



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, November 27, 2018 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the November 27, 2018 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Regular Meeting held November 13, 2018

Pages 1-7

Resolution:

“THAT the minutes of the November 13, 2018 Regular Meeting of Council be adopted as presented.”

3.2 Public Hearing held November 13, 2018

Pages 8-9

Resolution:

“THAT the minutes of the November 13, 2018 Public Hearing be adopted as presented.”

4. PUBLIC HEARINGS

4.1 Public Hearing for Official Community Plan Amendment Bylaw 864-2018 (Refer to the separate Public Hearing agenda)

4.2 Public Hearing for Official Community Plan Amendment Bylaw 859-2018 (Refer to the separate Public Hearing agenda)

4.3 Public Hearing for Official Community Plan Amendment Bylaw 863-2018 (Refer to the separate Public Hearing agenda)

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 Sgt. Barry Kennedy, Chase RCMP Detachment

6.2 Ezra Lipton, ALTA Planning & Design, Active Transportation Plan Update

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 OCP Amendment Bylaw 864-2018

Bylaw 864-2018 has received two readings and a Public Hearing earlier in this meeting. Council can consider reading the bylaw a third time, and then consider adopting the bylaw.

8.2 OCP Amendment Bylaw 859-2018

Bylaw 859-2018 has received two readings and a Public Hearing earlier in this meeting. Council can consider reading the bylaw a third time, and then consider adopting the bylaw.

8.3 OCP Amendment Bylaw 863-2018

Bylaw 863-2018 has received two readings and a Public Hearing earlier in this meeting. Council can consider reading the bylaw a third time, and then consider adopting the bylaw.

8.4 Chase Country Christmas Parade – Road Closure Request Page 10

A Council resolution is required to close the roads along the parade route for the Chase Country Christmas Parade. In typical fashion, and in compliance with WorkSafe BC, Public Works only provides barricades for road closures and the organizer provides all traffic control.

Resolution:

“That Brooke Drive and Shuswap Avenue between Brooke Drive and Coburn Street be closed to traffic between 5:00 p.m. and 6:30 p.m. for the Chase Country Christmas Parade.”

8.5 Thank you from Royal Canadian Legion Branch #107 Page 11

Recommendation:

“THAT the letter from Mr. John Angus, Poppy Chairman, Chase Legion Branch #107 thanking the Village of Chase for waiving the cost of the Community Hall for the 2018 Remembrance Day ceremony be received as information.”

The booking request for 2019 has been dealt with by Administration.

8.6 Sewer Odour from Village Lagoons Page 12

Letter from Zilly Palamar of 141 Shuswap Avenue. Ms. Palamar has previously appeared before Council on May 22 and June 12, 2018 and on both occasions, Council received the submitted documentation for information.

9. NEW BUSINESS

9.1 Appointment of Chase Tourism Sector Representative to the Shuswap Tourism Committee

The Village of Chase contracts with the Shuswap Tourism Committee of the Columbia Shuswap Regional District to be included in marketing publications and tourism activities for the Shuswap Region of BC.

As a member of Shuswap Tourism, the Village of Chase has one Council representative for the committee and may also appoint an individual to sit on the committee to represent the Village of Chase tourism sector.

A council resolution is required to appoint a Village of Chase tourism sector representative to sit on the committee.

- 9.2 Live Streaming or Video-taping of Council meetings
Recommendation:
"That staff be directed to investigate the costs and equipment requirements to record Council meeting proceedings for presentation on the Village's website."
- 9.3 UBCM – Vacancies on Executive Pages 13-17
Memorandum from the UBCM executive including a nomination information package for vacancies available on the executive.
- 9.4 Letter from Carolyn Parks-Mintz and James Mintz regarding various Municipal matters Pages 18-22

Council direction is requested.
- 9.5 Letter of Congratulations to Council from Premier John Horgan Page 23
- 9.6 Little Shuswap Indian Band – Joint Forest Enhancement Opportunity Page 24
Report from the Chief Financial Officer
Recommendation:
"THAT Council provide a letter to the Little Shuswap Lake Indian Band supporting their grant application to the Forest Enhancement Society for fuel management activities in the area adjacent to the municipal boundaries."
- 9.7 2019 Community Resiliency Investment Program Pages 25-26
Report from the Chief Financial Officer
Resolution:
"That the Village of Chase Council agrees to co-apply with Little Shuswap Lake Indian Band (LSLIB) by way of a regional grant application to the Community Resiliency Investment Program (CRI); AND

That Council agrees to have LSLIB act as the primary applicant, contact and project managers, to ensure the project deliverables defined by the Village of Chase are satisfactorily met, should the grant applications be successful."
- 9.8 Chase Minor Hockey – Request for Grant-In-Aid Page 27
Letter from the Chase Minor Hockey Association
(At the time of agenda publication, approximately \$5800 remains in Council's Grant-In-Aid budget for 2018)

Council direction is requested.
- 9.9 Chase Hamper Society – Request for Grant-In-Aid Pages 28-31
Report from the Corporate Officer

Council direction is requested.

- 9.10 First Nations Hockey and Skate Day – Request for Grant-In-Aid
Letter from the event organizers

Pages 32-33

Council direction is requested.

10. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

11. RELEASE OF IN CAMERA ITEMS

Resolution #2018/11/14_IC002 has been released from In Camera:

“THAT all outstanding water charges for the Chase and District Recreation Centre Society’s Sunshore Golf Course irrigation be transferred from the Accounts Receivable account to the property tax account of Folio 512-00516.005, 929 Hysop Road, effective December 31, 2018.”

12. IN CAMERA

Resolution:

“THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (b) of the Community Charter, relating to the consideration of information received relating to negotiations between the municipality and the Provincial government.”

13. ADJOURNMENT

Resolution:

“THAT the November 27, 2018 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Regular Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Tuesday, November 13, 2018 at 4:00 p.m.

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

Also in Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Brian Lauzon, Fire Chief

Public Gallery: 13

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the November 13, 2018 Village of Chase Regular Council meeting agenda be adopted as amended with item 9.4 being *Chase Country Christmas Store Grant-In-Aid Request.*"

CARRIED

#2018/011/13_001

3. ADOPTION OF MINUTES

3.1 Regular Meeting held October 15, 2018

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the minutes of the October 15, 2018 Regular Meeting of Council be adopted as presented."

CARRIED

#2018/011/13_002

3.2 Inaugural Meeting held November 6, 2018

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the minutes of the November 6, 2018 Inaugural Meeting of Council be adopted as presented."

CARRIED

#2018/011/13_003

4. PUBLIC HEARING

There are separate Public Hearing Minutes for Bylaw 857-2018

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

James Mintz of 813 Okanagan Avenue, regarding item 8.2, questioned why the Chief Election Officer will not apply to have the recent election overturned while having evidence to do so.

The Chief Election Officer replied that none of the alleged evidence had been corroborated and furthermore stated that he has no knowledge of anything significant enough to materially affect the outcome of the election.

Carolyn Parks-Mintz of 813 Okanagan Avenue, regarding item 9.8, questioned if staff were going to be paid during the municipal office closure.

The CAO replied that staff have the option to use banked holiday time or banked overtime.

6. DELEGATIONS

None

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- November 6 – Took Oath of Office at Council's Inaugural meeting
- November 9 – Attended the TNRD Regional orientation session
- November 11 – Attended Remembrance Day ceremonies
- November 11 – Attended ceremony at Chase cemetery recognizing 100th anniversary of World War 1
- November 12 – Attended Council workshop
- November 12 – Met with MP Mel Arnold

Councillor Lauzon

- November 6 – Took Oath of Office at Council's Inaugural meeting
- November 9 - Attended the TNRD Regional orientation session
- November 11 – Attended Remembrance Day ceremonies
- November 11 – Attended ceremony at Chase cemetery recognizing 100th anniversary of World War 1
- November 12 – Attended Council workshop
- November 12 – Met with MP Mel Arnold

Councillor Maki

- November 6 – Took Oath of Office at Council's Inaugural meeting
- November 7 – Attended a Chase Country Christmas meeting
- November 9 - Attended the TNRD Regional orientation session
- November 12 – Attended Council workshop
- November 12 – Met with MP Mel Arnold

Councillor Scott

- October 18 – Was a judge for the Interior Savings' Inaugural Pumpkin Carving Contest at Pete Murray's Corn Farm
- November 6 – Took Oath of Office at Council's Inaugural meeting
- November 11 – Attended Remembrance Day ceremonies
- November 12 – Met with MP Mel Arnold
- November 12 – Attended Council workshop

Councillor Torbohm

- November 6 – Took Oath of Office at Council's Inaugural meeting
- November 6-13 – Orientation with the Village office and staff; reviewed financial reports
- Met with Shawnessy Group regarding their next development proposal and encouraged them to present before all of Council
- November 9 - Attended the TNRD Regional orientation session
- Attended the subject property of bylaw 857 at the corner of Hillside and MacPherson to gain a better understanding of the decision to be made
- November 11 – Attended Remembrance Day ceremonies
- November 12 – Met with MP Mel Arnold
- November 12 – Attended Council workshop

b) Staff Reports

Manager of Public Works reported:

- The Public Works staff are currently working on preparation tasks for winter

Fire Chief reported:

- Fire calls: 5, Rescue calls: 2
- 242 Burning Permits have been issued to date
- There are 17 members and 3 junior fire fighters in the department. 2 member on leave
- 3 members are registered for *Fire Service Instructor 1* in Clearwater BC
- Initiating the *Team Leader* program as per the Fire Commissioner's *Play Book*
- Recently completed Work Safe's annual *Fit Test*
- Some members attended local schools as part of *National Fire Prevention Week*
- The department participated in the Remembrance Day parade and service
- Many members attended the ceremony at Chase cemetery recognizing 100th anniversary of World War 1

CAO reported:

- Attended recent Recreation Centre Society AGM
- Met with various constituents regarding operational questions
- Assisted the Chief Election officer with election preparation and acted as Deputy Chief Election officer at recent Local Government Election
- Met with Fire Chief and Deputy Chief to discuss status of Fire Department training, budget, initiatives underway
- Attended a legal seminar hosted by Lidstone and Company which included topics on cannabis and workplace policies, economic development and First Nations, tools for environmental protection
- Prepared for Inaugural meeting of Council and subsequent meetings
- Attended TNRD Regional Orientation session with members of Council

Council also considered the written reports from the CO and CFO that were included in the agenda package.

Moved by Councillor Torbohm
Seconded by Councillor Lauzon

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

CARRIED

#2018/011/13_004

8. UNFINISHED BUSINESS

8.1 Zoning Amendment Bylaw 857-2018

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT Zoning Amendment Bylaw 857-2018 be read a third time." **CARRIED**
#2018/011/13_005

Moved by Councillor Torbohm

Seconded by Councillor Maki

"THAT Zoning Amendment Bylaw 857-2018 be adopted." **CARRIED**
#2018/011/13_006

8.2 Report on 2018 Election Results

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

"THAT the report on the 2018 General Local Election results for the Village of Chase be received for information." **CARRIED**
#2018/011/13_007

9. NEW BUSINESS

9.1 Acting Mayor and Council Liaison Appointments

Moved by Councillor Scott

Seconded by Councillor Maki

"THAT the 2018/2019 Council Liaison Appointments be adopted as presented." **CARRIED**
#2018/011/13_008

9.2 Disposition of Surplus Fire Department Equipment

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT Council approves the disposition of seven (7) Scott 2261 psi aluminum cylinders no longer needed by the Fire Department." **CARRIED**
#2018/011/13_009

9.3 Chase Country Christmas Parade – Village Council Participation

Councillors Lauzon and Maki will co-champion a Village of Chase float in the 2018 Chase Country Christmas Parade.

9.4 Chase Country Christmas Store Grant-In-Aid Request

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Council grant \$265 to Chase Country Christmas from Council's Grant-In-Aid account." **CARRIED**
#2018/011/13_010

9.5 Chase Country Christmas Block Party Road Closure Request

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT Council authorize the closure of Shuswap Avenue between Haldane Street and Chase Street, beginning at 4:30 p.m. and ending at 8:00 p.m., Friday November 30, 2018." **CARRIED**
#2018/011/13_011

- 9.6 Shuswap Tourism Fall Networking Event – November 15, 2018
Moved by Councillor Scott
Seconded by Councillor Lauzon
"THAT Councillor Maki attend on behalf of the Village of Chase, costs to be covered as per Council's ADM-21 Expense Reimbursement Policy." CARRIED
#2018/011/13_012
- 9.7 Shuswap Regional Trail Strategy - Annual Roundtable Meeting
Moved by Councillor Maki
Seconded by Councillor Lauzon
"THAT Mayor Rod Crowe, Councillor Fred Torbohm and CAO Joni Heinrich attend the Shuswap Regional Trails Roundtable on November 21, 2018 in Sicamous with costs for participation being paid for as per Council's ADM-21 Expense Reimbursement Policy." CARRIED
#2018/011/13_013
- 9.8 Christmas Municipal Office Closure
Moved by Councillor Torbohm
Seconded by Councillor Maki
"THAT Council approve the closure of Municipal Hall to the public effective noon, Monday December 24, 2018 and re-opening Wednesday January 2, 2019." CARRIED
#2018/011/13_014
- 9.9 Council Remuneration
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT remuneration options for Council be prepared by Administration and returned to a future meeting." CARRIED
#2018/011/13_015
- 9.10 Council Health Benefits Program
Moved by Councillor Scott
Seconded by Councillor Torbohm
"THAT Council will not participate in the Group Health Benefits program." CARRIED
#2018/011/13_016
- 9.11 UBCM Grant Approval – 2018 Asset Management Planning Program
Moved by Councillor Maki
Seconded by Councillor Lauzon
"THAT the letter from UBCM awarding the Village \$15,000 towards an Asset Management Planning program be received as information." CARRIED
#2018/011/13_017
- 9.12 Village of Valemount – UBCM speakers gifts
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT the letter from the Village of Valemount regarding charity gifts for speakers' presentations being expanded to the entire Province be received as information." CARRIED
#2018/011/13_018

9.13 Elected Officials' Legal Orientation –Lidstone & Company

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the invitation from Lidstone & Company to attend their *Elected Official's Legal Orientation* seminar be received as information."

CARRIED

#2018/011/13_019

9.14 Congratulatory Letter from Assessor, Thompson Okanagan Region of BC Assessment

Moved by Councillor Maki

Seconded by Councillor Scott

"THAT the letter from Katrina LeNoury, Assessor, Thompson Okanagan Region of BC Assessment congratulating Mayor Rod Crowe and Councillors, be received as information."

CARRIED

#2018/011/13_020

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT an invitation be extended to Katrina LeNoury, Assessor, Thompson Okanagan Region of BC Assessment, to appear as a delegation before Council at a future meeting."

CARRIED

#2018/011/13_021

9.15 Congratulatory Letter from the BC Council of Forest Industries

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the letter from Susan Yurkovich, President and CEO, BC Council of Forest Industries, congratulating Mayor Rod Crowe and Councillors, be received as information."

CARRIED

#2018/011/13_022

Moved by Councillor Lauzon

Seconded by Mayor Crowe

"THAT an invitation be extended to Susan Yurkovich, President and CEO, BC Council of Forest Industries, to appear as a delegation before Council at a future meeting."

CARRIED

#2018/011/13_023

9.16 Letter from BC Non-Profit Housing Association

Moved by Councillor Torbohm

Seconded by Councillor Maki

"THAT the letter from the BC Non-Profit Housing Association, congratulating Mayor Rod Crowe and Councillors, be received as information."

CARRIED

#2018/011/13_024

9.17 Chase Royal Canadian Legion and Permissive Tax Exemption disparity between the Legion and the Golf Course

Moved by Councillor Maki

Seconded by Councillor Torbohm

"THAT the letter from the Chase Royal Canadian Legion regarding the permissive tax exemption disparity between the Legion and the Golf Course, be received as information."

CARRIED

#2018/011/13_025

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

None

12. **IN CAMERA**
None

13. **ADJOURNMENT**
Moved by Councillor Scott
Seconded by Councillor Lauzon
**"THAT the November 13, 2018 Village of Chase Regular Council meeting be
adjourned."**

CARRIED
#2018/011/13_026

The meeting concluded at 4:48 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



**VILLAGE OF CHASE
MINUTES OF PUBLIC HEARING**

**Held on November 13, 2018 at 4:02p.m. in the Chase Village
Council Chambers, 826 Okanagan Avenue, Chase, BC**

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Brian Lauzon, Fire Chief
Public Gallery: 13

I. Call to Order

Chair Crowe called to order the Public Hearing regarding "Village of Chase Zoning Amendment Bylaw No. 857-2018" at 4:02 p.m.

II. Opening Statement on Zoning Amendment Bylaw No. 857 – 2018

Chair Crowe read the opening statement for the Public Hearing noting that all persons present who believe their interest in property is affected by the proposed bylaw shall be given an opportunity to be heard or present written submissions.

III. Introduction of Bylaw

Chair Crowe asked the Corporate Officer to introduce the bylaw.

The Corporate Officer introduced the bylaw and noted:

- The subject property is designated '*General Residential*' in the Official Community Plan Bylaw 635-2002
- The proposed land use designation for this property is R-1-Low Density Residential to be consistent with the zoning of the adjacent lands
- The lands are part of a land exchange that the Village negotiated with the property owner to ensure an encroachment over privately owned lands adjacent to Hillside Avenue was eliminated

IV. Public Input

The Corporate Officer confirmed that all statutory public notifications occurred and that there was one written submission received in relation to the proposed bylaw amendment. That written submission is included in the public hearing agenda documents.

Chair Crowe called a first time for public input. None was forthcoming.

Chair Crowe called a second time for public input. None was forthcoming.

Chair Crowe called a third and final time for public input. None was forthcoming. Hearing no further input, Chair Crowe called for a motion to close the input opportunity and adjourn the public hearing for Village of Chase Zoning Amendment Bylaw No. 857-2018.

V. Adjournment

Moved by Councillor Scott

Seconded by Councillor Torbohm

"THAT the input opportunity to hear from affected persons regarding Village of Chase Zoning Amendment Bylaw No. 857-2018 be closed; AND,

THAT the Public Hearing be adjourned."

CARRIED

The Public Hearing was concluded at 4:07 p.m.

These minutes were adopted by a resolution of Council this day of , 2018.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer

Sean O'Flaherty

From: ChaseBC
Sent: Thursday, November 22, 2018 9:28 AM
To: Sean O'Flaherty
Subject: FW: Parade route

From: Jennie Wiebe <jenbob46@gmail.com>
Sent: Thursday, November 22, 2018 3:40 AM
To: ChaseBC <chase@chasebc.ca>
Subject: Parade route

Nov. 21/18

Sorry that I didn't get the letter correct. , I didn't include the Parade route.

The Parade will follow the same route as last year. From Safety Mart to the Parking Lot by People's starting at 5:pm. We will need the side streets along this route closed for the Parade to safely pass.

Thank you, Jennie Wiebe



CHASE ROYAL CANADIAN LEGION # 107

Chase Village

I would like to take this opportunity to thank you for waivering the cost of the Community Hall for our 2018 Remembrance Date Ceremony.

Would like to book Hall for our 2019 Remembrance Day from 4pm Sunday 10th Nov,. TO 2pm Monday 11th Nov,.

Yours in comradeship

John H Angus

John H. Angus
Poppy Chairman
Chase Legion #107

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Village of Chase

NOV 13 2018

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Agenda _____

Zilly Palamar
Box 528
141 Shuswap Avenue
Chase, BC V0E 1M0

November 11, 2018

RECEIVED
Village of Chase

NOV 16 2018

Village of Chase
Box 440
Chase, BC V0E 1M0

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RE: Smell from lagoons

Dear Mayor & Councillors,

I am writing in regard to the smell from the lagoons that happened in Chase, BC during the spring/summer of 2018.

I live at 141 Shuswap Avenue in Chase, BC across from the lagoons.
It is a commercial and private piece of property.

Businesses and residences around here were having a hard time working and sitting in their yard because of the lagoons smell. The forest fire smoke smell including the lagoons smell made it very unbearable summer to be outdoors.

The businesses & residences from Petro-Canada, the Mobile Home Park, the Police Station, Brooke Drive and beyond including VLA Road had to put up with the smell from forest fire smoke plus the lagoons smell.

I had to close all my windows to prevent the smells from coming in.

This really hot summer it was even worse that we were not able to use an air conditioner.

It would just bring in the smell.

Taking a walk in this area was unbearable that you had to hold your breath while walking.

Living in Chase for 31 years at this same location I have had to put up with the lagoon smell, but this year it has been the worst year ever after the Village of Chase did the upgrade of the lagoons. Many locals and visitors to the Village of Chase have signed a petition that has been accepted as received in your office.

Locals who signed the petition and tourists complained about the smell.

It was not a very good way to greet tourists into our Village.

Some people even mentioned the smell went all the way to Hillside Avenue.

I asked all the former Mayor and Councillors to come out to this area so they could smell and see if they would put up with this odour never mind living here. Former Mayor Rick Berrigan and Councillor David Lepsoe did come to check out the situation. Mayor and Councillor did agree that the smell was unbelievably terrible and totally unacceptable.

Finally the Village of Chase did bring out engineers to fix the problem. The engineers did eliminate the smell.

For the inconvenience that the Village of Chase created for me and the surrounding people and businesses I would like **credit (get reimbursed)** on my **utility bills** for my **Sewer Multi Unit and Sewer Non residential 5/8 meter** portion of my bills for a **whole year, 2018**. I also would like **utility credit compensation for Sewer Basic** from my place at 1074 Hillside Avenue home. For compassion purposes you could also credit the neighbouring residences and businesses. They would greatly appreciate it.

Thank you for your time and I hope you will be able to give me the **credits** I have asked for to compensate for all the months I had to put up with the lagoons smell.

Have a good day! Take care.

Zilly Palamar



zp



MEMO TO MEMBERS

November 19, 2018

TO: **UBCM MEMBERS**
Attn: Elected Officials of Member Local Governments and First Nations

FROM: UBCM EXECUTIVE

RE: **NOTIFICATION OF EXECUTIVE VACANCIES**

The purpose of this memo is to notify members of the direction taken by the Executive at their meeting on November 16, 2018 with regards to Executive vacancies as a result of the 2018 Local Government Elections.

At the meeting, Executive members were advised of five vacancies, and the process for filling those vacancies in accordance with the UBCM Bylaws and Policies:

- Second Vice President * – Executive CANNOT appoint a Vice President, but may ask a sitting VP to move up and fill a vacancy; and Executive has the further option of appointing an additional “acting” Director at Large to ensure a full board complement of 21 members.
- Director at Large (1) – Executive may appoint an eligible elected official.
- Vancouver Metro Area Representative (1) – Executive may appoint an eligible elected official.
- City of Vancouver Representative – City of Vancouver has made its re-appointment; Councillor Pete Fry.
- GVRD/Metro Vancouver Representative – Metro will make a re-appointment; that process is underway.

The UBCM Bylaws and Policies, grant the Executive discretion on whether or not to fill vacancies (see Appendix A for extracts of both documents). Upon consideration of the Bylaws and Policies the Executive endorsed the following direction:

- Executive proceed to notify the membership of the vacancies on the Executive and seek expressions of interest for each of these positions:
 - Director at Large – 2 positions are available, to ensure a full board complement of 21 members
 - Vancouver Metro Area Representative – 1 position available
- Executive agreed that the three vacancies should be filled prior to the next Executive meeting scheduled for February 20-22, 2019.

* In accordance with the Bylaws, Third VP, Councillor Brian Frenkel has moved to Second VP as a result of the vacancy left in this position.

www.ubcm.ca

Next Steps

This memo serves as notification to the membership that the UBCM Executive wishes to fill vacancies for:

- Director at Large (2);
- Vancouver Metro Area Representative (1)

The process for filling vacancies will follow the process outlined in s. 9.5 of the Executive Policies.

Eligibility for Office

Director At Large (2) – this position is open to all elected officials of UBCM.

Vancouver Metro Area Representative (1) – this position is open to elected members of either, or both, a council of a member municipality of the GVRD or of the GVRD Board (a list of eligible local governments is attached as Appendix B).

Process

Eligible elected officials interested in applying for either of these positions are encouraged to submit an expression of interest for **one** of these vacancies, as outlined in s. 9.5 of the Executive Policies. We would ask that potential candidates complete the attached nomination form (Appendix C) and return it by email to the attention of the Past President. Candidates are also encouraged to provide a short bio (not more than 300 words) with their nomination form. All materials can be sent to the attention of Past President, Councillor Murry Krause, care of the following email address: mcrawford@ubcm.ca

**The submission deadline for expressions of interest (nomination form and bio) is:
Friday December 14, 2018.**

The Executive will consider all expressions of interest and make a decision regarding whom they will appoint to fill these three vacancies.

Following Executive deliberations, all members will be notified of the Executive's decision. Newly appointed board members will be invited to attend the February 20-22, 2019 Executive meeting in Victoria.

If you have any questions about the process please contact Councillor Murry Krause, Past President at murry_krause@telus.net or Marie Crawford, General Manager, Richmond Operations at 604-270-8226 ext. 104 or by email: mcrawford@ubcm.ca.

We welcome eligible interested candidates to apply. For further information about UBCM and the Executive please see the UBCM website.

<http://www.ubcm.ca/EN/main/about/executive/executive-members.html>

EXTRACTS FROM THE UBCM BYLAWS AND EXECUTIVE POLICIES

UBCM Bylaws

Section 2 of the UBCM Bylaws provides the following definition for officers:

2. *The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.*

Section 3(d) speaks to filling vacancies: *(bold italics indicate relevant sections)*

- (d) ***No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union. ...***

In the event of a vacancy:

- amongst the Officers, other than President, the ***Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;***
- amongst the ***Directors at Large***, the Small Community Representative, the Electoral Area Representative, or the ***Vancouver Metro Area Representatives***, ***the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;***
- *in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.*

Executive Policies

Section 9.5 of the Executive Policies outlines the process for appointing replacements:

9.5 VACANCIES ON THE EXECUTIVE

If one or more Executive positions become vacant following a local government election, the Executive is authorized to appoint a replacement according to the following process.

1. *UBCM shall notify local governments of any vacancy on the UBCM Executive and distribute information about the process for appointing a replacement. The Executive shall invite expressions of interest from local government elected officials who wish to fill the vacant position(s).*
2. *An expression of interest must be supported by two elected officials from UBCM member local governments.*
3. *An interested candidate may submit an expression of interest for one position only.*
4. *Expressions of interest shall be forwarded to the Past President, care of the UBCM office. The Past President will prepare a report for the Executive on the materials received.*

Vancouver Metro Area Representative – List of Eligible Members

Anmore
Belcarra
Bowen Island
Burnaby
Coquitlam
Delta
Electoral Area A (Metro Vancouver)
Langley City
Langley Township
Lions Bay
Maple Ridge
New Westminster
North Vancouver City
North Vancouver District
Pitt Meadows
Port Coquitlam
Port Moody
Richmond
Surrey
Tsawwassen First Nation
Vancouver
West Vancouver
White Rock

¹NOMINATIONS FOR THE 2018/2019 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Position: (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation represented: _____

Nominated for (*pick one only*): ☐ Director At Large ☐ Vancouver Metro Area Representative

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws².

CANDIDATE:

Name: _____ Elected Position: _____

Mun/RD/First Nation: _____

Nominated for (*pick one only*): ☐ Director At Large ☐ Vancouver Metro Area Representative

Signature: _____ Date: _____

Submission Deadline: December 14, 2018

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].
Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

813 Okanagan Avenue
PO Box 986
Chase, BC V0E 1M0

November 1, 2018

Mayor Crowe
Councillors Lauzon, Maki, Scott and Torbohm
CAO Henrich, CO O'Flaherty, CFO Molnar
Village of Chase

Hello,

In that some addressees are newly elected and as a reminder to Administrators and returning Councillors, we are writing with regard to outstanding issues and suggestions for consideration. Note that several of the following have been raised recently with the CAO and CO.

Per Diem Payments

Administrative direction was requested by the former Council in early September to set parameters for per diems paid to mayor and/or council.

Chase Discount Auto Sales

Business license registration(s) and encroachment onto adjoining properties by used vehicles, equipment, etc. were still outstanding issues in late September. An ancillary situation is the appearance of this enterprise stretching along a main thoroughfare into the Village.

Water Costs, Parks, Green Spaces and SunShore Golf Course

Resolution is needed particularly around the golf course water issue which should examine all options as well as the financial records and status of the golf course. Begs the question: did no one on council (or in administration) years ago anticipate the resultant cost increase due to replacement and improvements to the village water treatment plant and, in advance, contact/advise those who use large quantities of water with a view to putting plans in place to cover such increases?

Off-leash Park within Chase

Given the large number of canine family members living within Chase, it would seem logical, with safety rules in place and posted, to have a dog park available for both residents and visitors to our lakeside community. Plans underway, in the near future, would be a good first step.

Pedestrian Crossing of Railway Tracks near Memorial Park

Pedestrian traffic over active rail tracks is risky at best and a possibility of tragedy at worst. Options should be costed and considered for the next fiscal financial year and a solution decided upon in order to avoid death or grievous injury within our village. Would suggest an underpass or overpass half way between Pine Street and the park would encourage individuals to cross safely.

Parking, Chase Business Area

The problem of business owners and employees parking vehicles for lengthy periods on Shuswap Avenue and on nearby streets, especially during busy summer months, was raised as an issue for shoppers and clients visiting the business core, during August/September 2018. We believe parking near the curling rink was arranged for owners and staff, but was used very little. See attached photo of a parking limitation sign utilized to control access to key areas of a small town in Ontario. With effective enforcement, this could be a solution to Chase's parking predicament.

Local Shopping Initiative

Seaforth, Ontario, a community of 2,600 residents, put in a place a 'shop local' project which ran successfully for six years, generating \$50,000 to \$60,000 annually for local businesses. We would be glad to provide the details of this initiative to Council and the Chase Chamber of Commerce.

Chase Fire & Rescue

In that Exterior Level 1 training will soon be complete for the fire brigade and improvements have been achieved within the department, the retention of an outside Consultant and its inherent costs should be examined and a decision made with regard to the Consultant's continuation.

Coburn Street Bridge over Chase Creek

This waterway crossing is missing an important component—a pedestrian sidewalk and railing. Correcting this unsafe situation, we feel, should be a component of the TransCanada Highway expansion and access/egress routes of the Village.

Business License Fees

Fees of \$125 for liquor sales and \$500 for cannabis retailing were recently approved by Council, with a view to re-visiting such fees once start-up administrative costs around cannabis retailers have been covered. This inequity of two controlled substances should not disappear from Council's radar and should be addressed down the line.

Questions re Staff Issues

The following points are made with regard to establishing and maintaining a positive and responsive work environment for all employees of the Village:

- How are staff evaluations carried out?
- Are Performance Reviews conducted for all staff?
- Does Council or a Council representative attend Performance Reviews?
- How is confidentiality maintained?
- What recourse is there for staff experiencing difficulties, such as harassment or bullying?
- How are misunderstandings resolved?
- What mediation method would be most effective?
- As required by BC WorkSafe regulations, is a Village Labour Relations Committee to be set up in the near future?

Civic Budgets

Many municipalities establish interim budgets for departments, a percentage of the previous year's budget, prior to budget finalization by the CFO and Council, in order that department heads have funds to 'work with' during the budget process—not that the interim budget should be entirely expended prior to finalization, but it does allow for unexpected expenses which can develop. Does this happen/can this happen here?

Municipal Election

Although a by-law exists that disallows candidate signs on public property, it was not followed by most of the candidates in the recent municipal election. This raises several questions which hopefully will be addressed before the next election:

- What's the point of a by-law if it's not enforced?
- Will other by-laws be ignored by administration and citizens?
- What does the plethora of signs littering main intersections and Village gardens present to those entering town? First impressions are lasting.
- Why is there not a limit on the number of signs a given candidate can install? Overkill in this regard was obvious leading up to voting day.

Council Meetings

Given that Council and administrative officers convene meetings at 4:00 pm, it is difficult for many employed residents as well as citizens with mobility issues to attend. Other municipalities film such meetings, with the video available on websites as a means of serving transparency and conveying news to taxpayers

promptly. It would seem prudent to consider this option, in addition to summaries in The Sunflower, in order that the myriad details and accurate information are available to Chase residents.

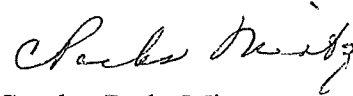
Administration

Individuals in public service are often subject to criticism, both fair and unfair. That being said, the word on the street in Chase seems rather negative with regard to administrative services within the village. What we've heard in passing from various sources is that delays in procedure are extensive and that residents are often frustrated with responses. It would seem that an examination of workload, process, responsibility and reasonable timelines would be in order.

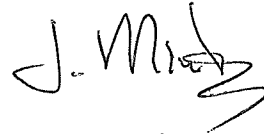
— * * * —

Many thanks in advance for your diligence around, and eventual attention to, the above concerns.

Respectfully submitted,



Carolyn Parks Mintz



James E. Mintz





November 13, 2018

Mayor Crowe and Councillors
Village of Chase
Box 440
Chase, BC V0E 1M0

Dear Mayor Crowe and Councillors:

I would like to congratulate you all for being elected to serve the Village of Chase.

Serving in public office is both a great honour and an important responsibility, and your success in the 2018 election is a testament to your hard work and dedication to your community. I have every confidence that you will be effective voices for your constituents in the months and years ahead. Local representatives are vital to the growth and well-being of our province as a whole, and I look forward to working collaboratively with the Village of Chase as we strive to make life better for all British Columbians.

Congratulations, once again, and best wishes for your time in public office.

Sincerely,

John Horgan
Premier

RECEIVED
Village of Chase

NOV 13 2018

Original _____
File _____
Copy _____
Agenda _____



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: November 22, 2018
RE: Little Shuswap Lake Indian Band Letter of Support

ISSUE/PURPOSE

For Council to provide a letter of support for the Little Shuswap Lake Indian Band's grant application to the Forest Enhancement Society.

OPTIONS

1. Provide a letter of support for the Little Shuswap Lake Indian Band's grant application.
2. Do not provide a letter of support for the Little Shuswap Lake Indian Band's grant application.

HISTORY/BACKGROUND

The Little Shuswap Lake Indian Band has approached the Village requesting a letter of support for their grant application to the Forest Enhancement Society. The grant application is for fuel management in the area surrounding the Adams Lake Sawmill, which is adjacent to the municipal boundaries.

The funding would permit the Little Shuswap Lake Indian Band the opportunity to mitigate fire risk in the area while training and employing band members to conduct the work.

DISCUSSION

This is an opportunity for the Village of Chase to develop and build a relationship with the Little Shuswap Lake Band that could be of mutual benefit for all involved.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

"That Council provide a letter to the Little Shuswap Lake Indian Band supporting their grant application to the Forest Enhancement Society for fuel management activities in the area adjacent to the municipal boundaries."

Respectfully submitted,

Joanne Molnar, CFO

Approved for Council Consideration by CAO

Joni Heinrich, CAO



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: November 22, 2018
RE: 2019 Community Resiliency Investment Program

ISSUE/PURPOSE

To ask Council to support a regional grant application to the **2019 Community Resiliency Investment Program**, in partnership with the Little Shuswap Lake Indian Band.

OPTIONS

1. To approve submitting a regional grant application to the **2019 Community Resiliency Investment Program**, in partnership with the Little Shuswap Lake Indian Band.
2. Do not support a regional grant application to the **2019 Community Resiliency Investment Program**, in partnership with the Little Shuswap Lake Indian Band.

HISTORY/BACKGROUND

The Community Resiliency Investment Program (CRI) is a new provincial program intended to reduce the risk and the impact of wildfire to communities in BC through community funding. For 2019 the CRI will have a scaled structure from \$25,000 to \$100,000 available per applicant, depending on the predetermined wildfire risk. The Village of Chase is eligible for \$100,000. Successful projects will receive 100% funding with no cost sharing requirements. The scope of the projects may include training, public education, fuel management, planning and development.

The Little Shuswap Lake Indian Band has approached the Village to submit a regional funding application, which would see the Village outline their project deliverables for the municipality and the Little Shuswap Lake Indian Band outlining their project deliverables. The application would be submitted, by Little Shuswap Lake Indian Band, based on both parties applying for the maximum of \$100,000 each. Under the regional grant application, the primary applicant, Little Shuswap Lake Indian Band, requires each partnering community to submit a Council, Board or Band Council resolution that clearly states their approval for the primary applicant to apply for, receive and manage the grant funding on their behalf.

DISCUSSION

This is an opportunity for the Village of Chase to develop and build a relationship with the Little Shuswap Lake Indian Band while approaching wildfire mitigation from a regional perspective. The application will support the Little Shuswap Lake Indian Band priorities of training and employing band members in fuel management; and will focus on the development of a Community Wildfire Protection Plan for the Village of Chase, public education within the community and potential cross training of fire department members.

FINANCIAL IMPLICATIONS

None, this opportunity is for a 100% grant funded project.

POLICY IMPLICATIONS

None

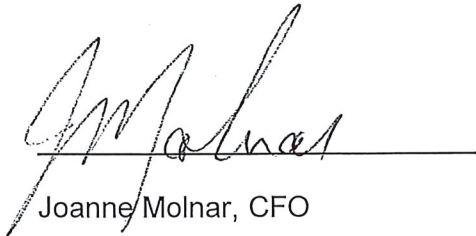
RECOMMENDATION

"That the Village of Chase Council agrees to co-apply with **Little Shuswap Lake Indian Band (LSLIB)** by way of a regional grant application to the Community Resiliency Investment Program (CRI);

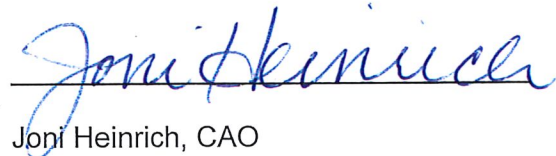
And that Council agrees to have **LSLIB** act as the primary applicant, contact and project managers, to ensure the project deliverables defined by the Village of Chase are satisfactorily met, should the grant applications be successful."

Respectfully submitted,

Approved for Council Consideration by CAO



Joanne Molnar, CFO



Joni Heinrich, CAO



October 11, 2018 *(Revised)*

October 5th, 2018

To Chase Mayor and Council,

Our Chase Minor Hockey Bantam Broncos is hosting their annual Tournament from December 7 - 9, 2018 in Chase. This tournament will bring approximately 130 to 150 players and their families to Chase.

The success of this event is substantially attributed to the generous support from our sponsors in the local and neighbouring communities. We are requesting, if possible, items for our raffle table or financial contributions such as a grant-in-aid (typical financial contributions range between \$50-\$500) will be used to purchase items for a fundraising raffle table, prepare healthy snacks for all players before/after each game, to purchase medals and trophies, and to assist with other costs incurred with hosting a Minor Hockey Tournament. All donations will be greatly appreciated.

Our 2017/2018 tournament was a huge success, and all money raised was used to support our team with tournament fees to attend out of town tournaments as well as overnight accommodation when traveling for multiple games.

If you would like to help support our team with a donation, please contact:

Carrie Danczak – 250-320-6094

Lynnette Kies – 250-319-8110

Cheryl Senger – 250-463-5789

We value the support of our friends in the community local and far.

Thank you for your time and your support.

Carrie Danczak for

Chase Minor Hockey Bantam Broncos



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: November 22, 2018
RE: Chase Hamper Society – Request for Grant-in-Aid

ISSUE/PURPOSE

The Chase Hamper Society has requested the use of the Community Hall (various rooms) on a number of dates for the filling and distribution of the Christmas Hampers and operating the Toy Shop.

As has been recently discussed by Council, while a grant-in-aid policy has not yet been fully developed and brought forward for Council consideration, Council has discussed the importance of treating all entities in Chase that apply for funding assistance equitably – that is, requiring the same information from all entities to accompany their requests for funding.

OPTIONS

1. Request the Chase Hamper Society provide financial information to Council in conjunction with their request for a grant-in-aid to cover the costs of the Community Hall prior to a decision being made about the grant.
2. Provide a grant-in-aid to cover the some or all of the costs associated with the specific Hall uses for the Christmas Hamper initiative.
3. Require the Society to pay all the costs (at not-for-profit rates) associated with their use of the Hall.

DISCUSSION

The Chase Hamper Society, like so many other not-for-profit community service organizations in Chase, provides a valuable service to a segment of the local area's population. The Hamper Society requires additional space over and above their lease area during the weeks leading up to Christmas.

The Village's fees and charges bylaw, specifically applicable to the Community Hall, states that in the case where the Community Hall is booked and used by a non-profit entity, non-profit rates apply.

The Hamper Society's request for usage and associated *not-for-profit* usage rates are as follows:

Main Hall

November 13, 2018	2 hours	Non-Profit Rental Rate	\$40
November 26, 2018	2.5 hours	Non-Profit Rental Rate	\$60
December 10, 2018	3.5 hours	Non-Profit Rental Rate	<u>\$80</u>
			\$180

Room C

November 12 through December 19, 2018 – exclusive use – Non-Profit Rental Rate – \$2280

Rooms A & B, Kitchen

December 16-19, 2018 – exclusive use – Non-Profit Rental Rate - \$700

FINANCIAL IMPLICATIONS

Earlier in 2018, the Hamper Society requested from Council and was granted \$630 to cover the cost of their annual lease for their year-round exclusive use of a portion of the Community Hall.

The non-profit rates for Community Hall usage is a reduced rate to assist not-for-profit users. In the current case, the total grant-in-aid request is valued at \$3160. Council's grant-in-aid budget has approximately \$5800 remaining for 2018.

Other grants awarded this year include:

- Citizens on Patrol - \$1500
- Team Chase - \$250
- Chase Lions – 50th year dinner - \$250
- Working Together Pow Wow - \$250
- Chase Literacy Program - \$500
- Kamloops YMCA-YWCA – Youth at Risk Program - \$600
- Cops for Kids - \$200

POLICY IMPLICATIONS

It is not disputed that the Hamper Society provides a valuable service to the community, as do a wide variety of other service groups such as the Lions Club, Chase Rotary, Citizens on Patrol, Creekside Seniors, the Chase Branch of the Legion, Team Chase, Chase Literacy Program and a number of others.

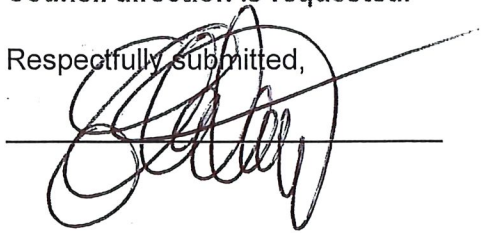
The current rental rates for the Community Hall reflect a lower cost for not-for-profit groups, recognizing the contributions these groups make to our community.

Council may wish to request financial information from the Hamper Society before considering providing a grant-in-aid.

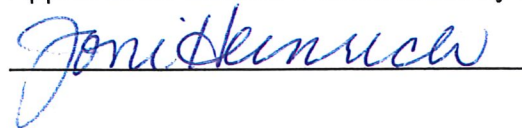
RECOMMENDATION

Council direction is requested.

Respectfully submitted,



Approved for Council Consideration by CAO



Chase Hamper Society
PO Box 137
Chase, BC
VOE 1M0

November 2, 2018



Dear Mayor and Council,

The Chase Hamper Society is writing to request a grant in aid for the use of the main hall, Rooms A, B, C and the kitchen for the filling and distribution of the Christmas Hampers and operating the Community Toy Shop to members of the community.

Main Hall

November 13, 2018 5-7pm

November 26, 2018 12:30-3pm

December 10, 2018 4:30-8pm

This room is used to register families in need of a Christmas Food Hamper. We pack approximately 160 hampers each year.

Room C – November 12-December 19, 2018

This room gets set up and has to stay set up for the duration of this time to facilitate the Chase Community Toy Shop. This allows parents and grandparents, who have custody of their grandchildren, to access brand new toys for their children when they register for a Christmas Hamper. We gift over 100 children each year. This toy shop is made possible by the generous donations of toys from the community.

Rooms A & B, Kitchen

December 16-19, 2018

These are the rooms we use to set up, fill and distribute the Christmas Food Hampers. The kitchen is used to keep us full of caffeine to get the job done and to feed our volunteers lunch.

Once again, we are asking for a grant in aid to cover the costs of supporting the community and helping everyone provide the best possible Christmas for their families.

Thank you for your support. We look forward to hearing from you.

Sincerely,

Brandi Nakazawa, Chair
Chase Hamper Society

NOT FOR PROFIT USERS
Schedule "H" to
Village of Chase Fees and Charges Bylaw No. 820 - 2016

RENTAL FEES:

Upper Hall – Day*	125.00 (maximum 8 hours)
Upper Hall – Half Day*	82.50 (maximum 5 hours)
Upper Hall – Hourly*	20.00 per hour
Dance/Entire Hall	300.00 (from 5:00 p.m. Friday to 5:00 p.m. Sunday)
Memorial / Funeral	37.50 per event
Room A - Day	75.00 (maximum 8 hours)
Room A - Half Day	50.00 (maximum 5 hours)
Room A - Hourly	12.50 per hour
Room B - Day	60.00 (maximum 8 hours)
Room B - Half Day	42.50 (maximum 5 hours)
Room B - Hourly	10.00 per hour
Room C - Day	60.00 (maximum 8 hours)
Room C - Half Day	42.50 (maximum 5 hours)
Room C - Hourly	10.00 per hour
Kitchen (dishes only)	25.00 per event
Full Kitchen (downstairs)	40.00 per event
Table Cloths**	No Charge
Chair Linen**	No Charge
PA System	No Charge
Audio Visual Equipment	No Charge

* Includes use of bar at no additional charge

**A charge Of \$5.00 per linen / cloth will apply if they are unreasonably soiled

Events that do not have a cover charge and are for the sole benefit of residents of the community (Remembrance Day, Pancake Breakfasts, Children's Health Fair, etc) will not be required to pay to use the Hall, however, normal booking procedures will apply. These requests will be approved at the discretion of Senior Management.

ADDITIONAL FEES:

Damage Deposit	No Charge
Key deposit	50.00 per event or 25.00 per key for long term users
Cleaning Charges	60.00 per hour plus 15% administration fee (in the event users do not clean to the standard discussed in the initial walkthrough)

CANCELLATION FEES:

More than 30 days before event	No Charge
15 – 30 days before event	No Charge
Less than 15 days before event	10% of total charge

The Chase Lions Club use of the Hall for Bingo, meetings in Room B and storage of supplies is covered under a separate agreement. Other users groups utilizing storage is also covered under a separate agreement.

6th Annual First Nations Hockey and Skate Day

Art Holding Arena, Chase B.C. January 1st 2019

First Nations Hockey and Skate day is 10 hours of ice time at Art Holding Arena focused on creating a place for families to gather. It is a day to create friendships, reunite friendships, have fun, get in some exercise, and to be in a healthy and positive environment. It also gives Parents/Caregivers an opportunity to encourage their children to try skating for the first time or just play a game with no stress of having to win. It gives family members who are only home for the holidays a chance to come see family members skate. The last two games of the evening are for Adults 19 years and older the first being a mixed game of "Woman & Old timers" and the second being the "Blades Winter Classic Game, Blue VS White"

Itinerary:

- 10:00 am – 11:00 pm Hockey Skills & Development, all ages
- 11:00 am – 12:00 pm Public Skating
- 12:15 pm – 1:45 pm 13 years & over game
- 2:00 pm – 3:30 pm 12 years & under game
- 3:45 pm – 5:15 pm Mixed game, Woman & Old Timers
- 5:30 pm – 8:00 pm Blades Blue VS White game

Door Prize tickets will be given out to the spectators during the Blades game, the winner must be in attendance to win. There will be a loonie auction table and 50 / 50 tickets sold throughout the day with 100 % of proceeds going directly to the "All Native Youth Hockey Teams"

The event is organized by 2 volunteers who book the facility, send out posters to community, assign the volunteers tasks, and make sure everything is running on time, schedule referee's, buy the door prizes. There is no committee to organize any fundraiser events to help pay for this event therefore we would like to request a **monetary donation of \$1300.00** from your organization to help pay for the total cost.

	Cost
"13" 12 years and under participation prizes 1 x one piece composite stick & 15 prizes valued at \$15 each	\$ 520
"13" 13 years and over participation prizes 1 x one piece composite stick & 15 prizes valued at \$15 each	\$ 520
mixed game, Woman and Old Timers participation prize 1 x one piece composite stick & 10 prizes values at \$10	\$ 500
Blades Blue vs White participation prize 1 x one piece composite stick & 10 prizes values at \$10	\$ 500
Fan Door Prizes 5 x \$150 Gift Certificates	\$ 750
Referee costs	\$ 360
10 hours of ice time at Art Holding Arena	\$ 1000
TOTAL COSTS	\$ 4150

Previous years have turned out to be huge successes and would not have been possible without the support of the local organizations, the participants had fun on and off the ice, the parents and spectators enjoyed watching and visiting in the stands. As people left the rink they complimented us on how smooth the day went and how efficient everything was run, they also had the suggestion of the woman's and old timer's game. I hope we can count on your contribution to keep this annual gathering of young athletes going because as you can see the cost of this day is quite a bit however it is going back out to the players / fans / cost of referees and the facility cost.

Every year we take the time to honor groups or individuals for their accomplishments past or present (within sports), therefor if you have an item or items that your company would like to donate as part of this honorarium or even if you have a basket for the prize table that would be greatly appreciated as well.

Monetary Donations can be made out to "Chase Blades Hockey Club" (The Chase blades are graciously letting us use their bank account to cash the cheques as we do not have a bank account set up) Shawn/Bernice can pick up the cheque from your organization.

Shawn and/or Bernice would be more than happy to meet with your organization if you need more clarification on anything.

Please contact one of us by December 7th 2018, 4:00pm to let us know if you can make a financial donation towards this day so we can proceed with the bookings and purchasing of items. It would be greatly appreciated if all donations could be received by December 15th at the very latest so we can have the ice costs paid for before the event and have all the prizes available the day of the event.

We, and the youth look forward to your support and Thank you in advance.

Event organizers (volunteers) :

X Shawn Billy

Shawn Billy
Cell: (250) 572-2924

X Bernice August

Bernice August
Cell: (250) 851-5790