



AGENDA

Special Meeting of the Council of the Village of Chase to be held at the
Creekside Seniors Centre, 542 Shuswap Avenue
on Friday, October 23, 2020 at 5:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the October 23, 2020 Village of Chase Special Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

4. PUBLIC HEARINGS

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

6. DELEGATIONS

7. REPORTS

8. UNFINISHED BUSINESS

- 8.4 Arena Operations Partnering Agreement
Memo from the CAO
Financial Statement Information – Arena Operations

Pages 1-4

9. NEW BUSINESS

10. NOTICE OF MOTION

11. RELEASE OF IN CAMERA ITEMS

12. IN CAMERA

13. ADJOURNMENT

Resolution:

“THAT the October 23, 2020 Village of Chase Special Council meeting be adjourned.”



VILLAGE OF CHASE

Memorandum

Date: October 21, 2020
To: Mayor and Council
From: CAO
RE: Arena – Partnering Agreement

Council resolved at its August 11, 2020 meeting:

8.4 Art Holding Arena Operations Contract with Chase and District Recreation Centre Society
Moved by Councillor Lauzon

Seconded by Mayor Crowe

“THAT the Village enter into a 27-month operating contract with the Chase and District Recreation Centre Society starting October 1, 2020 and ending December 31, 2022, with a provision to renew the operating contract prior to its termination; AND,

THAT Administration draft an operating agreement and bring back such agreement to Council for ratification; AND,

THAT the Village support the Arena operations with \$150,000 annually in both the years 2021 and 2022; AND,

THAT if additional funds are required, that the Recreation Centre Society approach Council if and when that need arises to explain and justify the need for additional funds.”

CARRIED

#2020/08/11_008

Aspects of the Arena that are owned by the Village of Chase:

- According to the appraisal done in 2013, the Arena Improvements (building and any equipment that is attached to the building) are owned by the Village of Chase:
 - Entry/ticket office, foyer, concession
 - Handicap Washroom, Men's Washroom, Ladies' Washroom
 - Bleachers, Ice Surface
 - Mechanical (heating and cooling by in-floor water lines using geothermal system)
 - Electrical
 - Zamboni room, Addition
 - Ladies' Dressing Room, Dressing Rooms
 - Mezzanine
 - Additional Features (coverage entries, covered smoking area off foyer, stairway to media box)
- According to the appraisal done in 2013, major equipment associated with the Arena and owned by the Village includes:
 - Six frontier Ice Kube Heat Units
 - One Frontier dehumidifier unit
 - Zambonis – 1999 Zamboni Model 440 and old but reportedly working 1950's Zamboni

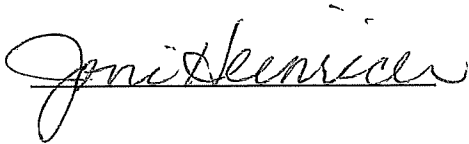
During discussions at Council's October 13, 2020 meeting, issues that were raised that should be addressed in the Partnering Agreement include:

- Repairs and Maintenance – should be identified as to who is responsible for what (major repairs – what would this entail and should these be the responsibility of the partner or the Village?)
- Snow Removal – should be identified as to who is responsible
- TNRD Electoral Areas L & P residents are mentioned in agreement but not CSRD residents or First Nations users (note – TNRD Electoral Area L&P residents were included in the original agreement because of a covenant on the property between the TNRD and the Village of Chase stating that Areas L & P residences would not have to pay any additional costs to utility the facility)
- Provision of equipment – who is responsible for what equipment and the costs associated?

Other issues to consider:

- Options for Village oversight for accountability of taxpayers' funds provided to the partner – mechanism should be in place for reporting – annual reporting prior to financial statements prepared, quarterly reporting of expenditures
- Budgeting on behalf of the funds provided by the Village
- Requests for additional funding/support for capital purchases – should be in writing to the Village and brought forward to Council with rationale for request
- An annual capital plan submitted by the partner would be helpful for budgeting purposes for the Village
- How will any additional responsibilities taken on by the Village affect the 2021 and future budgets?

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joni Skeriver". The signature is written in dark ink and is positioned below the text "Respectfully submitted,".

CHASE AND DISTRICT RECREATION CENTRE SOCIETY
ARENA OPERATIONS STATEMENT OF OPERATIONS
Year Ended February 29, 2020
(unaudited)

	Operating Fund	Capital Fund	Total 2020	Total 2019
REVENUES				
Donations and miscellaneous	\$ 2,100	\$ -	\$ 2,100	\$ 2,454
Ice and facility rentals	123,422	-	123,422	112,889
Advertising revenue	2,816	-	2,816	3,980
Learn to skate	5,975	-	5,975	6,104
Grants - Village of Chase (Note 8)	125,000	-	125,000	125,000
Interest	8	-	8	10
	<u>259,321</u>	<u>-</u>	<u>259,321</u>	<u>250,437</u>
EXPENSES				
Advertising and donations	221	-	221	52
Amortization	-	1,099	1,099	1,424
Bookkeeping	1,620	-	1,620	1,500
Bad debt	8	-	8	25
Contract managers (Note 10)	123,314	-	123,314	104,482
Fuel	1,972	-	1,972	1,914
Insurance	8,027	-	8,027	7,262
Interest and bank charges	-	-	-	23
Learn to skate	45	-	45	2,123
Licenses, dues and fees	158	-	158	155
Office and miscellaneous	4,023	-	4,023	2,935
Professional fees	3,167	-	3,167	3,506
Repairs and maintenance	39,165	-	39,165	15,843
Supplies	8,051	-	8,051	5,052
Telephone	3,679	-	3,679	3,650
Utilities	87,025	-	87,025	92,566
	<u>280,475</u>	<u>1,099</u>	<u>281,574</u>	<u>242,512</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (21,154)	\$ (1,099)	\$ (22,253)	\$ 7,925

See accompanying notes to financial statements.

**CHASE AND DISTRICT RECREATION CENTRE SOCIETY
NOTES TO SUMMARY FINANCIAL STATEMENTS**

February 29, 2020
(unaudited)

NOTE 9. ECONOMIC DEPENDENCE

The Society depends on a significant amount of funding provided by the Village of Chase for operations.

The Society rents an Arena with a long-term lease agreement with the Village of Chase which expires May 31, 2019. There are no regular rent payments to be made and based on the usage of the space no fair value of rent can be reasonably estimated and as such no amounts has been reflected in the financial statements. The lease agreement requires that the Society is responsible for all repairs and maintenance relating to the space.

NOTE 10. REMUNERATION OF CONTRACTORS

The Societies Act (BC) requires that the Society disclose the total remuneration paid to the Directors, for either being a director or for acting in another capacity, as well as the total number of employees or contractors with annual remuneration equal to or greater than \$75,000 and the aggregate remuneration of those employees/contractors.

During the year ended February 29, 2020, a total of 1 (2019 - 1) contractor received remuneration in excess of \$75,000 which resulted in a gross expenditure of \$123,314 (2019 - \$104,482).