



## **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, July 11, 2017 at 4:00 p.m.

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

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

Resolution:

**“That the July 11, 2017 Village of Chase Regular Council meeting agenda be adopted as presented.”**

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

#### **3.1 Regular Meeting held June 27, 2017**

Pages 1-5

Resolution:

**“That the minutes of the June 27, 2017 Regular Meeting of Council be adopted as presented.”**

#### **3.2 Special Meeting held July 5, 2017**

Pages 6-7

Resolution:

**That the minutes of the July 5 2017 Special Meeting of Council be adopted as presented.”**

### **4. PUBLIC HEARING**

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**

#### **Kevin Adams, Okanagan Cannabinoid Therapy**

Page 8

Mr. Adams will explain his operation and present an overview of his business case

#### **Paul Demenok, Director, Electoral Area C, Columbia Shuswap Regional**

#### **District and Chair of the Shuswap Watershed Council**

Annual Highlights 2016-2017

#### **Dave Smith, The Adams River Salmon Society**

Pages 9-10

Mr. Smith will discuss the society's ongoing education, advocacy, and stewardship

### **7. REPORTS**

a) Mayor and Council Reports

b) Staff Reports

Pages 11-12

## 8. UNFINISHED BUSINESS

- 8.1 2016 Statement of Financial Information – SOFI Pages 13-19  
(Provincial Government Reporting)  
Resolution:  
**“That the 2016 Statement of Financial Information be received, and that Council appointment Councilor Scott sign the 2016 SOFI on behalf of Council.”**
- 8.2 Fortis BC Community Giving Grants Pages 20-21  
This is a returning item for Council consideration
- 8.3 Interior Health Authority and Village of Chase Partnership Agreement Page 22  
A partnership letter has been prepared. This letter serves as a renewal of the February 14, 2013 partnership between Interior Health Authority and Village of Chase.  
Resolution:  
**“That Council renew the partnership between Interior Health Authority and Village of Chase.”**

## 9. NEW BUSINESS

- 9.1 Interior Health Authority and Village of Chase Active Communities Grant Pages 23-38  
Memorandum from the Corporate Officer  
Resolution:  
**“That Council authorize administration to apply for funds through the Interior Health Authority Active Transportation Grant Program that can be used to move Chase towards a healthy community design by completing an assessment and inventory of active transportation in Chase.”**
- 9.2 Development Variance Application – 939 First Avenue Pages 39-43  
Report from the Corporate Officer  
Resolution:  
**“That Council authorize administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the maximum height of an accessory building on the subject property from 5.0m to 5.65m.”**
- 9.3 Mobile Vending at Memorial Park Pages 44-46  
A youth named Simone Hegelstad is requesting Council waive Business License requirements and Mobile Vending Permit requirements.  
Options include entertaining the request outright, or with conditions, or denying the request.  
  
Council should consider implications from setting a precedent contrary to the bylaws
- 9.4 Chase Lions Club – Request for Reduction in Water and Sewer Charges  
Report from the CAO Pages 47-50

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

**11. RELEASE OF IN CAMERA ITEMS**

**12. IN CAMERA**

Resolution:

**“That Council recess to an In-Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (.j), regarding information prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.”**

**13. ADJOURNMENT**

Resolution:

**“That the July 11, 2017 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 of the Village Office at 826 Okanagan Avenue  
on Tuesday, June 27, 2017 at 4:00 p.m.

**PRESENT:** Acting Mayor Nancy Egely  
Councillor David Lepsoe  
Councillor Ali Maki  
Councillor Steve Scott

Also in Attendance: Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer  
Leif Pederson, Director of Financial Services

Regrets: Mayor Rick Berrigan

Public Gallery: 3  
Press: 0

**1. CALL TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

Moved by Councillor Scott

Seconded by Councillor Maki

**"That the June 27, 2017 Village of Chase Regular Council meeting agenda be adopted as amended by adding 9.9, Village Office Hours on July 4, 2017." CARRIED**  
**#2017/06/27\_001**

**3. ADOPTION OF MINUTES**

Minutes of the June 13, 2017 Regular Meeting of Council

Moved by Councillor Maki

Seconded by Councillor Lepsoe

**"That the minutes of the June 13, Regular Meeting of Council be adopted as presented." CARRIED**  
**#2017/06/27\_002**

**4. PUBLIC HEARING**

None

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

None

**6. DELEGATIONS**

Vic Bhambri, of 425 Cottonwood Street, requested \$560 dollars for volleyball equipment.

Moved by Councillor Lepsoe

Seconded by Councillor Maki

**"That Council authorize grant-in-aid funding up to 50% of the \$560 requested amount after Mr. Bhambri secures at least \$280." CARRIED**  
**#2017/06/27\_003**

7. **REPORTS**

a) Mayor and Council Reports

Acting Mayor Egely

- June 14 – Attended a Chase Museum meeting
- June 15 – Attended a BC Interior Community Foundation meeting and grant reveal. The Chase Skate Park Society and the Turtle Valley Donkey Refuge were beneficiaries of a \$1,000 grant respectively

Councillor Lepsoe

- June 19 – Attended trails working group meeting in Salmon Arm
- June 20 – Attended an Adams River Salmon Society meeting
- June 21 – Attended Quaaout Lodge for the swearing in of Chief Arnouse of the Little Shuswap Lake Indian Band and the launching of two cottonwood canoes
- June 22 – Attended a Chase & District Festival Society meeting
- June 24 – Attended the Strawberry Tea event at the Chase Museum
- June 26 – Salmon Caravan planning meeting at Adams Lake Indian Band

Councillor Maki

- June 15 - Attended the BC Interior Community Foundation's AGM and Grant Reveal
- June 21 - Attended National Aboriginal Day at Quaaout Lodge and the swearing in ceremony for Chief Oliver Arnouse
- June 22 - Chaired the Chase & District Festival Society meeting

Councillor Scott

- June 13 – Attended a Citizens on Patrol meeting
- June 21 – Attended Quaaout Lodge for the swearing in of Chief Arnouse of the Little Shuswap Lake Indian Band and the launching of two cottonwood canoes

Moved by Councillor Scott

Seconded by Councillor Maki

**“That the reports from the Acting Mayor and Council members be received for information.”**

**CARRIED**  
**#2017/06/27\_004**

8. **UNFINISHED BUSINESS**

8.1 Fortis BC Community Giving Grants

Moved by Councillor Scott

Seconded by Councillor Maki

**“That this item be deferred pending public solicitation for ideas.”** **CARRIED**  
**#2017/06/27\_005**

9. **UNFINISHED BUSINESS**

9.1 2016 Statement of Financial Information – SOFI

Moved by Councillor Scott

Seconded by Councillor Lepsoe

**“That this item be deferred pending corrections.”** **CARRIED**  
**#2017/06/27\_006**

9.2 2016 Unexpended Funds Reserve

Moved by Councillor Scott

Seconded by Councillor Maki

**"That the following funds be placed in the committed funds reserve for the following projects:**

**-Grant-in-aid – Creekside Seniors \$7,000**

**-Computer server replacement \$25,000**

**-Fire hydrant replacement/install \$15,000**

**-Fire hall roofing project - \$8,800**

**-Rescue equipment \$13,000**

**-Planning/OCP bylaw \$6,000**

**-Doctor recruitment \$5,000**

**-Roads/lands acquisition \$45,000**

**-Road infrastructure maintenance \$7,500**

**-Community hall cladding (capital) \$31,000**

**-Community hall cladding (general) \$15,000**

**-Sewage lagoon project \$184,000**

**-Mill Park lift station pump \$15,000**

**Total transfer to reserve \$377,300."**

**CARRIED**

**#2017/06/27\_007**

9.3 Quarterly Financial Report to 31 December 2016

Moved by Councillor Maki

Seconded by Councillor Scott

**"That the December 2016 Quarterly financial report be accepted as presented."**

**CARRIED**

**#2017/06/27\_008**

9.4 Quarterly Financial Report to 31 March 2017

Moved by Councillor Scott

Seconded by Councillor Maki

**"That the March 2017 Quarterly financial report be accepted as presented."**

**CARRIED**

**#2017/06/27\_009**

9.5 BC Ambassador 2017 – Sponsorship Request

Moved by Councillor Scott

Seconded by Councillor Maki

**"THAT Council authorizes sponsorship of Megan Johnston in the 2017 BC Ambassador program with \$250 from the grant-in-aid budget."**

**CARRIED**

**#2017/06/27\_010**

9.6 Chase Lions Club – Community Hall Grant-In-Aid Request

Moved by Acting Mayor Egely

Seconded by Councillor Maki

**"That the request from the Chase Lions Club to waive the rental fee for the Community on July 1, 2017 be denied, and that the Chase Lions Club pay the not-for-profit rate as per the Village's Community Hall rental policy and fees and charges bylaw."**

**CARRIED**

**#2017/06/27\_011**

9.7 Chase & District Festival Society

Moved by Councillor Lepsoe

Seconded by Councilor Scott

**"That the Chase & District Festival Society be authorized to operate beer gardens during all Music on the Lake events in 2017."**

**CARRIED**

**#2017/06/27\_012**

9.8 Canada 150 – Contribution to Canada from Hon. Mel Arnold, MP

Moved by Councillor Scott

Seconded by Councilor Maki

**"That Council receive for information and acknowledge Member of Parliament Mel Arnold's Canada 150 souvenir contributions with a letter to MP Arnold."**

**CARRIED**

**#2017/06/27\_013**

9.8 Village Office Hours – July 4, 2017

Moved by Councillor Maki

Seconded by Acting Mayor Egely

**"That Council authorize extended office hours on July 4, 2017 until 5:00 p.m."**

**CARRIED**

**#2017/06/27\_014**

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

Karen Bassett of 564 Lakeshore Drive inquired why the municipality protects the identity of complainants in bylaw offence matters. She is concerned about the legitimacy of complaints and questioned the integrity of officials. She is also frustrated that contact information for the Bylaw Officer is not made public. She also stated that the Bylaw Officer cannot explain to her the definition of 'unsightly' or substantiate an unsightly Order against her property.

The Corporate Officer responded by saying that the identity of a complainant is confidential and will not be disclosed to anyone for any purpose. As far as availability of the Bylaw Officer, Council budgets annually for this contracted position and the time is managed by the Corporate Officer based on the allocated budget amount which works out to approximately 20 hours per week.

The Corporate Officer committed to improving contact information for Bylaw Services by means of providing additional contact information for the Bylaw Officer's manager and the CAO on the website and other Village of Chase communications media.

The CAO explained that the Bylaw Officer is paid on a limited cost contract and cannot respond to service call at all hours as this would require additional costs for the service. All requests for service must be through the Village office.

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

**"That resolution #2017/05/23\_IC004 directing Administration to return the donation from the Chase Lions Club thanking them for their generosity, and advising them that the dog park will form part of the 2018 municipal budget deliberations; and the Village looks forward to partnering with the Chase Lions Club on the dog park initiative at the appropriate time, be released to the public at the next Regular Council meeting."**

12. **IN CAMERA**  
None

13. **ADJOURNMENT**

Moved by Acting Mayor Egely

Seconded by Councillor Maki

**"That the June 27, 2017 Village of Chase Regular Council meeting be adjourned."**

**CARRIED**

**#2017/06/27\_015**

The meeting concluded at 5:02 p.m.

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Nancy Egely, Acting Mayor

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Sean O'Flaherty, Corporate Officer





Minutes of the Special Meeting of Council of the Village of Chase  
held in the Council Chamber of the Village Office at 826 Okanagan Avenue  
on Wednesday, July 5, 2017 at 3:30 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer  
Sean O'Flaherty, Corporate Officer

Public Gallery: 5

**1. CALL TO ORDER**

Mayor Berrigan called the meeting to order at 3:30 p.m.

**2. ADOPTION OF THE AGENDA**

Moved by Councillor Egely  
Seconded by Councilor Maki

**"That the July 5, 2017 Village of Chase Special Council meeting agenda be adopted.**

**CARRIED**

**#2017/07/05\_001**

**3. NEW BUSINESS**

Cannabis and Local Governments

The Corporate Officer provided an overview of some slides that had been provided by Fulton & Company at a recent Administration workshop hosted by the TNRD.

It was noted:

- De-criminalization of cannabis is coming
- Local governments will be in a good position to deal with the production, distribution and sales of cannabis in their jurisdictions if they start to plan now for the inevitable
- Several communities in BC are already experiencing dispensaries – some communities are letting these dispensaries do business 'under the radar', some communities are licensing the businesses and some communities are completely prohibiting the businesses
- The Village has been approached by a person who runs several dispensaries for medical cannabis in other communities and he wishes to open a similar business in Chase – the Village needs to know what the ramifications are of allowing or disallowing at this time so it can make a decision about the request that will be coming forward

Sam Dabner of Fulton and Company joined the meeting via telephone. The following comments were made:

- Changes in the cannabis regime has got the attention of legal professionals that advise local governments
- Impacts will likely be significant on local governments
- In July 2018 when the Cannabis Act comes into force federally, people will be able to possess up to 30 grams of cannabis for their own use, will be able to grow their own

- cannabis (up to 4-1 meter high plants per household) and dispensaries will be permitted to sell cannabis for medical and recreational purposes depending on the local government regulatory regime
- A regulatory framework will exist however at this time no information has been shared by the Province of BC with any local governments
  - This topic will be a major discussion at UBCM 2017
  - Areas of control the local governments may have to address cannabis will be through zoning, business licensing, nuisances and building regulations
  - Village of Chase could choose to regulate dispensaries, prohibit dispensaries until cannabis is decriminalized, or it could simply not 'deal with it' at this time – the approach depends on resourcing to some extent

Mayor Berrigan thanked Sam Dabner for his participation and information. Mr. Dabner disconnected at this time.

Other comments from members of the gallery included:

- How will people who are driving will impaired by cannabis be tested?
- Local government will need to address areas of the community that will be permitted for sales and production
- Growing operations in residential areas was discussed and needs to be addressed at the current time by the RCMP

Mayor Berrigan thanked those members of the public that attended the session

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

None

**5. IN CAMERA**

**6. ADJOURNMENT**

Moved by Councillor Maki

Seconded by Councilor Scott

**"That the July 5, 2017 Special Council meeting be adjourned."**

**CARRIED**  
**#2017/07/05\_002**

The meeting concluded at 4:36 p.m.

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Rick Berrigan, Mayor

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Sean O'Flaherty, Corporate Officer



351 Westminister Ave W  
Penticton BC V2A 1K3

299 Victoria St W  
Kamloops BC V2C 1A5

189 Highway 33  
Kelowna BC V1X 2A1

Main Street  
West Kelowna, BC

June 15, 2017

Hello Sean,

I'm writing to request an opportunity to present to the Chase Town Council. Okanagan Cannabinoid Therapy would like to establish a store location within the Town of Chase. We possess one of two business licenses within the interior of British Columbia, which is one of nineteen licenses in the province. We expect to have our license renewed by the City of Penticton at the end of the month, based on conversation with the City Planner.

Okanagan Cannabinoid Therapy is the Valley's premier Medical Cannabis Access Center. We started with a commitment to offering a vast array of exclusive products showcasing quality choices and accommodating the unique, personal needs of each of our Medical Cannabis patients. Okanagan Cannabinoid Therapy offers an intimate, relaxing, and safe atmosphere for patients who favor a natural approach to healing and living.

Our mission goes beyond providing clients with product excellence. We are committed to helping customers cultivate ongoing knowledge. Enabling patients to discover the best products for their personal needs. We make sure our Members receive the most reliable data to assist them with their Cannabis shopping experience. We heavily invest in educating the Okanagan community about the benefits of Cannabis by holding seminars and having informative social media pages. As part of our commitment to our customers, our products are tested before they hit the shelves.

Professional staff development is a key to our success, during the past three months, we have sent four employees to Toronto, Vancouver & Boston to a variety of research conferences. Visiting Harvard Medical School in Boston was a highlight for myself. Where I had an opportunity to interface and network with Cannabis Researchers from Israel, Spain, California and Vancouver.

Community involvement is an essential element to our Corporation. Since our inception we have supported Kyla's Quest Foundation based out of Summerland, the Boys' & Girls' Club of Rutland (Kelowna), area schools, and the VANDU Project in Vancouver (assisting Hasting St. addicts substitute Cannabis for hard narcotics).

Our clients are constantly praising Okanagan Cannabinoid Therapy for not only the quality of products offered, but also the high level of service, privacy, and respect they receive each visit. We would love for you to stop by one of our locations and get a feel for why we are the top ranked Medical Access Center for all things Medical Cannabis in beautiful British Columbia's Okanagan Valley.

Sincerely,

Kevin Adams  
[kevinlikestogolf@gmail.com](mailto:kevinlikestogolf@gmail.com)  
[www.okanagancanna.ca](http://www.okanagancanna.ca)  
778-214-9347

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Village of Chase

JUN 16 2017

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Appendix

*Salute to the Sockeye*



***The Adams River Salmon Society***

PO Box 24034  
Scotch Creek, BC V0E 3L0

June 26, 2017

Joni Heinrich,  
Chief Administrative Officer  
Village of Chase  
PO Box 440  
Chase, BC  
V0E 1M0

Emailed to: [cao@chasebc.ca](mailto:cao@chasebc.ca)

Hello Joni,

The Adams River Salmon Society (ARSS) would like to appear as a delegation before the Chase Council. We are a volunteer directed non-profit Society with a focus on Wild Pacific Salmon populations - Sockeye, Chinook, Coho and Pinks) our Adams River area watersheds and their salmon populations, supporting, working together and celebrating the long-term sustainability of our Salmon. This west coast icon - the Wild Salmon - has helped bring together a very diverse working group of passionate Partners including BC Parks - Roderick Haig-Brown Park, Fisheries and Oceans, Canada, and the Little Shuswap Lake Indian Band.

To this end we would like to discuss with you the ongoing education, advocacy, stewardship activities and plans for our annual fall Spawning Season / Rivers Day Event. Planning is underway as well as our Fall Event next year (2018 will be a dominant year (every 4 years) for our Sockeye Salmon) and thousands of visitors will be traveling to our communities to see this amazing spectacle.

We would like to share information about:

- Summer Interpretive Programs,
- ongoing education - advocacy activities,
- working Partnerships,
- the economic impact on Regional Tourism due to the returning Salmon Runs,
- plans for a 2018 Salute to Salmon symposium,
- a quick update on Fisheries and Oceans, Canada's Salmonid Enhancement Program (SEP),
- Stream to Sea (Salmon in the Classroom)
- Streamkeeper's School Education Programs,
- and more specific information about the 2017 (ARSS) Rivers Day / Salute to the Salmon Gala Event Friday September 22, 2017 at the Quaaout Lodge.

We have initiated seasonal education / interpretive programs out at the Adams River Salmon Society Cabin in Roderick Haig-Brown Provincial Park, open to the area community (schools have been taking advantage of these walk-about).

We are also working with Greg Witsky of the Adams Lake Band, Area Coordinator for the traveling Wild Pacific Salmon Caravan, planning for October 11, 2017 event (with a parade and community event in Chase):

We believe strongly that our area salmon bring a great financial economy to this region (as well as many more BC communities); which in turn helps us achieve some of our goals - related to environmental education experiences, both individual and with a group or family. People love our Pacific Salmon and the Adams River salmon runs are world famous, which offers our region another unique opportunity, with the diversity of international visitors, and more local job opportunities exist.

Thank you for this opportunity to share our Adams River Salmon Society activities in 2017 and our planning for the 2018 season. It would be a pleasure to be able to present this information to your Board. Please contact the undersigned to set up a date and time that our delegation can meet.

Sincerely Yours,

Dave Smith  
Vice President  
The Adams River Salmon Society





# VILLAGE OF CHASE

## Memorandum

**Date:** 2017 July 7  
**To:** Mayor and Council  
**From:** Sean O'Flaherty, Corporate Officer  
**RE:** Activities undertaken from June 10 to July 7, 2017

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- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responding to email and telephone inquiries
- Assisting staff with legislative and bylaw interpretations, and general support
- Responded to several land use enquiries
- Liaised with the Building Inspector on zoning confirmation matters
- Met with the local volleyball group about park use
- Frequent discussions with Chase DevCo regarding Whitfield developments
- Processed 1 Building Permits
- Processed 1 Development Variance Permits
- Processed 1 zoning amendment applications
- Processed 1 comfort letters
- Met with entrepreneur interested in establishing a cannabis dispensary
- Performed pre-event walk-throughs of Community Hall events, and general management of the hall
- Worked on Rocky Road trail application
- Prepared the Sunflower newsletter insert containing public service announcements and other general coming events
- Prepared mobile vending permitting process in advance of community events
- Entered into contract with Wiggins Adjustments, a collection agency for ticket revenue
- Notified various agencies of road name change from Vetran to VLA
- Building Permit statistics for the second quarter of 2017 are attached
- Dog licence for the second quarter of 2017 are at 241 compared to 186 for Q2 of 2016
- Business licences for the second quarter of 2017 total 187 compared to 166 for Q2 of 2016

### Bylaw Enforcement

- Bylaw is focused on unsightly property files and watering contraventions.

### Dog Control

- Many off-leash dog complaints received. Animal Control Officer has been responding to these as well as regular patrols of parks

Respectfully submitted, Sean O'Flaherty



# VILLAGE OF CHASE

## Memorandum

**Date:** July 6, 2017  
**To:** Mayor and Council  
**From:** Public Works Manager  
**RE:** Public Work Update

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### Miscellaneous:

- Lead Hand job posting has been filled. Clinton Wright has started work July 4<sup>th</sup>. We welcome him to our team along with the experience he brings to the Public Works Department.
- Monday July 3<sup>rd</sup> on call responded to a tree down at the top of Hillside that was blocking the road. The tree was cleared off the road and we will be investigating the integrity of the remaining tree to determine if the whole tree should be removed and replaced with a new one. This particular tree is a large deciduous tree in the Village planter between Shuswap Ave and Hillside Ave.
- Wading pool was open for operation on July 3<sup>rd</sup> in coordination with the Summer Recreation Programs. Operating hours are 10am to 6pm 7 days a week, with a pool attendant present.
- Dust control contract work completed on all Village gravel roads and parking areas.
- During routine maintenance, several private sidewalk trip hazards were identified on Shuswap Avenue between Pine Street and Chase Street. Letters have been sent to all private owners advising that the hazard is their responsibility to repair.

### Sewer Upgrade:

- Works are progressing well...aeration systems, filter building and all underground sewer utilities are complete. Awaiting confirmation on delivery date for the filter equipment so contractor can update schedule and expected completion.

### Alymer Development:

- Work is progressing better now...contractor is currently finishing up the sanitary sewer main and services on Alymer. Water works are complete. Residents can still expect some traffic delays at times throughout the duration of the project until paving is complete.

Respectfully submitted,

Tim Perepolkin

**VILLAGE OF CHASE  
2016 FINANCIAL INFORMATION**

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

		Remuneration	Expenses	Total
Berrigan, Rick	Myor	14,879	7,647	22,526
Lepsoe, David	Councillor	10,334	615	10,949
Scott, Steven	Councillor	9,760	3,267	13,027
Maki, Alison	Councillor	9,960	3,755	13,715
Egely, Nancy	Councillor	10,285	4,590	14,875
				0
		<u>\$ 55,218</u>	<u>\$19,874</u>	<u>\$75,092</u>
		Remuneration	Expenses	Total
<b>Other Employees with Remuneration Exceeding \$75,000.00</b>				
Heinrich, Joni		105,687	4,043	109,730
Connett, Colin		101,685	750	102,435
Pedersen, Leif		93,454	0	93,454
Spencer, Guy		75,681	845	76,526
Consolidated Total for all employees with remuneration of \$ 75,000 or less		586,799	18,014	604,813
		<u>\$ 963,306</u>	<u>23,652</u>	<u>986,958</u>
<b>Reconciliation</b>		Remuneration	Expenses	Total
Total remuneration - elected officials	\$	55,218	19,874	75,092
Total remuneration - other employees		963,306	23,652	986,958
	\$	1,018,524	43,526	1,062,050
Total per Statement of Operations		1,243,484	55,113	1,298,597
VARIANCE	\$	-224,960	-11,587	-236,547
Statement of Revenue & Expenditure includes benefits as per Note 13 to statements		224,960		224,960
	\$	0	(11,587)	(11,587)

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



**VILLAGE OF CHASE  
2016 FINANCIAL INFORMATION  
STATEMENT OF SEVERANCE AGREEMENTS**

NIL - Statement

There were no severance agreements made between The Village of Chase and its non-unionized employees during the fiscal year 2016

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

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**VILLAGE OF CHASE  
2016 FINANCIAL INFORMATION  
STATEMENT OF FINANCIAL INFORMATION APPROVAL**

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

\_\_\_\_\_  
Leif Pedersen  
Director Financial Services

\_\_\_\_\_  
Council Member on behalf of Council

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9  
\_\_\_\_\_

**VILLAGE OF CHASE  
2016 FINANCIAL INFORMATION  
SCHEDULE OF DEBTS**

The Schedule of debts is presented in Note 5 - Demand Promissory Note, and Note 6 - Obligations under capital leases, and note 7 - Term Debt of the annual audited financial statements for the year ended 31 December 2015.

**VILLAGE OF CHASE  
2016 FINANCIAL INFORMATION  
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS**

Information on all guarantees and indemnities for the Village of Chase is included in Note 14 to the audited annual financial statements for the year ended 31 December 2015.

**VILLAGE OF CHASE**  
**2016 FINANCIAL INFORMATION**  
**Schedule of Suppliers of Goods or Services: Section 7**

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

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

THOMPSON -NICOLA REGIONAL DISTRICT (Tax Requisitions)	517,771
MINISTRY OF PROVINCIAL REVENUE	310,796
ROLLINS MACHINERY LIMITED	297,400
RECEIVER GENERAL OF CANADA	270,819
TNRD (THOMPSON-NICOLA REGIONAL DISTRICT (Services Provided)	216,867
THOMPSON REGIONAL HOSPITAL DISTRICT	194,506
BC HYDRO	145,975
MUNICIPAL PENSION PLAN	145,505
GENERAL ASSEMBLY EXCAVATING (1994) LTD	139,369
URBAN SYSTEMS LTD.	134,113
MUNICIPAL FINANCE AUTHORITY	109,585
CHASE AND DISTRICT CURLING CLUB	108,640
GROUP HEALTH BENEFIT SOLUTIONS	87,379
DAWSON CONSTRUCTION LIMITED	83,482
CHASE & DISTRICT RECREATION CENTRE SOCIETY	78,750
CORIX UTILITIES	37,116
ROYAL BANK VISA	36,650
NEDERMAN CANADA LIMITED	36,564
TURNER, BRENDA	34,248
WESTERN WATER ASSOCIATES LTD	33,952
SPOONER ELECTRIC LTD	33,438
B.C. ASSESSMENT AUTHORITY FINANCIAL SERVICES	31,809
CAPRI INSURANCE	31,742
SCHOOL DISTRICT NO. 73 (KAMLOOPS/THOMPSON)	29,291
GUILLEVIN INTERNATIONAL INC	27,142

Total aggregate amount paid to suppliers	\$	3,172,909 (A)
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2 Consolidated total paid to suppliers receiving aggregate payments of \$25,000 or less:

\$	959,792 (B)
\$	<u><u>\$4,132,701</u></u>

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

CHASE & DISTRICT RECREATION CENTRE SOCIETY	50,000
\$	<u><u>50,000</u></u> (C)

**VILLAGE OF CHASE**  
**2016 FINANCIAL INFORMATION**  
**Schedule of Suppliers of Goods or Services: Section 7**

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

4 Reconciliation	
Total aggregate payments exceeding \$25,000 paid to suppliers	3,172,909 (A)
Consolidated total of payments of \$25,000 or less paid to suppliers	959,792 (B)
Consolidated total of all grants and contributions exceeding \$25,000	50,000 (C)
Reconciling items	
Property Tax payments to other governments net of Revenue	(1,750,005)
Home Owner Grants deducted from other Government payments	688,006
Rebatable GST Included in Schedule of supplier payments	(90,529)
Changes in Accruals	152,311
Acquisition of TCAs	(1,769,100)
Amortization of TCAS	1,068,884
Loss on disposal of assets	(33,467)
Donated Asset	734,500
Pension payments not an expense	(82,854)
Change in Prepaid expenses	44,265
Principal payments on capital lease obligations	(15,561)
Principal payments on term debt	(66,885)
Principal payments on demand Promissory Note Issued	(87,500)
Property tax refunds not an expense	0
Wages and Salaries included in expenses in Statement of Operations	1,018,524
Employee EI/CPP/Tax not an expense	(223,958)
Employee Benefits not an expenses	20,831
School tax admin fee	3,084
Total of Reconciled Payments to Suppliers	\$ <u><u>3,793,247</u></u>
Total per Statement of Operations	\$ <u><u>3,791,262</u></u>
Variance	\$ <u><u>-1,985</u></u>

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

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## VILLAGE OF CHASE

### *Memorandum*

**Date:** June 13, 2017  
**To:** Mayor and Council  
**From:** CAO  
**RE:** Fortis BC Community Giving Grants

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Each year, Fortis BC accepts applications from Local Governments for \$15,000 grants from the Fortis BC Community Giving program. In 2017, applications are required to be submitted by July 14, 2017, and winners are announced at the annual UBCM conference.

#### Community Giving/Investment Guidelines

Funding considerations are based on the following:

- Main focus is to support stronger, healthier BC communities
- Non-profit charity or organizations in communities are eligible to be nominated
- Categories for funding include:
  - Safety – promoting natural gas and electrical safety, personal safety and accident avoidance
  - Education – projects that promote natural gas and electrical trades, literacy and leadership
  - Environment – project that directly benefit the environment
  - Aboriginal initiatives - Projects that meet the unique needs of Aboriginal communities

#### Limitations/Exclusions

Organizations/initiatives normally funded through any level of government, churches or other religious organizations, fraternal or labour organizations, projects outside the Fortis BC service areas or parent advisory councils are not eligible.

Council is being asked to give consideration to this program and submit ideas to Administration – Administration will collate ideas and report to Council for ultimate decision at the June 27, 2017 Council meeting.

Respectfully submitted,

FROM JUNE 13 AGENDA

[Rebates & offers](#) | [Saving energy](#) | [Safety](#) | [Find a contractor](#) | [Contact](#)

**NATURAL GAS**

**ELECTRICITY**

[Ask your question here.](#)

[Account Login](#)



### 2017 Application Form

FortisBC invests in a variety of community initiatives that support stronger, healthier B.C. communities. Elected officials across our service territory are invited to nominate a local non-profit charity or organization in your community for the chance to receive community giving funding. Please complete the following [application form](#) and submit before July 14, 2017.

The 2017 Community Giving recipients will be announced at the Union of B.C. Municipalities (UBCM) Convention in Vancouver in September.

### 2016 Community Giving

At the 2016 UBCM Convention, we announced our latest community giving recipients, each of which received \$15,000. Learn more about the three finalists.

[North Shore Neighbourhood House](#) is a charitable organization that has been serving the North Shore community in Vancouver since 1939. The house values and promotes cooperation, respect and empowerment through the provision of programs and services designed to meet the needs of individuals and the community as a whole. The Edible Garden Project, for example, creates food gardens that bring people together to build community, teach new skills, and share fresh high quality produce with those most in need in the North Shore community. The FortisBC investment will be used to install water saving drip irrigation in the educational food gardens in North Shore Neighbourhood House child care centres and Sharing Gardens. The gardens provide a place for children and adults from across the North Shore to gather and learn about the local environment, how to grow food, develop leadership skills and build strong community connections.

[Trail Historical Society](#) operates the Trail City Archives, the Sports Hall of Memories and the Trail Museum. The society aims to run an integrated cultural and heritage centre with a museum and archives that actively preserves local history and engage community residents and visitors in the pursuit of knowledge, appreciation and understanding of local and regional history. The Trail & District Public Library is a separate non-profit organization aimed at providing information and resources to the public in a warm, welcoming and accessible physical space for meeting and interacting with others. FortisBC's investment will be distributed between these two organizations to purchase furniture, fixtures, equipment and exhibits for a new integrated library/museum space at Riverfront Centre, which is slated for construction fall 2016.

Sooke Community Association and Community Hall was built by volunteers in 1937. Since then, it has been a place for more than a dozen different community groups throughout Sooke and the Juan de Fuca area on Vancouver Island. Groups such as Sooke Seniors, Lions Group, Loan Cupboard, Food Bank, Sooke Fall Fair and more are able to rent this community space at reduced rates. In some cases, depending on the availability of resources, organizations may be eligible to access the community space free of cost. FortisBC's investment will contribute to a much needed replacement of the community hall's existing natural gas furnace. This upgrade will increase the hall's comfort and usability, while allowing it to operate more environmentally responsibly and efficiently.

Learn more about the winners in this video:





Interior Health  
*Every person matters*

June 16, 2017

Village of Chase  
P.O. Box 440, 826 Okanagan Ave.  
Chase, BC, V0E 1M0

Dear Mayor and Council, Village of Chase,

Thank you again for the opportunity to present on the Healthy Communities program within Interior Health to Village Council at the May 23<sup>rd</sup>, 2017 Council meeting. In follow up to that presentation, I would like to invite Mayor and Council to renew the partnership agreement that was established between Interior Health and the Village of Chase back in 2013. The renewal of the partnership agreement demonstrates a continued commitment to working together to support healthy living and well-being within the Village of Chase and surrounding area.

In working together, the Interior Health Healthy Communities program can support the Village of Chase by providing health evidence, data and expertise to support you in your community planning processes. We look forward to continue this partnership to work together to promote health and wellness for the community.

Thank you again for your collaboration and partnership.

Sincerely,

Nicole Fornelli  
Community Health Facilitator – IH West  
Interior Health – Population Health  
519 Columbia Street, Kamloops, BC, V2C 2T8  
Dir: 250-851-7387  
Cell: 250-320-4894  
[Nicole.fornelli@interiorhealth.ca](mailto:Nicole.fornelli@interiorhealth.ca)



## VILLAGE OF CHASE

### Memorandum

**Date:** 2017 July 7  
**To:** Mayor and Council  
**From:** Corporate Officer  
**RE:** IHA - Active Communities Grant

---

A grant program for assisting local governments in achieving becoming and 'active community' is available from the Interior Health Authority. Successful applicants will receive \$30,000. No matching funds are required.

A key criterion for grant consideration is a project that *"seeks to remove barriers to physical activity for target populations or communities through improving access and inclusion, healthy community design, and/or healthy public policy."*

Council has held strategic planning exercises and discussions related to connectivity of trails and wayfinding. Some of this emerged in discussions surrounding the Scatchard Mountain trails, and preservation of active transportation connections through the design and construction of Hwy # 1 upgrades.

It is a policy of Council to *"encourage the use of non-automobile modes of transportation including cycling and walking. With respect to pedestrian use, Council will reconsider the requirements of the Subdivision Servicing Bylaw with respect to sidewalks in order to ensure that they are required in appropriate locations to facilitate easy pedestrian movement."*

The application deadline was June 30, 2017. Administration has taken the initiative to submit a completed application before the deadline.

By award of this grant, the Village will be able to further Council's strategies and policies and leverage an 'Active Transportation Plan' in achieving other strategic and infrastructure grants.

#### Options:


Council can choose to withdraw the application for the Active Communities Grant from IHA.

#### RECOMMENDATION

Resolution:

**"That Council authorize administration to apply for funds through the Interior Health Authority Active Transportation Grant Program that can be used to move Chase towards a healthy community design by completing an assessment and inventory of active transportation in Chase."**

Respectfully submitted,

  
Sean O'Flaherty



# ACTIVE COMMUNITIES GRANT APPLICATION GUIDE

## INTERIOR AND ISLAND HEALTH REGIONS



Healthy People



Healthy Society



Healthy Environments

May 2017



Planning a **healthy** community starts here

This is a step-by-step guide for completing your grant application for **Active Communities Grants for Interior and Island Health Regions**.

**Please note: This is not the application form. The following informational is a guide only containing background information, grant criteria and an application details.**

Please find a link to the online application on the funding information page:

<http://www.planh.ca/acfunding>.



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## 1. OVERVIEW

### 1.1 GOAL & OBJECTIVES

Active Communities grants are available for local governments and their partners in **Vancouver Island and Interior regions**. Grants of up to \$30,000 are available to individual communities. Combined grants of up to \$100,000 are available to communities that are working together for greater impact in their region.

The Active Communities grants will support innovative projects that work towards having a measurable impact on physical activity. Examples of initiatives the grants will support are:

- Population level projects that address the underlying root causes of physical inactivity.
- Projects that seek to remove barriers to physical activity for target populations or communities through improving access and inclusion, healthy community design, and/or healthy public policy.

#### Objectives:

The purpose of the Active Communities Grants in the Vancouver Island and Interior regions is to support local governments and their partners to:

1. **ACT FOR IMPACT:** Take upstream<sup>1</sup> action to work towards measurable impact on physical activity, and improve opportunities for physical activity specifically through one or more of the following:
  - a. **Improving access and/or inclusion for targeted populations or communities** such as rural and remote communities, low-income families, children and youth, newcomers, older adults and Aboriginal and First Nations peoples.
  - b. **Healthy community design** (e.g. integrating physical activity into the planning, engagement, and research of community design such as public parks, transportation networks, and public spaces)
  - c. **Healthy public policy** (e.g. integrating physical activity goals and strategies into an OCP, neighbourhood planning, or program)
2. **STRENGTHEN COLLABORATIVE LEADERSHIP ACROSS SECTORS:** Strengthen multi-sector collaborations and shared leadership to increase physical activity, including partnerships between local governments, health authorities and other sectors to develop comprehensive strategies, integrated approaches and shared goals.
3. **INNOVATE, EXPERIMENT & LEARN:** Go beyond “business as usual” to work and take action together in new ways that address the underlying root causes of physical inactivity with a specific target population, community or region. Co-create active community ideas and solutions, test them out, evaluate, identify and share data and lessons learned.

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<sup>1</sup> **Upstream:** Thinking and action that creates the conditions and commitments to address problematic situations at their source. <http://bchealthycommunities.ca/toc>

## 1.2 OVERVIEW OF THE GRANT AND SUPPORTS

Island and Interior Health Regions each have a total of \$353,800 in grants to award. Individual community grants of up to \$30,000 are available, with the opportunity for larger combined grants (up to \$100,000) for joint proposals from communities working together for greater impact in their region.

In addition to the Active Communities grants, communities will have access to the following supports:

- **Move it! Move it! Exploring Active Communities Innovations: A Virtual Forum** (May 17<sup>th</sup>)
  - For more information about the forum and to register, [please go here](#).
- **Active Communities Learning Network Webinars**
- **Active Communities Coaching Grants:**
  - BC Healthy Communities is pleased to offer additional supports in the form of a coaching grant valued at \$5000 (in-kind, customized coaching support. *Please note this is not a cash grant*) for three grant recipients per health authority region.

For more information about additional supports, please refer to Section 4 of this Guide.

## 1.3 APPLICANT ELIGIBILITY

The following local government organizations **are eligible to apply**:

- Regional Districts
- Municipalities
- First Nations Bands
- First Nations Tribal Councils
- Métis Chartered Communities

The following organizations **are not eligible to apply**:

- Individuals
- For-profit groups
- School Districts
- Hospital Foundations
- Community Groups
- Non-profit organizations
- Health Authorities

Building active communities cannot be achieved by any one organization or sector working alone. All applicants must demonstrate existing **cross-sector relationships** for improving physical activity. At a minimum, this collaboration must include an existing partnership between the local government and the regional health authority, and involvement of community stakeholders such as local non-governmental organizations.

*Please note: we strongly encourage you to contact us in advance of the deadline with any questions about the eligibility of your application.*

**Eligible local governments who are working in partnership with other sectors and who are interested in applying, should read the application guidelines thoroughly.**

#### 1.4 PROJECT TIMELINES:

Projects are expected to take place between August 2017 and October 2018. A final report is required within 30 days of completing activities, and no later than November 30, 2018.

- **May 17, 2017:** Move it! Exploring Active Communities Innovations: A Virtual Forum – STRONGLY ENCOURAGED FOR ALL APPLICANTS
- **June 30, 2017:** Deadline to apply
- **August 4, 2017:** Communities notified
- **April 30, 2018:** Mid-Term report due
- **October 2018:** All projects must be completed
- **November 30, 2018:** Final report due

#### 1.5 PROJECT EVALUATION & LEARNING:

Grant recipients will be expected to participate in evaluation activities and track certain data as part of the evaluation of the provincial Active Communities program.

Successful applicants are required to submit two reports to the BC Healthy Communities: a midterm report on **April 30, 2018** and a final report by **November 30, 2018**. This reporting will capture information on activities completed, partnerships established and their contributions, financials, successes, challenges and emerging issues.

In addition, grant recipients are highly encouraged to participate in Active Communities Learning Network Webinars. These webinars will be an opportunity for grant recipients to learn more about innovative approaches to increasing physical activity and share learnings across communities.



## 2. BACKGROUND & CONTEXT

### 2.1. HEALTHY COMMUNITIES ARE ACTIVE COMMUNITIES

We know that the root causes of many of our current health and social challenges are complex. We also know there is a strong relationship between people, place, and health. Today, one in three British Columbians is living with at least one diagnosed chronic health condition. Despite efforts to address health and well-being challenges, troubling trends persist.

We also know that physical activity is good for the health and well-being of individuals, families and communities, as well as for the environment and the economy. Regular physical activity protects against chronic disease, increases mental health and well-being, and reduces loneliness, isolation, and alienation.<sup>2</sup> While 64% of British Columbians are active in their leisure time, about 1.5 million British Columbians ages 12 and older are inactive.<sup>3</sup>

It is not enough to encourage people to change behaviour to be more physically active if the environments around them, and the choices available in them, are not facilitating active living. Moreover, evidence shows that our choices are influenced by our access to resources; for example, families with low incomes may not be able to afford the equipment and travel costs associated with participation in some activities.<sup>4</sup>

Local governments across B.C. are already leaders in promoting active living by investing heavily in community facilities and programs, and planning environments that encourage active lifestyles. Building on their existing success, communities can continue to ensure all residents – young, aging, urban, rural, advantaged, and low income – have ready and easy access to places where they can be active and where programs and policies are available that encourage them to do so.

While 64% of British Columbians are active in their leisure time, **about 1.5 million** British Columbians ages 12 and older are inactive.

**Active People:** Strategies and opportunities that help all British Columbians to be physically active.

**Active Places:** Well-planned and designed environments that support and encourage active living.

<sup>2</sup> PlanH (2016). Active Living. Accessed at <http://www.planh.ca/take-action/healthy-people/page/active-living>

<sup>3</sup> Government of British Columbia (2015). Active People Active Places, British Columbia Physical Activity Strategy, November 2015. Accessed at <http://www.health.gov.bc.ca/library/publications/year/2015/active-people-active-places-web-2015.pdf>

<sup>4</sup> Ibid.

## 2.2 EQUITY, INCLUSION, AND ACTIVE COMMUNITIES

There are many reasons why people are inactive. Some are related to personal factors such as a lack of time or skills. Others are related to inequities and barriers that restrict access to participation. Participation in physical activity is affected by the unequal distribution of social and economic resources in some geographic locations, between men and women, and among population groups. Often these factors are interrelated.<sup>5</sup>

Several population groups in B.C. face barriers and constraints to participating in physical activity, including: First Nations and Aboriginal Peoples, people with low incomes and low levels of education, new Canadians, people living in rural and remote areas, and people with disabilities. As we plan active communities, there is a need to focus on populations at greatest risk for physical inactivity and poorer health, while empowering all residents to become physically active.<sup>6</sup>

## 2.3 ACTIVE COMMUNITY DESIGN

The design of a community can encourage or discourage participation in physical activity. People are more likely to be physically active in communities with safe street crossings, adequate lighting, accessible parks, sidewalks, cycling lanes, a network of community trails, recreational facilities, and proximity between home, schools, workplaces and services. Community design can also ensure access to outdoor green spaces where people of all abilities can be physically active through recreation, sport, and activities in nature.

## 2.4 ADDITIONAL RESOURCES ON ACTIVE COMMUNITIES AND PHYSICAL ACTIVITY

For additional information about Active Communities and Physical Activity visit these links:

- The *B.C. Physical Activity Strategy* aims to support people to be active by creating environments that foster physical activity and addressing the environmental, social and individual determinants of physical inactivity : Active People, Active Places Physical Activity Strategy, BC Government (2015), <http://www.health.gov.bc.ca/library/publications/year/2015/active-people-active-places-web-2015.pdf>
- BC Healthy Living Alliance Physical Activity Strategy (2007-2010) [www.bchealthyliving.ca/wp-content/uploads/2014/07/BCHLA\\_PhysicalActivityStrategy.pdf](http://www.bchealthyliving.ca/wp-content/uploads/2014/07/BCHLA_PhysicalActivityStrategy.pdf)
- PlanH: Examples of what BC local governments can do to build active communities: [www.planh.ca/take-action/healthy-people/page/active-living](http://www.planh.ca/take-action/healthy-people/page/active-living)

<sup>5</sup> Government of British Columbia (2015). Active People Active Places, British Columbia Physical Activity Strategy, November 2015. Accessed at <http://www.health.gov.bc.ca/library/publications/year/2015/active-people-active-places-web-2015.pdf>

<sup>6</sup> Ibid.



### 3. CRITERIA AND ELIGIBLE EXPENSES

#### 3.1 CRITERIA & SUPPORTED ACTIVITIES

These grants are designed to support partnership development with local governments and other sectors in creating strategies that increase access and inclusion for physical activity and active communities.

The Active Communities grants support projects that:

- ✓ Demonstrate existing cross-sector relationships for physical activity with community stakeholders, including regional Health Authorities.
- ✓ Indicate how local partnerships for physical activity will be strengthened over the project timeline.
- ✓ Increase opportunities for physical activity, specifically through at least one of the following: improving access, inclusion and/or healthy community design.
- ✓ Promote health equity by targeting key populations and communities. Several population groups face barriers and constraints to participating in physical activity, including but not limited to: Aboriginal peoples, people with low incomes and low levels of education, new Canadians, people living in rural and remote areas, and people with disabilities.
- ✓ Research, analyze and take action to address the root causes of inactive communities and identify/adapt promising practices for increasing physical activities in the local context
- ✓ Test an innovative approach to increasing physical activity and harvest what was learned.

#### Multi-sectoral Partnerships & Action

Interested local governments should have existing cross-sector partnerships with health authorities and key community stakeholders in multiple sectors from public, private and/or non-profit organizations.

The **Active Communities grants** do not support:

- × One time projects or events that are not part of a larger active communities strategy
- × 'Downstream' activities, e.g. improved health services
- × Infrastructure improvements that are not part of a more comprehensive active communities strategy, e.g. building a basketball court without linking it to other active community goals or strategies.
- × Existing community programs, unless the grant will support working to scale or expand proven impacts
- × Activities carried out by a single organization or sector

### 3.2 ELIGIBLE EXPENSES

The following costs are **eligible** for use of funds:

- Project staff / contractors ( e.g. coordination, facilitation, partnership development, research, evaluation)
- Event expenses related to hosting and/or participating in active communities forums, workshops, dialogues or learning events (e.g. food, venue, materials, childcare)
- Communications (e.g. promotional materials, printing, design)
- Local government and community partner expenses (e.g. mileage, food, accommodation) related to attending partnership meetings or active communities events
- Capital costs up to 40% of project budget. The Active Communities grant program is not intended to be a capital funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to communities and are clearly linked to planning or programming to increase physical activity opportunities at the community level will be considered for funding. Capital costs cannot exceed 40% of the total requested grant (i.e. an application for a \$20,000.00 grant cannot include more than \$8,000.00 in capital costs). Capital is broadly defined as ‘tangible assets’ that are required to support the planning or programming for physical activity as laid out in the proposal.

### 3.3 INELIGIBLE EXPENSES

Please note that the following costs are **ineligible** for use of funds:

- Expenses associated with improving or accessing health services
- Expenses associated with physical infrastructure or the purchase of equipment and other capital expenses that is over 40% of the project budget and not part of a larger active communities strategy
- Funding for physical activity classes or programming unless this links to a more comprehensive physical activity/active communities and partnership development strategy
- Funding for activities that have already taken place
- Ongoing operating or material expenses of an organization or of previously established programs
- Duplication of existing community programs
- Activities, programs and/or projects designed to generate a profit
- Cash prizes (Participant incentives of small monetary value for participation is permitted, such as gift cards for volunteer community members that participate in steering committee, or honoraria for youth to participate in planning process.)

## 4. ADDITIONAL SUPPORTS

### 4.1 MOVE IT! EXPLORING ACTIVE COMMUNITY INNOVATIONS: A VIRTUAL FORUM

All interested applicants and their community partners are highly encouraged to attend a web forum to be held on May 17th, 2017 as part of the Active Communities grant application process. The online forum will assist applicants from the Island Health and Interior Health regions to better understand the issues around lack of physical activity and to inspire ideas for innovative ways to support communities in becoming more active. For more information about the forum, please visit the PlanH funding page [here](#). Register for the forum [here](#). A recording of the presentations will be available on the PlanH funding page after the event.

### 4.2 LEARNING NETWORK WEBINARS

Over the course of the grant cycle (August 2017 – October 2018) two other webinars will be offered to the successful grant communities on topics of interest related to Active Communities. These webinars will be an opportunity for grant recipients to learn more about innovative approaches to increasing physical activity and share learnings across communities.

### 4.3 ACTIVE COMMUNITIES COACHING GRANT

Addressing the root causes of physical inactivity will not be achieved by one sector alone, and will require multi-sector partners to work together in new ways to achieve meaningful impact. In order to support those communities or regions who are interested in utilizing their Active Communities grant and leveraging their project towards long-term measurable impact on physical activity, BC Healthy Communities is pleased to offer additional supports in the form of a coaching grant valued at \$5000 for **three grant recipients per health authority region.** (in-kind customized coaching support. *Please note this is not a cash grant*)

Interested applicants must apply for a coaching grant in Section 5 of the application form [available here](#).

#### 4.2.1 What is a coaching grant?

Successful applicants who are awarded a coaching grant will be matched with an experienced coach to support them to accelerate their learning, strengthen collaboration, achieve greater impact on their Active Communities project, and ultimately work towards measurable change on physical activity in their community or region.

#### 4.2.2 Purpose of coaching grant?

The focus of the coaching grant is to:

- 1) **STRENGTHEN:** Build stronger multi-sector collaborative tables around a particular issue or initiative resulting in increased trust, clarity and governance structures;
- 2) **FOCUS:** Gain strategic clarity on the measurable impact collaboratives want to have and how they will work to achieve this;
- 3) **ENHANCE IMPACT:** Build the conditions (knowledge, skills, mindsets, and structures) needed to identify and act on root causes and leverage points that influence systems change for active communities.

#### 4.2.3 How does a coach work with communities?

The coach supports a multi-sectoral project leadership team over the course of a year through facilitated sessions (in person and virtual) to:

- Gain strategic clarity on the problem they are trying to address and investigate the underlying influences in their community or region;
- Clarify intended measurable impact and develop and implement strategic actions and approaches to achieve this;
- Understand when and how to engage key partners and develop strategies to do so;
- Strengthen the quality and effectiveness of the collaboration between the project partners;
- Use practical tools, concepts and approaches to make progress on project outcomes;
- Learn from emerging insights, case studies, and examples of community actions on complex issues such as physical activity; and
- Achieve key milestones and remain accountable to each other in advancing a project workplan.

#### 4.2.4 Criteria to apply for coaching grant

The coaching grant is specifically intended to support multi-sector collaboratives that are intending to begin long-term action that can affect **significant population level change** on physical activity. Some examples of long-term collaborative approaches that coaching can support groups to prepare for are Collective Impact<sup>7</sup> or Social Labs<sup>8</sup>. To apply for a coaching grant, applicants must demonstrate:

- A multi-sector project leadership team is in place or under development;
- Desire to engage in a long term systems change process that can address the root issues of physical inactivity in the community or region;
- A commitment to work together to grow the capacity (knowledge, skills, understanding) of the collective to provide shared leadership over a longer period of time;
- Commitment to work with a coach (usually monthly calls plus up to two in-person workshops) over the period of one year.

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<sup>7</sup> Collective Impact enables a group of organizations to address a major challenge by developing and working toward a common agenda that fundamentally changes population level outcomes in a community.

<sup>8</sup> A social lab is an experimental approach that supports diverse sectors to come together to address complex social challenges collaboratively. Social labs create safe and creative spaces to explore and experiment with new ideas and learn by doing in order to come up with new ideas and solutions.



## 5. APPLICATION DETAILS

**Please note: This is not the application form.** The link to the online application form is available [here](#). The application checklist provided in Appendix 1 is for your reference only. The Application Checklist is included in the online form.

**APPLICATION DEADLINE:** Applications will be accepted until noon PST of June 30, 2017.

Applicants will automatically receive an email confirming the receipt of application.

Short-listed communities may be contacted by phone about any clarifying questions or additional information.

**FUNDING DECISION NOTIFICATION:** Successful applicants will receive notification by August 4, 2017

Please be advised that a signed funding agreement between BC Healthy Communities Society and each successful applicant organization will be required before release of funds and a final report (template to be provided) will be required 30 days following the completion of activities (no later than November 30, 2018).

## 6. FREQUENTLY ASKED QUESTIONS

Questions? Please refer to the FAQ page on the PlanH website [here](#). We will update this page on a regular basis from May 10, 2017 – June 30, 2017.

## 7. CONTACT

If you have questions or require assistance please contact:  
BC Healthy Communities Society  
[grants@planh.ca](mailto:grants@planh.ca)  
250-590-8432



## Appendix

### Appendix 1: Checklist

#### Online Application Checklist

Once you have completed the online application you will be prompted to review your application and complete a checklist identical to the list below:

- ☐ I confirm that I represent a local government, that I have read the step-by-step application guideline, and that I believe that this project is eligible for support from the Active Communities Grant
- ☐ Yes, I have read the [step-by-step application guidelines](#)
- ☐ Yes, I understand there is a requirement to track project data to contribute learning and findings to a provincial evaluation
- ☐ Yes, I have only applied for eligible expenses.
- ☐ Yes, I have completed all sections of the application
- ☐ Yes, I have reviewed my application before submitting.



BC Healthy Communities  
People. Place. Potential.



Planning a healthy community starts here





## *Village Of Chase*

### *Administrative Report*

**TO:** Mayor and Council  
**FROM:** Corporate Officer  
**DATE:** July 7, 2017  
**RE:** Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006

---

#### **ISSUE/PURPOSE**

To obtain Council's consideration to proceed with the notification process in relation to the application for variance of an accessory building height in R-1, Low Density Residential.

#### **OPTIONS**

- 1. Authorize Administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the maximum height of an accessory building on the subject property from 5.0m to 5.65m.**
- 2. Do not authorize Administration to proceed and deny the variance being requested.**

#### **BACKGROUND**

The owner of 939 First Avenue applied for a Building Permit for an accessory building on March 15, 2017. As per the referral process with the TNRD, Village administration reviewed the application and confirmed that the information on the drawings provided met the requirements of the zoning regulations. The maximum height permitted in R-1, Low Density Residential is 5.0 metres.

A Building Permit was issued and construction commenced on the accessory building. During a routine inspection, the Building Inspector discovered that the building measured higher than 5.0 metres, issued a Stop Work Order, and advised the owner to seek a variance.

On June 19, 2017 the Village received an application from the owner to vary the height of his accessory building from 5.0 metres to 5.65 metres (2 feet higher than the regulation). If the variance is granted, the Stop Work Order will be removed and he can continue construction. If the variance is not granted, he will need to reduce the height of the building to 5.0 metres, or remove the building completely.

## **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 residential. There is an assortment of building types with varying degrees of quality and life expectancy. There are mobile homes on some properties. There are also a significant number of non-conforming accessory buildings in the area that trespass into setbacks and one notable accessory building that exceed height regulations. The subject property has an existing principal use, that being a single family residential building. A previous accessory building existed where the new building is sited and was removed under a Demolition Permit.

The accessory building on the subject property is a quality structure and fits into the form and character of the neighbourhood. A variance will not significantly upset the character of the area, is an improvement to the subject property, and lends to gentrification possibilities in the vicinity.

## **POLICY IMPLICATIONS**

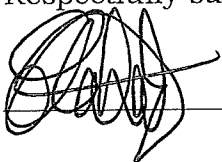
Pursuant to the provisions in the Local Government Act, a local government may, by resolution, issue a development variance permit, in respect of the land covered in the permit, the provisions of a bylaw that regulates Zoning. As a limit to Council's authority, the use or density of land cannot be varied. 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, appearing to be 'R. Smith', is written over a horizontal line.

RECEIVED  
Village of Chase

JUN 19 2017

Original \_\_\_\_\_  
File \_\_\_\_\_  
Copy \_\_\_\_\_  
Agent \_\_\_\_\_

## 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  
CHASE EQUIPMENT & SUPPLY LTD, Box 1135, CHASE
2. Authorized agent's name, address and telephone number (If agent is handling application, please supply written authorization from owner)  
DON CAVERS, BOX 1135, CHASE 778-490-5056
3. Legal description and Property Identification Number of subject property  
KAP 33659 LOT 0, DL 517 512 00266.008
4. Approximate area of subject property  
9000 sq ft
5. Existing use of subject property  
R1
6. Existing use of adjacent property  
VACANT & R1
7. Detailed description including drawings, of the project or situation necessitating your application. Please provide additional pages as necessary.  
RELOCATED ACCESSORY BLOB IS OVER 5m TALL  
actual approx. ~ 5.8 m

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

Plarney  
Signature of Owner or Agent

June 15 / 2017  
Date

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



## Property Information Report

Report Generated On: June 21, 2017 10:30:16 PM

Thompson-Nicola Regional District  
300 - 465 Victoria St  
Kamloops, BC V2C 2A9  
T (250) 377-8673  
F (250) 372-5048  
E [gisinfo@tnrd.ca](mailto:gisinfo@tnrd.ca)

939 First Ave

### Parcel Description & Location

[More Details](#)

#### Legal Description:

L D PL 33659 DL 517

#### District Lot:

517

#### Land District:

KDYD

#### Lot Size(Calculated)(+/-5%):

Square Meter:

843.6

Acre:

0.208

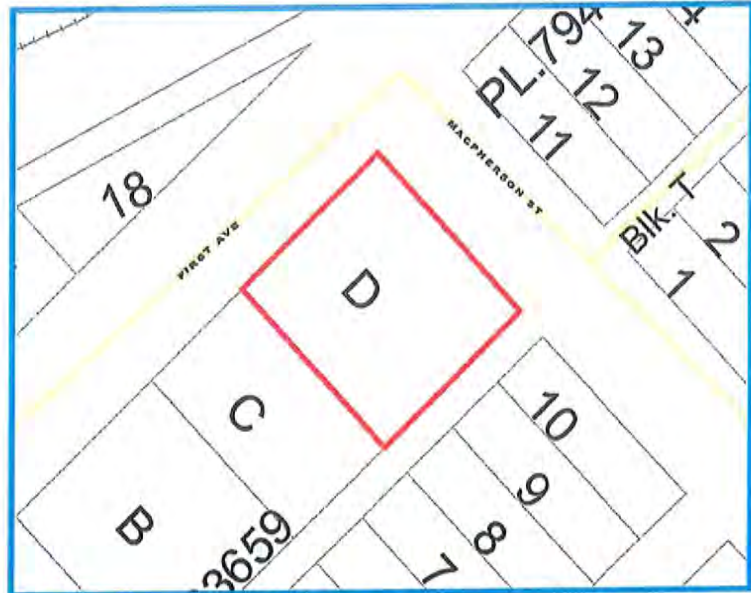
Hectare:

0.084

#### Community:

Local Authority: Village of Chase

School District: Kamloops/Thompson



### TNRD Services

(Contact the Local Authority for services provided by other jurisdictions)

[More Details](#)

Water Service: N/A

Sewer Service: N/A

Fire Protection: N/A

### Future Debt (Loan Authorization) (For enquiries, contact the Local Authority)

[More Details](#)

Future Debt: A

### Planning & Zoning (For enquiries, contact the Local Authority)

[More Details](#)

Zoning Bylaw: 683

Zoning: R-1

Lakeshore Development Guidelines (Intersect): Yes

Lake Name: Little Shuswap Lake

Lake Classification: Development Lake, Special Case Lake

Fringe Area: N/A

Floodplain Information: Not applicable

Site Specific Zoning: Not Applicable

Development Permit Area: Area F.3

Official Community Plan Name: N/A

OCP Designation: N/A

Agriculture Land Reserve (Intersect): No

Riparian Area (Source: TRIM)(Intersect): No

### Development Applications & Permits - from July 2009 to Present (For enquiries, contact the Local Authority)

[More Details](#)

Folio:	Development Application Number:	Development Application Type:	Status:
Folio:	File Number:	Application Date:	Issued Date:
512.00266.008	BP014712	Mar 17, 2017	Apr 10, 2017
	Completion Date:	Status:	
	STOP WORK		
	Type of Construction:		
	Relocate building onto a foundation		

### BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
512.00266.008	003-109-470	2017	\$61,200.00	\$30,700.00	1-Res
512.00266.008	003-109-470	2016	\$59,900.00	\$34,200.00	1-Res
Folio:	Actual Use:	Manual class:			
512.00266.008	SINGLE FAMILY DWELLING	1 STY SFD -ALL AGES- POOR			

Disclaimer: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and the Thompson-Nicola Regional District (TNRD) is not responsible for its accuracy, completeness or how current it may be. View full [Disclaimer and Terms of Use](#).





**THIS IS NOT A LEGAL SURVEY PLAT.** This map is a user generated static output from the Thompson-Nicola Regional District Internal Mapping site and is provided on an "as is" and "as available" basis, without warranties of any kind, either expressed or implied. The information was generated from Geographic Information System (GIS) data maintained by different source agencies. Information contained in the map may be approximate, and is not necessarily complete, accurate or current. While all reasonable efforts have been made to ensure the accuracy of the data, reliance on this information without verification from original records is done at the user's own risk.

50m Referral Buffer



27 June, 2017

Chase Village Office  
826 Okanagan Avenue  
Chase, BC  
VoE 1Mo

To the Mayor and Council:

Hi my name is Simone Hegelstad.

And I want to sell beverages, chips and freezies down at the public beach/park.

My plan is to have my bike with a trailer. I will be keeping the pop and freezies in coolers with ice. I will be selling from 12-2 on tuesdays and maybe on Saturdays. I can only fit 35-40 pop and about 20 chips.

Hello, Carmen Hinkson here, Simone's mom. Simone will have a parent supervising while she is selling, she will provide a garbage can, and we will do a garbage pickup in the area on the days she sells.

She has figured out the prices and estimated profit. Please see the attached form.

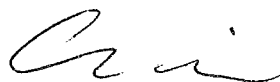
We would like to propose that mayor and council adjust the mobile vending fee to account for small enterprises like this. Perhaps half the fee or some sort of scale based on hours.

Thank you for your consideration in this matter.

Regards,

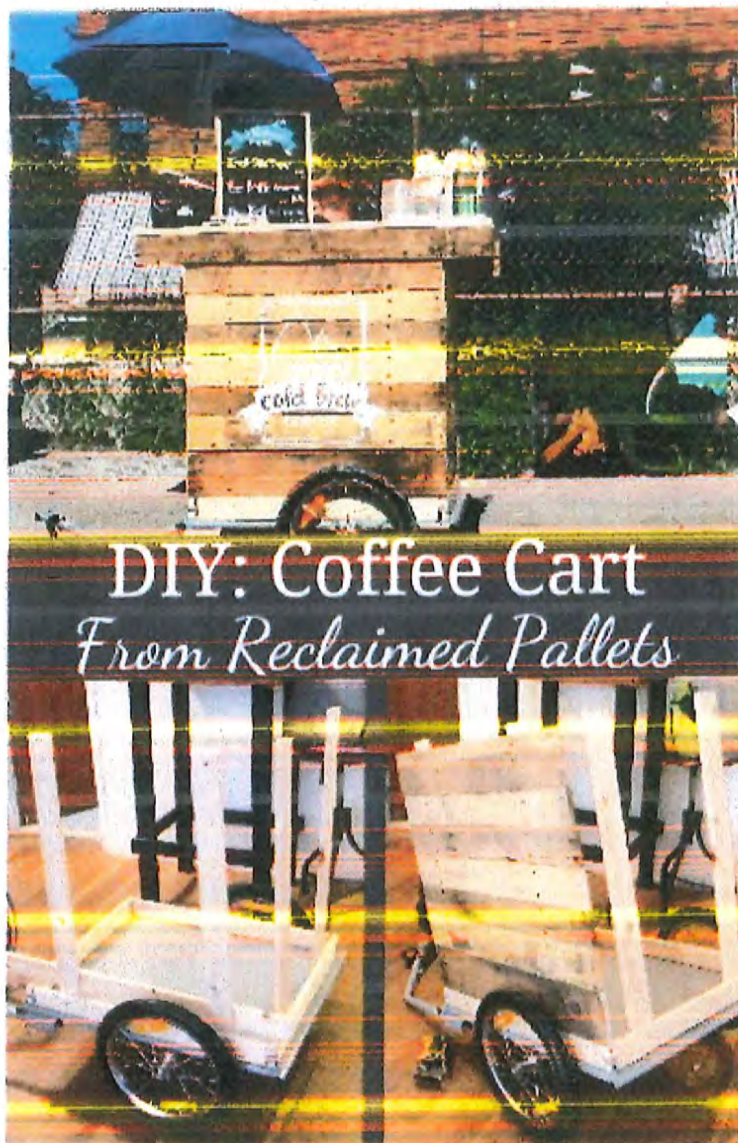
*Simone Hegelstad*

Simone Hegelstad



Carmen Hinkson

Item for sale	Selling price	Cost	Profit	Estimated # sold/day	Item profit/day
Coca Cola	1.5	0.37	1.13	10	11.3
Crush Rainbow Pack	1.5	0.37	1.13	20	22.6
San Pellegrino	1.75	0.7	1.05	5	5.25
Mr. Freezies	0.5	0.2	0.3	20	6
Chips	1.5	0.28	1.22	20	24.4
Total estimated profit/day					69.55
Total # of selling days					5
Total estimated profit before startup cost					347.75
Startup costs					
Chase business license				40	
mobile vendor license				250	
trailer				40	
cooler(s)				5	
garbage can & bags				20	
umbrella				19	
other trailer setup				20	
unexpected startup costs				20	
signage				10	
Total startup costs				424	
Total estimated profit after startup cost					-76.25



## DIY: Coffee Cart *From Reclaimed Pallets*



## **VILLAGE OF CHASE Administrative Report**

**TO:** Mayor and Council  
**FROM:** CAO  
**DATE:** July 6, 2017  
**RE:** Lions RV Park – Water and Sewer Charges

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### **ISSUE/PURPOSE**

To obtain direction from Council regarding the water and sewer charges to the Lions for the Mill Park RV Park.

### **OPTIONS**

1. Apply water and sewer charges as they have been billed to the Lions (based on their 2 inch water meter) since the billing by volume and meter size was instituted.
2. Treat the Lions RV park meter as a 1 inch meter for base rate billing purposes and provide a rebate to the Lions for the difference in the base rate charge between a 1 inch and a 2 inch meter from the beginning of the consumption based billing.

### **BACKGROUND**

The Chase Lions Club operates an RV park on Village owned land at Mill Park. The Lions originally installed services for sewer, water and electrical hook-ups for each of the park spaces available for RVs. When water meters were installed, a 2 inch meter was installed at the RV Park.

Prior to the change in billing of water and sewer, the Lions were billed a flat rate charge for both services as was every other property in Chase. When the water and sewer service billing was converted to consumption based billing, the Lions' costs increased as they are now being billed a base rate based on a 2 inch meter.

### **DISCUSSION**

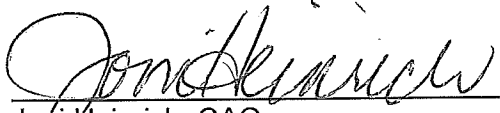
In the case of the Lions RV park, the Manager of Public Works confirms that the RV park does not need a 2 inch meter and a 1 inch meter would be sufficient for the water needs at the park. What this means is that the RV park can be charged based on a 1 inch meter for base rate billing purposes, consumption costs would not change.

The Lions are requesting consideration of charging base rate for water based on a 3/4 inch service. This would be equivalent to a residential water service. Based on the fact that the RV Park is not a residential enterprise, it is recommended that the charges for water be based on a 1 inch service.

**RECOMMENDATION**

**"That Council approve Administration billing the Lions RV park for water and sewer based on the base rate for a 1 inch meter, and that Council consider granting a rebate to the Lions for the difference between the base rate cost of a 1 inch meter and a 2 inch meter**

Respectfully submitted,

  
Joni Heinrich, CAO





**CHASE LIONS CLUB**  
P.O. BOX 12, CHASE, BRITISH COLUMBIA V0E 1M0

June 19, 2017

Village of Chase  
Box 440  
Chase, B.C.  
V0E 1M0

Attention: Mayor & Council

**RE: CHASE LIONS MILL RV PARK  
QUARTERLY UTILITIES INVOICE**

With respect to the above noted matter, and correspondence between Village Administration and the Chase Lions Club, we ask that you review the bylaw which sets out the charges for Quarterly Utilities within the Village of Chase.

The Chase Lions are not disputing the need to contribute to Village Utilities and infrastructure, and will continue to pay a fair and equitable contribution. 2015 billing \$1,018.06 compared to 2016 billing \$3,733.58 is far from fair or equitable?

Through several telephone conversations, it is our understanding that the water meter servicing the RV Park is 2" and hence, we are now being charged for a commercial service. Could this meter be reduced to a ¾" service? Please understand, we are open for a period of 6 months as an RV Campground Site, our system was not built for a "commercial entity". We provide facilities which enhances tourism, stimulate economic stability and as a charitable organization, all funds are given back to help others within the community.

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Village of Chase

JUN 20 2017

City of Chase  
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Agenda





(2)

The 14 serviced sites (sewer) drains into a septic tank, which is maintained by the Chase Lions Club. This tank picks up the effluent from the campers, including chemicals, etc which may be harmful to the sewer treatment facility. So being charged for a 14 unit 2" (\$393.00) quarterly, appears absorbent? The water charge quarterly (\$299.50) is also absorbent? The two utilities total \$2770.00 annually before consumption. Last year we received a billing for Water tax and Sewer tax, which apparently was offset on our Property Tax billing? We do not pay taxes, so really don't know where this amount was offset? See my letter dated September 15, 2016 and Administration letter dated November 7, 2016. Once again, my letters dated March 15, 2017 and June 12, 2017 and Mr. Pedersen's letter of June 15, 2017. In speaking with Mr. Pedersen on June 16, he advised that we write a letter to Council and ask for our rates be reviewed, with a query on adjustment? Public Works Manager, Tim Perepolkin is knowledgeable and may have alternatives to reduce the infrastructure billing.

In closing, we would ask that you review the current rates established by bylaw and consider an adjustment for non profit organizations.

Thank you for your time and consideration to review the foregoing. Please feel free to contact me for further information @ 250-371-7136

Yours truly,

Beverley Iglesias  
President  
Chase Lions Club