



AGENDA

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, November 14, 2017 at 4:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Resolution:

"That the November 14, 2017 Village of Chase Regular Council agenda be adopted as presented."

3. ADOPTION OF MINUTES

Regular Meeting held October 24, 2017

Pages 1-5

Resolution:

"That the minutes of the October 24, 2017 Regular Meeting of Council be adopted as presented."

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

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

6. DELEGATIONS

None

7. REPORTS

a) Mayor and Council Reports

The Mayor has proclaimed November 2017 as *Adoption Awareness Month*.

b) Staff Reports

Pages 6-7

8. UNFINISHED BUSINESS

None

9. NEW BUSINESS

9.1 Quarterly Financial Report to 30 September 2017

Pages 8-18

Report from the Director of Financial Services

Resolution:

"That the 30 September 2017 Quarterly Financial Report be accepted as presented."

9.2 Development Variance Permit – 775 Cedar Avenue

Pages 19-23

Report from the Corporate Officer

Resolution:

"That Council authorize Administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the required front yard setback from 7.0m to 5.2m."

9.3 Youth Action Committee – Strategic Plan Report Pages 24-46

Memorandum from the CAO

Resolution:

“That the Youth Action Committee Strategic Plan be adopted by Council.”

9.4 Shuswap Tourism Marketing Strategy - Experience Workshop

Shuswap Tourism is hosting an Experience Workshop presented by William Bakker from Destination Think that will provide Shuswap Tourism with strategic direction on its our marketing initiatives for the next 3-5 years.

The workshop takes place Thursday November 16, 2017 from 3 – 8 pm in Salmon Arm.

As the Village of Chase is a member of Shuswap Tourism, and Councilor Lepsoe is the Chair of the Committee he wishes to attend this workshop and have costs associated with attendance (travel) paid for by the Village of Chase.

9.5 2017 Festival of Trees – Quaaout Lodge & Spa at Talking Rock Page 47

An invitation from Quaaout Lodge & Spa at Talking Rock to sponsor a Christmas tree with proceeds towards the Chase food bank. In 2016, Council sponsored a tree for \$125.

10. RELEASE OF IN CAMERA ITEMS

None

11. IN CAMERA

None

12. ADJOURNMENT

Resolution:

“That the November 14, 2017 Village of Chase Regular Council meeting be adjourned.”



EXTRA AGENDA

Regular Meeting of the Council of the Village of Chase held in the Council Chamber at the Village Office at 826 Okanagan Avenue on Tuesday, November 14, 2017 at 4:00 p.m.

9. NEW BUSINESS

- 9.6 Trans-Canada Highway #1, Chase Creek to Jade Mountain Improvements Page 48
An invitation from the Ministry of Transportation and Infrastructure to attend an open house regarding Trans-Canada Highway #1 improvements on November 22, 2017 between 3:00p.m. and 7:00 p.m. at the Community Hall with an elected officials overview starting at 2:00 p.m. This open house invitation applies to all residents of Chase, those residing in the area who may be affected, and those having an interest in Chase and area.
- 9.7 RCMP Perspective on Trans-Canada Highway #1 Proposed Improvements Page 49
A letter from Sgt. Gary Heebner of the Chase RCMP detachment expressing safety concerns related to the reduction of access and egress to and from Chase for emergency service as it relates to the Trans-Canada Highway #1 proposed Improvements.



Minutes of the Regular Meeting of Council of the Village of Chase
held in the Council Chamber at the Village Office at 826 Okanagan Avenue
on Tuesday, October 24, 2017 at 4:00 p.m.

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

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

Public Gallery: 11

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Moved by Mayor Berrigan

Seconded by Councilor Maki

"That the October 24, 2017 Village of Chase Regular Council agenda be adopted as amended by adding 9.9, *TNRD Regional Solid Waste Management Plan Member Municipality Consultation Meeting.*"

CARRIED

#2017/10/24_001

3. ADOPTION OF MINUTES

Minutes of the October 10, 2017 Regular Meeting of Council

Moved by Councilor Egely

Seconded by Councilor Lepsoe

"That the minutes of the October 10, 2017 Regular Meeting of Council be adopted as presented."

CARRIED

#2017/10/24_002

4. PUBLIC HEARING

None

5. PUBLIC INPUT ON CURRENT AGENDA ITEMS

None

6. DELEGATIONS

Guy Ramsay, Manager, Chase & District Police-based Victim Services and

Sgt. Gary Heebner, RCMP Chase Detachment

- Sgt. Gary Heebner provided an overview of recent police activities from July 1, 2017 to September 30, 2017 including property crime, driving offences and other crime incidents reported to the RCMP
- Renovations are planned for the Chase detachment facilities
- Sgt. Heebner is transferring to HR at the South East District HQ in Kelowna – A/Sgt/ Linklater will be in charge of the detachment until a replacement is named
- Cst. Lora Ford has begun delivering the DARE program in the local schools
- Sgt. Heebner introduced Guy Ramsay

Mr. Ramsay provided an overview of what activities Victim Services provides and thanked Council for the opportunity to share their service in a public meeting.

7. REPORTS

a) Mayor and Council Reports

Mayor Berrigan

- October 12 – Attended the TNRD Regular Meeting and appreciation event for people who worked on fires
- October 17 – Attended a meeting with all of Council at the Ministry of Transportation and Infrastructure in Kamloops
- October 23 – Hosted the grade 2-3 students from Sorrento Elementary along with Councilor Egely and Councilor Scott

Councilor Egely

- October 14 – Attended the grand opening of the Dr. Vagyi Memorial Skatepark
- October 17 – Attended a meeting with all of Council at the Ministry of Transportation and Infrastructure in Kamloops
- October 18 – Attended a Chase Museum Meeting
- October 18 – Attended a Chase Country Christmas meeting
- October 23 – Hosted the grade 2-3 students from Sorrento Elementary along with Mayor Berrigan and Councilor Scott

Councilor Lepsoe

- October 12 – Assisted with the Wild Salmon Caravan event at Memorial Park
- October 14 – Attended the Squilax traditional powwow on behalf of Council
- October 14 - Attended the grand opening of the Dr. Vagyi Memorial Skatepark
- October 17 - Attended a meeting with all of Council at the Ministry of Transportation and Infrastructure in Kamloops
- October 20 – Attended a trails working group meeting in Salmon Arm

Councilor Maki

- October 14 - Attended the grand opening of the Dr. Vagyi Memorial Skatepark on behalf of Council
- October 18 – Attended a Chase Country Christmas meeting
- October 24 – Attended a meeting with our CAO, CO and Brock Endean in regards to the Youth Action Committee Strategic Plan

Councilor Scott

- October 17 – Attended a meeting with all of Council at the Ministry of Transportation and Infrastructure in Kamloops
- October 23 – Hosted the grade 2-3 students from Sorrento Elementary along with Mayor Berrigan and Councilor Egely

Moved by Councilor Scott

Seconded by Councilor Egely

“That the reports from Council members be received for information.”

CARRIED
#2017/10/24_003

8. UNFINISHED BUSINESS

8.1 Permissive Tax Exemptions

Moved by Mayor Berrigan

Seconded by Councilor Egely

"That Village of Chase 2018 Permissive Tax Exemption Bylaw No. 843-2017 be adopted."

CARRIED

#2017/10/24_004

9. NEW BUSINESS

9.1 Fire Department – Use of Dodge Ram

Moved by Councilor Egely

Seconded by Councilor Maki

"That policy FD-8, Use of Command Vehicle by Incident Command Personnel be repealed, and replaced by policy FD-8A Utility Vehicle Usage Policy."

CARRIED

#2017/10/24_005

9.2 Thompson Okanagan Tourism Association (TOTA) AGM and Summit

Moved by Mayor Berrigan

Seconded by Councilor Maki

"That costs associated with any of Mayor or Councilor's attendance at the November 1-2, 2017 TOTA Annual General Meeting be covered as per Council's ADM-21, Expense Policy."

CARRIED

#2017/10/24_006

9.3 Local Government Leadership Academy – CEO Forum – Richmond Dec 7-8, 2017

Moved by Councilor Egely

Seconded by Councilor Maki

"That costs associated with the Mayor attendance at the Local Government Leadership Academy's CEO Forum in Richmond Dec 7-8, 2017 be covered as per Council's ADM-21, Expense Policy."

CARRIED

#2017/10/24_007

9.4 Citizen Budget – Interactive Online Budget Consultation Tool

Moved by Acting Mayor Scott

Seconded by Councilor Egely

"That Administration coordinate a demonstration of the Interactive Online Budget Consultation Tool for Council and any members of the public interested in attending."

CARRIED

#2017/10/24_008

9.5 2017 CP Holiday Train

Moved by Mayor Berrigan

Seconded by Councilor Egely

"That the announcement from Mike LeVecchio, Director of Government Affairs, regarding the annual stop of the CP Holiday Train in Chase be received for information."

CARRIED

#2017/10/24_009

9.6 TNRD 50th Anniversary Event

Moved by Mayor Berrigan

Seconded by Councilor Egely

"That costs associated with any of Mayor or Councilor's attendance at the TNRD's 50th Anniversary Event on November 23, 2017 in Kamloops, BC be covered as per Council's ADM-21, Expense Policy."

CARRIED

#2017/10/24_010

9.7 2017 Remembrance Day Celebration

Moved by Mayor Berrigan

Seconded by Acting Mayor Scott

"That Shuswap Avenue be closed to traffic Saturday November 11, 2017 from 10:30am to 11:15am from PharmaChoice Food and Drugs to the Community Hall for the Remembrance Day Ceremony; and,

That Council grant a \$245 grant-in-aid to cover all Community Hall rental fees for the November 11, 2017 Remembrance Day ceremony; and,

That Public Works be directed to perform all road closure activities."

CARRIED

#2017/10/24_011

9.8 NAAAW Community Events November 14-17, 2017

Moved by Mayor Berrigan

Seconded by Acting Mayor Scott

"That Administration be directed to apply our Fees and Charges Bylaw to Community Hall requests directing applicants to apply for grants-in-aid to offset the fees payable for the usage of the hall, and to encourage the organizers of the NAAAW events to apply for a grant-in-aid in relation to their specific request."

CARRIED

#2017/10/24_012

9.9 TNRD Regional Solid Waste Management Plan

Moved by Acting Mayor Scott

Seconded by Councilor Egely

"That costs associated with any of Mayor or Councilor's attendance at the 2018 TNRD Regional Solid Waste Management Plan presentation on November 1, 2017 in Kamloops, BC be covered as per Council's ADM-21, Expense Policy."

CARRIED

#2017/10/24_013

11. OPPORTUNITY FOR PUBLIC TO SPEAK ON MUNICIPAL MATTERS

Beverley Iglesias of 621 3rd Avenue inquired if the annual budget includes an established amount for Council's attendance at various out of town events

The CAO responded that there is a budgeted amount under *Legislative Services*

Bruce Nelson of 216 Ash Street asked why the skateboard park is not named after George Hysop who donated the land on which Centennial Park now sits.

It was mentioned that Mr. Hysop is recognized at Centennial Park with a plaque in his name. It was also mentioned that Dr. Vagyi contributed to the construction of the skateboard park and acknowledging others at Centennial park seems appropriate.

Mr. Nelson also inquired about the Active Communities grant recently received as it pertains to improving bicycling on sidewalks

The Mayor responded that at this time Mayor and Council have no intention of restricting cyclists to ride on sidewalks particularly if they are younger children. The Active Communities project may provide alternatives in the future.

11. RELEASE OF IN-CAMERA ITEMS

Moved by Mayor Berrigan

Seconded by Acting Mayor Scott

"That all communications between the Village of Chase and the Ministry of Transportation and Infrastructure be released from In-Camera."

Mayor Berrigan explained that Council has been meeting with Ministry of Transportation and Infrastructure representatives to discuss Trans Canada Highway upgrades as they pertain to and impact the Village of Chase. Council is of the opinion that information needs to be shared with the public as these upgrades will affect everyone in our community and the surrounding areas for many years into the future and the decisions about the changes should be considered by the community as a whole.

He added that Council will not make any decisions or approvals on Hwy #1 designs without full participation of the citizens of Chase as led by the ministry. The ministry is organizing a public open house for later in November, and it is important that the citizens of the Village of Chase are informed in order to adequately voice their opinions on upgrades that will impact Chase for 100 years.

12. IN CAMERA

Moved by Councilor Egely

Seconded by Acting Mayor Scott

"That Council recess to an In-Camera meeting pursuant to Section 90 (1) of the Community Charter, paragraph (k), related to 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

#2017/10/24_014

13. ADJOURNMENT

Moved by Councilor Egely

Seconded by Councilor Scott

"That the October 24, 2017 Village of Chase Regular Council meeting be adjourned."

CARRIED

#2017/10/24_015

The meeting concluded at 5:58 p.m.

Steve Scott, Acting Mayor

Sean O'Flaherty, Corporate Officer



VILLAGE OF CHASE

Memorandum

Date: November 10, 2017
To: Mayor and Council
From: CAO
RE: Activities Report October 10 through November 10, 2017

Council Support

- Attendance at Council meetings
- Oversee agenda and minutes preparation
- Prepared reports for Council's consideration
- Regular meetings with Mayor to inform and share information relevant to Mayor and Council
- Provide regular updates to Mayor and Council regarding various operational and political matters
- Oversee information to public on municipal matters
- Participated in several meetings with Mayor, Council and Ministry of Transportation and Infrastructure representatives
- Attended Solid Waste Management Plan meeting at TNRD with Mayor and Councilors

Administration

- Liaised with Interim Director of Fire Operations on various Fire Department matters
- Met with various members of senior staff and office staff regarding administrative matters
- Oversee various human resource matters, met with several candidates in relation to the recruitment of new Chief Financial Officer
- Met with Property Insurance provider regarding renewal of policy
- Provided review for Sprott Shaw practicum student
- Met with various members of the public regarding various administrative matters
- Participated in Youth Action Committee meeting

Respectfully submitted,


Joni Heinrich, CAO



VILLAGE OF CHASE

Memorandum

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

Regular Duties:

- Preparation of Council meeting agendas and minutes
- Prepared Council reports and correspondence on various matters
- Responding to email and telephone inquiries
- Assisting staff and public with legislative and bylaw interpretations, and general support
- Responding to land use enquiries
- Liaising with the Building Inspector on zoning confirmation matters
- Performed pre-event walk-throughs of Community Hall events, and general management of the hall
- Prepared the Sunflower newsletter insert containing public service announcements and other general coming events

Other Duties During the Reporting Period:

- Ongoing discussions with Chase DevCo regarding Whitfield developments
- Processed 2 Building Permit applications and registered 1 Notice on Title
- Processed 1 Development Variance Permit application
- Worked on updating the Village's subdivision bylaw
- Started research on short term rental policy
- Attended the 2017 LGMA Corporate Officer and Clerk's Forum in Victoria
- Attended a MOTI 'highways' meeting in Kamloops
- Attended a Youth Action Committee meeting
- Attended an all-staff meeting
- Met with Jeff Conners, IHA, Tobacco Reduction Coordinator
- Attended 'Managing Assets for Sustainable Communities' webinar
- Attended MOTI 'highways' meeting with Regional Manager

Projects:

- Participated in Director of Financial Services replacement recruitment process
- Preparing terms of reference for Active Transportation Advisory Committee

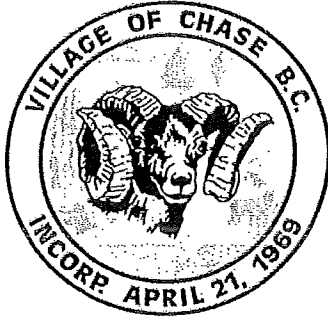
Bylaw Enforcement

- There was one Order to Comply for unsightly premises issued. Bylaw priorities recently include sidewalk snow removal

Dog Control

- Animal Control Officer has been regularly patrolling parks for leash compliance. Activity has been light and this reflects a high level of compliance within the community

Respectfully submitted, Sean O'Flaherty



Village of Chase

Administrative Report

TO: Mayor and Council

FROM: Director Financial Services

DATE: 31 October 2017

RE: Quarterly financial report to 30 September 2017

ISSUE/PURPOSE

The Quarterly Summary financial report presents the total revenues and expenditures for each general function within each fund and a summary of the capital. The Quarterly Detailed financial report presents more detailed information for sub functions, summarizing revenues and expenditure for each

DISCUSSION

Operating Budgets

Taxes will be slightly under budget for the year when the balance of requisition taxes collected for others has been paid out.

General administration will be about \$25,000 under budget for the year at the present level of activity.

Grants in aid expenditures are lower than originally budgeted for \$10,000, but the grant in aid for community hall is expected to exceed the \$12,000 budget.

Investment income is higher than anticipated.

By law Enforcement will exceed its budget by approximately \$9,000 for the year at the current rate of activity, primarily caused by increased legal fees and contract services.

Fire Protection will be going over budget. This is being caused by the disposition of the Pumper Tanker which results in a loss on disposal of \$63,000 being recorded. Excluding this transaction the department will be slightly under budget for the year.

Rescue Services are near budget, with revenues and expenditures each slightly above budget.

Solid Waste Management may be slightly under budget for the year depending on the impact of increased waste handling charges going into effect this fall.

Planning and subdivision services are slightly below budget when the provision for Bylaw rewrite contracted services in the amount of \$25,000 are excluded. No costs have been processed for the bylaw rewrite to the end of September

Economic Development is on budget. The Economic Strategy grant funding has been approved; no funds have yet been expended. Any unused funds will be rolled into 2018.

Common Services (Public Works) is well under budget. Equipment maintenance has approximately \$30,000 remaining; Fuel and Oil supplies have approximately \$30,000 remaining as well. Continuing the present pattern will see them well under budget at the end of the year.

Roads budget is well under budget. \$70,000 of the maintenance budget and \$10,000 of the supplies budget is available for the balance of the year.

Street Lighting is close to budget, should come in slightly below.

The Sidewalk budget is very small and wage allocations have driven it over budget, but overall for the entire Village the wages are below budget. Allocations of wages vary from the estimates as activities change year to year. The key is to control the total wages and benefits budget.

The Drainage department is within budget.

Parks operations are running well under budget. Recreation summer program came in well under budget.

Arena is running just below budget and should be within budget for the year.

Community Hall revenues will come in slightly above budget for the year; expenses at this time are well below budget for maintenance and supplies.

The Curling Rink and Museum are over budget for the year at this time. The problem is caused by the estimate for the annual amortization of the Curling Rink assets as \$16,000 which is actually going to be \$28,000.

Property management revenues will be higher than budgeted and expenditures are under budget which will produce a larger surplus. Impact on total budget is negligible.

Cemetery revenues are higher than anticipated; changes to payroll allocations have increased expenses for wages in this department.

Memorial Park Wharf costs are higher than budgeted due to payroll allocations being higher.

The Dykes budget is over budget due to payroll allocations and higher than anticipated cost of inspection.

The Water expenditure budgets are running slightly below budget. This should continue for the rest of the year but is not expected to be a significant variance.

The Waste Water system costs for amortization do not yet reflect any amortization charge for the lagoon work completed this year which will impact the final totals. The cost of maintenance is running below budget and the department may come in under budget for the year.

In summary for operations the General Fund is expected to reduce the budgeted deficit by approximately \$200,000. The Water Fund is expected to reduce the budgeted deficit by approximately \$50,000. The Waste Water Fund is expected to improve its surplus by about \$30,000.

Capital Budgets

Several capital budgets were approved pending grant funding which is not yet approved and therefore will not be completed these will be addressed during annual budget discussions to determine if they remain on the budget.

The value of the works being completed by Chase Devco will be added to our tangible capital assets upon completion of the projects. The total value of the projects will be recorded as operating revenue and a provision for amortization of the asset values will be added to the amortization costs. The values and impacts at this time are not known.

Other projects have been delayed for various reasons, but they are progressing and if necessary will be rolled forward to the 2018 budget.

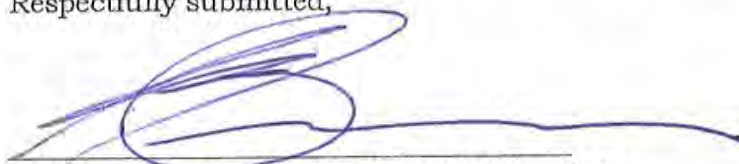
FINANCIAL IMPLICATIONS

At this time the overall budget is in good condition and is expected to provide a surplus for the year. The impact of the remaining capital activities for the year cannot be projected but will reduce benefits from the operations projected above.

RECOMMENDATION

That the September 2017 Quarterly financial report be accepted as presented.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Leif Pedersen', is written over a horizontal line.

Leif Pedersen, Director Financial Services

Village of Chase
Quarterly Summary Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Water Services Fund				
Revenues	378,000	289,219	(88,781)	(23.49%)
Expenditures	747,800	536,105	211,695	28.31%
Net Water Services Fund Operations Surplus (Deficit)	(369,800)	(246,886)	122,914	(33.24%)
Capital Transactions				
Amortization Offset	356,400	262,708	(93,692)	(26.29%)
Reserve transfers	0	0	0	#DIV/0!
Debt Funding	(56,200)	(48,024)	8,176	(14.55%)
Capital expenditures	(70,000)	(116,859)	(46,859)	(66.94%)
Net Water Services Capital Fund Surplus (Deficit)	230,200	97,825	(132,375)	57.50%
Net Water Services Fund Surplus (Deficit)	(139,600)	(149,061)	(9,461)	(6.78%)
Waste Water Services Fund				
Revenues	1,810,500	1,595,038	(215,463)	(11.90%)
Expenditures	373,400	239,398	134,002	35.89%
Net Waste Water Services Fund Operations Surplus (Deficit)	1,437,100	1,355,640	(81,460)	5.67%
Capital Transactions				
Amortization Offset	164,600	107,822	(56,778)	(34.49%)
Reserve transfers	242,000	(74,545)	(316,545)	(130.80%)
Debt Funding	(14,600)	(11,526)	3,074	(21.06%)
Capital expenditures	(1,730,000)	(1,462,817)	267,183	15.44%
Net Waste Water Services Capital Fund Surplus (Deficit)	(1,338,000)	(1,441,065)	(103,065)	(7.70%)
Net Waste Water Services Fund Surplus (Deficit)	99,100	(85,425)	(184,525)	(186.20%)
Total Village Surplus (Deficit)	(36,500)	348,733	394,082	1079.68%
Balance of Surplus and Reserves at the end of the period				
General Government	(951,205)	(371,986)		
Water Fund	(547,122)	(556,582)		
Sewer Fund	2,708,030	2,523,505		
Total	1,209,703	1,594,936		

Village of Chase
Quarterly Summary Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
General Fund				
Revenues				
Taxation	1,718,900	1,725,923	7,023	0.41%
General Government	542,000	550,146	8,146	1.50%
Protective Services	36,000	38,210	2,210	6.14%
Solid waste Management	241,000	176,275	(64,725)	(26.86%)
Development Services	36,400	25,562	(10,838)	(29.78%)
Transportation	0	414	414	#DIV/0!
Parks, recreation and Culture	52,500	39,072	(13,428)	(25.58%)
Property Management	7,600	6,348	(1,252)	(16.47%)
Other Services	8,000	7,564	(436)	(5.45%)
Total General Fund Revenues	2,642,400	2,569,513	(72,887)	(2.76%)
Expenditures				
General Government	767,200	575,172	192,028	25.03%
Protective Services	361,000	335,193	25,807	7.15%
Solid waste Management	204,100	151,437	52,663	25.80%
Development Services	174,600	117,905	56,695	32.47%
Transportation	779,600	434,132	345,468	44.31%
Parks, Recreation and Culture	727,800	476,565	260,084	35.74%
Property Management	3,000	1,135	1,865	62.17%
Other Services	39,600	32,434	7,166	18.10%
Total General Fund Expenditures	3,056,900	2,123,973	941,776	30.81%
Net General Fund Operations Surplus (Deficit)	(414,500)	445,540	868,889	209.62%
Capital Transactions				
Amortization Offset	603,400	446,833	(156,567)	(25.95%)
Reserve transfers	83,000	(168,150)	(251,150)	(302.59%)
Debt Funding	(94,100)	(94,026)	74	(0.08%)
Capital expenditures	(173,800)	(46,978)	126,822	72.97%
Net General Capital Fund Surplus (Deficit)	418,500	137,679	(280,821)	67.10%
Net General Fund Surplus (Deficit)	4,000	583,219	588,068	

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
General fund				
Taxation				
Municipal	1,628,600	1,627,949	(651)	(0.04%)
Penalties and Interest	36,500	30,712	(5,788)	(15.86%)
Utilities Linear 1% Tax	38,000	38,461	461	1.21%
Payments in Place of Taxes	15,800	8,026	(7,774)	(49.20%)
	1,718,900	1,705,149	(13,751)	(0.80%)
Taxes Collected for others	1,763,100	1,639,528	(123,572)	(7.01%)
Taxes Remitted to Others	1,763,100	1,618,754	144,346	8.19%
Net Taxes collected for Others	0	20,774	20,774	
Net Tax Revenues	1,718,900	1,725,923	7,023	0.41%
General Government				
Grant Revenues	487,800	490,081	2,281	0.47%
Grants in Aid	115,100	104,702	10,398	9.03%
Net Grants	372,700	385,379	12,679	3.40%
Investment Income	7,000	15,002	8,002	114.32%
Legislative Expense	(76,400)	(60,541)	15,859	(20.76%)
Administration Revenues	47,200	45,062	(2,138)	(4.53%)
Administration Expense	575,700	409,928	165,772	28.79%
Net Administration	(528,500)	(364,866)	163,634	30.96%
Net General Government	(225,200)	(25,026)	200,174	88.89%
Protective Services				
Bylaw Enforcement Revenues	4,800	4,965	165	3.44%
Bylaw Enforcement Expenses	45,000	44,742	258	0.57%
Net Bylaw Enforcement	(40,200)	(39,777)	423	1.05%
Fire Protection Revenues	23,200	21,540	(1,660)	(7.16%)
Fire Protection Expenses	268,800	252,272	16,528	6.15%
Net Fire Protection	(245,600)	(230,732)	14,868	6.05%
Rescue Services Revenue	8,000	11,705	3,705	46.31%
Rescue Services Expense	30,700	26,552	4,148	13.51%
Net Rescue Services	(22,700)	(14,847)	7,853	34.60%
Emergency Preparedness Revenue	0		0	#DIV/0!
Emergency Preparedness Expense	5,100	972	4,128	80.94%
Net Emergency Preparedness	(5,100)	(972)	4,128	80.94%
Building Inspection Expense	(11,400)	(10,655)	745	6.54%
Net Protective Services	(325,000)	(296,983)	28,017	8.62%

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Solid Waste and Recycling				
Solid Waste Revenues	241,000	176,275	(64,725)	(26.86%)
Solid Waste Expenses	204,100	151,437	52,663	25.80%
Net Solid Waste and Recycling	36,900	24,838	(12,062)	(32.69%)
Development Services				
Planning and Subdivision Revenue	2,500	4,850	2,350	94.00%
Planning and Subdivision Expense	63,400	42,257	21,143	33.35%
Net Planning and Subdivision	(60,900)	(37,407)	23,493	(38.58%)
Economic Development Revenue	33,900	20,712	(13,188)	(38.90%)
Economic Development Expense	111,200	75,648	35,552	31.97%
Net Economic Development	(77,300)	(54,936)	22,364	(28.93%)
Net Development services	(138,200)	(92,343)	45,857	(33.18%)
Transportation and Transit				
Common Services Revenues	0	89	89	#DIV/0!
Common Services Expense	337,800	198,610	139,190	41.20%
Net Public works	(337,800)	(198,521)	139,279	(41.23%)
Roads Revenues	0	0	0	#DIV/0!
Roads Expenses	355,100	172,569	182,531	51.40%
Net Roads	(355,100)	(172,569)	182,531	51.40%
Street Lighting Revenues	0	0	0	#DIV/0!
Street Ligts Expense	57,200	38,971	18,229	31.87%
Net Street Lights	(57,200)	(38,971)	18,229	31.87%
Sidewalk Revenues	0	0	0	#DIV/0!
Sidewalk Expenses	2,000	3,822	(1,822)	(91.12%)
Net sidewalks	(2,000)	(3,822)	(1,822)	(91.12%)
Drainage Revenues	0	325	(325)	#DIV/0!
Drainage Expenses	27,500	20,160	7,340	26.69%
Net Drainage	(27,500)	(19,835)	7,015	25.51%
Net Transportation and Transit	(779,600)	(433,718)	345,232	44.28%

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Parks, Recreation and Culture				
Parks Revenue	10,500	2,267	(8,233)	(78.41%)
Parks Expenses	245,800	147,122	98,678	40.15%
Net Parks	(235,300)	(144,855)	90,445	38.44%
Recreation Program Revenues	19,500	18,831	(669)	(3.43%)
Recreation Program Expenses	35,300	28,731	6,569	18.61%
Net Recreation Programms	(15,800)	(9,900)	5,900	37.34%
Arena Revenues	0	0	0	#DIV/0!
Arena Expenses	287,400	196,220	91,180	31.73%
Net Arena	(287,400)	(196,220)	91,180	31.73%
Community Hall Revenues	22,500	17,974	(4,526)	(20.12%)
Community Hall Expenses	135,300	72,490	62,810	46.42%
Net Community Hall	(112,800)	(54,516)	58,284	51.67%
Museum Revenues	0	0	0	#DIV/0!
Museum Expenditures	5,000	4,153	847	16.95%
Net Museum	(5,000)	(4,153)	847	16.95%
Curling Rink Revenues	0	0	0	#DIV/0!
Curling Rink Expenses	19,000	27,849	(8,849)	(46.57%)
Net Curling Rink	(19,000)	(27,849)	(8,849)	(46.57%)
Net Parks, Recreation and Culture	(675,300)	(437,494)	237,806	35.21%
Property Management				
Property Revenues	7,600	6,348	(1,252)	(16.47%)
Property Expenses	3,000	1,135	1,865	62.17%
Net Property Management	4,600	5,213	613	13.33%
Other Services				
Cemetery Revenue	8,000	7,564	(436)	(5.45%)
Cemetery Expense	11,700	12,572	(872)	(7.45%)
Net Cemetery	(3,700)	(5,008)	(1,308)	35.35%
Memorial Park Wharf Revenue	0	0	0	#DIV/0!
Memorial Park Wharf Expense	22,200	17,482	4,718	21.25%
Net Memorial Park	(22,200)	(17,482)	4,718	(21.25%)
Dykes Revenues	0	0	0	#DIV/0!
Dykes Expenses	5,700	2,380	3,320	58.24%
Net Dykes	(5,700)	(2,380)	3,320	(58.24%)
Net Other Services	(31,600)	(24,870)	6,730	(21.30%)
Net General Fund Operating	(414,500)	445,540	859,390	(207.33%)

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Non Operating				
Amortization Offset	603,400	446,833	(156,567)	(25.95%)
Reserve Transfers				
From Reserves	128,000	10,150	(117,850)	(92.07%)
To Reserves	45,000	178,300	133,300	296.22%
Total Reserve Transfers	83,000	(168,150)	(251,150)	(302.59%)
Debt				
Debt Received			0	#DIV/0!
Debt Paid	94,100	94,026	74	0.08%
Net Debt	(94,100)	(94,026)	74	(0.08%)
Capital Expenditures				
General Government	25,000	560	24,440	97.76%
Fire Service	3,300	(4,142)	7,442	225.53%
Rescue		0	0	
Solid waste		0	0	#DIV/0!
Community Development		20,645	(20,645)	#DIV/0!
Common Services (PW)		0		
Roads	45,000	4,459	40,541	90.09%
Parks	42,500	25,221	17,279	40.66%
Community Hall	50,000	0	50,000	100.00%
Arena	8,000	235	7,765	97.06%
Curling Rink		0	0	#DIV/0!
Museum		0	0	#DIV/0!
	(173,800)	(46,978)	126,822	(72.97%)
Net General Capital fund	418,500	137,679	(280,821)	(67.10%)
Net General Cash Surplus (Deficit)	4,000	583,219	578,569	14464.22%
Balance of General Cash Surplus (Deficit)- beginning	(955,205)	(955,205)		
Balance of General Cash Surplus (Deficit) - Ending	(951,205)	(371,986)		

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Water Utility				
Administration Revenues	375,000	277,993	(97,007)	(25.87%)
Administration Expenses	82,500	45,790	36,710	44.50%
Net Water Administration	292,500	232,203	(60,297)	(20.61%)
Distribution Revenues	3,000	11,226	8,226	274.20%
Distribution Expenses	163,400	125,303	38,097	23.31%
Net Distribution	(160,400)	(114,077)	46,323	28.88%
Treatment Revenues	0	0	0	#DIV/0!
Treatment Expenses	501,900	365,011	136,889	27.27%
Net Treatment	(501,900)	(365,011)	136,889	(27.27%)
Net Water Utility Operating	(369,800)	(246,886)	122,914	(33.24%)
Non Operating				
Amortization Offset	356,400	262,708	(93,692)	
Reserve Transfers				
From Reserves			0	#DIV/0!
To Reserves			0	#DIV/0!
Total Reserve Transfers	0	0	0	#DIV/0!
Debt				
Debt Received		0	0	#DIV/0!
Debt Paid	56,200	48,024	8,176	14.55%
Net Debt	(56,200)	(48,024)	8,176	(14.55%)
Capital Expenditures				
Distribution	70,000	115,119	(45,119)	(64.46%)
Treatment		1,740	(1,740)	#DIV/0!
	(70,000)	(116,859)	(46,859)	66.94%
Net Water Capital fund	230,200	97,825	(132,375)	(57.50%)
Net Water Cash Surplus(Deficit)	(139,600)	(149,061)	(9,461)	6.78%
Balance of Water Cash surplus (Deficit)- beginning	(407,522)	(407,522)		
Balance of Water Cash Surplus (Deficit)-End	(547,122)	(556,582)		

Village of Chase
Quarterly detailed Financial Report
Quarter Ended 30 September 2017

	Annual Budget	YTD Actual	Budget Remaining	% Remaining
Waste Water Utility				
Administration Revenues	436,000	315,411	(120,590)	(27.66%)
Administration Expenses	61,200	34,242	26,958	44.05%
Net Administration	374,800	281,168	(93,632)	(24.98%)
Collection Revenues	1,500	1,625	125	8.33%
Collection Expenses	71,700	57,788	13,912	19.40%
Net Collection	(70,200)	(56,163)	14,037	(20.00%)
Treatment Revenues	1,373,000	1,278,002	(94,998)	(6.92%)
Treatment Expenses	240,500	147,368	93,132	38.72%
Net treatment	1,132,500	1,130,634	(1,866)	(0.16%)
Net Wastewater Utility Operating	1,437,100	1,355,640	(81,460)	(5.67%)
Non Operating				
Amortization Offset	164,600	107,822	(56,778)	(34.49%)
Reserve Transfers				
From Reserves	242,000	124,455	(117,545)	(48.57%)
To Reserves		199,000	199,000	#DIV/0!
Total Reserve Transfers	242,000	(74,545)	81,455	33.66%
Debt				
Debt Received		0	0	#DIV/0!
Debt Paid	14,600	11,526	3,074	21.06%
Net Debt	(14,600)	(11,526)	3,074	(21.06%)
Capital Expenditures				
Collection	229,000	7,834	221,166	96.58%
Treatment	1,501,000	1,454,982	46,018	3.07%
	(1,730,000)	(1,462,817)	267,183	15.44%
Net Wastewater Capital Surplus (Deficit)	(1,338,000)	(1,441,065)	294,935	22.04%
Net Wastewater Cash Surplus (Deficit)	99,100	(85,425)	213,475	215.41%
Balance of Wastewater Cash Surplus (Deficit) - beginning	2,608,930	2,608,930		
Balance of Wastewater Cash Surplus (Deficit) - end	2,708,030	2,523,505		
Total to date Village Cash Surplus	(36,500)	348,733		



Village Of Chase

Administrative Report

TO: Mayor and Council
FROM: Corporate Officer
DATE: November 10, 2017
RE: Application to Vary Regulations of Village of Chase Zoning Bylaw 683-2006

ISSUE/PURPOSE

To obtain Council's consideration to proceed with the notification process in relation to the application for variance of reducing the required front yard setback in R-4, Mobile Home Residential.

OPTIONS

- 1. Authorize Administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the use of the required front yard to include outdoor storage.**
- 2. Do not authorize Administration to proceed and deny the Development Variance Permit application.**

BACKGROUND

On May 18, 2017 the Village received an application from the owner of 775 Cedar Avenue to vary the front yard setback. The application was incomplete because the variance distance was not provided by the applicant. The applicant was informed that his application was incomplete, and then reminded a few months later to provide the variance distance so the application could be processed. On October 26 the contractor, on behalf of the applicant, provided a completed application containing the variance distance.

The owner wishes to complete an addition onto his single family dwelling for purposes of having an attached carport building. The required setback from the front parcel line to the carport addition must be 7m. according to the zoning bylaw. The application requests a 1.8m. reduction to the required setback. Therefore the variance would permit the carport addition to be built 5.2m. from the front parcel line.

If the variance is granted, the owner will be able to apply for a building permit and finish construction of the carport addition. If the variance is not granted, the owner will be ordered to demolish the partially completed addition.

REFERRALS

If the application proceeds, notifications will be sent out to property owners within 50 metres of the subject property as per Section 499 of The Local Government Act which requires notice be provided to affected property owners and tenants.

POLICY IMPLICATIONS

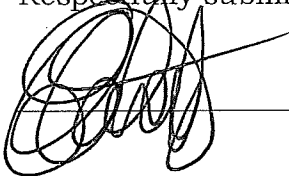
Pursuant to the provisions in the Local Government Act, a local government may, by resolution, issue a development variance permit, in respect of the land covered in the permit, the provisions of a bylaw that regulates Zoning. As a limit to Council's authority, the use or density of land cannot be varied. In the existing case, the use and density of the property is not affected by the granting of the variance request.

A variance application can come forward at any time to vary a regulation pertaining to construction and development. Council needs to consider whether it is in the best interests of the neighbouring residents to allow the variance. The best way to hear from neighbouring residents is to allow the application to proceed and initiate the referral process.

RECOMMENDATION

"That Council authorize Administration to proceed with the required notification process, and prepare a draft Development Variance Permit that would vary the required front yard setback from 7.0m to 5.2m."

Respectfully submitted,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.



Property Information Report

Report Generated On: May 25, 2017 10:30:18 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

775 Cedar Ave

Parcel Description & Location

[More Details](#)

Legal Description:

L 6 PL KAP62348 DL 517

District Lot:

517

Land District:

KDYD

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

Square Meter:

637.58

Acre:

0.158

Hectare:

0.064

Community:

Local Authority: Village of Chase

School District: Kamloops/Thompson



TNRD Services

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

[More Details](#)

Water Service: N/A

Sewer Service: N/A

Fire Protection: N/A

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

[More Details](#)

Future Debt: A

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

[More Details](#)

Zoning Bylaw: 683

Zoning: R-4

Lakeshore Development Guidelines (Intersect): No

Lake Name: N/A

Lake Classification: N/A

Fringe Area: N/A

Floodplain Information: Not applicable

Site Specific Zoning: Not Applicable

Development Permit Area: N/A

Official Community Plan Name: N/A

OCP Designation: N/A

Agriculture Land Reserve (Intersect): No

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

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

[More Details](#)

Folio:	Development Application Number:	Development Application Type:	Status:
Folio:	File Number:	Application Date:	Issued Date:
512.00086.110	BP014798	May 03, 2017	Completion Date:
	Type of Construction:		Status:
	Construct a carport addition to an existing manufactured home		RECEIVED
Folio:	File Number:	Application Date:	Issued Date:
512.00086.110	BP014502	Aug 19, 2016	Completion Date:
	Type of Construction:		Status:
	Construct a carport		ACTIVE
Folio:	File Number:	Application Date:	Issued Date:
512.00086.110	BP013762	Oct 16, 2014	Completion Date:
	Type of Construction:		Status:
	Construct an accessory building		COMPLETED
Folio:	File Number:	Application Date:	Issued Date:
512.00086.110	BP014374	Jun 03, 2016	Completion Date:
	Type of Construction:		Status:
	Construct an addition to an existing manufactured home		ACTIVE

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

Ken Hynes
775 Cedar Ave
Chase, BC
VOE 1M0
September 24, 2016-09-24

To: The Village of Chase Council Members
Subject: Our carport placement

When we decided to renovate our home at 775 Cedar Ave., we were more than pleased to learn from our contractor we would be able to include a carport between the front sundeck and the road, as our contractor had received approval from the Building Inspector for a 5 meter setback from the road.

Having the approval, our contractor went ahead with the installation, only to be informed at a later time we were in violation of the setback footage.

We put a great deal of money into the carport and our contractor has been very careful to make the carport as appealing as possible. As well, we had informed our neighbors on either side of our plans before going ahead with the building. We had asked both if they would put in writing their approval of the carport as it is and they agreed they would do so.

There have also been a number of neighbors and others passing by during construction that had positive things to say as well about the job and how it has changed the look of the neighborhood for the better.

Having the carport means an awful lot to us as we will be able to keep our vehicles under cover and somewhat free of snow. We are both in our senior years and although not invalids, there are things we need not do any longer. One of those would be to shovel more snow than necessary, as last year's snowfall proved that to us.

Thank you for this opportunity to address your Council.

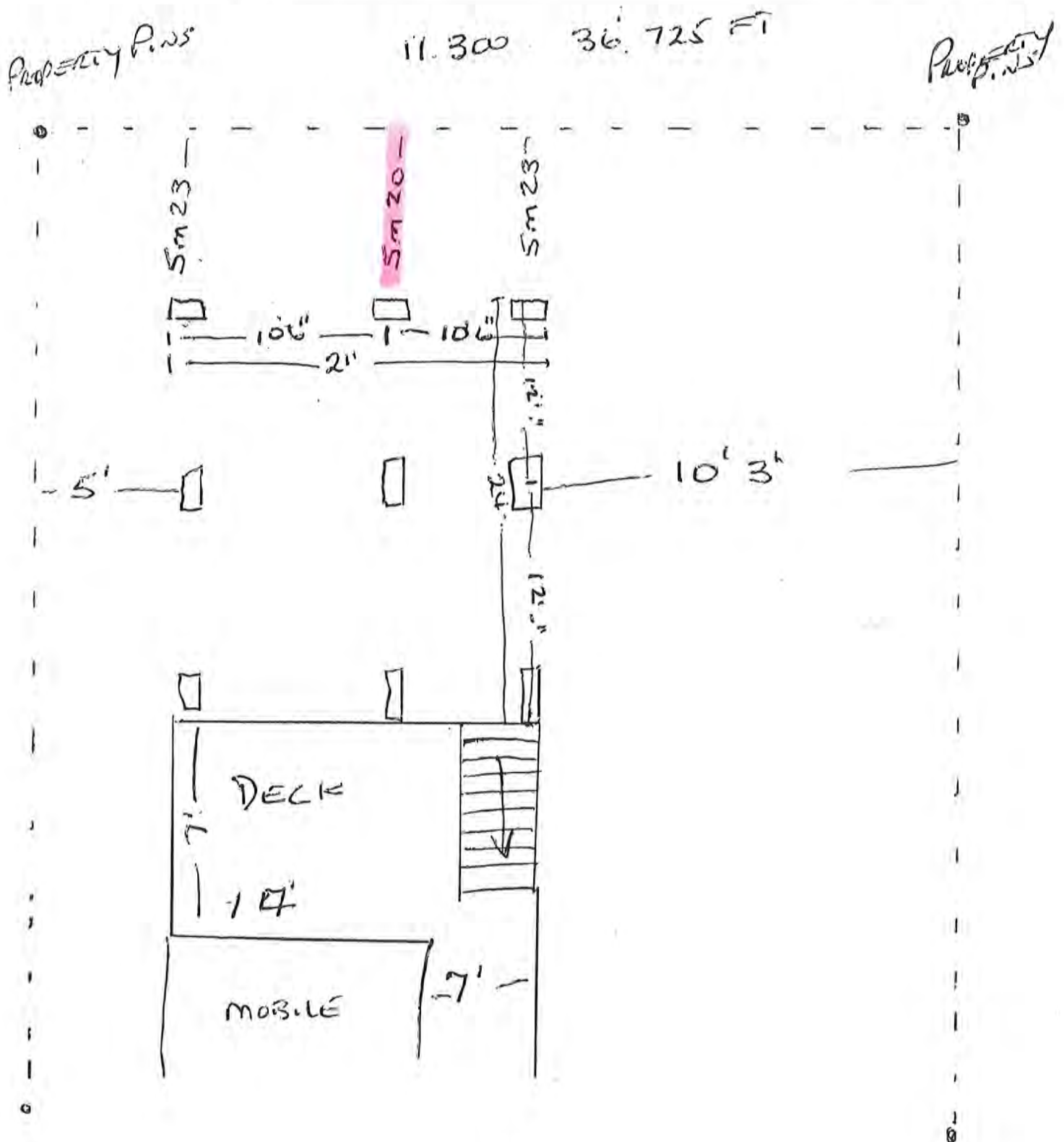
Kenneth Hynes



Plot Plan Lot 6 Kap 62348-775 Cedar Ave Chase BC

KEN HYNES SET BACKS

ROAD CEDAR AVE





VILLAGE OF CHASE

Memorandum

Date: November 10, 2017
To: Mayor and Council
From: CAO on behalf of Youth Action Committee
RE: Youth Action Committee Strategic Plan 2017

The Village of Chase received \$5000 in funding from BC Healthy Communities to conduct a process for the development of a Strategic Plan for youth in Chase. That plan has now been completed, and the Youth Action Committee is recommending the plan be adopted by Council.

The following items summarize salient points of the plan:

1. Create and Strengthen Partnerships by:

- Formalizing the Youth Action Committee
- Separating YAC from the Village of Chase while maintaining connection
- Enhancing activities and engagement between Indigenous and non-Indigenous youth and organizations
- Establish opportunity for learning between youth and non-youth organizations

**YAC must be a youth lead organization

2. Grow and Improve Programs and Services

- Increase Youth Participation in sport
- Increase youth participation in arts and culture activities
- Improve the physical and mental well-being of youth
- Increase the awareness of youth programs and services available to youth and young families

3. Expand Youth Leadership Capacity


- Cultivate more leadership roles for youth within organizations and committees in Chase
- Recognize youth leadership in Chase
- Increase opportunities for employment and career progression

4. Increase Funding and Resources

- Youth are involved in funding ideas, generation and allocation

Next steps need to be determined in terms of how these goals can be realized. The Youth Action Committee is willing to work with local youth to ensure these goals are realized.

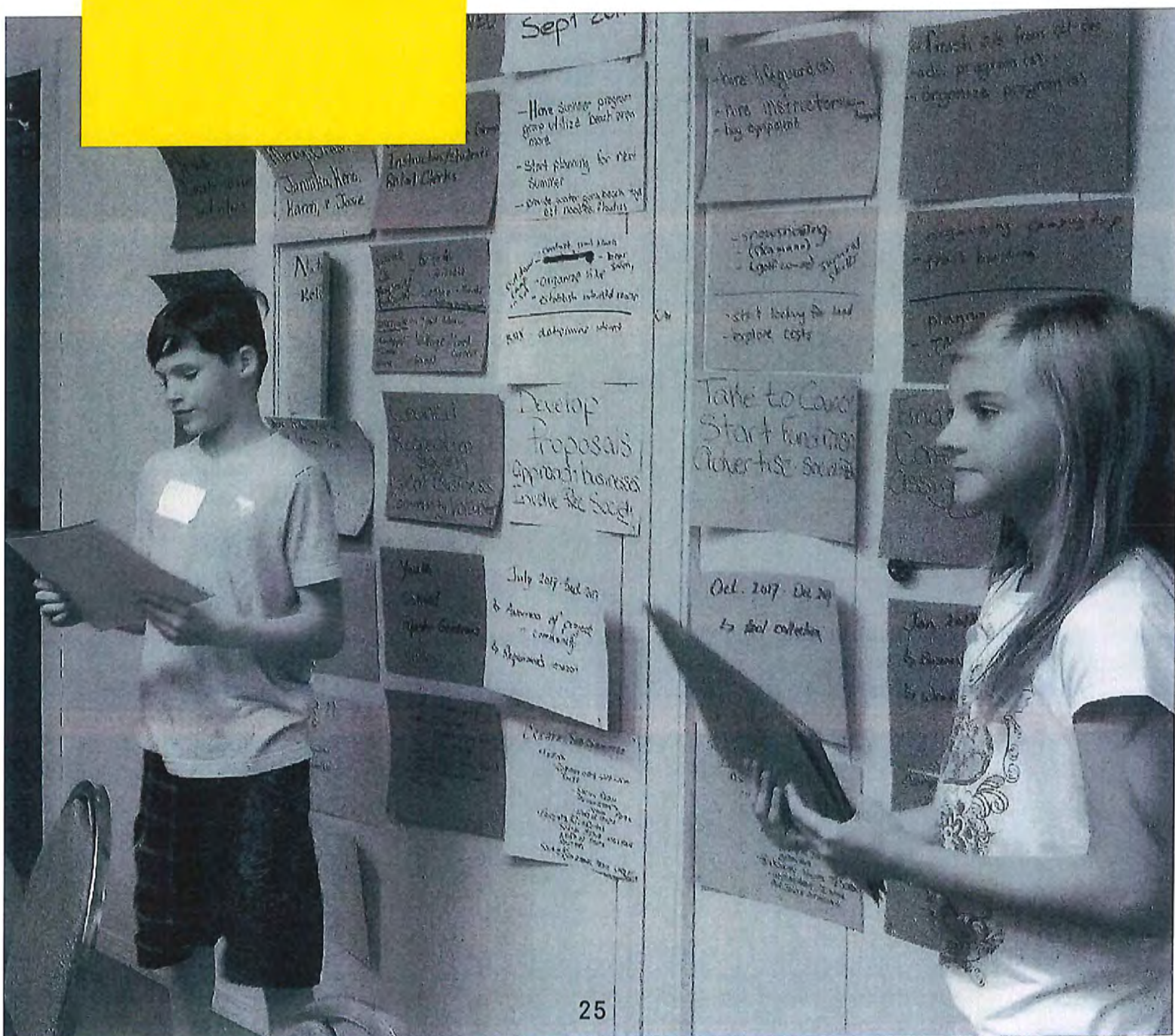
Respectfully submitted,


Joni Heinrich, CAO

Chase
Youth
Action
Committee

YAC
Strategic Plan

Prepared Summer 2017



Acknowledgement

The Youth Action Committee operates and supports youth in unceded Secwepemc territory.

In keeping with traditional protocols, we express our gratitude to the Adams Lake Indian Band, Neskonlith Indian Band, and Little Shuswap Lake Indian Band, who, since time immemorial, have ties to the territory on which we gather to learn, share, and inspire.

Introduction

Youth, ages 13 - 24, are an important segment of every community. According to the 2016 census, there are approximately 175 youth in Chase, which represents just under 8% of the Village's population. This figure does not account for the many youth who reside outside of the municipal boundaries, in communities such as Pritchard, Chase Creek, Turtle Valley, and the three Secwepemc communities. When these neighbouring communities are factored in, it is estimated that the population doubles to 350 youth.

The YAC Strategic Plan was initiated to guide the Village of Chase via the Youth Action Committee (YAC) in providing activities and opportunities for youth in Chase. However, after reviewing minutes and notes from prior YAC meetings, talking with current members of the committee, and some service organizations, it was evident that there were no lack of ideas or potential activities for the YAC to embrace, the primary challenge was YAC's lack of youth representation and engagement. Therefore, the project shifted slightly to focus on involving youth in planning by creating a framework that will mobilize a generation to take ownership of and become active on community issues, with the support of non-youth allies.

To establish this framework, a Values Mapping exercise was created and used at the Shuswap Experience Trade Show and at Chase Secondary School. Then, a Planning Session, open to the public, was held at the Chase Curling Club, where participants used the responses from the Values Mapping exercise to draft guiding principles statements and worked through the basics of developing potential working group plans (Appendix B).

With the Guiding Principles in place, the information shared through the Values Mapping exercise, the potential working group plans, and various discussions with stakeholders, the following four Strategic Goals were identified for the YAC:

- **Create and Strengthen Partnerships**
- **Grow and Improve Programs and Services**
- **Expand Youth Leadership Capacity**
- **Increase Funding and Resources**

An overview of these goals, including potential actions and metrics, are provided on pages 5 to 11.

Values Mapping

During the project it was decided that a Values Mapping exercise be used to engage youth in the ambiguous world of planning, as it uses simple prompts that engage the three primary communication senses (visual, auditory, kinesthetic) to create a very accessible platform. Through Values Mapping, participants are more likely to open up on topics that often require greater rapport or time, and they are likely to communicate their initial feelings and thoughts as there is not an expectation of "perfect answers" or any need to justify their decisions or comments.

Provided with a large map of Chase and the surrounding area, youth were asked to pin the following points on the map:

- Where I live
- My favourite place
- An underutilized asset
- Where I connect with others
- Where I work
- Where I access supports

Non youth also participated in this exercise and responded to the first 3 questions.



As a visual, the map filled with pins is exciting and provides some useful insight on place based assets in the community.

Information captured via the pins:

Areas that are under utilized:	Favourite place:	Where to access support:
<ul style="list-style-type: none">• Centennial Park• Wilson Park• Curling Rink• Primary School (Annex)• Art Holding Memorial Arena• The lake	<ul style="list-style-type: none">• The beach• Chase Secondary• Home• Art Holding Memorial Arena• Rodeo Grounds• Adams Lake Band Gym	<ul style="list-style-type: none">• Chase Secondary School• D&T Centre• Home

It is the conversations with the participants as they pinned each item that provides the greatest insight from the exercise.

Information captured through conversations while pinning:

- Many youth indicated they aren't familiar with the Youth Action Committee, how it applies to their lives, or why it should matter to them.
- Youth want to understand what actions they can take to make a difference in the community or what the best way to participate is.
- A lot of in-person engagement activities occur at times when youth (especially students) are unable to attend - generally because of school or evening/weekend work commitments.
- The majority of out-of-town youth expressed it was difficult to arrange for transportation to attend events/activities or to hang out with their friends in Chase.
- Youth expressed that they are intimidated to be involved in organizations such as YAC or other service clubs as they don't feel comfortable to speak up or qualified to lend opinions on how things could be done.
- Snapchat, Instagram, and text messages are the most common platforms to communicate with youth.

Guiding Principles

One of the first activities at the Planning Session was to prepare guiding principle statements that would be used to support the discussions that evening and shape the draft work plans for the working groups. From these draft statements, the following Guiding Principles have been created for the YAC:

Youth Are Experts

Youth possess a unique perspective as they experience the community as young people; they are experts in their own right on how their community can be made more inclusive of their needs and aspirations.

Have Fun

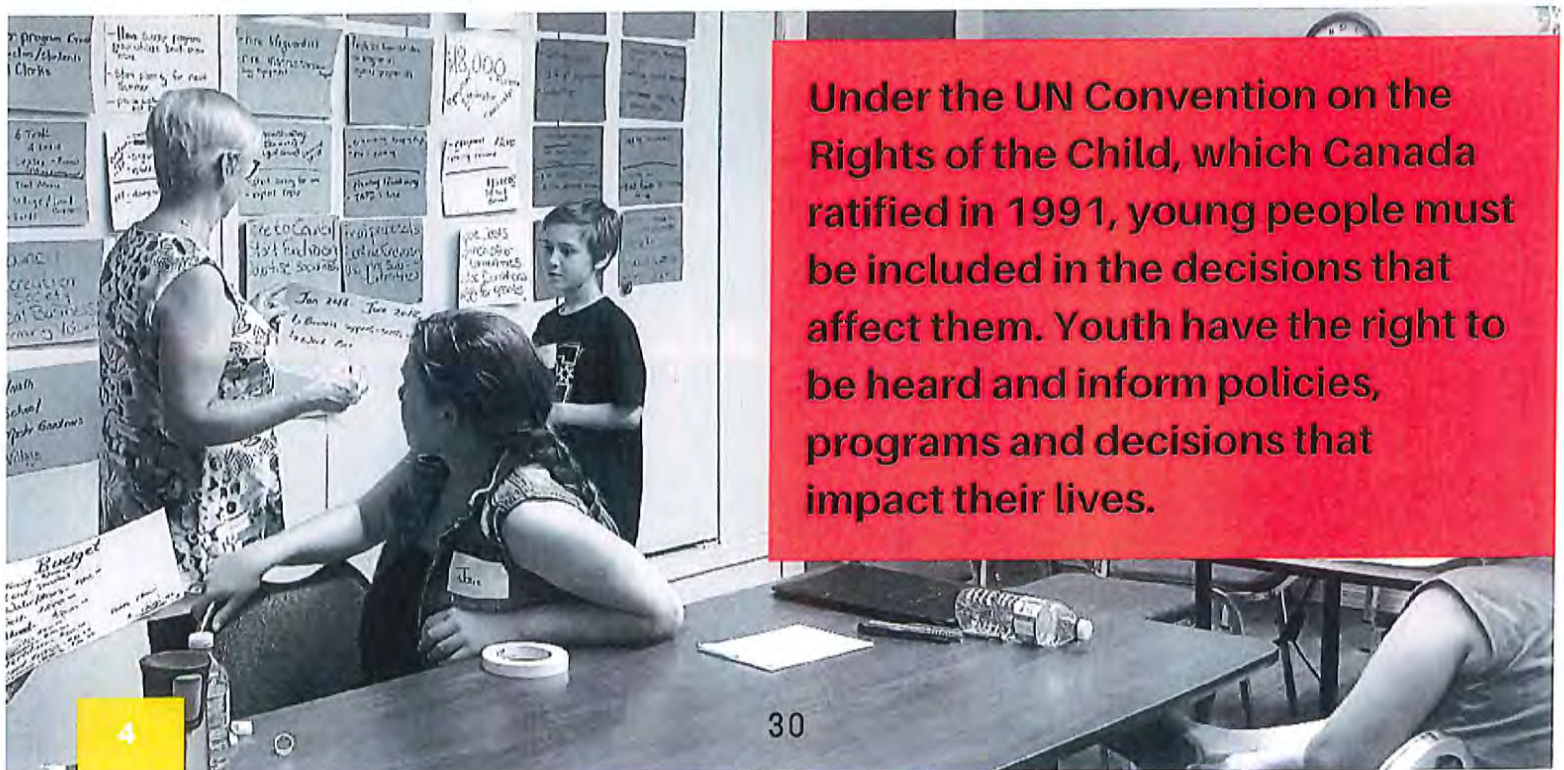
Youth are more likely to participate in a process that's fun, creative or social. Efforts must be made to ensure opportunities for high engagement and creativity.

Live For Today, Plan For Tomorrow

For youth engagement to be most impactful, it needs to include both quick actions and activities that focus on longer-term programs and systemic change.

#Connections

There are many organizations doing good work in Chase and district. Leveraging these organizations' networks will help youth become more active in volunteerism, planning, and building their capacity.



Under the UN Convention on the Rights of the Child, which Canada ratified in 1991, young people must be included in the decisions that affect them. Youth have the right to be heard and inform policies, programs and decisions that impact their lives.

Goal #1

Create & Strengthen Partnerships

This strategic goal is important because we exist within a web of relationships - all of which are important to the health and well-being of youth and, like any relationship, youth relationships in the village must be cared for and nurtured. When we do that, relationships will be strong, healthy and self-sustaining.

Formalize the Youth Action Committee

- Establish and approve a mandate and terms of reference for the YAC. Considerations include the percentage of youth and non-youth committee members, and First Nations representation.
- Seek operational funding from a variety of sources. For example, Village of Chase, BC Interior Community Foundation, United Way, TNRD etc.
- Hold meetings at Chase Secondary School during school hours.
- Meet regularly and invite delegations from the community-at-large to present and seek input or collaboration.
- Establish working groups, likely lead by non-youth allies, to address the various potential activities and priority areas identified by the YAC.

Separate YAC from Village of Chase while maintaining connection

- Continue to have a Village representative/liaison on the Youth Action Committee.
- Continue to seek funding and partnerships by leveraging Village relationships.
- Actively support and give guidance to Village initiatives to build awareness of youth matters.
- Actively support Village initiatives in order to incorporate youth perspectives into Village policy, programs and planning.

Enhance activities and engagement between Indigenous and non-Indigenous youth and organizations

- Extend an invitation to develop a Memorandum of Understanding between YAC and each of the First Nations.
- Ensure a youth from each First Nations is a member of the committee.
- Participate in the planning and delivery of an event that includes Indigenous culture (ie NAAAW, National Indigenous Day, Pow-wow etc.).
- Invitation to include an Elder at meetings and/or events.
- Host a workshop or solutions focused activity that addresses discrimination and reconciliation.

Establish opportunities for learning between youth and non-youth organizations

- Present the YAC Strategic Plan to the Chase Chamber of Commerce, Rotary Club, Lions Club, Citizens on Patrol and other associations and groups.
- Host an annual event that highlights collaboration and partnerships.
- Seek a commitment from service organizations to complete an age and cultural competency training program which includes information on communication methods/channels to engage with youth, how to respect generational differences, etc.

We will know we have been successful when...

- YAC is a youth lead organization
- Government, service providers, and non-profits are active partners and allies to youth
- Youth events and occasions are well-supported and well attended in Chase
- YAC is recognized as the voice of youth in Chase
- The Indigenous community and youth are represented

Goal #2

Grow and Improve Programs & Services

This strategic goal is important because although there are a wide variety of organizations and programs in Chase, most of the services and programs are not designed to serve current youth needs or preferences. We need to strive for more age and culturally appropriate services because young people are more likely to access services that reflect their own values, experiences and ways of being.

Increase youth participation in sport

- Partner with the Recreation Society, Chase Curling Club, Fun Soccer League, Minor Ball, Minor Hockey, Village Lanes etc. to develop strategies for increasing youth and young family participation in sport in Chase and access supports such as KidSport.
- Hold an (semi) annual registration fair for the various leagues and activities.
- Develop a day or pass for youth to drop-in at various facilities/activities.
- Advocate and assist with the enhancement or creation of public sporting/activity spaces such as volleyball pitch, baseball fields, basketball court, outdoor fitness equipment, biking trails etc.

Increase youth participation in arts & culture activities

- Partner with the Citizens on Patrol and Chase & District Festival Society to assist in showcasing youth musicians and performers at Coffee Houses and Music on the Lake.
- Host "jam sessions" for youth to gather and play music and/or "theatre sports" nights for youth to act and practice improvisation and public speaking.
- Encourage non-youth musicians to provide individual and group lessons. Ask for community members to donate used musical instruments.
- Host paint nights with local artists leading the session and open the event to include other generations who pay to participate and cover the costs of youth participants.
- Ensure opportunities exist for youth to learn about and participate in local First Nations arts and culture activities.

Improve the physical safety and mental well-being of youth

- Document barriers that limit youth from accessing programs and services.
- Inventory existing programs and services targeted to youth.
- Work with RCMP, health providers, and others to increase positive interactions between youth and address youth physical safety issues and safe places.
- Convene a Working Group to explore options for construction or acquisition of appropriate space(s).

Increase the awareness of youth programs and services available to youth and young families

- Create a webpage, Instagram account, or an app for youth services and activities in Chase.
- Ensure information on youth programs and services offered in Chase is easily accessible on the Village's website.
- Regularly share information in CSS newsletter, band newsletters, and Sunflower.

We will know we have been successful when...

- Youth oriented communications are in place
- Youth have a safe place to connect
- Youth have low-barrier options to participate in recreation activities from arts to sports
- Youth and non-youth are regularly participating together in programs and activities

Goal #3

Expand Youth Leadership Capacity

This strategic goal is important because youth need to lead the changes that will support the young population. That means growing the pool of youth candidates who are prepared to use their voice and ideas for positive change.

Cultivate more leadership roles for youth within organizations and committees in Chase

- Partner with educational institutions and/or non-profits that provide leadership training to develop and implement a youth leadership program.
- Create mentorship opportunities so that emerging young leaders can connect with experienced business and community leaders.
- Request community organizations to dedicate a seat for a youth on their board of directors.
- Offer non-profit director training for potential youth leaders.
- Seek youth representation for village committees.

Recognize youth leadership in Chase

- Create a leadership award that is presented to a youth citizen. Also potential to recognize an organization or successful program that provides services/supports youth.
- Welcome delegations seeking policy advice and input to attend Youth Action Committee meetings.

Increase opportunities for employment and career progression

- Work with employers, Chase Employment Centre, Aboriginal Skills & Employment Training Services, Community Futures etc. to create career development opportunities for youth.
- Work with Chase Secondary and the Education and Departments of the First Nations to identify opportunities to overcome youth education and training challenges.
- Partner with Chase Library and Chase Literacy Program to increase utilization of library by offering nontraditional programs or equipment.
- Work with TRU and Okanagan College to explore options of distance learning or remote training.
- Engage partners to investigate ways to support youth entrepreneurs in Chase.

We will know we have been successful when...

- Youth are recognized by the non-youth population for their achievements and leadership
- Youth presence is visible through meetings and events in Chase
- YAC plays a significant role in setting policies and programs in Chase
- Youth are working in diverse organizations providing services to the community

Goal #4

Increase Funding and Resources

This strategic goal is important because there needs to be more resources targeted to youth and young families in Chase as many programs and organizations are focused on the adult and senior population. In addition to more targeted resources, there must be greater accountability to youth for the use and outcomes associated with those resources.

Youth are involved in funding ideas, generation, and allocation

- Offer training (like program design and proposal writing) to support the capacity of youth, organizations and groups to access funding.
- Seek youth representation on nonprofit boards, funding review committees, and other project teams.
- Invite government, nonprofits, and other funders to seek advice and guidance from the Youth Action Committee on youth funding priorities in Chase.
- Host an annual fundraising benefit for YAC and its projects.
- Apply for at least two grants a year, that are funded by non local organizations or sources
- Host activities that are multigenerational but are free for youth and require a fee for non-youth participants

We will know we have been successful when...

- Adequate funding is available for youth programs and services
- Youth organizations have the capacity to compete with non-youth organizations for funding
- Funding and reporting mechanisms are transparent and effective
- Funding is used effectively – particularly to support children, youth and families

Appendix A

Proposed Activities

An activity, project or resource for youth that can be complete for under \$500

- Restore horseshoe pits at Wilson Park. Host lessons and drop-in leagues for all ages
- Personal watercraft rentals at Memorial Park (paddle boats, kayak, paddle boards)
- Open mic nights
- Youth pentathlon
- Zine making workshop
- Badminton/volleyball at the park
- Bike race
- Bike rodeo
- Youth drop-in nights at school and bowling alley
- Hot Wheel car tournament/competition
- Have more youth bands at beach
- Billiards at Gary Lanoue's place

An activity, project or resource for youth that will require between \$500- \$5,000

- Youth curling bonspiel
- Volleyball court/nets
- Pitch-it - business/entrepreneurship competition & mentoring
- Jam Can
- Drive In movie
- Horseback riding
- Road hockey
- Dog park
- Kids dog walking services
- Youth recreation program as part of Summer Program
- Upgrade tennis courts
- Initiate a community music program

An activity, project or resource for youth that will require at least \$5,000

- Skatepark
- Indoor swimming pool
- (Mountain) biking trail
- Water/splash park
- Chase Creek trail with bridge crossing at Wilson Park & Mill Park
- Upgrade ball diamond
- Trades school
- BMX track
- Trades day
- Utilize Chase annex for youth and young parents programs

Appendix B

Working Group Plans

TASK	Provide and promote water activities		
TEAM	Mercy, Grace, Jannika, Kera, Karen and Josie		
WHO TO/IS INVOLVED	YAC, Summer program group, instructors/students, retail clerks		
STAGE ONE	STAGE TWO	STAGE THREE	
<ul style="list-style-type: none">• Have summer program group utilize beach area more• Start planning for next summer• Provide water guns, beach toys, noodles, floaties etc.	<ul style="list-style-type: none">• Hire lifeguard(s)• Hire instructors (swim, kayak etc.)• Buy equipment	<ul style="list-style-type: none">• Finish tasks from stage 2• Advertise program(s)• Organize program(s)	
BUDGET	\$18,000 - equipment, insurance, instructors, ads, coordinator		
RISKS	Waiting lists, Lack of equipment, Weather		
VICTORY	Daily lessons morning & night, Thriving rental business, Businesses located at the beach area		
NOTES & ACTIVITIES	<ul style="list-style-type: none">• Sailing classes• Make activities to do at the beach• Develop a summer swim team• Kayaking lessons/rentals• Paddle boarding lessons/rentals• Hire a lifeguard• Resources for water sports• Teach swimming lessons at the lake• Provide and promote water activities• Build a diving board at the beach		

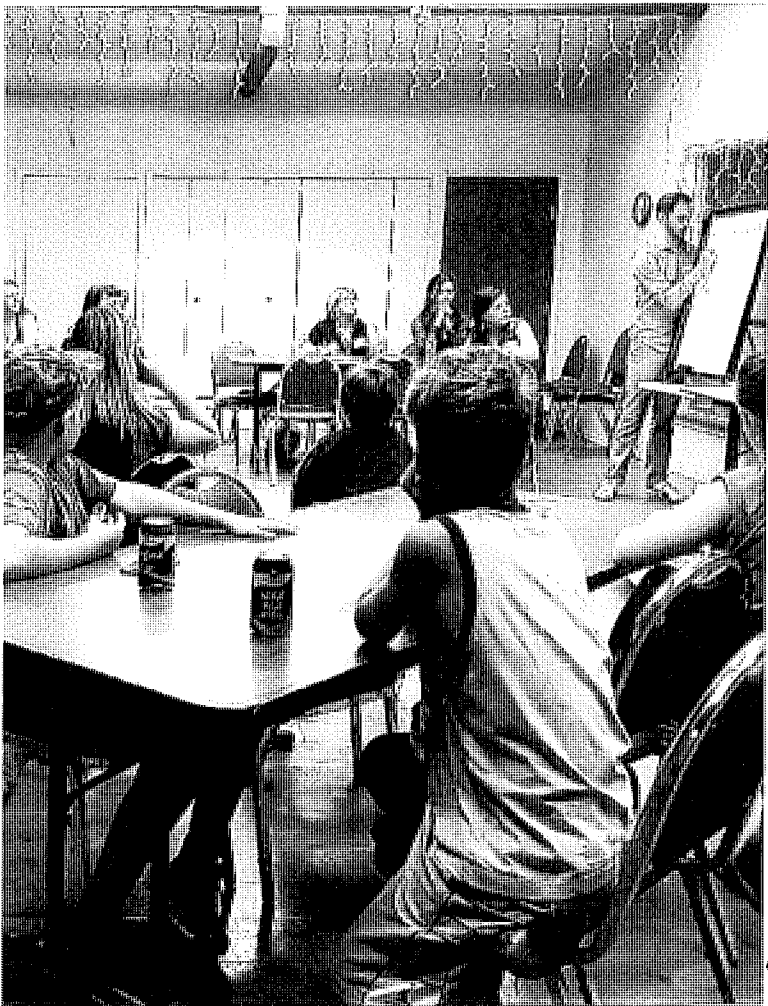
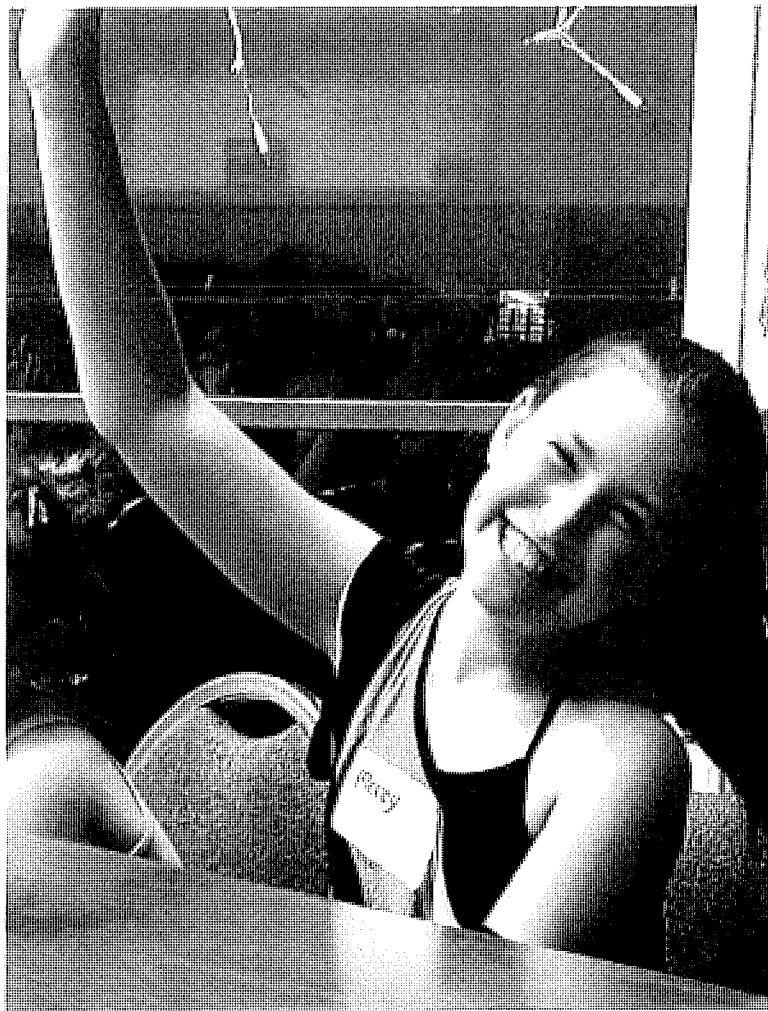
TASK	Create access and education for outdoor activities		
TEAM	Nate, Jethro, Kelsey and Cole		
WHO TO/IS INVOLVED	Outdoor Rec: Trail Alliance, Boy Scouts/Girl Guides, David Lepsoe, First Nations, Hiking enthusiasts. BMX Track: Trail Alliance, Village/Landowners, First Nations, Kamloops/Salmon Arm BMXers		
STAGE ONE	STAGE TWO	STAGE THREE	
<ul style="list-style-type: none">• Contact trail alliance• Bear safety• Organize hike• Establish interested people	<p>Outdoor Rec:</p> <p>Snowshoeing days</p> <p>Survival skills courses</p> <p>BMX:</p> <p>Start looking for land</p> <p>Explore costs</p>	<p>Outdoor Rec:</p> <p>Organizing camping trip</p> <p>Trail building</p> <p>BMX:</p> <p>Planning/fundraising</p> <p>TNRD/Village land use permission</p>	
BUDGET	Outdoor Rec: \$2,000 BMX: \$10,000 (if the land is donated)		
RISKS	Outdoor Rec: Increased trail usage, Not totally accessible BMX: Kids stop using skatepark, too addicted to biking		
VICTORY	Outdoor Rec: Hiking/outdoors club in effect BMX: Having fun, BMX track for everyone to use		
NOTES & ACTIVITIES	<ul style="list-style-type: none">• Create access and education for outdoor activities• Build a sports track for bikes, rollerblades, scooters• Create a paintball site• Build hiking and biking trails around town• Educational programs (e.g. Swimming, horseback riding, hiking, sewing, textiles)• Start a 4H club• Start a ball hockey league• Form a horseback riding club		

TASK	Develop and improve infrastructure for physical activities		
TEAM	Ava, Michelle, Maria, Rollie, Coleman and Desiree		
WHO TO/IS INVOLVED	Council, Recreation society, Local businesses, Community volunteers		
	STAGE ONE	STAGE TWO	STAGE THREE
	<ul style="list-style-type: none"> • Develop proposals • Approach businesses • Involve Rec. society 	Take proposals to council Start fundraising Advertise (social media)	Final proposals Continue fundraising Assign sub-committees
BUDGET	\$9000 - (equipment, shed, gardens, plats, soil etc.)		
RISKS	Maintenance, Vandalism, Weather, Neglect/ Loss of interest and participation, Insects/ animal pests		
VICTORY	Expand gardens, Agriculture awareness, Exceeds expectations		
NOTES & ACTIVITIES	<ul style="list-style-type: none"> • Build safer places near the school • Provide supervised after school hang outs • Provide a monthly activity night (e.g Craft night) • Fundraise for an arcade • Build more places to hang out • Collaborate with the arcade for a soda shoppe • Start a community garden for youth 		

TASK	Provide safe, fun, supervised activities for youth		
TEAM	Dalana, Alice, Donna, Carmen, Jaxon and Linda		
WHO TO/IS INVOLVED	Youth, school, master gardeners, senior volunteers, Village		
STAGE ONE	STAGE TWO	STAGE THREE	
<ul style="list-style-type: none">• Awareness of project in community• Research	<ul style="list-style-type: none">• Tool collection	<ul style="list-style-type: none">• Business support-seeds, soils, fencing etc.• Work Bee	
BUDGET	Unsure - need to look at other communities		
RISKS	Unrealistic goals, Disinterest, Public criticism, use of public/lease lands that then get used for other purposes (ie Mill Park)		
VICTORY	Getting community involvement, Attract visitors, Council approval, Federal grants		
NOTES & ACTIVITIES	<ul style="list-style-type: none">• Create more playgrounds• Add basketball courts• Start a gymnastics club at annex• Fundraise for water park• Build a waterslide(s)• Build an amusement park at the beach• Construct a new ball diamond• Encourage a business: Sky Zone (trampoline park)• Build a bigger pool		

TASK	Encouraging participation in planning and utilization		
TEAM	Maria, Kary, Simone and Joan		
WHO TO/IS INVOLVED	Local government, schools, First Nations, Youth, Parents/ Guardians, Seniors		
STAGE ONE		STAGE TWO	STAGE THREE
Creat sub-committees <ul style="list-style-type: none">• Teens: Communicate with local youth, social media, announcements, word of mouth, paper• Parents/ Guardians: Social media, Facebook, word of mouth, posters• Seniors: Traditional media, word of mouth		<ul style="list-style-type: none">• Create a list of existing resources• Advertise/ promote (multimedia, personal visits, emails, Instagram)	<ul style="list-style-type: none">• Improve and develop existing resources based on community input• Ongoing communication (two-way)• Ongoing recruitment of volunteers from diverse backgrounds
BUDGET	\$200 - Adverts, pamphlets, posters		
RISKS	Leaving groups/individuals out, Less "sexy" sub-committee may lack appeal		
VICTORY	Intergenerational/ multicultural inclusion in planning/execution and enjoyment of resources		
NOTES & ACTIVITIES	<ul style="list-style-type: none">• Hire a youth worker• Awareness of resources for youth• Incorporation of all citizens• Inter-generational mentoring		

TASK	Organize youth events/activities		
TEAM	Gavin, Victor, Jacob, Ali, Brook, Marvin and Bruce		
WHO TO/IS INVOLVED	Skatepark society, Service clubs, interested parents/adults, Chase Heat, Festival society, Youth action committee, Leadership group CSS, Summer Rec program, Chamber of Commerce		
STAGE ONE	STAGE TWO	STAGE THREE	
<ul style="list-style-type: none">• Form committee• Involve youth• Seek sponsors• Apply for grants• Run lemonade stand at skatepark to raise funds for youth events• Invite seniors	<ul style="list-style-type: none">• Purchase movie equipment• Get permission from Village for park use• Set a schedule for events• Get skateboarders to graffiti• Approach amusement companies to seek quotes	<ul style="list-style-type: none">• Advertise events• Contact donkey refuge for riding• Contact school• Seek permission from Village for memorial park use• Look into insurance	
BUDGET	\$20,000		
RISKS	Safety for children, Loss of revenue, Lack of interest, No funding, Huge involvement/ lack of volunteers		
VICTORY	Successful fundraising, Huge youth turnout, Renewed spirit, Happy kids, Lots to do for youth in Chase, families moving to Chase		
NOTES & ACTIVITIES	<ul style="list-style-type: none">• Host events for kids/youth• Outdoor movie in the pocket park• Host a carnival using local and non residence• Hold a Hot Wheel car tournament/competition• Recruit volunteers to decorate skatepark• Invite seniors to the skatepark grand opening		





**Chase
Youth
Action
Committee**

YAC Strategic Plan

Prepared Summer 2017

Sean O'Flaherty

From: Joni Heinrich
Sent: Thursday, November 09, 2017 2:45 PM
To: Sean O'Flaherty
Subject: FW: Quaaout Lodge Festival of Trees

From: Michelle Whitlock [<mailto:mwhitlock@quaaoutlodge.com>]
Sent: November-09-17 1:19 PM
To: Joni Heinrich <cao@chasebc.ca>
Subject: Quaaout Lodge Festival of Trees

Good Afternoon Ms. Heinrich,

In past years the Village of Chase has purchased a tree for our Festival of Trees that we put on as a Chase Food Bank Fundraiser. I am hoping that you would be interested in this endeavor again this year. The cost is \$100 for the tree (of which the proceeds go to the Food Bank) and the trees are being delivered on December 1st. Should you decide that you wish to continue our Festival of Trees relationship I will email you an invoice as well as a decorating schedule.

Cheers,

Michelle Whitlock

Manager On Duty

Quaaout Lodge & Spa

Talking Rock Golf

www.QuaaoutLodge.com mwhitlock@quaaoutlodge.com



1663 Little Shuswap Lake Rd
Chase, BC V0E 1M2

Toll-free: 1.800.663.4303
Direct: +1.250.679.3090
Fax: +1.250.679.3039



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and has been Green Key Certified with a 3-Key Rating.

Please consider the environment before printing this email.





November 10, 2017

Mayor Rick Berrigan and Council
Village of Chase
PO Box 440
Chase, BC
VOE 1M0

Dear Mayor Berrigan and Council,

Re: Trans-Canada Highway Chase Creek Road to Jade Mountain

Further to our correspondence regarding the above mentioned project, I am writing to extend an invitation to you.

As part of the project delivery process the Ministry of Transportation and Infrastructure (MoTI) is holding a Public Open House for the general public to preview plans and provide comments regarding four-laning of projects near Chase (Chase Creek Road to Chase West and Chase West to Jade Mountain). The event is scheduled for Wednesday, November 22, 2017 from 3:00pm to 7:00pm at the Chase Community Hall, 547 Shuswap Avenue in Chase, BC. Local elected officials are invited to meet with the project team prior to the event from 2:00pm to 3:00pm to answer any questions you or your council may have. Your senior staff are welcome to attend as well.

If you have any questions or require further information please contact me at 250-828-4254.

Yours truly,

Ken Aura
Senior Project Manager
Ministry of Transportation and Infrastructure
Ph: 250-828-4254
Email: Ken.Aura@gov.bc.ca

THE GOVERNMENT OF BRITISH COLUMBIA IS AN "EMPLOYMENT EQUITY EMPLOYER"

Ministry of
Transportation
and
Infrastructure

Project Management Services

Mailing Address
342-447 Columbia Street
Kamloops, B.C.
V2C 2T9

Site Address
342-447 Columbia Street
Kamloops, B.C., V2C 2T3
Fax: (250) 828-4229

Web Address:
www.gov.bc.ca/tran



RCMP
Chase Detachment

226 Shuswap Avenue, P.O. Box 960
Chase, British Columbia V0E 1M0
Telephone: (250) 679-3221 FAX: (250) 679-3821

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

RECEIVED
Village of Chase

OCT 25 2017

October 25, 2017

Dear Mayor Berrigan:

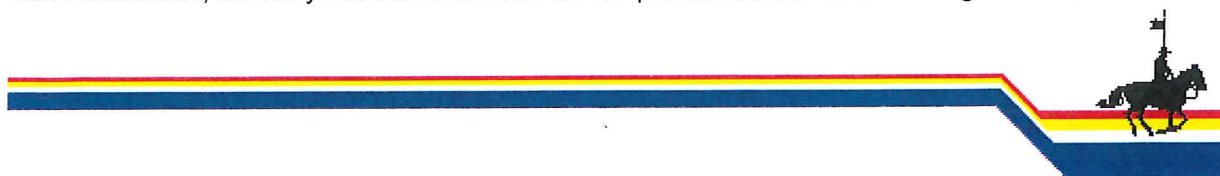
re: Proposed Highway #1 Access to Village of Chase

After attending the Village of Chase council meeting yesterday afternoon, and learning of the proposed plans for highway access in and out of the village, I thought it necessary to provide a police perspective on the matter.

The Chase RCMP detachment area extends from Seymour Arm in the north, to Pritchard and Sorrento on Highway #1. Approximately half of our call load is from outside the municipal boundary of Chase, and thus we are accessing Hwy #1 at all times of the day. Currently we have three points at which we can turn onto, or off of, the highway: Shuswap Avenue (East end), Coburn Road (mid-point), and Shuswap Avenue (West end). There are frequently times when responding to an emergency call that we would like to see an additional highway access closer to the detachment, such as at Brooke Drive.

Having said that, the proposal that was spoken-of at yesterday's council meeting included a possible Brooke Drive access, but at the cost of eliminating all three of the other access points. From a public safety point of view, this is not acceptable. Firstly, one point of access would, in the event of a public emergency such as a wildfire, create a choke point for the public trying to leave the area while public safety authorities would be trying to get into the community. If the wildfire, or other emergency, were to actually block the access, there would be no way to accommodate the traffic flow.

Secondly, the Village of Chase is bisected by the Canadian Pacific Railway's main line. This is a busy rail line, in operation twenty-four hours a day. The trains that pass through Chase are usually more than a kilometer in length and carry all types of cargo, including oil, chemicals, coal and general goods. If one of these trains happened to derail in the community and a tank car of chemicals such as chlorine or ammonia began to leak, one exit route out of the village would not be enough, particularly if the chemical drifted on the wind toward that exit. While it is true that Chase has access to Kamloops-Shuswap Road in order to help with evacuations, it is likely that this road would be compromised in the case of a large wildfire, or if a train

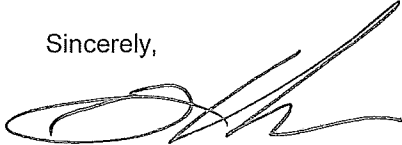


were halted on the tracks due to derailment or other blockage.

Thirdly, the police are occasionally required to close the distance on, or pursue, fleeing suspects, who may try to enter or leave the community, depending on the circumstances. Having only one access point makes it difficult for police to get to the highway quickly, particularly if they are at the far reaches of the town at the time of the call. The current three intersection points allow for very quick access from all areas of town. Fire and Ambulance services would be similarly affected.

This highway expansion is a major project that will permanently affect the future course of the community. It is inconceivable from an emergency response perspective to only have one access to Hwy #1, and I implore the Village to ensure that dangerous circumstances and mass casualty events are taken into account during the planning phase of the Highway 1 expansion.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. W. Heebner', with a stylized flourish at the end.

Sgt. G. W. (Gary) Heebner
NCO i/c Chase Detachment