</u></u>

Generated On: 04/06/2022

Chase Home Hardware Building Centre
 197 Shuswap Avenue, P.O. BOX 104
 Chase, BC
 V0E 1M0 5131-0
 PHONE: (250) 679-3242

PAGE NO 1

CUST NO: 1410 JOB NO: 000 PURCHASE ORDER: REFERENCE: TERMS: NET 15TH/ MF CLERK: CM DATE/ TIME: 12/9/22 9:22

SOLD TO:
 CHASE & DISTRICT MUSEUM
 P.O. BOX 160
 1042 SHUSWAP AVENUE
 CHASE BC V0E 1M0
 250-679-8847

SHIP TO:

EXP. DATE: 12/16/22

TERMINAL: 503

TAX: CH CHASE GST R838192714R

Chase PST 1012-7854 296.00
 Chase GST R838192714 211.43

ESTIMATE: 189976

LINE	SHIPPED	ORDERED	UM	SKU	DESCRIPTION	SUGG	UNITS	PRICE/ PER	EXTENSION
1		60	EA	T16GS	TREX,DECK 5/4X6-16' GRVD SADDLE		60	51.00 /EA	3,060.00
2		1	EA	S001189793002	TREX HDDN FSTNRS 500 SQ. FT.		1	448.34 /EA	448.35
3									
4		30	PC	2612T	2X6 - 12' TREATED ACQ GREEN	27.60	30	24.00 /PC	720.18 C
					ESTIMATE VALID FOR 7 DAYS				

TAXABLE 4228.53
 NON-TAXABLE 0.00

SUBTOTAL 4228.53

(RICHARD EMENY)

SUBTOTAL 4228.53

TAX AMOUNT 507.43

TOTAL 4735.96

TOT WT: 972.00

X

Received By



RECEIVED
Village of Chase

JAN 03 2023

Original _____
File _____
Copy _____
Agent _____

GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

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

☐ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board
Members

Total # of Staff

Total # of Volunteers

Organizational Mission
Statements
(350 characters or less)

Provide a safe gathering place for seniors.

Brief Description of
Organization
(500 characters or less)

Our hall is used for several activities, almost every day. We host card games, carpet bowling, wood carvers, quilters, exercise groups, pool players and music nights. The hall is also used for meetings of community organizations. We hold dinners, bake sales and memorials to help fundraise.

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

Approximately 2500. We have members from Chase and surrounding area. All citizens are welcome to attend special events.

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

We must install a new exit sign at our kitchen door as requested by the Chase fire Department.
Our music night musicians are in need of sound equipment.
We hope to upgrade our existing printer.

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

Geographic Area Served

\$2,100

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

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

Fire safety and social improvement for music nights.

Most recent grants received from the Village:

Amount (1)	\$20,000.00	Date (1)	08/01/2022
Amount (2)	\$2,750	Date (2)	06/01/2022

Current Fundraising Initiatives:	We collect a fee from our activity participants. We cater to dinners and memorials. Our members pay dues each year. We hold raffles.
----------------------------------	--

Please explain how your event or organization will be self sufficient in the future:	We hope to be able to host more events in the future.
--	---

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

Chris Welch

Signature:

Date:

12/27/2022

Print Name of Person
completing the application:

Billie Phillips

Signature:

Date:

12/27/2022

FINANCIAL STATEMENT FOR THE YEAR ENDED
DECEMBER 31, 2021

CHASE CREEKSIDE SENIORS ORGANIZATION

GENERAL ACCOUNT

<u>REVENUE 2021</u>		<u>(2020)</u>
KITCHEN & CATERING	2368.00	1484.00
ACTIVITIES	2027.00	1635.00
HALL USE	1160.00	1210.00
MEMBERSHIPS	1165.00	1025.00
DONATIONS	0	2709.34
MISC.		30.00
GRANT	4800.00	
INTEREST	.12	.12
<u>TOTAL INCOME 2021</u>	<u>== \$11,520.12</u>	<u>(8093.46)</u>

<u>DEBITS</u>		
KITCHEN & CATERING SUPPLIES	1109.86	2144.28
REPAIRS & MAINTENANCE	3919.30	3893.17
UTILITIES	4861.02	4136.54
EQUIPMENT & FURNISHINGS	91.12	303.00
DONATIONS	2100.00	300.00
INSURANCE	1345.00	1280.00
OFFICE	51.21	186.48
MISC.	161.58	565.36
<u>TOTAL DEBITS 2021</u>	<u>== \$13,639.09</u>	<u>(12,808.83)</u>

GENERAL ACCOUNT BALANCE JANUARY 1, 2021 === \$12,054.30

GENERAL ACCOUNT BALANCE DECEMBER 31, 2021 ===\$9935.33

CHASE CREEKSIDE SENIORS ORGANIZATION FINANCIAL 2021 page 2

G.I.C. ACCOUNTS

1. Balance Jan. 1, 2021 = \$5450.21, plus interest of \$ 8.18 - - Balance -- \$5458.39
2. Balance Jan. 1, 2021 = \$8335.26, plus interest of \$41.68 - - Balance -- \$8376.94

TOTAL INTEREST FOR G.I.C.'s 2021 == \$49.86

BALANCE IN 2 G.I.C.'S ==December 31, 2021 == \$13,835.33

GAMING ACCOUNT

Balance January 1, 2021 == \$4154.63

INCOME 2021 == \$114.36


DEBITS 2021 == \$518.95

BALANCE IN GAMING ACCOUNT DECEMBER 31, 2021 == \$3750.04

TOTAL IN CHASE ROYAL BANK

AS OF DECEMBER 31, 2021 ===== \$ 27,520.70

Examined and found correct Feb 8 - 2022
(date)

 (Diana Ball)

PROPOSED BUDGET FOR 2023

CHASE CREEKSIDE SENIORS ORGANIZATION

REVENUE

KITCHEN & CATERING	7500.00
ACTIVITIES	6300.00
BAKE SALES	500.00
HALL USE & DONATIONS	600.00
MEMBERSHIPS	1425.00
GAMING	500.00
GRANTS	4000.00
MISC & INTEREST	600.00
<u>TOTAL</u>	<u>\$21,425.00</u>

EXPENSES

KITCHEN & CATERING	4500.00
REPAIRS & MAINTENANCE	5500.00
UTILITIES	5100.00
EQUIPMENT	500.00

DONATIONS	100.00
INSURANCE	1500.00
OFFICE & MISC.	700.00
<u>TOTAL</u>	<u>\$17,900.00</u>

Village of Chase - CFO

From: Tamara De Jager [REDACTED]
Sent: Monday, January 2, 2023 1:32 PM
To: Village of Chase - CFO
Subject: Re: 2023 Grant in Aid
Attachments: SSC Fall Financials 2022.pdf; GIAPg6.jpeg; GIAPg3.jpeg; GIAPg5.jpeg; GIAPg4.jpeg; GIAPg2.jpeg; GIAPg1.jpeg

Good Morning Debbie,

Please find attached the Grant-in-Aid application for the Shuswap Skating Club and our 2022 financials.

I hope I have filled the document out correctly, if not could you let me know what I need to edit or add too before the deadline date.

Kind regards

Tamara

On Fri, Dec 2, 2022 at 2:25 PM Village of Chase - CFO <cfo@chasebc.ca> wrote:

Hello

Enclosed is a copy of the Village of Chase Grant in Aid policy, ADM-31 and an application form.

According to the policy the deadline for application submissions is November 30th, to be considered for a grant in the following calendar year. However, unfortunately the Grant in Aid application process was not advertised in October as per the policy. We have therefore **extended the 2022 Grant in Aid application deadline to January 6th, 2023.**

Please review the enclosed information, to ensure applications are complete and all supporting documentation are included in your submission. All grants in aid requests shall be reviewed and awarded according to the policy.

The Grant in Aid policy, ADM-31 and application form are available on the Village of Chase website at www.chasebc.ca. or packages may be picked up at the Village office

If you have any questions or require any additional information, please contact the Village office at your earliest convenience.

On behalf of the Village of Chase, thank you for the dedication, commitment and services you provide to the community.

Debbie Lovin CPA, CGA

Chief Financial Officer

Village of Chase

Box 440, 826 Okanagan Ave.

Chase, BC, V0E1M0

250.679.3238 Office

250.679.3070 Fax





GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

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

Organization Information

Not for profit? ☒ Yes
☐ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board Members

Total # of Staff

Total # of Volunteers

Organizational Mission
Statements
(350 characters or less)

Shuswap Skating Club is new to the Shuswap communities and surrounding areas. Our goals are to bring the joy of skating to all ages while still maintaining a professional and fun environment as well as our focus to bringing more sporting activities into the Shuswap communities.

Brief Description of
Organization
(500 characters or less)

We are a skating non profit organization that is Skate Canadas flagship learn-to-skate program for beginners of any age that teaches fundamental movements and basic skills. Our STAR 1-5 program offers opportunities for skaters of all ages to develop fundamental figure skating skills in the areas of skills, freeskate, ice dance, artistic and synchronized skating.

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

We will be providing for 200-300 skaters throughout BC and other regions to compete over 3 days. This will include skaters bringing parents and siblings to the arena

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

Shuswap Skating Club will be hosting Skate Canada Interclub 2023. This is a competition that is open to competitors from more than one club. There may be a selection process whereby skaters qualify to advance to higher levels of competition based on their results at the club/regional/sectional level.

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

Geographic Area Served

\$57,021

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

Shuswap population 57,021 according to 2021 reports
Chase population 2,286 according to 2016 reports

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

The funding will go to having 3 days of full days of ice time and for 12 officials that the skating club would have to accommodation, provide 3 meals a day for each official, fuel to and from venue including travel to Chase and back.

Most recent grants received from the Village:

Amount (1) \$5,000

Date (1) 01/11/2021

Amount (2)

Date (2)

Current Fundraising
Initiatives:

2023
Bottle drive
Penguin meats
Liquor GC

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

As we are a new club to the Shuswap this will be a big influence to people wanting to learn to skate. Funding raised will put the club in a positive financially position so we can provide more higher level equipment and more ice time

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.

Tamara De Jager	
-----------------	--

01/01/2023
Tammara De Jager

04/01/2029

Applicant Organization	Shuswap Skating club
Name of Event	Interclub 2023

Revenue	Projected	Actual
	Dollar Amount	Dollar Amount
Hosting BC		
Grant request (Line A)		
Earned Revenue		
Registration fees	\$ 18,000	
Ticket sales	\$ 5,000	
Souvenirs		
Fundraising	\$ 5,000	
Other (specify)		
Contribution from Applicant and Partners		
Applicant Organization		
Local Government		
Provincial Gaming		
Other Government (i.e. Federal)		
Donations	\$ 5,000	
Sponsorship		
Other (specify)		
Total Revenue (Line B)	\$ 33,000	\$ -

If Hosting BC funds will be used for a specific Expenditure, select **YES** in the Hosting BC column.

Expenditures	Projected		Actual	
	Dollar Amount	Hosting BC	Dollar Amount	Hosting BC
Fees				
Sanctioning fees				
Officials fees				
Other (specify)				
Direct Costs				
Facility (excluding capital expenditures)	\$ 9,000			
Insurance	\$ 500			
Travel	\$ 3,600			
Accommodation	\$ 6,500			
Per Diem	\$ 600			
Meals	\$ 1,500			
Banquets, receptions and ceremonies				
Accreditation				
Security				
Medical and doping	\$ 500			
Equipment -	\$ 3,000			
Souvenirs	\$ 1,000			
Signage and tickets				
Photography and video				
Clothing				
Volunteers				
Other (specify)				
Communications				
Promotional materials (program guide etc.)	\$ 500			
Web site design/production	\$ 500			
Advertising	\$ 500			
Other (specify)				
Overhead				
Insurance				
Administration	\$ 500			
Office supplies	\$ 500			
Rental of space	\$ 1,000			
Other (specify)				
Total Expenditures (Line C)	\$ 29,700		\$ -	

Shuswap Skating Club

Financials 2022-2023

Registrations	Paid	Expenses	Amount	Fundraising	Amount	Donations	Amount
Fall Registration	5150	Ice Time	4200	Growing Smiles	444.9	Chabelas	1000
Glacier Camp	1350	Coach Fees	2250	Penguin Meat	215		
		Coach Insurance	175	Bottle Drive	729		
		Skate Insurance	1050	Bottle Drive	1249.95		
		Board Member Ins	250	GC Raffle	466		
		Website	500	Parade	188		
		Coaching Course	175				
		Ribbons	434.8				
		BC Registry	103				
		Misc	312.08				
		Advertising	751.05				
		Interclub	50				
		Gift Card	600				
		Glacier Coach Fees	325				
TOTAL	6500		11175.9		3292.85		1000
Total Raised	10792.9						
Total for Club needed	383.08						

January 1, 2023

RECEIVED
Village of Chase

JAN 06 2023



Original _____
File _____
Copy _____
Append _____

Dear Village Council, Mayor and Administration,

Thank you for considering our request for assistance in our endeavors of the coming year. We are excited about our plans and believe that the community of Chase will feel similarly. We have made a range of requests, including financial, and in waiving the fees for our Community Hall rental for our free family programming. We hope that you will consider both types of requests.

Our organization has grown incrementally each year since we were founded in 2019, and 2023 is bringing some big steps forward. After consulting with both the community and other service organizations, we believe that our plans for the year fit with our growing and changing community. The many challenges of recent years have brought a change in priorities for many, and we would like to change along with those emerging needs.

Our society is working hard to bring together the funds needed to make our vision happen. This year's Grant in Aid request is significantly larger than previous years, and we appreciate any part of that request that the Village is willing and able to contribute.

Thank you for everything that you do!

Ashton Sweetnam

Executive Director
Chase and Area Young Learners Society



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

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

☐ No

Year Established

2019

Registration Number

75627 2134 BC0001

Address

Po Box 76, Chase BC, V0E 1M0

Total Organization Budget

\$2,540.34

Total # of Board
Members

Total # of Staff

1

Total # of Volunteers

16

Organizational Mission
Statements
(350 characters or less)

The mission statement of the Chase and Area Yong Learners Society is to provide opportunities for young people in the Chase Area to access resources, activities, and spaces that will advance their learning

Brief Description of
Organization
(500 characters or less)

The Chase Young Learners Society works to identify gaps in the services available for children and families in Chase. Those living in our small village often struggle to access quality learning opportunities that those in larger centers have easier access to. Our mandate includes an intention to connect individuals with existing opportunities and to create opportunities based on the needs of our membership and community.

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

Our organization focuses it's services on the needs of children and families in the Village of Chase.

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 Chase out of the Smoke Program endeavours to offer safe, smoke free spaces to children and families in the Village of Chase. Past summers, but 2020 in particular, have proved to be difficult for the residents of our community. Aside from the library, we do not have public spaces that can be accessed by families with children. During the smokiest time of the year, which we now know can last for many months, children cannot safely play outdoors. In addition, many families do not have air conditioning to give relief from the smoke even in their own homes.

The goal of this program is to provide free or affordable access to air conditioned public spaces in the smoky summer months. It is a multi-part program that involves different drop-in activities for all ages, educational opportunities, and opportunities to play and move in clean air. Please see the attached descriptions to review the proposed activities.

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

Geographic Area Served

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

I expect that the 'Out of the Smoke' program will have an enormous impact on our community. It will be filling a gap that exists that prevents residents from accessing clean air. Lack of clean air during the summer month poses a safety risk. In addition, children need physical activity for their growth and development. When it is unsafe to be outdoors alternate opportunities must be created to allow them to exercise and play actively.

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

In the Parks and Recreation section of the Strategic Plan it states:
"Parks, recreation and community hall facilities are part of a
healthy community and support the social, mental, and physical
health of citizens. Access to recreational opportunities both in the
natural environment and in facilities supports the local economy."

Most recent grants received from the Village:

Amount (1)	<input type="text"/>	Date (1)	<input type="text"/>
Amount (2)	<input type="text"/>	Date (2)	<input type="text"/>

Current Fundraising
Initiatives:

- We will be applying for three positions with the Canada
Summer Jobs program to implement the Program.
- Applying for funding with Prevention Services Kamloops
community Initiative Fund

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

The Chase and Area Young Learners Society will be happy to
work with the Village every summer to offer indoor
programming for children and families when they need relief
from wildfire smoke.

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.

JAN 06 2023

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the ^{Original}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

Ian Hart

Signature:

Date:

01/04/2023

Print Name of Person
completing the application:

J. Ashton Sweetnam

Signature:

Date:

01/04/2023

CAYLS 2023 Program Expenses

CAYLS Program fees are always kept as low as possible, community contributions are appreciated as we endeavor to keep our programming accessible to all Chase and area residents.

Overhead Costs for 2023 CAYLS Family Programming

Insurance (based on 2022 costs)	\$2,111.25
Administration (Payroll, program oversight, employee training, policy and procedure development and implementation, communications, program creation, employee oversight, etc.) 20 hours/week x 48 weeks = 960 hrs. 960 hrs x \$25= \$24,000	\$24,000.00
6 youth summer job positions- Canada Summer Jobs grant covers up to minimum wage (\$15.65), we will bring it up to \$18/hour by adding \$2.35/hr. Each job position is 8 weeks, 40 hrs/week= 320 hours. 320 hrs x \$2.35= \$752. \$752 x 6 job positions= \$3,760	\$3,760.00
CPP Contributions (\$85.96 x 6 jobs)	\$515.76
EI Premiums (\$79.13 x 6 jobs)	\$474.78
Worksafe Premium (Rate 1.67%) \$96.19 x 6 jobs	\$577.14
CAYLS printed t-shirts for staff and youth	\$750.00
Total 2023 Overhead Costs	\$32,188.93

Early Years Programs

Tuesdays, Wednesdays, and Thursdays from Feb 2-December 21 we will host free drop in playgroups and interest based programming for young children and their caregivers.

Expenses

Early Years Coordinator Position, \$28/Hr x 8 hrs= \$224 per session, \$224 x 3 days/wk x 48 weeks	\$32,256.00
CPP Contributions	\$1,639.09
EI Premiums	\$509.64
Worksafe Premiums (Rate 1.67%)	\$538.68
Program Supplies (First aid & sanitization supplies, craft supplies, toys)	\$1,000.00
Food (\$20 Per session x 90 Sessions)	\$1,800.00
Community Hall Rental (\$20/hr x 5 hrs=\$100) x 90 sessions	\$7,500.00
First Aid Training	\$150.00
Responsible Adult Training	\$75.00

After School Arts and Recreation Initiative

Mondays & Thursdays, 4-6pm (February 2-December 14 with break in July & August)

Expenses

Facilitator Honorarium, \$30/Hr x 3 hrs= \$90 per session, \$90 x 65 sessions	\$5,850.00
Community Hall Rental (\$20/hr x 2 hrs=\$40) x 60 sessions	\$2,400.00
Supplies (Food, art and craft supplies, hand sanitizer, first aid supplies)	\$1,200.00

Playgroup Total		\$45,468.41	Arts Program Total		\$9,450.00
CAYLS Teen Summer Program			Chase Pollinators Project		
Twice weekly 4-6 pm in July & August. Ideally this program will be outside as much as possible, but in the case of poor outdoor environment due to smoke or poor weather conditions, we will move inside			The goal of this project is to create safe habitat and food sources for local pollinators. We will offer many opportunities to educate community members on both the importance of pollinators and how to care for them.		
Expenses			Expenses		
Community Hall Rental (\$20/hr x 3 hrs= \$60) x 18 sessions		\$1,080.00	Mural Expansion, Artist fees + Supplies & Equipment		\$5,000.00
Supplies (Food, activity supplies, safety equipment)		\$700.00	Pollinator friendly native plants		\$1,000.00
			Landscape design and labour for Community Food Forest and Butterfly Gardens		\$1,500.00
			Signage		\$564.00
			Raised garden beds (10 x \$250)		\$2,500.00
			Soil, compost, mulch		\$703.50
Teen Program Total		\$1,780.00	Pollinators Project Total		\$11,267.50
Total 2023 Project Expenses		\$67,965.91			
Community Hall Rental Total		\$10,980.00			
Program Supplies		\$2,900.00			
Total Requested for Village Grant in Aid		\$13,880.00			
	0.2042200274				
					\$13,593.18

Statement of Activities		
Chase and Area Young Learners Society		
Date Range: 2022-01-01 to 2021-12-31		
	ACCOUNTS	
	Revenue	
	Canada Summer Jobs Funding	\$29,537
	Grant in Aid - Village of Chase	\$3,920
	Donations	\$2,909
	Program Fees	\$15,816
	Community Organization Grants and Donations	\$14,099
	Total Revenue	\$66,281
	Expenses	
	Payroll Gross Pay	\$47,626.93
	Payroll Employer Taxes	\$2,511.38
	Payroll – Employer's Share of Benefits	\$166.70
	Programming Expenses	\$14,175.26
	Liability Insurance	\$2,111.25
	Deprecation Expense - Equipment	\$281.19
	Banking Fees	\$60.00
	Total Operating Expenses	\$66,933
	Change in Net Assets	
		-\$651.33
	Accrual (Paid & Unpaid)	
	Reflects all transactions, including unpaid invoices and bills.	

Statement of Financial Position		
Chase and Area Young Learners Society		
As of 2022-12-31		
	Assets	
	Cash and Bank	
	C.A.Y.L.S Int. Sav. Chequing	\$2,697.02
	Total Cash and Bank	\$2,697.02
	Other Current Assets	
	Accounts Receivable	\$197.50
	Total Other Current Assets	\$197.50
	Long-term Assets	
	Total Long-term Assets	\$0.00
	Total Assets	\$2,894.52
	Liabilities	
	Current Liabilities	
	Accounts Payable	\$0.00
	Payroll Liabilities	\$0.00
	Total Current Liabilities	\$0.00
	Long-term Liabilities	
	Total Long-term Liabilities	\$0.00
	Total Liabilities	\$0.00
	Net Assets	\$2,894.52

Statement of Cash Flows		
Chase and Area Young Learners Society		
Jan 01, 2022 to Dec 31, 2022		
CASH INFLOW AND OUTFLOW		
Operating Activities		
Revenue		\$66,279.88
Expenses		-\$16,346.51
Payroll		-\$50,566.69
Net Cash from Operating Activities		-\$633.32
Investing Activities		
Proceeds from sale of equipment		\$850.00
Net Cash from Investing Activities		\$850.00
OVERVIEW		
Starting Balance		\$2,480.34
Gross Cash Inflow		\$67,581.30
Gross Cash Outflow		\$67,364.62
Net Cash Change		\$216.68
Ending Balance		\$2,697.02
Cash Basis (Paid)		
Reflects all transactions except unpaid invoices and bills.		



2023 CAYLS Family Programming

Winter 2023

[Chase and Area Young Learners Society](#)

Executive Director, Ashton Sweetnam

chaseyounglearners@gmail.com

250 319-8468



Overview

Our mission is to provide opportunities to young people in the Chase area to access resources, activities and spaces that will advance their learning. We do this by providing programs and services that are otherwise difficult to access in our small community.

2023 Goals

1. Expand CAYLS programming and services to fill existing service gaps, in particular for early years (0-5), teens (13-16), and after school elementary (5-12).
2. Respond to the climate crises and create community connection with positive regional initiatives. We aim to inspire Chase residents to make a difference by building community resilience and safe habitat and food sources for local pollinators.

Ongoing Programming

In our three years of operating as a society we have overseen many different events and activities, making efforts to offer new opportunities to youth that will enrich our community and enhance their learning journey. We have created a few very popular ongoing programs that run throughout the year, and we look forward to continuing them into 2023.

EverWild Explorers



EVERWILD
EXPLORERS



This full day nature immersion program is for children aged 5-12 at Aylmer Road Beach. Each themed session included an art and science project, and we meet year round, in all weather. The result is a group of children who are accustomed to being out in the elements, skilled in self-regulation, and who are able to work together to meet the group's needs and accomplish goals.

Children can find magic in the most ordinary of spaces. What matters is that they build a relationship to a place, through regular and repeated access to it, in the way that is most fitting to them: through play. Children at play in nature – that's at the heart of Ever Wild Explorers.

HopOn Mountain Bike Programs



In Spring 2020 we hosted our very first mountain bike program, and we have been running spring and autumn programs in partnership with CycleBC ever since. One of the big draws of living in Chase is the surrounding natural beauty- mountain biking is a skill that enables kids to get active and explore our unbeatable landscapes in a fun and social way.

We keep our popular HopOn program as accessible as possible by keeping the fees low and arranging car pools. Each session includes a game, a new skill, and a trail ride.

2023 will bring another set of Spring and Autumn Programs. We will explore new trails, and we hope to continue with our goals to keep this program accessible by providing access to high quality gear and support to families who otherwise wouldn't be able to participate.

New Programs in 2023



After School Arts and Recreation Initiative

The goal of the Arts and Recreation Program is to create opportunities for children and youth to access affordable learning experiences in our community. By providing an honorarium for guest facilitators each week, we can bring in a diverse and skilled array of instructors to lead the groups. We will invite a combination of local community members who are enthusiastic about sharing their skills, and professionals who make a living with their craft.

Examples of 2023 Schedule

- Shannon Byrnes, Kids Yoga and Art
- Landon Matthews, Fine Arts and Secwepemctsín
- Puppet Making and Theatre with Runaway Moon Theatre
- Acrylic Painting with Joey Nash
- Mixed media with Rayna at 'A Mixed Bag of Art'
- Indigenous Oral Storytelling and Theatre Games with Laura Michel
- Nature Education with Ashton Sweetnam
- Plant Identification and Uses with June Anthony-Reeves
- Gardening and Pollinators with Elaine Sedgman
- Floor Hockey with the Chase Heat
- Secwepemc Storytelling with Kenthen Thomas
- Themed Wildlife Presentations with the BC Wildlife Park
- Interactive Science Workshops with the Big Little Science Centre
- Mixed Media Art with Kamloops Art Party
- Local Ecology Adventures with 4 Trees Ecology
- Interactive Ecology Presentations with the Adams River Salmon Society



Teen Summer Program

The objective of the CAYLS Teen Summer Program is to provide a much needed safe space for tweens and teens to come together during the summer months to engage in activities that keep them active, social and having fun. This is a demographic often overlooked, particularly in small, rural areas where there are limited resources. This underrepresented group is allocated few resources and opportunities and the results can be seen, in particular in the summer months when there is no safe hub for activities and socialization for these young people. The teenage years can be a difficult and challenging time and it is vital that kids be afforded the opportunity to be kids as long as possible. Providing groups and services with proper mentorship that allow them to do so can have a life-long impact.

Example of Activities Include:

- Nerf battle (at the library)
- Water gun battles - so many ways to build on this
- Volleyball at the beach (nets are set up throughout the summer)
- Soccer (at the school field)
- Slip n' Slide baseball
- Color bomb/water gun race [around town]
- Man-Tracker
- Capture the Flag
- Obstacle Course
- Community Scavenger Hunt
- Outdoor games: sponge darts, pool noodle javelin, foam Twister, pass the water...
- Board games/card games/trivia/charades
- Also, lots of 'physical' art activities/projects



Chase Pollinator Project

The goal of this project is to create safe habitat and food sources for local pollinators. In addition, projects will increase local biodiversity, provide public education on the topics of climate change and environmental protection, and connect local residents with their natural surroundings.

This is a multi year project that will begin in 2023 and will expand in subsequent years. We will work towards local food security by supporting individual families in creating their own gardens with information and resources. In addition, we will establish plans and systems that will result in the creation and long term sustainability of community gardens, a small food forest and pollinator gardens. We will offer many opportunities to educate community members on both the importance of pollinators and how to care for them.

We will be hiring two full time youth employees in the spring to lead in the creation of these gardens and in their subsequent care. Eager volunteers will assist us in starting small in 2023 and building this program that will beautify our town and contribute to the long term health outcomes of its residents. The children participating in our year round programming will also learn about and care for the gardens.


2023 Schedule

January/February

- Site planning with landscape designer, Shelaigh Garson, specialist in Regenerative Land Design.
- Work with local farms to choose plant varieties for the garden projects. Seed starting between the months of February and April.
- Ordering perennial plants, trees, and shrubs from nearby plant nurseries for gardens in addition to materials such as soil and mulch.
- Workshops on the following topics:
 - Garden planning with master gardeners
 - Presentations from Elaine Sedgman, author/illustrator of A Bee Named BOB and Andrena a Mining Bee, for children and adults.

March-May

- Preparation of garden beds and planting
- Installation of signage relevant to the importance of pollinators
- Installation of mason bee and bird houses. These will be cared for by Chase and Area Young Learners Society employees year round.

- 
- 3rd Annual CAYLS Plant sale on May 14th weekend. This year, in addition to traditional bedding plants, our plant sale will have a focus on native, drought resistant plants that are more suited to our dry summer climate than traditional bedding plants.

June-September

- Visits to the gardens by groups with presentations on pollinators and the plants in the garden.
- Food processing workshops for children and families with food from both the gardens and local farms.
- Art program with a focus on observation and nature connection. This will lead into an extension on our community mural project from 2022 that was on the theme of pollinators.
- Work bees throughout the season with local volunteers and employees of the Chase and Area Young Learners Society

September-October

- Season wrap up event. Volunteers and employees will put the gardens to bed for the winter and enjoy a potluck dinner with music from local musicians.



CAYLS Early Years Program

2023 will see the creation of a new CAYLS job position, Early Years Coordinator. Our Early Years Programming will be a casual and welcoming space where parents and their young children can come as they are for resources and social connection. Chase does not have a hub where young families can meet and form friendships while their kids get important socialization skills. As we come out of the crisis point of the Covid-19 pandemic, there is a whole subset of children and young families who missed out on years of crucial socialization time. There is a well documented need for social support during the early years, and these have been absent for some time now.

When the Interior Community Services 'Healthy Beginnings' drop-in group had its funding cut recently, Chase lost an important community service. This program was an invaluable community resource in terms of prevention of isolation, mental health support, and early intervention for at risk families. This program was offered for many years in Chase and its loss has left a major gap in services for young families in our area.

The CAYLS Early Years Program will offer a drop in playgroup and interest based programming for young children and their families. We will offer a safe and supportive environment to improve the health and social development of parents and their young children. It will provide an opportunity for parents to socialize and share parenting experiences while the children enjoy playtime, peer interactions and socialization, snacks, story time and crafts. An experienced facilitator provides resources and information regarding healthy child development, parenting, support and community services, nutrition, and coping skills.

DEC 13 2022

Post Event Summary
Village of Chase Grant in Aid
CAYLS 2022 Summer Programming for Kids

Original _____
File _____
Copy _____
Agenda _____

Our 2022 Summer programming was overwhelmingly well received and well attended. We capped attendance each day at 20 children to make the most of the resources and staff that we had available. We were, however, consistently over capacity as a result of the strong demand. The decision to run the Summer Recreation Program in addition to multiple interest based summer camps was relatively sudden, and there was very little time for planning and preparation. Luckily, Susan Waters, the Recreation Manager who was hired only the week before the program began had quite a bit of experience with both the Summer Recreation Program and the Community Hall. Considering the number of children and families served with such little time to prepare, I think that CAYLS did an excellent job of rolling out a fantastic summer of programming after some hard years of next to no resources for children and families due to the Covid-19 pandemic.

The Grant in Aid obtained by CAYLS was originally meant for a program entitled "The Out of the Smoke Program". This program was meant to open up the Community Hall for public use in the smoky months of the summer with learning and recreation opportunities for children and families. After a generous offer from the Chase Lions Club to cover partial wages to run the Summer Recreation Program however, we redirected funds to offer full day programming through the summer months.

Three weeks of the summer were dedicated to previously planned summer camps on the topics of Science, Theatre and Art. These themes were identified by our group as challenging to access for children with particular interests in our small community. We made a point of creating unique and high quality learning opportunities on these topics that families would typically have had to travel to larger centers to access. Thanks to the funding from the Village and multiple community groups, we were able to open up almost twice the original spaces with full bursaries for children who would not otherwise be able to attend the camps. We opened up thirty spaces for each of the Summer Camps and generally found that they were waitlisted within a day of opening registrations.

Also thanks to community funding, we were able to offer the Summer Recreation Program at a reduced rate of only \$10/day. No children were turned away due to lack of funds and I believe that the summer staff did an excellent job of providing care to the kids in Chase with fun, themed full day care. We feel proud to have been able to help in providing the continuity of this service to local families. In 2023, we look forward to passing the program back to the Village of Chase in 2023. With the Village of Chase running the Summer Rec Program in 2023, we will focus on other underserved groups in the Chase area, including the early years and the 12-18 age range.

CAYLS 2022 Summer Program

Revenue and Expenses Statement

INCOME	
Lions Club Donation	\$ 11,705
Village of Chase Grant in Aid	\$ 3,920
Government of Canada Summer Jobs Program	\$ 23,960
Recreation Program Fees	\$ 3,620
Camp Fees	\$ 6,110
Chase Literacy Program Donation	\$ 1,394
TOTAL INCOME	\$ 50,709

EXPENSES	
Program Supplies and Food	\$ 1,024
Insurance	\$ 507
Entertainment (Uncle Chris the Clown, bowling)	\$ 400
Wages	\$ 39,529
Summer Camp Instructor Fees + Travel	\$ 8,280
T shirts for kids and staff	\$ 500
TOTAL EXPENSES	\$ 50,241

SUMMER PROGRAMMING TOTAL REVENUE MINUS EXPENSES	
	\$ 469



INTERIOR COMMUNITY SERVICES

...ENRICHING LIVES STRENGTHENING COMMUNITIES

February 13, 2023

To the Village of Chase Mayor and Council
RE: CAYLS Early Years Letter of Support

Dear Mayor and Council,

My name is Dee Dee Michels and I work for Interior Community Services (ICS) as the Early Years Family Navigator, providing support to families with children aged 0-6 years in Kamloops and Chase. The funding for this position is provided by MCFD. I have worked with children and families for almost 35 years in a variety of capacities, including Early Childhood Educator, Licensing Officer, Executive Director of a large group daycare, Instructor at Thompson Rivers University, and as an outreach worker for vulnerable families. In my current role, I also provide and facilitate various groups for children and families including Parent-Child Mother Goose, Infant Massage, Roots of Empathy, parent and child/infant drop in groups, pre-natal and Mom and Baby yoga, and Post-Partum Connections (for Moms with pre or postpartum anxiety /depression).

I am writing today to provide some information on how the initiatives proposed by Chase and Area Young Learners Society (CAYLS), may benefit your wonderful community. As I'm sure you are aware, Chase as with many other small communities can be limited in community supports and can struggle to find the resources to provide direct service opportunities to families. Unfortunately, we have seen one of the impacts of COVID being further isolation of many families. This increase in isolation has contributed to an increase in mental health issues, domestic violence, substance misuse, fear and uncertainty. Parents were unable to access their typical support systems (ie. friends and families), and both parents and children did not have their usual social connections critical for healthy social, emotional, mental, spiritual, and physical development. Early years programs can help address these struggles by increasing connection, learning and confidence, while decreasing isolation, uncertainty, and fear.

While there are many benefits for families who attend group activities and programs, perhaps the most important is making connections and building relationships not just with other families, but also community professionals. An Early Years program can be a life line for families. It can provide a reason to get dressed in the morning, get out of the house and interact with others who have shared experience. Parents are able to safely talk about how hard parenting can be and can celebrate milestones together. Early Years programs often have families showing up 20 minutes before groups even start, and staying until the very last bit of cleanup is done. Time to just 'connect' is built into every single group we offer, as this is what families are needing.

We often hear the following feedback from Early Years group participants: *"I wish I knew about this sooner," "Why didn't they tell me about this at the hospital?" or "I really could have used this with my first child."*

Groups provide a wonderful “Hub” and have the capacity to invite guest speakers from the community to attend (ie: Public Health, Infant Development, Recreation facilitators). Parents are able to speak informally with the service provider, ask questions, and gain knowledge, while our professionals are able to reach many more families without each family needing to go through the long referral process commonly needed to access this information. Long wait times for are common for families with concerns about child development, challenging behaviours and safety issues. For the most vulnerable families, Early Years programs can provide an opportunity for regular observations and conversation, which can help ensure basic needs like food, shelter, and safety are being met. Early Years programs encourage **prevention** and **early intervention**.

It is well documented that 0-6 years of age is the fastest period of brain development for human beings, and that brain development in the early years can set patterns of healthy or unhealthy development and behaviour which may impact individuals throughout their lifetime.

For example, children who have a healthy attachment with a parent or caregiver in these early years will typically:

- have healthier relationships, and long term relationships
- increased ability to regulate emotions
- have more success in school
- have more success in careers
- have higher self esteem

Different types of groups that are being considered may target more specific outcomes.

For example:

Infant Massage strengthens parent/child attachment, verbal and non-verbal communication between the infant and parent, early language and literacy, emotion regulation, empathy, and love. It has been shown to help decrease stress hormones in both parent and baby, increase relaxation hormones, strengthen the immune system, and organize the nervous system.

Parent-Child Mother Goose promotes healthy attachment between parent and child through increased eye contact, touch, joy, and 1:1 time, as well as early language and literacy through oral story-telling, songs, and chants/rhymes.

Drop-In groups offer opportunities for coaching and role modelling for parents (ie. transitions, guidance, reading child’s cues, play), providing children with new experiences (ie. group games, arts and crafts, social interactions), and a chance for parents to take a step back and just “breathe.”


Roots of Empathy uses a family (parent and young baby) from your community who connect with a classroom in the school for the entire school year. Students learn about relationships, empathy, communication, early brain development, and emotions by observing how the baby develops, interacts with the parent, and uses facial expression, voice, body language to communicate.

These Early Years groups offer parents the information they need to be able to raise their children to the best of their ability, and provide children with experiences to help grow healthy brain connections. This is why they are so crucial in all communities: they can really make a difference.

The strength to this proposal lies in the fact that you have community members who are passionate and determined to see more Early Years programs in your community. They have roots in Chase and with additional support and coaching, will be able to provide a continuum of services for years to come. With sustainable programming, there will be enough time to see the positive and long term impacts the programs will have for children, youth, and families in your community. I strongly believe that any investment put into this initiative, whether that be funding, time, staff training, facilities, or equipment, will only help to strengthen the overall health and wellbeing of your community.

As the ICS Early Years Navigator who provides service to the Chase area and resides in Scotch Creek, I am in the position to be able to offer support with launching this Early Years initiative in your community. If I can be of any further assistance at this time, or if you have any questions, I can be reached at (250) 318-8055 (cell) or 250-554-3134 (office). If required, I am also able to speak in person, or provide addition information.

Sincerely,



DeeDee Michels

BA, ECE, Infant/Toddler Educator, Special Needs Educator
ICS Early Years Family Navigator/Family Support Worker



Idris Marican

ICS Director of Child and Family Services



February 16, 2023

To: Village of Chase Mayor & Council

From: Chase Firefighters Association

Re: Community Hall Usage – June 17th – Annual Lobsterfest Fundraiser

Good afternoon, Mayor Lepsoe & Members of Council,

I am submitting this request on behalf of the Chase Firefighters Association. The Association has chosen to resume it's annual Lobsterfest Fundraiser. Due to the pandemic, we were unable to host the event in it's entirety, and were forced to offer a "drive through" lobster purchase/pick up format.

We are thrilled to host this community event once again! We had received great support in the past.

On behalf of the Association, I am asking that Council waive the rental fee for usage of the Community Hall. As this event is being hosted by members of Chase Fire Rescue, and the proceeds of this fundraiser are used to offer additional training, and purchase additional equipment that perhaps the Annual Budget does not allow. These funds are essentially being raised to support the Village of Chase & Chase Fire Rescue.

I thought that I should also mention that members of Council of the Adams Lake Band have offered the use of their Conference Centre & Gymnasium to the Association at no charge. A very generous offer, and we truly appreciate it. We were hoping to host the event in Chase, as the fire department is an entity belonging to the Village of Chase.

I appreciate your time, and I look forward to your response.

With regards,

Alison Lauzon, Treasurer