



AGENDA

Regular Meeting of the Council of the Village of Chase
To be held virtually on
Tuesday, December 22, 2020 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

“THAT the December 22, 2020 Village of Chase Regular Council meeting agenda be adopted as presented.”

3. ADOPTION OF MINUTES

3.1 Special Meeting held November 16, 2020

Pages 1-2

Resolution:

“THAT the minutes of the November 16, 2020 Special Meeting of Council be adopted as presented.”

3.2 Regular Meeting held December 8, 2020

Pages 3-6

Resolution:

“THAT the minutes of the December 8, 2020 Regular Meeting of Council be adopted as presented.”

4. PUBLIC HEARINGS

None

5. DELEGATIONS

5.1 Chase RCMP – Annual Report

Sgt. Kennedy will provide Council the Chase RCMP detachment's annual report

6. PUBLIC INPUT ON CURRENT AGENDA ITEMS

This opportunity is for members of the gallery to provide input on items on this Agenda

7. REPORTS

a) Mayor and Council Reports

8. UNFINISHED BUSINESS

8.1 Development Variance Permit – 1233 Bay Drive

Pages 7-15

Report from the Corporate Officer

Recommendation:

Council direction is requested

- 8.2 Notice of Motion from Councillor Torbohm – Complaint Resolution Pages 16-17
Memorandum from the Corporate Officer

Recommendation:

“THAT the complaint form be updated to provide all complainants the opportunity to request feedback as to the status of a file.”

- 8.3 Notice of Motion from Mayor Crowe – Strategic Planning Reporting
As per a Notice of Motion put forward by Mayor Crowe at the December 8, 2020 meeting, Council is being asked to provide direction to Administration regarding publishing all the achievements contained in Council's Strategic Plan.

Recommendation:

Council direction is requested

- 8.4 Employment Contracts Pages 18-19
Report from the Corporate Officer

Recommendation:

“THAT Council approve of the respective contract agreement renewals for Caretaker, Animal Control Officer, and Bylaw Enforcement Officer.”

- 8.5 Lions Letter of Appreciation Page 20
Letter from Jeanne Talbot, President, Chase Lions Club

Recommendation:

“THAT the letter of appreciation from Jeanne Talbot, President, Chase Lions Club, regarding their long-term lease of the RV Park, be received for information.”

9. NEW BUSINESS

- 9.1 Development Permit #2020-1, 116 MacPherson Street Pages 21-34
Report from the Corporate Officer

Resolution:

“THAT Development Permit DP2020-1 be approved.”

- 9.2 2021 Grant in Aid Requests Pages 35-91
Report from the CFO

Resolution:

Council direction is requested

9.3 Investing in Canada Infrastructure Program - Grant Application Pages 92-93
Report from the CFO

Resolution:

“THAT staff submit an application for grant funding to support the Community Hall Roof Replacement project through the Investing in Canada Infrastructure Program –British Columbia-COVID-19 Resilience Infrastructure Stream intake; AND,

THAT Council supports the project and commits to its share (\$0) of the project, and the Village of Chase will be responsible for all project cost overruns and ineligible expenditures; AND,

THAT the Village of Chase will provide overall grant management for the project.”

10. NOTICE OF MOTION

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

12. IN CAMERA

None

13. RELEASE OF IN CAMERA ITEMS

14. ADJOURNMENT

Resolution:

“THAT the December 22, 2020 Village of Chase Regular Council meeting be adjourned.”



Minutes of the Special Meeting of the Council of the Village of Chase
held at the **Chase Fire Hall, 810 Okanagan Avenue**
on Monday, November 16, 2020 at 5:00 p.m.

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

Public Participants: 0

1. CALL TO ORDER

Mayor Crowe called the meeting to order at 5:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Torbohm

**"THAT the November 16, 2020 Village of Chase Special Council agenda be adopted
as presented."**

CARRIED

#2020/11/16_001

3. ADOPTION OF MINUTES

None

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

None

7. REPORTS

None

8. **UNFINISHED BUSINESS**
None

9. **NEW BUSINESS**
None

10. **NOTICE OF MOTION**
None

11. **RELEASE OF IN CAMERA ITEMS**
None

12. **IN CAMERA**
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT Council recess to an In Camera meeting pursuant to Section 90 (2) (c) labour relations or other employee relations." **CARRIED**
#2020/11/16_002

13. **ADJOURNMENT**
Moved by Councillor Scott
Seconded by Councillor Maki
"THAT the November 16, 2020 Village of Chase Special Council meeting be adjourned." **CARRIED**
#2020/11/16_003

The meeting concluded at 6:06 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



Minutes of the Regular Meeting of the Council of the Village of Chase
held at the Chase Community Hall, 547 Shuswap Avenue on
Tuesday, December 8, 2020 at 4:00 p.m.

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

In Attendance: Joni Heinrich, Chief Administrative Officer
Sean O'Flaherty, Corporate Officer
Joanne Molnar, Chief Financial Officer
Joe Matias, Manager of Public Works
Brian Lauzon, Fire Chief

Public Participants: 0 as per Provincial Health Orders

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

Moved by Councillor Scott

Seconded by Councillor Lauzon

"THAT the December 8, 2020 Village of Chase Regular Council meeting agenda be adopted as presented."

CARRIED

#2020/12/08_001

3. ADOPTION OF MINUTES

3.1 Minutes of the Regular meeting of Council held November 24, 2020

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the minutes of the November 24, 2020 Regular Meeting of Council be adopted as presented."

CARRIED

#2020/12/08_002

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

6.1 Housing Needs Assessment Report

Mr. Dylan Houllihan, Urban Systems Ltd., presented Chase's Housing Needs Assessment report

6.2 Chase and District Curling Club

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT item 6.2 be deferred; AND,

THAT the delegation from the Chase and District Curling Club be invited to appear as a delegation at the December 22, 2020 Regular meeting where the public will be permitted to attend."

CARRIED

#2020/12/08_003

7. REPORTS

a) Mayor and Council Reports

Mayor Crowe

- November 25, 26 – Attended the TNRD Strategic Planning meeting in regard to Regional Economic Development
- November 27 - Attended a Zoom meeting with our MLA Todd Stone
- December 7 - CAO Heinrich and I attended a meeting with Adams Lake Indian Band Chief Clifford Arnouse and his Administrator and Public Works manager to discuss the sewage agreement the band has with the Village of Chase
- December 7 - Attended the BC Interior Community Foundation \$21,810 cheque presentation to the Chase Hamper Society that will be used to upgrade the Community Hall kitchen

Councillor Lauzon

- December 3 – Decorated the Community Christmas Tree with the Chase Fire Rescue department
- Working on sourcing funds to repair the clock tower in 2021
- December 4 – Virtual light-up of the Chase Community Christmas Tree
- December 5 – Assisted with the Food Bank's Drive-thru Food Drive
- December 7 - Attended the BC Interior Community Foundation \$21,810 cheque presentation to the Chase Hamper Society that will be used to upgrade the Community Hall kitchen

Councillor Maki

No Report

Councillor Scott

No Report

Councillor Torbohm

- November 27 – Attended TNT Liquidation and welcomed the owners to the community
- November 29 – Met with a citizen to discuss a complaint that was unresolved, involving the Village
- November 30 – contacted staff and dealt with staff and the issue was cleared up
- December 2 – Attended a virtual Shuswap Round Table meeting
- December 4 – Attended the Museum Christmas Store and helped decorate the Village's Christmas tree
- December 5 – Volunteered at the Chase Christmas Hamper Society taking in food donations
- December 7 - Volunteered at the Chase Christmas Hamper Society to give out the food donations
- Going to discuss the Memorial Park boat launch problems with Joe Matias
- Read and respond to emails where required
- Communicate with staff when necessary
- Reviewed agenda, respond to citizen inquiries

b) Staff Reports

Reports from the CAO, Corporate Officer, CFO, Manager of Public Works and Fire Chief were included in the agenda package.

Moved by Councillor Torbohm

Seconded by Councillor Scott

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

CARRIED

#2020/12/08_004

8. **UNFINISHED BUSINESS**

8.1 Housing Needs Assessment Report

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Council adopt the Housing Needs Assessment Report."

CARRIED

#2020/12/08_005

8.2 Commercial Business Fire Code Inspections

Moved by Mayor Crowe

Seconded by Councillor Maki

"THAT Village of Chase Fire Department Establishment and Regulation Amendment Bylaw No. 894-2020 be adopted."

CARRIED

#2020/12/08_006

8.3 Fees & Charges Amendment Bylaw

Moved by Councillor Torbohm

Seconded by Councillor Lauzon

"THAT Village of Chase Fees and Charges Amendment Bylaw No. 895-2020 be adopted."

CARRIED

#2020/12/08_007

8.4 Covid-19 Public Health Officer Updates – Community Hall, Creekside Centre

Moved by Mayor Crowe

Seconded by Councillor Scott

"THAT the December 22, 2020 Regular meeting be held virtually; AND,

THAT the access code to the meeting be well advertised to the public."

CARRIED

#2020/12/08_008

Moved by Councillor Torbohm

Seconded by Councillor Scott

"THAT the Chase Community Hall, and the Chase Creekside Seniors Centre, be closed to all activities except meetings until January 8, 2021."

CARRIED

#2020/12/08_009

8.5 Skatepark Lighting – Chase Lions Proposal

Moved by Councillor Lauzon

Seconded by Councillor Maki

"THAT the Manager of Public Works be directed to coordinate the installation of lighting at the Centennial Park Skatepark with the Chase Lions Club who have committed to paying for the project."

9. NEW BUSINESS

9.1 2021 Council Appointments

Moved by Mayor Crowe

Seconded by Councillor Torbohm

"THAT the 2021 Council Appointments be adopted as amended by rotating forward the respective Acting Mayor dates for Councillors, and by adding Councillor Maki as the Chase Tourism liaison."

CARRIED

#2020/12/08_010

9.2 2021 Council Meeting Schedule

Moved by Councillor Torbohm

Seconded by Mayor Crowe

"THAT the 2021 Council meeting schedule be adopted as presented."

CARRIED

#2020/12/08_011

9.3 FCABC Road Rescue Grant Opportunity

Moved by Councillor Lauzon

Seconded by Councillor Torbohm

"THAT Administration be directed to apply for the FCABC Road Rescue Grant opportunity."

CARRIED

#2020/12/08_012

10. NOTICE OF MOTION

10.1 Notice of Motion from Mayor Crowe

Mayor Crowe's motion is to direct Administration to report out all the achievements from the Council's Strategic Plan.

10.2 Notice of Motion from Councillor Torbohm

Councillor Torbohm's motion is to set a policy directive that commits Administration to report back to all complainants at the conclusion of a file.

11. IN CAMERA

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT Council recess to an In Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (k), negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public."

CARRIED

#2020/12/08_013

12. RELEASE OF IN CAMERA ITEMS

None

13. ADJOURNMENT

Moved by Councillor Scott

Seconded by Mayor Crowe

"THAT the December 8, 2020 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2020/12/08_014

The meeting concluded at 7:10 p.m.

Rod Crowe, Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: 11 December, 2020
RE: Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006
1233 Bay Drive

ISSUE/PURPOSE

To obtain Council's approval for a Development Variance Permit which varies development regulations.

OPTIONS

1. **Authorize issuance of Development Variance Permit #2-2020.**
2. **Deny issuance of the permit thus denying the property owner an extension to their garage.**

BACKGROUND

The applicant, owner of the property at 1233 Bay Drive has applied to vary the allowable maximum size of an accessory building. The maximum size of an accessory building is **65 m²** according to the zoning bylaw, and the application requests a variance to allow an addition to a garage with a total size of **125 m²**.

Previous to this application, in 1999 the applicant applied for and was granted a variance to increase the size of the same accessory building from **65 m²** to **72.5 m²**. Only an approved variance to the maximum size of an accessory building regulation in the zoning bylaw would allow the project to proceed.

DISCUSSION

This is an unusual 'stacked' variance situation where a variance has been previously issued on the same accessory building and now an additional variance is requested.

Council should conclude that the variance is minor; that the variance does not result in the inappropriate development of the property, adversely affect the natural environment, substantially affect the use and enjoyment of adjacent land now and in the future.

Council can also leverage variance applications to assess the value of having restrictive or permission bylaw regulations. Regulations should reflect what's in the best interest of the overall community, and have a set of rules that apply to all. And while Council has the utmost discretion in considering applications to vary certain requirements of zoning bylaws, variances should be reserved only for exceptional circumstances to avoid setting precedence. Otherwise, variances, or similarly spot zoning creates a patchwork of what's allowed, blurs the certainty of zoning regulations and becomes a tracking management issue.

Attached to this report are:

- DVP #2-2020
- Site Plan
- Property Referral Map
- Submitted Referral Letters

REFERRALS

Notifications were 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. As of the date of this report, zero (0) written responses have been received from any potentially affected property owner, however two (2) support letters were included with the application.

FINANCIAL IMPLICATIONS

None

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, and whether or not granting the variance will set a precedence.

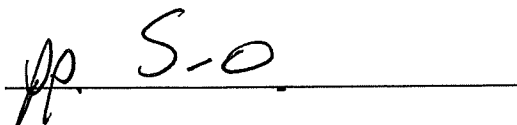
RECOMMENDATION

Council direction is requested

Respectfully submitted,



Approved for Council Consideration by CAO





VILLAGE OF CHASE

Development Variance Permit No. 2-2020

Authorizing resolution of the Council of the Village of Chase passed at its Regular Meeting on the ____ Day of ____, 2020.

- 1.0 LEGAL DESCRIPTION
L 4 PL 18124 DL 517
PID 008-312-940

CIVIC ADDRESS
1233 Bay Drive
Chase, BC

- 2.0 HOLDER & ADDRESS
BERRIGAN, RICHARD P AND BERRIGAN, LORI L
PO Box 497
Chase, BC
VOE 1M0

- 3.0 CONDITIONS TO BE VARIED OR SUPPLEMENTED:

- 3.1 Village of Chase Zoning Bylaw No. 683 - 2006 and amendments thereto states:

6.14 Regulations

On a parcel located in an area zoned as R-1, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in the table below in which column I sets out the matter to be regulated and column II sets out the regulations.

Maximum floor area for accessory use building 65 m²

Variance to Regulations

Section 6.14 is hereby varied by way of development variance permit to allow an increase to the maximum floor area of an accessory use building from **65 m²** to **125 m²**.

- 4.0 SECURITY REQUIRED: _____ YES X NO

- 5.0 GENERAL NOTES:

- 5.1 This Development Variance Permit is issued subject to all of the Bylaws of the Village of Chase applicable thereto, except as specifically varied or supplemented by this Permit.

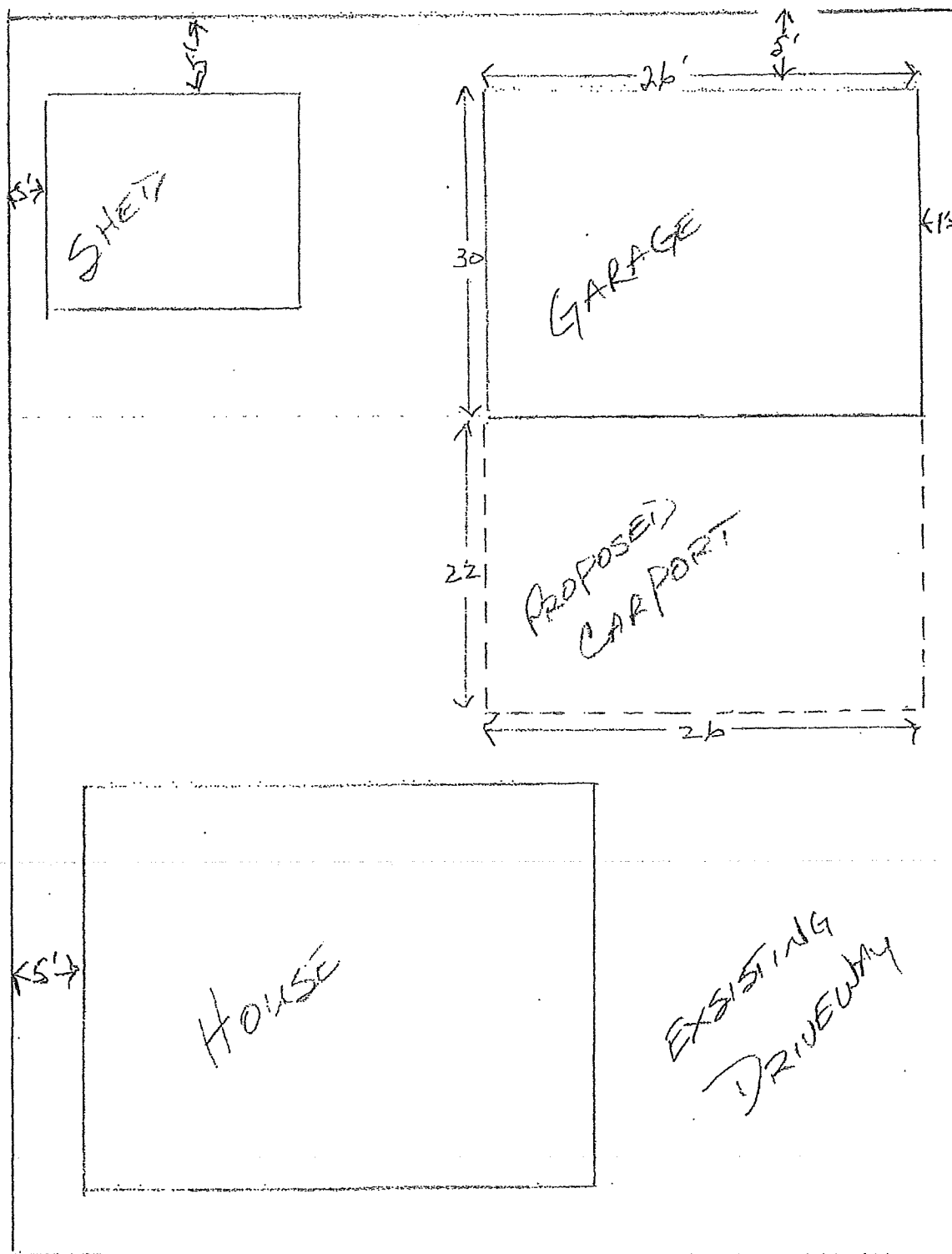
5.2 This Permit applies to and only to those lands within the Village of Chase described in 1.0 above.

5.3 This Permit is not a Building Permit.

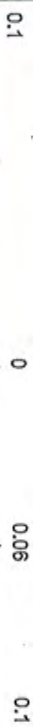
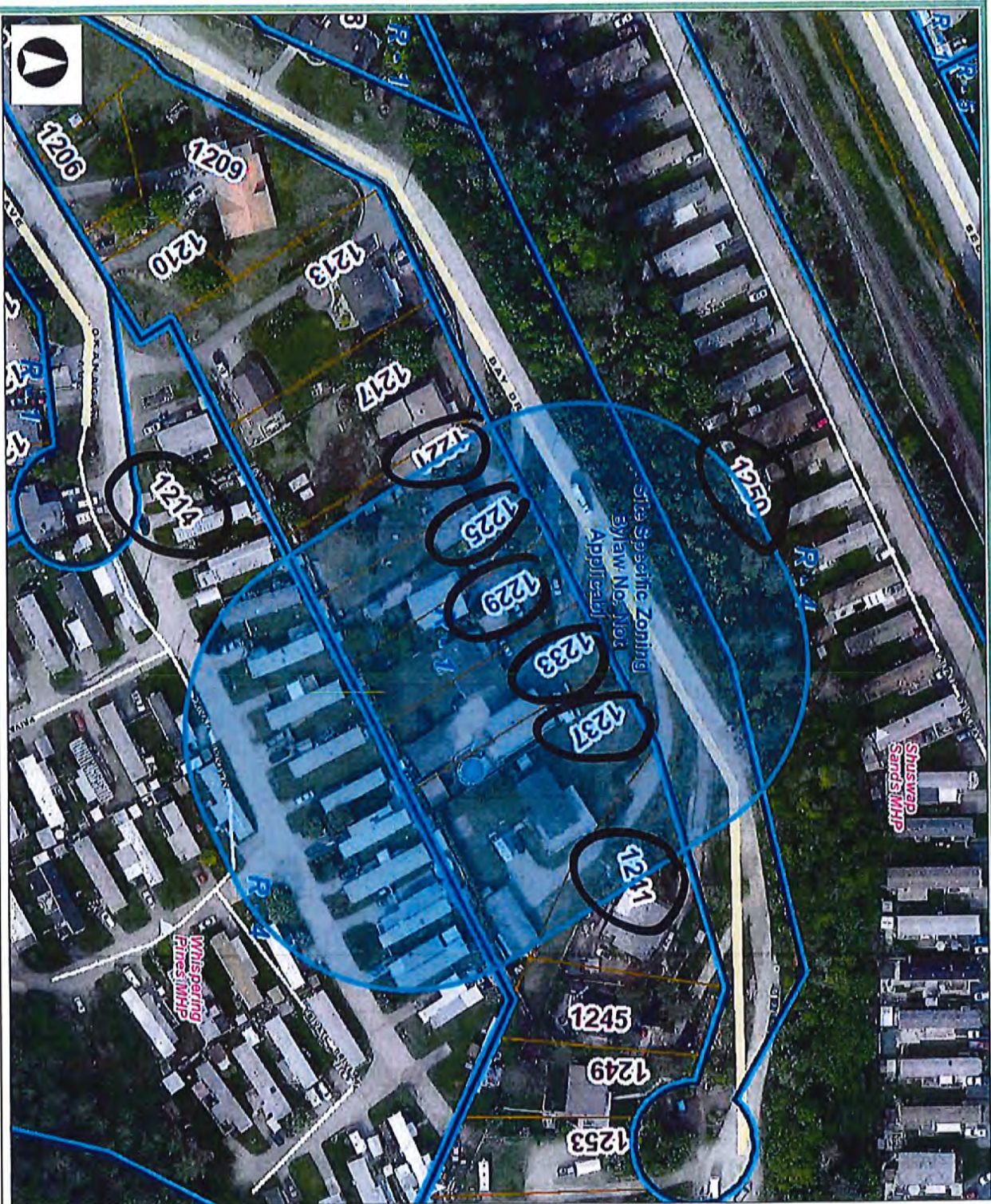
6.0 APPROVAL REQUIRED BY MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE:

_____ YES X NO

Approved by Village of Chase Council on the ____ Day of _____, 2020.



SITE PLAN



1:2,257
Kilometers

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere
November 17, 2020

THIS IS NOT A LEGAL SURVEY PLAN. This map is a user generated static output from the Thompson-Nicola Regional District Internet 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.



Legend

- Site Specific Zoning
- Zoning Outline
- Library Services
- Library
- Mobile Library
- Waste Disposal and Recycling
- Eco-Depot
- Recycle Depot
- Product Stewardship Depot
- Landfill
- Transfer Station
- Septage Pit
- Emergency Services
- Police Station
- Ambulance Station
- Fire Station
- Hospital
- Local Authority Office
- Facility
- Other
- Cemetery
- Community Hall
- Education



Author:

October 22, 2020

Village of Chase

Box 440 826 Okanagan Ave.

Chase B.C. V0E1M0

Mr. Sean O'Flaherty RPP

Corporate Officer

Rick Berrigan

Box 497 1233 Bay Drive

Chase B.C. V0E1M0

Re: Variance on Property Lot 4 DL 517, KDYD 18124

1233 Bay Drive0-

Sir;

I'm writing this letter requesting a Variance on my Property to attach a carport to the existing garage. The reason for this is so I can be able to have my vehicles under cover and out of the elements. It will also help with less snow removal. Further speaking with you about putting up a free standing carport in front of garage I went to do measurements on post placements and realized this could not be done, as there is utilities below ground where the posts would have to go. I also feel this addition will only add to the look of the building and in no way hinder nor be an obstruction. I have spoken with my neighbors and they are in agreement it would add to the look. I have attached letters from my adjacent neighbors with their comments I hope this is explanation is suitable along with the drawings and my variance application is what you are needing. If you require further do not hesitate to call me at 250-318-1318.

Thank you for your time.

Sincerely,

Rick Berrigan

To whom it my concern.

I Bill Currie of 1229 Bay Drive have no issues with my neighbour Rick & Lori Berrigan wanting to build a Carport addition from they're garage.

Bill Currie



UOT 22-2020

IT IS MY UNDERSTANDING, THAT
RICK BERRICAN RESIDING AT 1233
BAY DR CHASE B.C. UOE-1MO,
WOULD LIKE TO DO AN EXT. ENCLAV
TO HIS CURRENT GARAGE. RICK HAS
SHOWN ME WHAT HE IS DOING.
AND I HAVE NO OBJECTION TO
HIS PLAN'S.

Bill Banting
1237 - BAY DR CHASE
B.C. UOE-1MO
250 574 2797



VILLAGE OF CHASE

Memorandum

Date: December 11, 2020
To: Mayor and Council
From: Corporate Officer
RE: Complainant Feedback

At the December regular meeting, Councillor Torbohm provided a Notice of Motion to require, through policy, that all bylaw complainants receive a call at the conclusion of a file.

Administration believes that the situation that precipitated to the Notice being brought forward was isolated and there is anecdotally no other similar situation in recent memory.

Administration take citizen communications seriously and therefore in the interest of perpetually improving our internal processes we have updated our complaint form to reflect a feedback loop to complainants. Any person who collects complainants' information will now be required to ask if they require a follow-up.

In speaking with staff who collect complaints it is most common that complainants just wanted to bring something to our attention, do not want to be involved, and rarely require a feedback call.

We feel that this internal procedure solution addresses the concerns of the Councillor.

OPTIONS:

- Council could choose to implement a policy

Recommendation:

THAT the complaint form be updated to provide all complainants the opportunity to request feedback at the conclusion of a file.

Respectfully submitted,

VILLAGE OF CHASE – COMPLAINT FORM

Complaint Directed To: ☐ BEO ☐ Animal Control Officer ☐ Public Works Foreman ☐ Administrator

Date: _____ Time: _____ Taken By: _____ Complaint File #: _____

Counter (In Person): _____ Telephone: _____ Mail: _____ Village Staff: _____

Complainant's Surname: _____ First Name: _____

Street AND Mailing Address: _____

Phone Number: _____ Email (optional): _____

Complainant Requests Notifications of Action/Status: YES _____ NO _____

Complaint: _____

Subject's Surname: _____ First Name: _____

Street Address: _____

Telephone (Home): _____ Telephone (Office): _____

Date	Time	Action Taken

Is This Complaint Resolved: ☐ Yes ☐ No ☐ Ongoing

Date Concluded: _____ Authorized Signature: _____

Note: Anonymous complaints will not be accepted.



Village Of Chase

Administrative Report

TO: Mayor and Council

FROM: Corporate Officer

DATE: 15 December 2020

RE: Employment Contract Renewals

ISSUE/PURPOSE

To renew the contracts with the 3 contracted positions.

OPTIONS

1. Approve the contractors and renewal of the contracts
2. Do not renew the contract(s)

HISTORY/BACKGROUND

In 2019, Administration was directed by Council to sunset the contracts of all 3 positions only for the purposes of fairness and transparency. The objective was to allow the positions to be publicly posted so everyone interested in working for the Village in one of these capacities could have an opportunity to compete for the job.

Following the closing of the postings, and with no new applications, the Corporate Officer met individually with each of the contracted staff and all 3 indicated their desire to continue their current roles, and indicated their commitment to providing a high level of service to the community of Chase.

Caretaker Contract

The caretaker contract is with Mop 'N Glo, for cleaning services of the Community Hall and the Municipal Office at \$3,000 per month, and the term of contract is January 1, 2021 through December 31, 2022 (2-year term).

Administration is satisfied with the current contractor and supports entering into a renewal agreement.

Bylaw Enforcement Officer

The Bylaw Enforcement Officer contract is with Richard Waugh, for \$27.00/hr. and the term of contract is January 1, 2021 through December 31, 2021 (1-year term).

Administration is satisfied with the current contractor and supports entering into a renewal agreement.

Animal Control

The Animal Control contract is with Walter Marx, for \$19.50/hr. and the term of contract is January 1, 2021 through December 31, 2022 (2-year term).

Administration is satisfied with the current contractor and supports entering into a renewal agreement.

Note: Regardless of the term, all contracts have a 30-day termination clause.

DISCUSSION

Contractors are paid under the terms of their respective agreements. Council could consider increasing or decreasing service levels of the contracted functions during budget deliberations which would affect financials. Currently Bylaw Enforcement services are budgeted to pay for about 12 service hours per week, and the Animal Control budget pays for about 10 service hours per week. The Caretaker services agreement is based on prescribed duties and paid monthly.

FINANCIAL IMPLICATIONS

These contracted positions are included in both the Operational and 5 year Financial Plan.

POLICY IMPLICATIONS

The contracting of these 3 positions is permissible based on the Collective Agreement between the Village and CUPE Local 900.

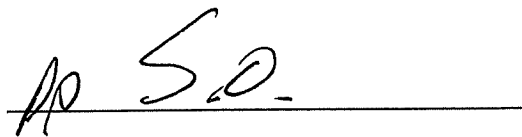
RECOMMENDATION

“THAT Council approve of the respective contract agreement renewals for Caretaker, Animal Control Officer, and Bylaw Enforcement Officer.”

Respectfully submitted,

A handwritten signature consisting of several overlapping loops, written in dark ink.

Approved for Council Consideration by CAO

A handwritten signature that appears to read 'AP S.O.', written in dark ink.



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

December 7, 2020

Dear Mayor Crowe, and Members of Council,
I am writing on behalf of the Chase Lions Club to thank you for you recent reconsideration of the RFP process for the Chase Lion's RV Park. Your decision to rescind this process has taken a huge stressful burden off the shoulders of our Club members.

As we presented to Council and the community, we do give back the majority of our earnings from the RV Park to the community, in helping the needy as well as working with you, The Village, to implement new improvements to our community.

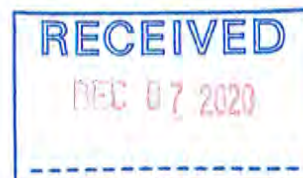
We as a Club are trying to rebuild, acquire new members, encourage young adults to join and become involved, not just in our club, but in our community as a whole.

At some point, a new lease agreement, with the new length of term will need to be completed, we look forward to signing that and making it official.

The Chase Lions Club, and its members, look forward to working with you. Working together we can do great things.

Respectfully,

Jeanne Talbot
President
Chase Lions Club





VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: 17 December 2020
RE: Development Permit DP2020-1, 116 MacPherson Street

ISSUE/PURPOSE

To obtain Council's approval for DP2020-1.

OPTIONS

1. **Approve DP2020-1**
2. **Deny DP2020-1**

BACKGROUND

The owner of 116 MacPherson Street applied for a development permit for geotechnical and is a requirement before development can occur on the lands.

DISCUSSION

Attached to this report are:

- Application
- Property Information Report
- Development permit requirements as per OCP Bylaw 635-2002
- Development Permit DP2020-1

REFERRALS

As per Division 7 of the *Local Government Act* no external referrals are necessary. Internal referrals with Public Works and Chase Fire Rescue will occur as it pertains to a Building Permit.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

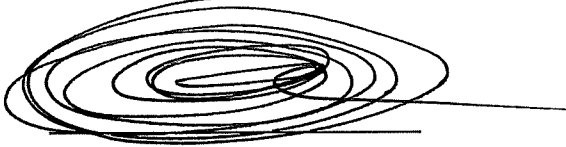
The Village's development permitting policy is contained in Official Community Plan Bylaw 635-2002.

Pursuant to the provisions in the *Local Government Act*, a local government may, by resolution, issue a development permit, in respect of the land covered in the permit.

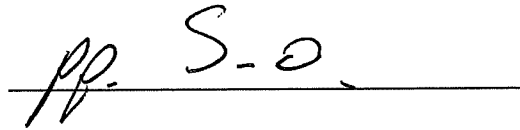
RECOMMENDATION

"THAT Council approve Development Permit DP2020-1."

Respectfully submitted,

A handwritten signature consisting of several overlapping loops, written in black ink on a horizontal line.

Approved for Council Consideration by CAO

A handwritten signature that appears to read 'P. S. O.', written in black ink on a horizontal line.

VILLAGE OF CHASE

Application for Permit

(please check one)

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

PAID
Rec'd

PAID \$500
16 Dec 2020
R# 118954

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

CHASE EQUIPMENT & SUPPLY LTD

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

JOH CAVERS, BOX 1135, CHASE 250 852 2274

3. Legal description and Property Identification Number of subject property

EPD 89734 LOTA DLS17 KBYD, PID 030-703-352

4. Approximate area of subject property

0.45 H

5. Existing use of subject property

VACANT

6. Existing use of adjacent property

R-1 & vacant

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

SEE ATTACHED GENERAL PLAN FOR 32 UNITS.

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

J. Cavers

Signature of Owner or Agent

Dec. 9/2020

Date

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



Property Information Report

Report Generated On: December 16, 2020 10:30:15 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

116 MacPherson St

Parcel Description & Location

[More Details](#)

Legal Description:

LOT A DISTRICT LOT 517 KAMLOOPS DIVISION YALE DISTRICT
PLAN EPP89734

District Lot:

517

Land District:

KDYD

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

Square Meter:

4449.25

Acre:

1.099

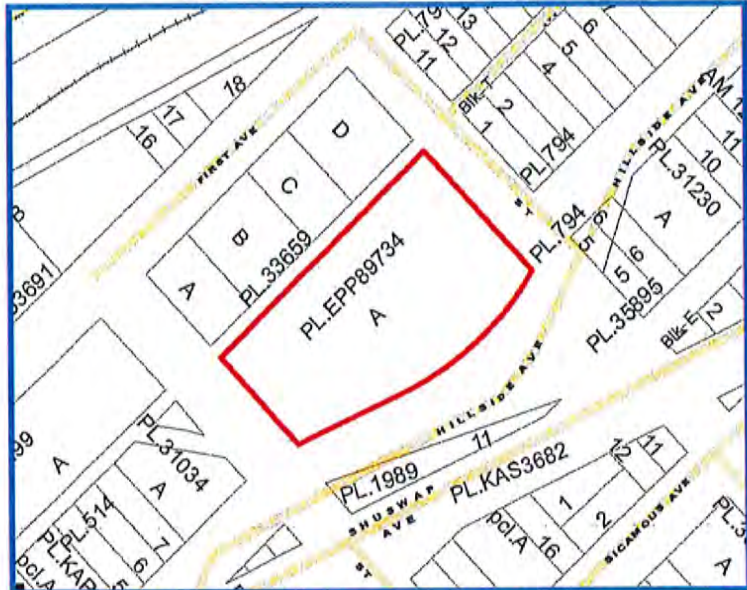
Hectare:

0.445

Community: Chase

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: Unknown - contact Village of Chase for any future debt.

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

[More Details](#)

Zoning Bylaw: 683

Zoning: R-3

Lakeshore Development Guidelines (Intersect): Yes

Lake Name: Little Shuswap Lake

Lake Classification: Development Lake, Special Case Lake

Fringe Area: N/A

Floodplain Information: Refer to Local Government floodplain regulation.

Site Specific Zoning: Not Applicable

Development Permit Area: Area F.3

Official Community Plan Name: CONTACT LOCAL AUTHORITY

OCF Designation: CONTACT LOCAL AUTHORITY

Agriculture Land Reserve (Intersect): No

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

Post-Wildfire Geohazard Risk Restrictions: Unknown

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:	Completion Date:	Status:
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Type of Construction:

BC Assessment (For enquiries, contact BC Assessment Authority)

[More Details](#)

Folio:	Land Title PID:	Assess Year:	Land:	Improvement:	Property Class:
512.00154.015	030-703-352	2020	\$220,000.00	\$0.00	1-Res

Folio:	Actual Use:	Manual class:
512.00154.015	VACANT RESIDENTIAL LESS THAN 2 ACRES	None

Category

Area F.3 - Residential Development Permit Area 3

- .2.29 This Development Permit Area is designated under the *Local Government Act* regarding the protection of development from hazardous conditions; and establishment of objectives and the provision of guidelines for the form and character of commercial, industrial or multi-family residential development.

Area

- .2.30 Development Permit Area F.3 – Residential 3 as shown on Schedule C - Development Permit Area Map.

Justification

- .2.31 There are two principal justifications for designating Area F.3 as a Development Permit Area. First, the site is subject to hazardous conditions including slope stability. Second, the site has potential for residential development at densities which are higher than those characteristic of surrounding residential uses.

Guidelines

- .2.32 .a Completion of a geotechnical report prepared by a professional engineer describing the slope and soil conditions of the site as they relate to slope stability, and conditions under which development may proceed. Should development proceed, it must be supervised by a professional engineer to ensure compliance with stated conditions.
- .b Registration of identified soil conditions or constraints in the form of a restrictive covenant against each legal parcel may be required by the Village as a means to protect the Village from liability in case of property damage due to slope failure, and to ensure property owners are aware of the slope stability requirements.
- .c Buildings should be designed and sited to minimize the effect on adjacent residential uses through forming the appearance of individual residential units or clusters of units.
- .d Off-street parking should be broken into small groups with visual breaks in landscaping and may be located within the unstable soil setback area.
- .e Plantings, trees, berms and other landscape features should be utilized to integrate the development with the natural setting and surrounding land uses.



VILLAGE OF CHASE

DEVELOPMENT PERMIT DP2020-1

1. This Development Permit is issued subject to all the bylaws of the Village of Chase, except as specifically varied or supplemented herein.
2. This Development Permit applies only to those lands within the Village of Chase described below and any developments thereon:

Permittee: Chase Equipment and Supply Ltd.

Street Address: 116 MacPherson Street

**Legal Description: LOT A DISTRICT LOT 517 KAMLOOPS DIVISION
YALE DISTRICT PLAN EPP89734**

3. The development shall be undertaken in accordance with the terms and conditions of this Permit and the provisions of the Village of Chase Official Community Plan Bylaw No. 635 – 2002, **Development Permit Area "F.3"**.
4. The permittee will ensure that all works, including landscaping, undertaken in any right-of-way, public property, Riparian Area or Agricultural Land Reserve will not be done until all applicable approvals have been granted.
5. The provisions of all applicable codes, legislation and regulations are not otherwise varied by this Permit.
6. This Development Permit is valid for one year unless an extension is granted by resolution of the Village Council. If the permittee does not commence the development permitted under the authority of this Permit within one year from the date of issuance, this Permit shall be deemed to have lapsed.
7. Any application to amend this Permit shall be considered a new application unless specifically authorized by the Village Council.
8. This Development Permit is not a Development Variance Permit.

9. This Development Permit is not a Building Permit.
10. Authorizing resolution of the Council of the Village of Chase passed the ____ day of _____.
11. Permit issued this ____ day of _____, **2020**.

Attachments: Schedule A

Schedule A



December 8, 2020

Mr. Don Cavers
Chase Equipment & Supply Ltd.
116 MacPherson Street
Box 1135
Chase, BC V0E 1M0

Re: KAM-19202214-P Proposed Low Income Housing Project, Chase BC
Geotechnical Assessment

Dear Mr. Cavers:

1.0 INTRODUCTION

As authorized by Mr. Don Cavers of Chase Equipment & Supply Ltd., EXP Services Inc. (EXP) has carried out a geotechnical assessment for the above-noted property into a low income residential housing development in Chase, BC.

This report describes the investigation carried out, presents the results, and provides geotechnical recommendations relevant to residential construction, and site servicing installation, access roads and parking areas. These guidelines are general in nature with the understanding that detailed geotechnical design and construction reviews for each individual residential project will be the responsibility of the geotechnical engineer-of-record for that project.

EXP's assessment has not included investigation directed to environmental, archaeological, geohazard, or global slope stability issues. These issues are outside the scope of EXP's work on this project and are the responsibility of others.

2.0 SITE DESCRIPTION

The proposed site is identified as 116 MacPherson Street and is situated on the corner of Hillside Avenue and MacPherson Street in Chase, BC. To the west and north are residential properties. To the east and south is a steep slope up to Hillside Avenue. The majority of the site is flat to gently sloping with a ground elevation of roughly 354m. The site is outside of the 200-year flood boundary.

We understand the proposed development is to consist of approximately 4 multi-family residential buildings, two of which include 8 units, one with 12 units and one with 4 units. An amenity building will also be constructed.

EXP Services Inc.

Company: Chase Equipment
 Re: Low Income Housing
 Project Number: KAM-19202214-P
 Date: December 8, 2020

4.0 DISCUSSION AND RECOMMENDATIONS

4.1 General

Subject to considerations discussed in the following paragraphs, the site is, from a geotechnical standpoint, considered feasible for development for the proposed low income multi-family housing.

4.2 Slope Stability

Using the provided topographical survey data (Underhill & Underhill – dated July 6, 2020) and the layout and design sections from the architectural drawings (August 12, 2019), EXP carried out a slope stability analysis of the proposed developments slope geometry below Hillside Ave. This analysis was undertaken to assess the long-term stability of the slopes under static and seismic conditions and their potential impact on the proposed residential units.

The stability assessment consisted of a limit equilibrium slope stability analysis using software Slope/W from GeoStudio. Both circular and non-circular failure surfaces were analyzed. Groundwater was assumed to not have an impact given it was encountered at a relatively deep depth during the test pit investigation and thus below the potential slope failure surfaces. The existing slope was assumed to have a unit weight of 20 kN/m^3 and a friction angle of 33° . The foundation walls were assumed to function as concrete retaining walls. Backfill behind retaining walls was assumed to consist of imported free draining engineered fill have a unit weight of 21 kN/m^3 and a friction angle of 35° .

The slope stability was assessed for the 4-unit residential building, 8-unit residential building and 12-unit residential building proposed to be constructed at the toe of or cutting into the existing slope below Hillside Ave. An adequate factor of safety (1.5 for static, 1.2 for seismic) was found for the 4- and 8-unit residential buildings at the locations/elevations shown on the architectural drawings.

The proposed location for 12-unit residential building at the southwest corner of the development was found to not achieve an adequate factor of safety. Based on the provided topography and sections the proposed 12-unit building would require extensive cutting into the toe of the existing slope, additionally it would be necessary to further steepen the existing slope to construct the proposed walkway/stairs along the rear of the building. EXP does not consider the proposed location/alignment of the building to be feasible. Based on a preliminary analysis, EXP recommends the building be moved and/or rotated such that the south east corner of the building is 3-5m further north than currently proposed as shown in the architectural drawings. It is further recommended that a secondary series of concrete retaining walls be constructed upslope of the proposed walkway such that the maximum slope behind the wall is 2H:1V (similar to what is proposed behind the 8-Unit building). We recommend that further slope stability analysis be carried out once the building has been realigned.

4.3 Foundations (lightly loaded residential structures)

The upper soil unit, being Unit 1 (Topsoil) and Unit 2 (Fills), is not a suitable material for support of residential structures. Prepared Unit 3 (Alluvial Deposit) soils represent a suitable bearing layer for support of shallow foundations for structures. Engineered fill constructed directly over Unit 3 if required, soil in accordance with section 4.6 below, would also represent a suitable bearing stratum for shallow foundations. The following recommendations are provided subject to review and approval or amendment by the geotechnical engineer-of-record.

4.7 Sub-surface Drainage

Where the lowest interior floors are above adjacent exterior finished grade and the grade is sloped away from the building for positive drainage, perimeter drain systems should not be required. Perimeter drainage should only be required for basement or crawlspace type construction. If required, the perimeter drain should connect to a non-perforated pipe that is directed and connected to the storm sewer service pipe.

4.8 Site and Roof Drainage

It is recommended that all site drainage be discharged via solid piping to the storm sewer. This includes perimeter drainage, and eavestrough downspouts, each installed as separate systems and connected to the storm sewer pipe at front corner of the house. The eavestrough connection should be made downstream of the perimeter drain connection and a backflow valve should be installed in between each connection.

4.9 Seismic and Liquefaction

The interactive website (<http://earthquakescanada.nrcan.gc.ca>) maintained by Natural Resources Canada was used to obtain site-specific seismic ground motion parameters for seismic design and analysis. Seismic design in the province of British Columbia is based on the 2018 British Columbia Building Code (2018 BCBC). In accordance with the 2015 National Building Code of Canada (2015 NBCC) and 2018 BCBC, structures must be capable of withstanding seismic ground motions having a two (2) percent risk of exceedance over a 50-year design life, corresponding to a return period of 1 in 2,475 years. Based on interpolated seismic hazard values from Natural Resources Canada, the corresponding peak ground acceleration (PGA) and the five (5) percent damped spectral response accelerations for periods (T) of 0.2 seconds, 1.0 seconds and 2.0 seconds are presented below.

Return Period	PGA	Sa (0.2)	Sa (1.0)	Sa (2.0)
1 : 2,475yr	0.060	0.133	0.078	0.054

Using the spectral acceleration values, F_a and F_v values were obtained from tables (Table 4.1.8.4B and 4.1.8.4C, respectively) provided in the 2018 British Columbia Building Code. According to the 2018 British Columbia Building Code, the site is considered a Site Class D, with a F_a value of 1.24, and an F_v of 1.55. These foundation factors can be used to estimate the base shear loads prior to the onset of soil liquefaction or, provided that structural measures are implemented, to address the consequences of soil liquefaction such as the impact of loss of bearing capacity, and lateral and vertical permanent ground movements.

The results of the investigation analysis completed for nearby sites indicate in the event of a 1 in 2475-year earthquake (as specified by the BC building code) there may be liquefaction of some soil zones below the ground water table. However, it is anticipated that these zones are sufficiently deep that punching failure of shallow footings for the proposed light buildings should not occur.

4.10 Buried Services

Pipe bedding, backfill materials, and compaction requirements for utility services should be designed and completed in accordance with the latest version of the Master Municipal Construction Documents (MMCD). All excavation for the installation of utilities should be carried out in compliance with the latest WorkSafe BC Regulation.

EXP Services Inc.

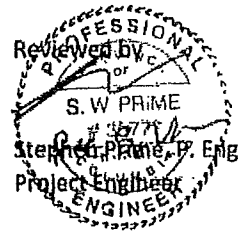
Company: Chase Equipment
Re: Low Income Housing
Project Number: KAM-19202214-P
Date: December 8, 2020

We trust this report meets with your requirements, however, should any questions arise, please do not hesitate to contact the undersigned.

Sincerely,



J. T. Hall, Branch Manager
Senior Associate



EXP

Enclosures: "Statement of General Conditions"
Figure 1, Testpit Location Plan
Testpit Logs

k:\projects\192 - projects\192-02214-p chase low income housing - chase equip\2020 06 26 low income housing proj.docx\



*Chase Low Income Housing
Chase, BC*

*December 8, 2020
Ref. no. KAM-19202214-P*

considerations or requirements, the Client should disclose them so that additional or special investigations may be undertaken which would not otherwise be within the scope of investigations made for the purposes of the Report.

- b. Reliance on Provided information: The evaluation and conclusions contained in the Report have been prepared on the basis of conditions in evidence at the time of site inspections and on the basis of information provided to us. We have relied in good faith upon representations, information and instructions provided by the Client and others concerning the site. Accordingly, we cannot accept responsibility for any deficiency, misstatement or inaccuracy contained in the report as a result of misstatements, omissions, misrepresentations or fraudulent acts of persons provided information.
- c. To avoid misunderstandings, exp. Services Inc. should be retained to work with the other design professionals to explain relevant geotechnical findings and to review the adequacy of their plans and specifications relative to engineering issues. So to, exp. Services Inc. should be retained to provide field reviews during the construction, consistent with building codes guidelines and generally accepted practices.



Date: June 2020
Our File: KAM-19202214-P

TEST PIT LOGS
CHASE LOW INCOME HOUSING

TP20-01 SW Corner

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.5	Rust stained sand	
0.5	0.8	Silt, firm, moist, lightly rust-stained, light brown	
0.8	2.0	Silt, trace sand, fine, firm to stiff, grey, moist	
2.0	2.2	Sand, rust-stained	
2.2	2.5	Sand & Gravel, round cobbles, dense, grey & rust stained.	
2.5	End	Alternating layers of silt, dense to stiff, rust stained, light brown	
3.5		End of testpit No water	

TP20-02 Toe of hillside slope

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.6	Fill, dark, silty with some gravel	
0.6	End	Sand, heavy rust staining, firm, compact	
2.0		End of testpit No water	

TP20-03 North end, centre

DEPTH, m		DESCRIPTION	REMARKS
From	To		
0	0.3	Topsoil/rootmat layer	
0.3	0.9	Silt, firm to stiff, grey with light rust	
0.9	2.4	Sand, gravelly, grey with rust stains, moist, compact	
2.4	End	Sandy gravel, some silt layers, moist, compact.	
3.0		End of testpit Some seepage noted.	



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: December 15, 2020
RE: 2021 Grant in Aid Applications

ISSUE/PURPOSE

That Council provide staff with recommendations regarding the 2021 grant in aid applications

OPTIONS

1. Provide direction and/or approvals for 2021 grant in aid applications.
2. Approve some applications and defer others for further discussion during the Strategic Planning session
3. Receive all 2021 Grant in Aid applications for discussion during the Strategic Planning session.

HISTORY/BACKGROUND

The Village of Chase Grant in Aid Policy sets out the guidelines for allocating grant in aids. Staff advertised the Grant in Aid intake in the Sunflower for two consecutive weeks and sent letters to previous recipients outlining the process and provided copies of the application and the policy. Applications received include:

Team Chase	\$ 264	Team Chase Fashion Show
Adams River Salmon Society	\$2,000	Mobile Interpretation Trailer
Chase & District Museum Society	\$4,107	Security System
Chase Creekside Seniors Organization	\$20,000	Front Porch
Chase Curling Club	\$15,000	COVID 19 Operational Costs support

DISCUSSION

The past several years has seen consistent dispersals of between \$3,000 and \$4,000 for grant in aid funding. Previous recipients include:

2020-Skaman Ski & Snowshoe Club, Chase Secondary, Literacy Program, Shuswap Trail Alliance

2019-Citizens on Patrol, Museum Society, Chase Country Christmas, Working Together Pow Wow, Chase Secondary School

2018-Chase Hamper Society, Working Together Pow Wow, Team Chase, Chase Literacy, COPS for Kids, Wild Caravan Society, Chase Lions

The Festival Society, Shuswap Trail Alliance, Visitor Services, and the Chase Recreational Society – Arena are line items in the budget as “fee for services or marketing expenditures”.

FINANCIAL IMPLICATIONS

Previous year's total budget allocations for grant-in-aid have been \$10,000.

Council may wish to increase the 2021 budget. The upcoming strategic planning session would give Council an opportunity to discuss utilizing some of the funding received from the Province of BC COVID Safe Restart funds for grant-in-aid applications.

Due to the amounts requested by some applicants, Council may consider directing staff contact some of the applicants and requesting that they appear as a delegation at the January 12, 2021 meeting. This would allow applicants an opportunity to present their Grant in Aid application to Council and be available to answer any questions that Council may have.

POLICY IMPLICATIONS

The Grant-in-Aid policy states that the deadline for submission is November 30, to be considered for a grant the following year. There is also a "Extraordinary Grant-in-Aid" that allows non-profit groups or organizations who have a new event or need for assistance via a grant in aid and can demonstrate valid reasons for not being able to have applied during the normal process, may apply to Council for consideration of an extraordinary grant. Any non-profit group or organization is eligible for an extraordinary grant in aid on a one time only basis and future requests must be directed through annual grant in aid process.

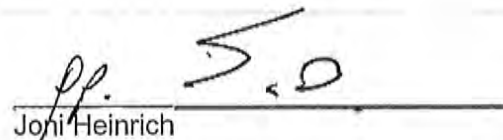
RECOMMENDATION

That Council provide direction to Administration regarding the grant-in-aid applications that have been received.

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar, CFO


Joni Heinrich



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name

Team Chase

Street Address

c/o Box 1630

City

Chase

Prov

BC

Postal Code

VOE 1M0

Organization Website

Organization President/
Executive Director

Diana Endean

Title

Phone Number

250-679-3484

E-Mail
Address

Contact Person
(if different)

Janice Winfield

Title

secretary

Phone Number

250-679-4471

E-Mail
Address

janinchase@cablelan

Organization Information

Not for profit? ☐ Yes
☒ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board
Members

Total # of Staff

Total # of Volunteers

**Organizational Mission
Statements**
(350 characters or less)

Team Chase is dedicated to raising funds for Breast Cancer research, all proceeds raised are donated yearly when the members attend the CIBC Run for the Cure in Kamloops.

**Brief Description of
Organization**
(500 characters or less)

Team Chase members and volunteers have been organizing a yearly golf tournament "The Pink Ribbon Classic" held in May at Sunshore Golf Course, as well as a yearly fashion show held in September at Chase Community Hall.
With the generous support of the community, we have been able to donate significant funds for the cure and to levitate attention to our community.

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

Team Chase is an inclusive group with no biases just as cancer has touched all of us and our loved ones in many different ways.

Proposal Request

Program /Project Name

Team Chase Fall Fashion Show

Total Program Budget

Requested Grant Amount

\$264.00

Percent of Total Budget

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event)

Type of Request

Multi-Year Project



Grant Period From

08/01/2021

Grant Period

To

09/30/2021

Multi-Year Event?

☒ Yes

☐ No

Description of Project or Event

Fall fashion show and tea will be held on a date available to us at Chase Community Hall. The date booking will be dependent on the Covid 19 protocols at the time of booking. Fashions will be provided by local boutiques and artists. The volunteers include, youth hockey team for set up and ladies serving tea, sandwiches and dessert. There are tables for local businesses to showcase their goods and services. It is a fun event that brings the community together.

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

Geographic Area Served

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

We have a yearly hole in one car donation from a couple in Kamloops. We receive a generous donation from Quaaout Lodge and Talknig Rock Golf Course. We have hole sponsors and teams from local businesses. We have people who travel from the Okanagan and Kamloops attending both events. We have generous support from all of the community buying raffle tickets. We are grateful to have many supporters from the community for the cause.

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

Team Chase represents our community of Chase when we attend the CIBC Run for the Cure in Kamloops. We proudly promote Chase and show that we care to help find a cure for cancer.

Most recent grants received from the Village:

Amount(1)

Date
(1)

Amount (2)

Date
(2)

Current Fundraising
Initiatives:

Raffle tickets, silent auction, golf tournament, fashion show,
50/50 draws.

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

We are asking for the support of council and the community by
providing a grant in aid to cover the hall rental fee.

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

Diana Endean

Signature:

Date: 11/23/2020

Print Name of Person
completing the application:

Janice Winfield

Signature:

Janice Winfield

Date: 11/24/2020

Joanne Molnar - CFO

From: Jan & Dave <JanInChase@cablelan.net>
Sent: November 26, 2020 2:20 PM
To: Joanne Molnar - CFO
Subject: RE: Grant in Aid
Attachments: Income Team Chase 2020.ods; signed copy.jpeg; budget page 1 2019.jpeg; Budget page 2 2019.jpeg

Hi Joanne,

We have never provided an operating budget, we do not have one. We are not non-profit organization, we are a group of ladies who put on events to raise money for cancer. All the money we raise, minus expenses goes directly to the CIBC run for the cure. We do not have an operating budget. If we have no money when we need something we pay for it and then get our money back after we have an event.

Thanks for all your help.
Janice secretary for Team Chase

From: Joanne Molnar - CFO [mailto:jmolnar@chasebc.ca]
Sent: Tuesday, November 24, 2020 8:42 AM
To: Jan & Dave <JanInChase@cablelan.net>
Subject: RE: Grant in Aid

Thank you for the application Jan.

Team Chase did not submit a grant in aid application for 2020, the application was due in November 30, 2019. Team Chase did receive a grant in aid for 2019 in the amount of \$264.00.

If you could sign and scan the signature page to me that would be great. Also, the Grant in Aid policy does require a copy of the annual financial statements or other financial information that shows revenue and expenses for the year prior and the current year. It also requires the current annual operating budget for the organization and a detailed budget for the event/program for which the grant in aid will be used.

I have attached a copy of the policy for your reference.

If you have any more questions or require any additional information, please contact me at your earliest convenience.

Sincerely,

Joanne Molnar
Chief Financial Officer
Village of Chase
jmolnar@chasebc.ca
Box 440, 826 Okanagan Ave.
Chase, BC, V0E 1M0

Team Chase
Year End
Income & Expense Report
2019

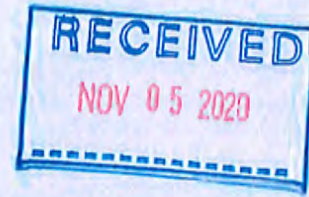
Golf Tournament			
Bank Balance Forward			
Dividends			\$349.87
Deposits			\$0.23
Total Income From Golf Teams (18 Teams)		\$4,680.00	
Total Income From Hole Sponsors (15 Hole Sponsors)		\$1,500.00	
Total Income From 50/50		\$220.00	
Total Income From Raffle Tickets Sales		\$837.75	
Total Raffle \$1395.00 – Expenses \$557.25			
55 Books sold 1 parchel Book sold			
Total Income From Donations		\$450.00	
Total Income From Silent Auction		\$1,529.50	
Total Income From Cost of Trophy (Barb Mahar)		\$50.00	
Total Income From Cost of Trophy (Ali Maki)		\$50.00	
Total Income From Kathryn Scott (over payment)		\$30.00	
Sponsor for Trophy for 2020 from Rae & Cammie Semple		\$100.00	
mic.		\$180.25	
Total Deposits		\$9,627.50	\$9,627.50
Expences			
Refund for over payment from Kathryn Scott	-\$30.00		
Sunshore Golf Club Gift Certificate – mens	-\$50.00		
Sunshore Golf Club Gift Certificate – women	-\$50.00		
Putting	-\$60.00		
Poker	-\$60.00		
Beat the Pro	-\$60.00		
Diania (Trophey & Miscellous) \$24.10 + \$100.00 + \$3.95 Pd. \$4.20	-\$132.25		
Melody (Cups-Gifs for the kitchen)	-\$50.00		
returned cheque	-\$65.00		
Total Cash Expenses	-\$557.25		
(Cash taken from ticket sales)			
Sunshore Golf Club (72 x Golfers \$17.00) Cheque #156	-\$1,224.00		
Sunshore Golf Club (74 x Dinners \$22.00) Cheque #156	-\$1,628.00		
Diania (Ticket Lience) Cheque #154	-\$10.00		
Puchased 80 Books (0001-1200) cheque #155	-\$140.00		
Total Cheque Expenses	-\$3,002.00		-\$3,002.00

Team Chase
Year End
Income & Expense Report
2019

Profit – Expenses			\$6,975.60

			\$6,975.60
Bank Balance Forward			
Fashion And Tea			
Deposits			
Village of Chase Grant in Aid		\$264.00	
Interest		\$1.05	
Door Tickets 120 x \$15.00 (door) 12 x \$15.00 (vendor)		\$1,422.95	
door Tickets \$1980.00 – expenses \$557.05			
Quilt Raffle Tickets		\$230.00	
Basket draw		\$700.00	
Donations		\$195.50	
Total Deposits		\$2,813.50	\$2,813.50
Expences			
Fran (tickets)	-\$16.80		
Diana (Food)	-\$220.00		
Pat (tea supplies)	-\$44.25		
Cecilia (batteries)	-\$5.60		
Village of Chase (rent for hall)	-\$270.50		
Total Expenses taken from ticket sales	-\$557.05		
paid from door tickets			
Total in Bank			\$9,789.10
Cheque #157 CIBC Run for the Cure	\$9,500.00		-\$9,500.00
Interest			\$1.20
Final Total in Bank			\$290.30
Profit for Golf Tournament	\$6975.60		
Profit for Team Chase Fall Tea & Fashion Show	\$2,813.50		
	\$9,789.91		

[illegible]



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name

Street Address

City **Prov**

Postal Code

Organization Website

**Organization President/
Executive Director**

Title

Phone Number **E-Mail Address**

**Contact Person
(if different)**

Title

Phone Number **E-Mail Address**

Organization Information

Not for profit? ☒ Yes
☐ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board
Members

Total # of Staff

Total # of Volunteers

**Organizational Mission
Statements**
(350 characters or less)

To encourage and facilitate the education and conservation of salmon and the natural and cultural resources of Tsútswecw Provincial Park.

**Brief Description of
Organization**
(500 characters or less)

The Society is run by a volunteer board of directors whose primary focus is to organize the Salute to the Sockeye Festival held during the dominant run every four years. The Society uses proceeds from the Salutes to promote and support opportunities for education, interpretation and conservation at the Park and to foster appreciation and improved knowledge of the sockeye salmon run. The Society is developing an Interpretive Program for local students and nature enthusiasts that make use of the

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

Proposal Request

Program /Project Name

Total Program Budget

Requested Grant Amount

Percent of Total Budget

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event

Type of Request

Grant Period From

Grant Period To

Multi-Year Event? ☒ Yes
☐ No

Description of Project or Event

The mobile interpretation trailer would be used to support educational programming activities undertaken by The Society when we visit elementary and middle schools in the area. It would be equipped with educational materials and investigative supplies to encourage hands-on learning and to provide an experience that supports further learning. Many of these materials have been purchased or are being purchased now. The trailer would have a multi-year benefit as it can be used each year as educational opportunities increase with rising interest. It would also be used at community events to promote wild salmon habitat awareness. These events include Aboriginal Day, Canada Day, Earth Day, Cornfest, World Rivers Day and events hosted by our partners at Kingfisher Interpretive Centre in Enderby. The trailer would be available to Society board members, volunteers, educators and park interpreters for the delivery of Society educational programming.

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

Geographic Area Served

\$1.00

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

The Salute to the Sockeye Festival attracts world-wide attention and brings awareness to the region. The mobile interpretation trailer will increase awareness of the festival and the work that the Society does to further its mission and encourage visitors to experience more of the region. The Society estimates that the project will help increase visitor spending in the region by \$1.5MM annually. This includes accommodation costs and spending in restaurants, local shops and with tour operators.

((Geographic Area Served - The Project will serve an area that includes Chase, Sorrento, North Shuswap, Enderby, Salmon Arm and the local Secwepemc Nations of Little Shuswap Lake, Adams Lake and Neskonlith.))

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

The Project supports the Village of Chase's goal of promoting economic development and tourism by increasing awareness of The Society's mission and work at Tsútswecw Provincial Park. While at the Park, visitors learn of the many other activities available in the area, including hiking, scuba diving, zip lining,

Most recent grants received from the Village:

Amount(1)

\$0

Date

11/04/2020

(1)

Amount (2)

\$0

Date

11/04/2020

(2)

**Current Fundraising
Initiatives:**

The Society is pursuing funding for this project through grant applications to the Pacific Salmon Foundation, Natural Resource Ministries (Government of BC) and the Community Economic Recovery Infrastructure Program (CERIP).

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

The mobile interpretation trailer will be used during the Salute to the Sockeye to collect admissions to this event. It is the primary source of revenue for the Society. At local community events, the trailer can increase awareness of the Society and be used to solicit

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

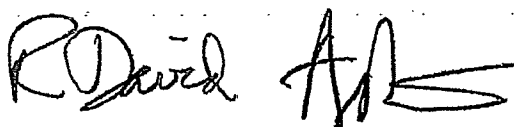
Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President:

David Askew

Signature:



Date:

11/04/2020

Print Name of Person
completing the application:

Ken Benoit

Signature:



Date:

11/04/2020

Page 1

The Adams River Salmon Society
PO Box 24034
Scotch Creek, BC
VOE 3L0
Salmonsociety.com

David Askew
President
250-463-4439 cell
president@salmonsociety.com

Ken Benoit
Director
403-700-8185 cell
abubruce@yahoo.com

Page 2

Yes 1994
CRA #: 89558-1148-R0001

PO Box 24034
Scotch Creek, BC
VOE 3L0

Total organization budget: \$40,000 (2020 budget)
Board Members: 17
Number of Staff: 1 (Julie)
Number Volunteers: 150

Mission Statement:

To encourage and facilitate the education and conservation of salmon and the natural and cultural resources of Tsútswecw Provincial Park.

Organization Description:

The Society is run by a volunteer board of directors whose primary focus is to organize the Salute to the Sockeye Festival held during the dominant run every four years. The Society uses proceeds from the Salutes to promote and support opportunities for education, interpretation and conservation at the Park and to foster appreciation and improved knowledge of the sockeye salmon run. The Society is developing an Interpretive Program for local students and nature enthusiasts that make use of the Society's Interpretive Cabin in the Park.

Population Served:

The Society hosts schools and visitors to the Park impacting ~10,000 people each year. During a dominant year, this increases to ~80,000 people. The Society's social media reaches a worldwide audience with ~10,000 new users per year.

Project Name: Mobile Interpretation Trailer
Program Budget: \$4000
Request: \$2000
% of Budget: 50%

Type of Request: program support

Grant Period from: 11/04/2020 (today) To: 03/31/2021

Multi-year event: yes

Description:

The mobile interpretation trailer would be used to support educational programming activities undertaken by The Society when we visit elementary and middle schools in the area. It would be equipped with educational materials and investigative supplies to encourage hands-on learning and to provide an experience that supports further learning. Many of these materials have been purchased or are being purchased now. The trailer would have a multi-year benefit as it can be used each year as educational opportunities increase with rising interest. It would also be used at community events to promote wild salmon habitat awareness. These events include Aboriginal Day, Canada Day, Earth Day, Cornfest, World Rivers Day and events hosted by our partners at Kingfisher Interpretive Centre in Enderby. The trailer would be available to Society board members, volunteers, educators and park interpreters for the delivery of Society educational programming.

The Society anticipates that the mobile interpretation trailer will increase opportunities for greater numbers of people to become informed about the importance of salmon conservation. This will potentially increase opportunities for those individuals to advocate and make change on behalf of salmon. The number of individuals impacted by the Society's education programming and at local events is estimated to be in the tens of thousands.

Geographic Area Served:

The Project will serve an area that includes Chase, Sorrento, North Shuswap, Enderby, Salmon Arm and the local Secwepemc Nations of Little Shuswap Lake, Adams Lake and Neskonlith.

Economic Impact:

The Salute to the Sockeye Festival attracts world-wide attention and brings awareness to the region. The mobile interpretation trailer will increase awareness of the festival and the work that the Society does to further its mission and encourage visitors to experience more of the region. The Society estimates that the project will help increase visitor spending in the region by \$1.5MM annually. This includes accommodation costs and spending in restaurants, local shops and with tour operators.

Priority Funding Areas:

The Project supports the Village of Chase's goal of promoting economic development and tourism by increasing awareness of The Society's mission and work at Tsútswechw Provincial Park. While at the Park, visitors learn of the many other activities available in the area, including hiking, scuba diving, zip lining, whitewater rafting, wineries, craft breweries, farmer's markets, fishing and boating. The Society is partnered with other organizations such as the Pacific Salmon Foundation Program, Shuswap Tourism, BC Parks, Shuswap Trail Alliance, Little Shuswap Lake Band and local Chambers of Commerce.

Grants received from the Village:

\$0 n/a

\$0 n/a

Current Fundraising Initiatives:

The Society is pursuing funding for this project through grant applications to the Pacific Salmon Foundation, Natural Resource Ministries (Government of BC) and the Community Economic Recovery Infrastructure Program (CERIP).

Self Sufficiency:

The mobile interpretation trailer will be used during the Salute to the Sockeye to collect admissions to this event. It is the primary source of revenue for the Society. At local community events, the trailer can increase awareness of the Society and be used to solicit donations, memberships and more volunteers. The Society relies on over 150 local volunteers during the Salute to the Sockeye and over 50 volunteers during non-dominant years.

Attachments:

- Society 2020 budget

Current Annual Budget - 2020

Applicant:

The Adams River Salmon Society

Project Title:

Salmon Education and Community Outreach at Tsútsweeww Provincial Park

Revenue (Operations)

Notes

Cash donations		
fund raising events		
Corporate Donations/Sponsorships		
event fees		
Souvenirs Sales	\$3,000	assumes only purchase costs recovered
Artisans commission		
Memberships		
interpretive Tours fees		
Grant - BC Parks		grants excluded
Grant - Pacific Salmon		grants & associated costs are excluded as unknown
Grant - Fed/Prov		summer student program - in process not approved yet
Bank Interest	\$15	
Vendor Fees		

\$3,015

Expenses (Operations)

Advertising/Communications (print/media)	\$250	presentations design
Bank Charges and fees	\$200	includes LOC fee of 100
Professional Development/Training	\$0	(strategic planning costs paid from legacy fund)
Cabin Improvements (Cabin)	\$0	
Cabin Maintenance & supplies	\$2,000	includes cleaning & minor cabin maintenance costs
Office Equipment (computers, desks, Projector)	\$0	
Credit Card Fees	\$0	
First Aid on location for events	\$0	
Hydro	\$900	pay to parks annually
Liability Insurance	\$3,139	paid in January
Board of Directors Insurance	\$660	paid in February
Internet and Phone	\$900	mascon
Meeting expenses	\$200	social TBA
Memberships/Partnerships	\$100	
Souvenir Purchases	\$3,000	costs offset by revenue
Office Expenses and Supplies	\$600	paper ink ...
PO Box rental	\$175	
stage roof maintenance	\$224	shade sails
\	\$1,000	H&R Block
Accountant fees	\$2,000	Bristow
Staff wages	\$16,000	includes WCB
Cabin attendant contractor costs	\$4,000	
Volunteer Appreciation	\$0	
Website	\$0	
Event Expenses (porta-potties/cleanup/signage)	\$0	

Legacy contribution	\$0	
Total Expenses	\$35,348	
Net Income (Rev - Expense)	-\$32,333	
Cash available - Jan 1, 2020	\$37,543	unencumbered -i.e. chequing & investment accounts only
Cash at end of year	\$5,210	



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name

Chase and District Museum and Archives Society

Street Address

Box 160, 1042 Muswap Avenue

City

Chase

Prov

BC

Postal Code

V0E 1M0

Organization Website

chase museum.com

Organization President/
Executive Director

Museum Parkholm

Title

President

Phone Number

250.679.1127

E-Mail
Address

fred.karbohm@hotmail.ca

Contact Person
(if different)

Janie Emery

Title

Treasurer

Phone Number

250.679.3094

E-Mail
Address

j.e.Emery@kelus.net

Organization Information

Not for profit? ☒ Yes
☐ No

Year Established 1984

Registration Number 500 20156

Address Box 160 1042 Shuswap Avenue

Total Organization Budget \$42,435.00

Total # of Board
Members 9

Total # of Staff 1

Total # of Volunteers 103

Organizational Mission
Statements
(350 characters or less)

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

Brief Description of
Organization
(500 characters or less)

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

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

Village of Chase and surrounding areas
Adams Lake Band
Neconlith Band
Little Shuswap Lake Band
Local schools
Day Cares
Senior Organizations

Proposal Request

Program /Project Name

Replacement and upgrade of our security system

Total Program Budget

\$4,106.86

Requested Grant Amount

\$4,106.86

Percent of Total Budget

100%

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event)

Type of Request

Grant in Aid

Grant Period From

Nov. 30 '20

Grant Period
To

Nov. 30 '21

Multi-Year Event?

☐ Yes

☒ No

Description of Project or Event

Replacement and upgrade of our current security system.

- Our current system is malfunctioning. The system is overheating and has been disconnected to prevent a fire.
- The building insurance requires a security system be in place.
- Due to added exhibits outside the main building additional cameras are required.

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

Geographic Area Served

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

Chase and Surrounding areas

The Museum is a significant tourist attraction to our area.

The Museum employs one year round employee and usually one summer student.

This is the only organization preserving local history and culture.

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

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

Most recent grants received from the Village:

Amount (1)

Date

(1)

Amount (2)

Date

(2)

Current Fundraising
Initiatives:

*Randy Chocolate Campaigns Easter Christmas
Epiphany
Christmas Stars
Ongoing membership drive*

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

*The organization will cover all costs
associated with the service and maintenance
of the system.*

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

*The surplus has been earmarked for a new roof
for our historic cabin.*

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

MAUREEN TORBOLTM

Signature:

Maureen Torboltm

Date:

Dec 11/2020

Print Name of Person
completing the application:

JANIE EMENY

Signature:

J. Emeny

Date:

Dec. 11, 2020

Financial Statement
Chase and District Museum and Archives Society
Statement of Revenues and Expenses for the year April 1st 2019 to March 31, 2020
LG#108264

	<u>General Fund</u>	<u>Gaming Fund</u>	<u>Total</u>
Revenues			
Community Gaming Grant		\$ 15,000.00	\$ 15,000.00
Gaming Raffles		\$ 4,990.00	\$ 4,990.00
Canada Summer Job Grant	\$ 8,095.00		\$ 8,095.00
Fundraising	\$ 9,019.19		\$ 9,019.19
Donations	\$ 2,153.75		\$ 2,153.75
Donations - Other	\$ 235.00		\$ 235.00
Other Revenue			
Gift shop	\$ 797.75		\$ 797.75
Consignment	\$ 353.00		\$ 353.00
Interest Earned	\$ 31.91		\$ 31.91
Memberships	\$ 1,045.00		\$ 1,045.00
	<u>\$ 21,730.60</u>	<u>\$ 19,990.00</u>	<u>\$ 41,720.60</u>
Expenses			
Advertising	\$ 276.75		\$ 276.75
Amortization	\$ 612.50		\$ 612.50
Bank Service Charges	\$ 61.92	\$ 89.18	\$ 151.10
Cash over/short	-\$ 2.45		-\$ 2.45
Consignment expense	\$ 113.90		\$ 113.90
Exhibit and Program	\$ 124.76		\$ 124.76
Fundraising Expenses	\$ 2,407.50		\$ 2,407.50
Gift Shop	\$ 228.27		\$ 228.27
Insurance	\$ 1,200.00	\$ 1,025.00	\$ 2,225.00
Maintenance	\$ 1,318.72		\$ 1,318.72
Membership	\$ 250.00		\$ 250.00
Office	\$ 2,266.71		\$ 2,266.71
Security	\$ 295.20		\$ 295.20
Sundry	\$ 114.80		\$ 114.80
Utilities		\$ 4,848.22	\$ 4,848.22
Wages and Benefits	\$ 8,130.63	\$ 11,033.48	\$ 19,164.11
	<u>\$ 17,399.21</u>	<u>\$ 16,995.88</u>	<u>\$ 34,395.09</u>
Other			
Exhibit - Fire Wagon Shelter		\$ 2,676.83	
File Cabinet & Vacuum		\$ 689.58	
50/50 Raffle Winner		\$ 2,000.00	
Licences and Printing Expenses		\$ 119.72	
		<u>\$ 5,486.13</u>	<u>\$ 5,486.13</u>
		Total Expenses	\$ 39,881.22
Excess of Revenues over Expenses	\$ 4,331.39	-\$ 2,492.01	\$ 1,839.38

Budget
Chase and District Museum and Archives Society
Projected Revenues and Expenses for the year April 1st 2020 to March 31, 2021
LG#108264

	<u>General Fund</u>	<u>Gaming Fund</u>	<u>Total</u>
Revenues			
Community Gaming Grant		\$ 15,000.00	\$ 15,000.00
Gaming Raffles		\$ 5,000.00	\$ 5,000.00
Fundraising	\$ 8,500.00		\$ 8,500.00
Donations	\$ 2,000.00		\$ 2,000.00
Other Revenue			\$ -
Gift shop	\$ 500.00		\$ 500.00
Consignment	\$ 500.00		\$ 500.00
Interest Earned	\$ 30.00		\$ 30.00
Memberships	\$ 1,000.00		\$ 1,000.00
	<u>\$ 12,530.00</u>	<u>\$ 20,000.00</u>	<u>\$ 32,530.00</u>
Expenses			
Advertising	\$ 350.00		\$ 350.00
Amortizations	\$ 600.00		\$ 600.00
Bank Service Charges	\$ 25.00	\$ 110.00	\$ 135.00
Cash over/short	\$ -		\$ -
Consignment expense	\$ 200.00		\$ 200.00
Exhibit and Program	\$ 200.00	\$ 2,000.00	\$ 2,200.00
Fundraising	\$ 2,500.00		\$ 2,500.00
Gift Shop	\$ 200.00		\$ 200.00
Insurance		\$ 1,600.00	\$ 1,600.00
Maintenance	\$ 500.00		\$ 500.00
Membership	\$ 250.00		\$ 250.00
Office	\$ 2,500.00		\$ 2,500.00
Security	\$ 250.00		\$ 250.00
Sundry	\$ 150.00		\$ 150.00
Wages and Benefits	\$ 3,000.00	\$ 12,000.00	\$ 15,000.00
Utilities		\$ 4,000.00	\$ 4,000.00
	<u>\$ 10,725.00</u>	<u>\$ 19,710.00</u>	<u>\$ 30,435.00</u>
Excess of Revenues over Expenses	\$ 1,805.00	\$ 290.00	\$ 2,095.00

**Chase and District Museum and Archives
Program Revenue and Expense Statement Actual and Budget 2021**

	LG#108264	
	Program Actual Revenues/Expenses (Previous Fiscal) 2019/2020	Program Budget (Current Fiscal) 2020/2021
Revenues		
Community Gaming Grant	\$15,000.00	\$15,000.00
Gaming Raffles	\$ 4,990.00	\$ 5,000.00
Canada Summer Job Grant	\$ 8,095.00	
Fundraising	\$ 9,019.19	\$ 8,500.00
Donations	\$ 2,153.75	\$ 2,000.00
Donations - other	\$ 235.00	
Other Revenue		
Gift Shop	\$ 797.75	\$ 500.00
Consignment	\$ 353.00	\$ 500.00
Interest earned	\$ 31.91	\$ 30.00
Memberships	\$ 1,045.00	\$ 1,000.00
Sub-Total	\$41,720.60	\$32,530.00
In-Kind Income		
Labour	\$ 9,480.00	\$10,000.00
Material	\$ 2,361.00	\$ 2,000.00
Total	\$53,561.60	\$44,530.00
Expenses		
Advertising	\$ 276.75	\$ 350.00
Amortization	\$ 612.50	\$ 600.00
Bank Service Charges	\$ 151.10	\$ 135.00
Cash over/short	-\$ 2.45	\$ -
Consignment expense	\$ 113.90	\$ 200.00
Exhibit and Program	\$ 124.76	\$ 2,200.00
Fundraising	\$ 2,407.50	\$ 2,500.00
Gift Shop	\$ 228.27	\$ 200.00
Insurance	\$ 2,225.00	\$ 1,600.00
Maintenance	\$ 1,318.72	\$ 500.00
Membership	\$ 250.00	\$ 250.00
Office	\$ 2,266.71	\$ 2,500.00
Security	\$ 295.20	\$ 250.00
Sundry	\$ 114.80	\$ 150.00
Wages and Benefits	\$19,164.11	\$15,000.00
Utilities	\$ 4,848.22	\$ 4,000.00
Other		
Exhibit - Fire Wagon Shelter	\$ 2,676.83	
File Cabinet & Vacuum	\$ 689.58	
50/50 Raffle Winner	\$ 2,000.00	
Licences and Printing Expenses	\$ 119.72	
Sub-Total	\$39,881.22	\$30,435.00
In-Kind Expenses		
Labour	\$ 9,480.00	\$10,000.00
Material	\$ 2,361.00	\$ 2,000.00
Total	\$51,722.22	\$42,435.00
Surplus / Deficit	\$ 1,839.38	\$ 2,095.00



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name

Chase Creekside Seniors Organization

Street Address

542 Shuswap Avenue

City

Chase

Prov

BC

Postal Code

V0E 1M0

Organization Website

Organization President/
Executive Director

(Vice President) Ivan Hawley

Title

Vice President

Phone Number

2506792758

E-Mail
Address

Contact Person
(if different)

Billie Phillips

Title

Treasurer

Phone Number

2506798241

E-Mail
Address

billie-bc@yahoo.com

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

Chase and surrounding
areas.

Proposal Request

Program/ Project Name

Front entrance upgrade.

Total Program Budget

\$20,000

Requested Grant Amount

\$20,000.

Percent of Total Budget

100 %

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event)

Type of Request

Grant in Aid.

Grant Period From

**Grant Period
To**

Completion
in 2021

Multi-Year Event?

☐ Yes

☒ No

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

Government grants and taxes.

Most recent grants received from the Village:

Amount(1) \$6851.98

Date (1) June 2017

Amount (2)

Date (2)

Current Fundraising
Initiatives:

Memberships and income
from usual activities held
in the hall.

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

We should be able to maintain
the building and grounds with
income from memberships + activities

✓ Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

Unfortunately we are unable to provide current
quotes during this difficult time.

Enclosed are past quotes.

We have enclosed letters of support
from 4 local organizations.

FINANCIAL STATEMENT FOR THE YEAR ENDED
DECEMBER 31, 2019

CHASE CREEKSIDE SENIORS ORGANIZATION

GENERAL ACCOUNT

REVENUE 2019

KITCHEN & CATERING	6451.75
ACTIVITIES	6810.00
CRAFT FAIRS & BAKE SALE	876.25
HALL USE	3810.00
DONATION	1000.00
MEMBERSHIPS	1860.00
MISC.	1295.00 (inc. Xmas dinners)
INTEREST	.13
<u>TOTAL REVENUE 2019</u>	<u>\$22,103.13</u>

DEBITS

KITCHEN & CATERING SUPPLIES	4194.37
REPAIRS & MAINTENANCE	5754.88
UTILITIES	4941.82 (inc. Village)
EQUIPMENT & FURNISHINGS	1287.07
DONATIONS	1825.00
INSURANCE	1250.00
OFFICE	297.72
MISC.	2405.96 (inc. Xmas dinners)
<u>TOTAL DEBITS 2019</u>	<u>\$21,956.82</u>

GENERAL ACCOUNT BALANCE JANUARY 1, 2019 = \$16,623.36

GENERAL ACCOUNT BALANCE DECEMBER 31, 2019 == \$ 16,769.67

CHASE CREEKSIDE SENIORS ORGANIZATION

REVISED BUDGET FOR 2020

REVENUE(GENERALACCOUNT)

Kitchen/Catering 1500.00
Activities 1500.00
Craft fairs/Bake sale 00
Hall use & donations 900.00
Memberships 2100.00
Misc. 50.00

TOTAL REVENUE BUDGET (GENERAL ACCOUNT) == \$6050.00

GAMING ACCOUNT== \$300.00

EXPENSES

Kitchen/Catering 2200.00
Repairs & Maintenance 7000.00
Utilities 4300.00
Equipment 500.00
Insurance 1300.00
Misc. 200.00

TOTAL EXPENSE BUDGET (GENERAL ACCOUNT) == \$15,500.00

GAMING ACCOUNT=== \$300.00

JULY, 2020

"MR.-FIX-IT"

PEARSON CONSTRUCTION

PHONE 778 765 4417 FAX: 778 765 4417 CELL: 250-804 5508

E-MAIL: hugger@telus.net

BOX 1467-12-161 SHUSWAP AVE. CHASE B.C. V0E 1M0

IF THE JOB IS TOO TOUGH FOR ANYONE ELSE, IT IS JUST RIGHT FOR US

DATE : JULY 07, 2018
TO : SENIORS CLUB CHASE B.C.
ATTEN. : BUILDING COMMITTEE
ADDRESS : CREEK SIDE
PHONE : 250 679 3375
RE : REBUILD ENTRY WAY

DEAR BUILDING COMMITTEE:

I AM PLEASED TO QUOTE ON THE RENOVATIONS TO THE ENTRY WAY OF YOUR BUILDING AS FOLLOWS.

- [1] DIG IN NEW FOOTINGS AT REQUIRED LEVEL, REINFORCE WITH #10 REBAR AND FILL WITH 3000 LB CONCRETE.
- [2] REMOVE EXISTING DECK AND RAMP ENOUGH TO ACCOMMODATE NEW DECK.
- [3] BUILD NEW DECK WITH 2" X 10" PRESURE TREATED JOISTS ON 12" CENTERS COVERED 5/8 T&G PLYWOOD, COVERED WITH 60 MIL VINYL DECKING, WITH 1" JOINTS AND PROPER GLUE.
- [4] INSTALL METAL TRIM AROUND EDGES OF VINYL WITH METAL FINISHING DESIGNED FOR THIS PURPOSE.
- [5] INCLOSE UNDER DECK WITH TREATED WOOD AND WITH PROPER VENTING TO PREVENT FUTURE ROT FROM DEAD AIR.
- [6] MOVE EXISTING FACADE TO FRONT OF NEW DECK TO MAINTAIN HERITAGE APPEARANCE AND REFINISH TO MATCH EXISTING.



BOX82
PRITCHARD BC
V0E2P0
250-319-9100
edsrenos@hotmail.com
GST # 88703 6523RP
Phone : (250) 319-9100
Email: edsrenos@hotmail.com
GST # 88703 6523RP

Quote for Creekside Seniors Center

542 Shuswap ave
Chase BC
and
Ed's Renovations

New addition to the front of existing building.

Remove old decking from existing floor, repair subfloor and resheet with 3/4" Plywood.

Add 6 x 17 covered deck to the front of the building as per the plan. Using vinyl decking and aluminum railing. White aluminium soffits and ceiling.
Match roof to match existing roof.

Decorative face board to be painted colour of your choice.

Materials and labour 17,200.00 + GST of 5%

Any lighting or electrical additions will be at an extra cost.

***Note**

Front sidewalk must be removed before work can proceed. @ an extra cost

Thank You
Ed's Renovations

A handwritten signature in black ink, appearing to be 'Ed's Renovations' or a similar name, written over a horizontal line.



The Royal Canadian Legion - Branch 107

515 Shuswap Avenue
PO Box 122
Chase, BC V0E 1M0

250-679-3536
br107@cablelan.net

November 9, 2020

Village of Chase
PO Box 440
Chase BC
V0E 1M0

Re: Chase Creekside Seniors Organization
Grant in Aid Application – Front Entrance Repairs and Upgrades

The purpose of this letter is to provide support from the Royal Canadian Legion Branch 107 for the Chase Creekside Seniors Organization in its application to the Village of Chase for a Grant in Aid. The Grant in Aid will help with the costs of repairing and upgrading of the building's front entrance, which includes a covered parking area for scooters.

The Creekside Seniors Organization offers a friendly social atmosphere for seniors to gather, feel connected, and participate in the various activities offered at the facility. The covered parking area would increase safety and afford much needed protection from the elements for those seniors accessing the facility by scooter.

If you require further clarification, please do not hesitate to give me a call or send an email.

Regards,



Paul Lamoureux, President
Royal Canadian Legion Branch 107

Cc: Ivan Hawley, Vice-President
Chase Creekside Seniors Organization

Sun Valley Housing Society

#49 – 217 Shepherd Road, Chase, BC V0E 1M1

Phone: 250-679-8059

Email: sunvalleyhousing@cablelan.net

November 24, 2020

Chase Creekside Seniors Organization,
P.O. Box 34,
542 Shuswap Avenue,
Chase, B.C.
V0E1M0

Attention: Ivan Hawley, Vice President

Dear Ivan:

Your letter requesting support from the Sun Valley Housing Society was reviewed by the board. We are more than happy to support your application for a Grant In Aid from the Village of Chase to complete needed repairs and upgrades to your front entrance.

Hoping that all goes well with your application.

Yours truly,



Laurie Smith, Secretary
for: Jennie Wiebe, President
Sun Valley Housing Society

Chase Rotary Club
Box 73
Chase, BC V0E 1M0



November 17, 2020

To whom it may concern

RE: Grant Application – Creekside Seniors Organization, 542 Shuswap Ave., Chase, BC

The Chase Rotary Club is pleased to provide its support for the Creekside Seniors grant application.

We confirm the Creekside Seniors form a very important part of the Chase community. From serving and catering meals, providing meeting accommodation and most importantly being a meeting/entertainment place for our senior population.

Once again, the Chase Rotary Club is in full support of the Creekside Senior's grant application'

Sincerely,

Patrick Herba
President

Chase Legion Ladies Auxiliary Branch 107,
PO Box 122.
Chase. B.C.

October 28th 2020.

To The Village of Chase
Chase. B.C.

The Legion Ladies Auxiliary Branch 107, would like to support a grant in aid of the much needed rebuilding to the entrance of Creekside Senior Centre. This building is the hub of activity for all seniors living in Chase and the surrounding area,

Chase Creekside Senior Centre is vital to the people of Chase for:- meetings, memorial services, family gatherings, Church Meetings and other such events.

This building and its services are definitely needed in Chase.

Thank you



Marilyn White

President -

Chase Legion Ladies Auxiliary branch 107.



GRANT IN AID APPLICATION

PLEASE READ APPLICATION PROCESS DOCUMENT BEFORE PRECEEDING

TYPE OF GRANT
REQUESTED

FINANCIAL AID GRANT

Contact Information

Full Legal Organization Name Chase & District Curling Club

Street Address 227 Wilson St

City Chase

Prov

BC

Postal Code V0E1M0

Organization Website chasecurling.ca

Organization President/
Executive Director Don Erno

Title Chairman

Phone Number 250-571-7201

E-Mail
Address

derno86@gmail.com

Contact Person
(if different)

Title

Phone Number

E-Mail
Address

Organization Information

Not for profit? ☒ Yes
☐ No

Year Established

Registration Number

Address

Total Organization Budget

Total # of Board Members

Total # of Staff

Total # of Volunteers

Organizational Mission Statements
(350 characters or less)

To promote and engage in the sport of curling, providing recreation and exercise for the community.

Brief Description of Organization
(500 characters or less)

The Chase Curling Club was established at its present location in 1967, with funding support from the Chase Lions Club. It was expanded in the seventies and again in the nineties. Besides curling, the club facility is available for community events and meetings.

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

Chase Curling Club has members participating within a 30 mile radius of the facility. This includes Blind Bay, Sorrento, Pritchard and all points between. Estimated population served would be 16,000

Proposal Request

Program /Project Name Chase Curling

Total Program Budget \$45,000

Requested Grant Amount \$15,000

Percent of Total Budget 33%

(percentage of grant to actual complete budget, eg. \$1,000 grant would be 10% of a \$10,000 event

Type of Request Program Support

Grant Period From 07/01/2020

Grant Period To 06/30/2021

Multi-Year Event? ☐ Yes
☒ No

Description of Project or Event

Documents attached.

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

Geographic Area Served

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

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

--

Most recent grants received from the Village:

Amount (1)

--

Date

(1)

--

Amount (2)

--

Date

(2)

--

Current Fundraising
Initiatives:

Due to the Covid 19 pandemic, our usual fundraising events have been cancelled.

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

--

Please provide a detailed budget for your event/operating year and also your organization's most recent Certified Financial Statements.

Applicants carrying budgetary surpluses must clearly explain their intended use of these funds. If a deficit exists, the applicant must demonstrate that a realistic deficit reduction/elimination plan is in place.

Declaration (Two Authorized Signatures Required)

- 1) On behalf of and with authority of the Organization, I certify that the information given on this grant application and attachments is true, correct and complete in every respect and if the Organization is awarded the grant, agrees to abide by the established grant terms and conditions.
- 2) The information provided in this grant application is subject to the Freedom of Information and Protection of Privacy Act. The Village cannot guarantee that any of the information provided by you will be treated as confidential if a request for access is made under the Act.
- 3) Neither the Village of Chase nor any Member of Council, individually or collectively, is in any way responsible for any deficits or cost over-runs in relation to any event or initiative.

Print Name of Board Chair or
President

Don Erno

Signature:

Date: 12/14/2020

Print Name of Person
completing the application:

Don Erno

Signature:

Date: 12/14/2020



Box 363, 227 Wilson Street
Chase, BC V0E1M0

December 14, 2020

Village of Chase
Chase, BC

Re: Grant-In-Aid Application, Description of Project

The Chase and District Curling Club is looking for support from the Village of Chase.

Like a lot of clubs in smaller communities we have had to be creative in finding ways to make ends meet in recent years. The Covid -19 pandemic has added to this challenge. We were able to develop a plan to allow our members to return to curl safely this fall. Our curling league participation has increased by approximately 25% this year, but a number of revenue sources have been lost because of Covid restrictions. We're not able to open our concession or host our monthly pancake breakfasts and we're not scheduling bonspiels this season, or hosting weddings and banquets.

The club does not have paid staff, all operations and most maintenance is done by volunteers. At a value of \$20 per hour, our combined volunteer contribution last year was \$33,830 (Itemized chart attached).

The club has been running a deficit for some time and has been making this up with funds that were built up in the past. Even with the increase of league participants we are projecting a deficit of \$17,000 for this season. The main sources of revenues this year are memberships and league fees, advertising, our provincial gaming grant, and thankfully for this year a contribution from the Lions Club.

We believe the curling club is a valuable asset for the community and the goal of our board is to get the club back to a position where revenues are covering annual expenses.

Chase Curling Club
Balance Sheet As at 12/15/20

ASSET

Current Assets

Deposit Clearing	0.00	
Cash on Hand	175.00	
Cash Floats	250.00	
RBC - Chequing Account	33,711.11	
RBC - Gaming Account	9.05	
Special Events Account	3.55	
Total Cash		34,148.71
Accounts Receivable	1,349.33	
Total Receivable		1,349.33
Prepaid Expenses		389.73
Total Current Assets		35,887.77

Inventory Assets

Bar Inventory		487.00
Equipment Inventory		350.00
Total Inventory Assets		837.00

Capital Assets

Office Furniture & Equipment	42,732.56	
Accum. Amort. -Furn. & Equip.	(39,496.99)	
Net - Furniture & Equipment		3,235.57
Total Capital Assets		3,235.57

TOTAL ASSET

39,960.34

LIABILITY

Current Liabilities

Accounts Payable		77.81
GST charged on Sales	818.28	
GST Paid on Purchases	(548.51)	
GST/HST Owing (Refund)		269.77
PST Charged on Sales		15.85
Restricted Funds		582.16
Gaming Grant Restricted Funds		(6,000.00)
Total Current Liabilities		(5,054.41)

Long Term Liabilities

Bank Loans		0.00
Total Long Term Liabilities		0.00

TOTAL LIABILITY

(5,054.41)

EQUITY

Owners Equity

Retained Earnings	35,056.91	
Current Earnings	9,957.84	
Total Owners Equity		45,014.75

TOTAL EQUITY

45,014.75

LIABILITIES AND EQUITY

39,960.34

Chase Curling Club
Income Statement 07/01/20 to 12/15/20

REVENUE

Revenue - Sales		
Bar		152.18
Curling Equipment		47.62
Total Revenue - Sales		<u>199.80</u>

League Fees		
Curling Memberships	4,481.04	
Jr League Fees	285.72	
Mixed/ Open	6,295.23	
Senior League Fees	1,889.49	
Full Season Discounts	0.00	
New Curler Discounts	(76.16)	
Total League Fees		<u>12,875.32</u>
Locker Rentals		0.00
Total Non Program Curling Re...		<u>12,875.32</u>

Revenue - Other		
Revenue - Community Gaming ...		0.00
Revenue - Advertising		2,762.05
Revenue - Donations		5,000.00
Revenue - Facility Rentals		231.43
Revenue - Pancake Breakfast		421.50
Total Revenue - Other		<u>8,414.98</u>

Program Revenue		
Learn to Curl Gaming Grant	0.00	
Total Learn to Curl Program Rev...		0.00
Optimist Rev	0.00	
Other Program Revenue		0.00
Junior Curling Program	95.24	
Grants for Junior Curling	0.00	
Youth Development Gaming Gr...	0.00	
Total Junior Program Revenue		<u>95.24</u>
Total Program Revenue		<u>95.24</u>

TOTAL REVENUE 21,585.34

EXPENSE

Cost of Goods Sold		
Concession		0.00
Bar	119.77	
Net - Bar Expenses		119.77
Curling Supplies		(8.92)
Total Cost of Goods Sold		<u>110.85</u>

Rink Operating Expenses		
Ice Plant - repairs & maintenance		54.86
Ice Plant - Power		7,172.46
Total Rink Operating Expenses		<u>7,227.32</u>

Operating Expenses		
Cleaning Supplies		249.24
Repair & Maintenance		503.59
Utilities - Cable/TV/Phone		(135.45)
Utilities - Gas/Propane		2,009.57
Utilities - Hydro		795.46
Utilities - Water, Sewer, Garbage		282.03
Total Operating Expenses		<u>3,704.44</u>

Other Revenue Expenses

Chase Curling Club
Income Statement 07/01/20 to 12/15/20

Community Gaming Grant Expen...	0.00	
Ice Rings	0.00	
Pancake Breakfast	(25.00)	
Miscellaneous Costs	0.00	
X	0.00	
Total Other Revenue Expenses	<u>(25.00)</u>	
Program Expenses		
LTC Misc Costs	0.00	
Total LTC Expenses		0.00
SOAR Program Expenses	0.00	
Optimist Program Expenses	0.00	
Other Program Expenses	0.00	
Total Other Program Expenses		0.00
Junior Bonspiels	0.00	
Total Junior Program Exp		0.00
Total Program Expenses		<u>0.00</u>
General & Administrative Expe...		
Business Fees & Licenses	99.96	
Membership/Dues	60.00	
Bank Charges	65.28	
Cash Short/Over	9.69	
Covid Protocol Expenses	384.97	
Total General & Admin. Expen...	<u>609.89</u>	
TOTAL EXPENSE		<u>11,627.50</u>
NET INCOME		<u>9,957.84</u>

Cash Projections for Fiscal 2021

Cash-In June 30, 2020

\$ 23,800.00

Revenue

League Fees as at October 31-2020

Memberships

\$ 4,762.00

50

League Fees

\$ 8,324.00

Total

\$ 13,086.00

Other

Advertising

\$ 2,762.00

Community Gaming

\$ 6,000.00

Facility Rental

\$ -

Pancake Breakfast

\$ -

Lions - one time donation

\$ 5,000.00

Bonspiels

\$ -

Bar

\$ 1,200.00

Concession

\$ -

Locker rentals

\$ -

Total

\$ 14,962.00

Total Projected Revenue

\$ 28,048.00

Expense

Cost of Goods Sold

Bar

\$ 600.00

\$ 600.00

Operating Expense

Ice Plant Repairs

\$ 2,400.00

Ice Plant Power

\$ 24,000.00

Cleaning supplies

\$ 500.00

Other Repairs

\$ 1,500.00

Nat Gas

\$ 6,800.00

Other Power

\$ 4,000.00

Water sewer garbage

\$ 1,500.00

Total

\$ 40,700.00

Admin Expense

Licenses permits

\$ 400.00

Advertising

\$ 300.00

Bank

\$ 80.00

Computer, Network

\$ 300.00

Rent

\$ 250.00

Insurance

\$ 2,300.00

Total

\$ 3,630.00

Total Projected Expense

\$ 44,930.00

Cash-out June 30, 2021

\$ 6,918.00

In-Kind Contribution to Chase Curling Club

Fiscal Year Ending June30	2020	2021
---------------------------	------	------

of Volunteers doing General Labour x # of hours @ \$20/hour
--

^ 7 Pancake Breakfasts, 3 volunteers at 6 hours each plus 11 volunteers at 4 hours each	\$ 8,680.00		9
^Concession, 3 volunteers at 9 hours each per week for 16 weeks	\$ 4,320.00		3
^ Ice shaving and cleaning plus janitorial, 5 volunteers at 3 hours each for 20 weeks	\$ 3,000.00	\$ 3,000.00	5
^ Ice installation and removal, 5 volunteers at 43 hours each	\$ 2,150.00	\$ 2,150.00	5
^ Facility cleaning pre-season, 5 volunteers at 8 hours each	\$ 400.00	\$ 400.00	5
^ Exterior building maintenance, 4 volunteers 10 hours each	\$ 800.00	\$ 800.00	4
^Administration, 6 volunteers at 2 hours per month for 5 months	\$ 600.00	\$ 600.00	6
^ Accounting Banking Accounts Payable, 1 volunteer at 20 hours per month for 7 months	\$ 1,400.00	\$ 1,400.00	1
^ Bar services, 2 volunteers at 3 hours per week for 19 weeks	\$ 2,280.00	\$ 1,000.00	2
^Ice Technician, 1 volunteer at 190 hours per season	\$ 3,800.00	\$ 3,800.00	1
^ Website support, 1 volunteer at 8 hours per season	\$ 160.00	\$ 160.00	1
^ Facility Administrator, 1 volunteer at 3 hours per week for 20 weeks	\$ 1,200.00	\$ 1,200.00	1
^ Directors, 9 volunteers at 4 hours per month for 7 months	\$ 5,040.00	\$ 5,040.00	9
Total	\$ 33,830.00	\$ 19,550.00	52



VILLAGE OF CHASE Administrative Report

TO: Mayor and Council
FROM: CFO
DATE: December 14, 2020
RE: Investing in Canada Infrastructure Program (ICIP)
COVID-19 Resilience Infrastructure Stream (CVRIS)

ISSUE/PURPOSE

To seek Council support to submit a grant application to the **Investing in Canada Infrastructure Program COVID-19 Resilience Infrastructure Stream** for the Community Hall Roof Replacement project.

OPTIONS

1. Support submission of grant application
2. Do not support submission of grant application

HISTORY/BACKGROUND

On December 1, 2020, the Province of British Columbia announced the Canadian and BC governments will invest nearly \$136.5 million in BC for the COVID-19 Resilience Infrastructure Stream under the Investing in Canada Infrastructure Program (ICIP) in response to the effects of COVID-10 on communities across the province.

This intake is designed to target projects starting prior to September 30, 2021 and complete prior to December 31, 2021. Municipalities may submit one application. Application deadline is January 27, 2021 and application funding approvals are anticipated in Spring 2021.

DISCUSSION

Funding is available up to 100% of eligible project costs (80% Government of Canada, 20% Province of British Columbia). Municipalities may submit **one** application.

Funding is competitive and merit-based, previous programs have been oversubscribed. The project must provide value and be proportional to the size of the community that will benefit. The project must also show a clear connection to program criteria and objectives, demonstrate the principles of sustainability and are supported by strong planning to ensure sustainable service delivery,

The funding will support projects that meet one of the following streams:

- Retrofits, repairs and upgrades to local government buildings, health or educational infrastructure
- COVID-19 Resilience Infrastructure
- Active Transportation Infrastructure
- Disaster mitigation and Adaptation Infrastructure

After review of various projects, timelines and cost estimates, staff has determined the replacement of the community hall roof would present the strongest application for this funding stream based on the outlined criteria.

FINANCIAL IMPLICATIONS

Funding is available up to 100% of the eligible project costs, however applicants will be required to provide funds upfront to be reimbursed after reporting. All cost overruns and ineligible cost are the responsibility of the Village of Chase.

RECOMMENDATION

THAT staff submit an application for grant funding to support the Community Hall Roof Replacement project through the *Investing in Canada Infrastructure Program –British Columbia- COVID-19 Resilience Infrastructure Stream intake*; and

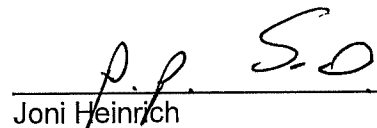
THAT Council supports the project and commits to its share (\$0) of the project, and the Village of Chase will be responsible for all project cost overruns and ineligible expenditures; and

THAT the Village of Chase will provide overall grant management for the project

Respectfully submitted,

Approved for Council Consideration by CAO


Joanne Molnar


Joni Heinrich