

SOUTH CARIBOO JOINT COMMITTEE

AGENDA

Cariboo Regional District Office
100 Mile House

September 21, 2011
5:00 pm

A. Receipt and Adoption of Minutes

1. Minutes of meeting June 20, 2011

B. Delegations

1. Josh Dickerson, from Canlan Ice Sports Corporation
-- concerns with bookings at the Recreation Centre
2. Gerry MacDougall, Executive Director of Ministry of Forests, Lands and Natural Resource Operations in the Cariboo

C. Reports and Correspondence

1. Memorandum dated September 12, 2011 from Darron Campbell, Manager of Community Services
-- South Cariboo Recreation Services – 2012 Business and Financial Plans and Capital Projects Plan
2. Memorandum dated July 12, 2011 from Donna Bellingham, Deputy Director of Corporate Administration
-- Rick Hansen 25th Anniversary Relay

D. Discussion Items

1. South Cariboo Community Foundation – (*Director Rattray*)

AI

SOUTH CARIBOO JOINT COMMITTEE MINUTES

MONDAY, JUNE 20, 2011

A meeting of the South Cariboo Joint Committee was held on Monday, June 20, 2011 at 5:00 pm, at the District of 100 Mile House Council Chambers in 100 Mile House.

PRESENT: Co-Chair A. Richmond, Directors A. Dumaresq, and B. Rattray, Cariboo Regional District
Co-Chair Mayor M. Campsall, and Councillors, J. Best, and D. Mingo, District of 100 Mile House

ABSENT: Councillors, B. Hadden and M. Torgerson, District of 100 Mile House

STAFF: D. Campbell, Manager of Community Services, Cariboo Regional District
Roy Scott, Administrator, District of 100 Mile House

Res. A Minutes

By Consensus:

“That the May 9, 2011 minutes of South Cariboo Joint Committee, be received and endorsed.”

Delegations

Phil Doddridge from Interior Roads and Dan Palesch from Ministry of Transportation and Infrastructure attended the meeting to give an overview of winter maintenance from the past season and plans for the summer.

The Agriplex Society provided a summary of the building renovation information and gave a verbal presentation of the financial details.

Res. B Agriplex Society Pre-lease Conditions

By Consensus:

“That the memorandum from Darron Campbell, Manager of Community Services dated June 9, 2011 regarding information provided by the Agriplex Society as required by the pre-lease conditions set forth in a letter to the Society May, 2010, be received. Further, that the Society proceed with the building permit application process and that a business plan confirming the Society has adequate funding for the renovations as required in the pre-lease conditions be submitted as soon as possible.”

**Res. C South Cariboo Recreation Centre –
Updated Capital Plan and Business Plan Goals**

By Consensus:

“That the memorandum from Darron Campbell, Manager of Community Services dated June 6, 2011 regarding the South Cariboo Recreation Centre capital plan and business plan goals, be received. Further, that the plans be endorsed as updated to include steel mesh storage lockers, the installation of a pump and expansion tank for the curling rink refrigeration system, and that replacement of the curling rink carpet be deferred until 2012. Further, that the Community Works Fund project for 2011 be amended from a facility energy review to the installation of insulated doors, a programmable thermostat and an automated chemical dispensing system for the ice plant cooling tower.”

Res. D Canim Lake Grant for Assistance

By Consensus:

“That the Canim Lake grant for assistance application, be received. Further, that \$1,500 from the South Cariboo Economic Development function be provided to support the Canim Lake 2011 Powwow and that the applicant be reminded of the Grant for Assistance deadline for future requests.”

Res. E Community Foundation

By Consensus:

“That the Progress Report #3 from Director Bruce Rattray regarding the South Cariboo Community Foundation, be received. Further, that the South Cariboo Joint Committee continue to support the establishment of a community foundation, but that additional discussions take place with the South Cariboo Health Foundation prior to taking the next steps of registering a new society.”

Res. F South Cariboo Recreation Centre Property Master Plan RFP

By Consensus:

“That the discussion regarding the South Cariboo Recreation Centre Property Master Plan Request for Proposal, be received. Further, that Director Art Dumaresq and District of 100 Mile House staff work with Cariboo Regional District staff as the steering committee for the master plan project.”

Res. G Adjournment

By Consensus:

“That the meeting of the South Cariboo Joint Committee adjourn at 7:30 pm, Monday, June 20, 2011.”

CERTIFIED CORRECT:

CERTIFIED CORRECT:

CO-CHAIR

CO-CHAIR

B1

MEMORANDUM

TO: SOUTH CARIBOO JOINT COMMITTEE

AND TO: JANIS BELL, CHIEF ADMINISTRATIVE OFFICER

FROM: DARRON CAMPBELL, MANAGER OF COMMUNITY SERVICES

DATE: SEPTEMBER 12, 2011

SUBJECT: SOUTH CARIBOO RECREATION SERVICES - 2012 BUSINESS AND FINANCIAL PLANS AND CAPITAL PROJECTS PLAN

The 2012 business plan, budget and capital plan for the South Cariboo Recreation function are attached for review of the committee. This plan reflects the merger of the previous arena, curling rink and programming functions into a single South Cariboo Recreation service, which occurred in 2011.

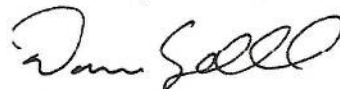
The plan recommends that the 2012 requisition increase by inflationary factors within the budget amounting to \$6,831 or 1.05% from the 2011 requisition. The five-year facility management contract with Canlan Ice Sports is increased by 2% in 2012 and 2% in 2013 following three years of no increases.

Also attached is the updated capital plan for the South Cariboo Recreation Centre, which includes the status of 2011 projects and proposed works for 2012. Key projects planned for 2012 include the energy review deferred from 2011, the purchase of additional pipe and drape to host events and the installation of lighting in the player's lounge.

RECOMMENDATION:

That the memorandum dated September 12, 2011 from Darron Campbell, Manager of Community Services regarding the 2012 Business Plan and Financial Plan for the South Cariboo Recreation services function and the South Cariboo Recreation Centre capital plan, be received. Further, that the plans be endorsed.

Respectfully submitted,



Manager of Community Services

attachment





building communities together

2012 Business Plan South Cariboo Recreation (1546)

Darron Campbell, Manager of Community Services

Working in partnership with communities, large and small, to make the Cariboo Chilcotin a socially, economically and environmentally desirable region to live, work and play.

Department/Function Services

The South Cariboo Recreation function was established through Bylaw No. 4617 in 2010 through the merger of three existing recreation services: Arena (Bylaw No. 3703 - 2001), Curling Rink (Bylaw No. 4616 - 2010, LP No. 29 - 1976) and Programming (Bylaw No. 3952 - 2004). The merger was undertaken to create a common taxation boundary and for administrative efficiency of the three existing services.

The Stan Halcro Arena function was originally established in 1972 following a successful referendum of residents within the taxation area. The taxation boundary for the service was expanded in 2001, which also provided for an increased maximum requisition and the borrowing of \$3 million to construct a new facility. The debt is scheduled to be fully repaid in 2023. The new South Cariboo Recreation Centre (SCRC), which includes a geothermal ice plant and heating system for the arena, curling rink and meeting rooms, was completed in 2003. Major capital improvement to facilitate event hosting were completed in 2009 including installation of projection screens, wireless connectivity, bleacher heating and a digital advertising sign as well as the purchase of tables and chairs and a dry floor to cover the arena ice.

The arena and adjacent curling rink are operated by Canlan Ice Sports under a management contract with the Cariboo Regional District, which was renewed for a five-year term in August 2008 and will expire December 31, 2013.

The Curling Rink function was established following a successful referendum in 1976. The service was created to support the operation and maintenance of a curling rink for residents in 100 Mile House and surrounding areas.

The curling rink facility is currently managed by the 100 Mile and District Curling Club during the ice season and by Canlan Ice Sports during the off-season through agreements with the Cariboo Regional District.

Under these agreements, each party is responsible for the operation and maintenance of the facility during its respective term. The Curling Club operating agreement is for five years expiring in March 2014.

The Programming function was originally established in 1973 to provide recreation and leisure activities for residents of the South Cariboo and to support the efforts of community groups in their related pursuits.

This service is delivered under contract by Canlan Ice Sports for activity programs linked to the South Cariboo Recreation Centre. Also included in the service is a five-year lease agreement (2008-2012) with the District of 100 Mile House for Lumberman's Park and Robinson Park, which are multi-use ball fields adjacent to the recreation centre. The agreement with the District includes an annual contribution for capital improvements and maintenance of the fields and outdoor washrooms. The 108 Beach program is also part of this function and is provided through an agreement (2010-2012) with the 108 Mile Ranch Community Association.

Portions of Electoral Areas "G", "H", and "L" and the District of 100 Mile House participate in this service, which is funded by means of a tax applied to the assessed value of land and improvements within the local service area utilizing hospital district assessment. The maximum requisition is the greater of \$600,000 or \$0.5617/\$1,000.

The Directors for Electoral Areas "G", "H" and "L" and the District of 100 Mile House are responsible for the governance of this service. This group meets as the South Cariboo Joint Committee in open public meetings each month.

Business Plan Goals, Rationale & Strategies

2012 Goals

- 1. Goal:** Complete a detailed energy efficiency review of the South Cariboo Recreation Centre to determine additional potential facility improvements including opportunities to generate energy through alternative systems.

Rationale: Investing in capital and operational improvements to reduce the carbon footprint of Regional District facilities will lower operating costs over the long term and is supported by Board resolution and strategic direction.

Strategy: The energy review planned for 2012 is to be funded by the Regional District's Community Works Funding program.
- 2. Goal:** Review the lease agreement with the District of 100 Mile House for the South Cariboo recreation ball fields.

Rationale: The five-year lease agreement expires at the end of 2012. The ball fields are an underutilized recreation asset for all South Cariboo residents and the Regional District committed \$12,000 each year for capital improvements to the parks and \$17,500 for repair and maintenance.

Strategy: Regional District and District staff will work on a draft proposal regarding the lease for presentation to the South Cariboo Joint Committee and the Regional District Board.

3. **Goal:** Purchase pipe and drape and storage carts for tables and chairs for hosting shows and events.
Rationale: The facility has sufficient pipe and drape to cover the boards on the arena perimeter; however, additional items must still be rented to cordon tables and manage trade show traffic flow.
Strategy: Product purchase will be managed by the facility operator in consultation with Regional District staff.
4. **Goal:** Add lighting in the Player's Lounge.
Rationale: There is no existing lighting in the lounge area, which limits effective use of this space.
Strategy: Product purchase and installation will be managed by the facility operator in consultation with Regional District staff.
5. **Goal:** Purchase concession equipment.
Rationale: The existing equipment originally came from the old Stan Halcro Arena and is due for replacement with safer, more energy efficient models.
Strategy: Product purchase and installation will be managed by the facility operator in consultation with Regional District staff.
6. **Goal:** Replace the curling rink lobby carpet.
Rationale: The current floorings are worn and damaged and are well past their effective life span. Proper maintenance of the overall facility increases opportunities for use and generally decreases long term operational costs.
Strategy: Installation will be managed by Canlan Ice Sports in consultation with Regional District staff and Curling Club members. This project will complement replacement of the upstairs lounge carpet by the Curling Club.
7. **Goal:** Host a provincial championship hockey tournament.
Rationale: The facility successfully hosted the high-profile Under 17 Boys Hockey Championship in 2010 and Under 16 Girls championship in 2011. Hosting one provincial tournament each year is a great opportunity to showcase the facility and bring economic activity to the community.
Strategy: Coordination for the tournaments will be managed by the facility operator. Canlan has applied for the Under 17 Boys BC Cup for 2012.
8. **Goal:** Create and implement a plan for effective use of the property reclaimed following the removal of the Stan Halcro ice plant building.
Rationale: The old ice plant building was removed in 2009. Available space surrounding the arena is limited and making the best use of the grounds for public enjoyment is necessary.
Strategy: Plan development will be completed by the facility operator and Regional District staff. Potential ideas involve increasing green space around the

building and placing tables on the site or establishing an outdoor display area for use in conjunction with facility events. Planting trees will create shade for the building and installing security lights will help reduce vandalism.

9. **Goal:** Continue to expand opportunities for the contract events coordinator at the South Cariboo Recreation Centre to support delivery of community recreation events, including those not directly linked to the facility.
Rationale: Many community recreation events with a long history in the South Cariboo have struggled in recent years with a lack of volunteers and effective coordination. In 2011, the contract events coordinator at the SCRC managed the high profile South Cariboo Fall Fair.
Strategy: The ongoing feasibility of retaining an events coordinator will be managed by Canlan Ice Sports and support for the events, including activities like registration, coordination and marketing could be undertaken on a cost recovery basis and will not affect the facility management contract in place.
10. **Goal:** Expand community programs for adults and youth by offering four additional activities in 2012.
Rationale: Developing new activity programs is beneficial for the community and important for increasing programming revenues. The implementation of all-day kindergarten by the school district will change the program delivery timing for young children to a late afternoon schedule.
Strategy: The programs will be developed and managed by Canlan Ice Sports as part of its contract.

2013 Goals:

1. **Goal:** Install seat backs on the bleachers.
Rationale: Seat backs will increase the level of comfort for spectators, particularly for older patrons and during long events.
Strategy: Product purchase and installation will be managed by the facility operator in consultation with Regional District staff.
2. **Goal:** Purchase ice plant compressors to replace the oldest equipment and retain an inventory for emergency installation.
Rationale: Several compressors will be ten years old in 2013 and beyond their effective service lifespan. Having back-up equipment on hand is critical to quickly replace failed units and avoid losing ice.
Strategy: Product purchase and installation will be managed by the facility operator in consultation with Regional District staff.
3. **Goal:** Review South Cariboo Recreation Management Agreement with Canlan Ice Sports.
Rationale: The current five-year agreement expires in December 2013. Section 9.2 of the facility management agreement provides for initiating review of the contract terms and renewal negotiations.

Strategy: Under the contract, discussions are to begin no less than 12 months and be concluded no less than six months prior to expiry of the term. Regional District staff will work with Canlan Ice Sports on a draft proposal for presentation to the South Cariboo Joint Committee and the Regional District Board.

4. **Goal:** Implement the recommendations of the SCRC facility energy efficiency review as possible.

Rationale: Investing in capital and operational improvements to reduce the carbon footprint of Regional District facilities will lower operating costs over the long term and is supported by Board resolution and strategic direction.

Strategy: Recommendations from the energy review planned for 2011 may be funded on a cost-sharing basis between the function and the Regional District's Community Works Funding program.

Overall Financial Impact

The 2012 requisition is increased by inflationary factors from the 2011 requisition amounting to an increase of \$6,831 or about 1.05%. Increases for inflationary factors are also included in 2013-2016.

The 2011 requisition was increased by \$6,897 to accommodate an increase in the lease agreement with the District of 100 Mile House as approved by the Regional District Board. Because 2011 was the first year for the merged South Cariboo Recreation function, the requisition increase is compared to the combined rates for the previous individual services: arena, curling rink and programming.

Operational costs for the recreation centre including activity program delivery are fixed for the five-year term of the contract with Canlan Ice Sports and equate to \$195,000 in 2011 increasing to \$202,474 in 2013. Through the contract Canlan retains the revenues from use of the facility based on fees and charges reviewed and set annually by the Regional District. The financial plan sets a target of \$10,000 annually in shared revenue from the facility operator. If this goal is not met, adjustment to the plan will be necessary, either through reduced transfers to capital reserves or an increase in requisition.

The Regional District entered into five-year Operation and Occupancy agreements with the 100 Mile and District Curling Club in September 2009. As part of these agreements, the Regional District will cover the building's utility costs for the ice season to allow the club time to rebuild its membership and continue to repay its outstanding debt, which was \$12,500 as of July 2011. A debt repayment strategy is included in the five-year agreement which amounts to a minimum payment of \$2,500 per year or 50% of the club's net revenues for the season.

Other annual agreements within the service include \$6,000 for the 108 Ranch Community Association to maintain the beaches on 108 and Sepa Lakes and \$17,500 for maintenance under the lease for the Lumberman's and Robinson Ball Parks with the District of 100 Mile House. The maintenance fee paid to the District was increased by \$15,000 in 2011.

The five-year capital plan for the service maintains a consistent annual expenditure, between \$30,000 and \$50,000, depending on necessary purchases. Large purchases are planned, several in advance, by making contribution to reserves.

Included in the 2012 budget is the final installment of a five-year repayment to Northern Trust for the loan portion of \$250,000 in grant funding received in 2005. Once the annual payments of \$12,500 are complete and the debt is retired, the available funding will be used to help continue to build capital reserves.

The service had an outstanding debt of \$2,176,186 as of December 31, 2010 from borrowing on the arena reconstruction.

The service has capital reserve funds of \$283,087 at the end of 2010 with a goal to increase this amount by \$25,000 - \$35,000 each year throughout the financial plan except where large capital projects limit reserve investment opportunities. A transfer of \$20,000 was planned in 2011 to assist with completion of the parking lot and access lane paving repairs.

Significant Issues & Trends

The South Cariboo Swimming Pool study completed in January 2009 recommended the recreation centre property as the preferred location for an aquatic facility. In order for pool construction and operation to be achieved it would be necessary to hold a referendum to establish a new Regional District function and obtain public assent to borrow the funding necessary. This process, in turn, led to an initial strategic planning discussion regarding all South Cariboo recreation and arts and culture assets, including the local soccer fields, ball fields, agriplex, equestrian grounds, arena, curling rink, arts centre and museum. Stakeholder consultation on priorities and taxation options occurred in 2011; however a clear direction and agreement on the next steps to address immediate issues and long term plans was not achieved.

At the South Cariboo Recreation Centre, significant capital investments were completed over the past several years and continue to improve public use and satisfaction with the facility.

Issues with the geothermal ice plant were resolved in 2007/08 resulting in four straight problem-free ice seasons. Ongoing water treatment and monitoring of key equipment components will minimize future plant failures. Increasing the system capacity in the curling rink ice plant has resolved reoccurring problems with air pockets and soft ice.

Regular contract ice rentals, such as minor hockey, figure skating and adult hockey are starting later in the season due to lack of interest during the late summer, which may affect facility revenues if the schedule cannot be filled with opportunity rentals.

The curling club, which operates the curling rink for approximately seven months a year has struggled financially in the past, but appears to have stabilized its revenues and expenses. The club continues to work on increasing its membership and bring its outstanding account with the Regional District up-to-date. The significant outstanding debt could negatively impact the function if the club cannot address it.

The club has successfully made the \$12,000 in annual fee payments to the Regional District for the past four years and paid \$2,500 towards the debt in 2011 reducing the outstanding amount to \$12,500.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter, and has committed to being carbon neutral in respect of operations by 2012. Initiatives will be developed to maintain or decrease the level of greenhouse gas emissions.

Measuring Previous Years Performance

Goal: Complete a Master Site Plan for future development of the South Cariboo Recreation Centre property.

- Planned for completion in October 2010.

Goal: Complete parking lot repairs, rear-parking access lane paving and possibly light standard realignment.

- Completed.

Goal: Acquire a modular stage for use at the South Cariboo Recreation Centre and for rental use in the community.

- Completed.

Goal: Install insulated doors, programmable thermostats and an automated chemical dispenser for the ice plant to improve energy efficiency

- Partially completed. The chemical dispenser component of the project was deferred pending a review of the remaining service life for the existing cooling tower. If the cooling tower is replaced with an air cooled unit in the near future, the chemical dispenser will not be necessary.

Goal: Host a provincial championship tournament.

- Completed. The SCRC hosted U16 Girls Hockey Championship for 2011.

Goal: Create and implement a plan for effective use of the property reclaimed following the removal of the Stan Halcro ice plant building.

- Partially completed. Fencing was installed across the space to limit access to the rear of the facility and the equestrian grounds; however uncertainty regarding the future of the Agriplex building delayed further works. Goal is carried forward.

Goal: Purchase a floor scrubber machine.

- Completed.

Goal: Install an increased-capacity pump and expansion tank to the curling rink refrigeration system.

- Completed. The improvements have been successful in removing the air pockets in the curling rink system.

Goal: Double the opening width of the curling rink side door.

- Not completed. Project was canceled in favour of other capital priorities and concerns with the strength of the rink pad to support heavy equipment. Goal will not be carried forward.

Goal: Contribute to capital improvements at the South Cariboo Recreation ball fields under the lease agreement with the District of 100 Mile House.

- Completed. An increase of \$15,000 for maintenance of the fields was also implemented in 2011.

Goal: Investigate hiring an events coordinator at the South Cariboo Recreation Centre to pursue opportunities to support delivery of community recreation events, including those not directly linked to the facility.

- Completed. Canlan has hired two part-time contractors to support community events such as organization of the South Cariboo Fall Fair and will continue to pursue other opportunities. Goal will also be carried forward.

Goal: Investigate the feasibility of and offer if possible, dance and gymnastics programs.

- Completed. Research by Canlan determined that insurance coverage available to offer gymnastics programs is cost prohibitive and there was also limited interest in the trial run for a dance program.

Goal: Expand activity programming for seniors and youth.


- Completed. Activity programs offered included seniors yoga, pole walking, snowshoeing, cooking and a youth science camp.

Other 2010 Accomplishments

Interest in the SCRC from teams not within the south Cariboo continues to grow and the facility hosted a Junior B hockey training camp for the Sicamous Eagles and a Junior A exhibition game between Prince George and Merritt. Plans for a Junior A tournament are under consideration for future years.

The spring Mega Show sold out all exhibitor booths this year generating large crowds and as a result raised \$3,000 for KidSport.

The SCRC won the corporate Canlan Ice Sports Performance Cup for the 4th Quarter of 2010 and finished third overall of the 22 facilities under management by the company.

A	B	E	I	J	K	L	M	N
1	CARIBOO REGIONAL DISTRICT							
2	2011 BUDGET							
3	 SOUTH CARIBOO RECREATION SERVICE MERGER							
4	South Cariboo Recreation Business Plan							
5		Provisional 2011	Final 2011	Provisional 2012	Provisional 2013	Provisional 2014	Provisional 2015	
6								
7	Total Capital	276,000	113,000	190,000	255,000	175,000	175,000	
95								
96	Fiscal Services							
97								
98								
99	Transfer to Capital Reserve			20,000	10,000	30,000	30,000	
100								
101	Interest Charges							
102								
103	MFA Debt Interest	168,950	168,950	168,950	168,950	168,950	168,950	
104								
105	MFA Debt Principal	90,728	90,728	90,728	90,728	90,728	90,728	
106								
107	NDIT Principal Payment	12,500	12,500	12,500				
108								
109	Budgeted Surplus	13,914	3,989	13,085	4,401	5,707	7,013	
110								
111	Prior Year's Deficit							
112								
113	Total Fiscal Services	286,092	276,167	305,273	274,079	285,385	296,691	
114								
115	Total Expenditures	861,388	675,997	789,650	828,878	776,024	783,993	
116								
117								
118	Authorization: MERGER Bylaw 4617							
119	Taxation Limit: Greater of \$600,000 or \$0.5617/\$1,000 of total assessment							
120	Capital Reserve December 31, 2009 \$281,088							
121								
122								
123								
124								
125	Inflationary Pressures	8,198		6,381	5,122	5,840	6,663	
126	Requisition Difference	8,108		6,381	5,122	5,840	6,663	
127								
128		13,824		13,095	4,401	5,707	7,013	

**SOUTH CARIBOO RECREATION CENTRE
2011-2014 CAPITAL AND EQUIPMENT PLAN**

revised to SCJC September 19, 2011

Version 7 - updated Sept 2011

The following project list and timeline have been identified as priority capital works for the South Cariboo Recreation Centre in 100 Mile House. For the purposes of this plan, project costs are rough estimates. Appropriate quotes will be obtained prior to completing all capital purchases. Also included in the following plan are unanticipated expenditures, transfers to capital reserves and planned multi-year reserves for large projects.

Capital purchases are defined as tangible items that have a value of more the \$1,000 and a service life of more than one year. Purchases not meeting this criteria and included in this plan should be coded to (1546 2140 2480 equipment/furniture) including multiple units of items such as tables and chairs.

2011 Capital and Equipment Projects	Estimated Costs	Quotes	Delivery Timing	
Paving and parking lot repairs	\$50,000	\$30,000	Completed	reduced scope
Modular Stage	\$20,000	\$23,000	Completed	
Energy project review			deferred to 2012	100% CWF
Insulated doors, thermostat and cooling tower upgrade	\$20,000	\$7,000	Completed	100% CWF
ball fields (D100MH)	\$12,000			
access lane fencing and greenspace improvements	\$10,000	\$6,000	Partially Complete	carried forward
curling rink carpet	\$5,000			deferred to 2012
curling rink side door expansion	\$5,000			deferred to 2012
curling rink pump and tank	\$15,000	\$18,500	Completed	
steel mesh storage lockers	\$5,000	\$7,500	In Progress	
Round tables (x30)	\$3,500	\$3,000	Completed	
arena change room painting	\$5,000	\$2,500	Completed	labour supplied by Canlan
Floor Scrubber	\$10,000		In Progress	
Annual unanticipated expenditures				

2012 Capital and Equipment Projects	Estimated Costs	Quotes	Delivery Timing	
pipe and drape	\$10,000			
player's lounge lighting install	\$5,000			
concession equipment	\$5,000			
curling rink carpet	\$5,000			
access lane fencing and greenspace improvements	\$5,000			
Energy project design	\$25,000		deferred from 2011	100% CWF

2013 Capital and Equipment Projects	Estimated Costs	Quotes	Delivery Timing	
seat-backs for bleachers	\$40,000			
ice plant compressors	\$12,000			

2014 Capital and Equipment Projects	Estimated Costs	Quotes	Delivery Timing	
cooling tower replacement	\$20,000			

B2

Memorandum

To: South Cariboo Joint Committee
From: Donna Bellingham, Deputy Director of Corporate Administration
Date: July 12, 2011
Re: Rick Hansen 25th Anniversary Relay

PURPOSE:

100 Mile House has been chosen as an "End of Day" community for the Rick Hansen 25th Anniversary Relay. The Relay will be arriving in 100 Mile House on Tuesday March 27th, 2012, departing Wednesday March 28th, 2012.

BACKGROUND:

The host community is asked to put on a celebration and it can be as big or small as we choose. The Rick Hansen Foundation does NOT provide any funds towards the celebration.

Ken Mills has been asked to coordinate an event for the arrival of the medal on March 27th, 2012 and the departure on March 28th, as well he will form a committee to whatever he needs. He has graciously accepted to undertake this event.

To date, Mr. Mills has been able to secure the use of the South Cariboo Recreation Centre for the event. There will be no charge for the use of the arena, he will work with the Rec Centre Manager to put on some type of event, ie: free skate, hockey game and entertainment.

Upon arrival of the medal, the event will greet the medal bearer and there will be approximately 20 minutes of dignitary ceremonial speeches etc.

.../2

Handcrafted Log Home Capital of North America

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SC JOINT COMMITTEE

DISCUSSION:

Right now, the goal is to put this event on with very minimal costs. We will need to have funds available for advertising, but right now that is all the Mr. Mills foresees. The entertainment will be free and still needs to be finalized. The arena will have their concession running and people can choose to purchase food or beverages.

At this time, I would like to ask the South Cariboo Joint Committee to discuss providing some funding for this event, ie: a budget for advertising and other minor incidentals.

CONCLUSION:

Your consideration for the Rick Hansen 25th Anniversary Relay End of Day Celebration is appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'DBellingham', written over a horizontal line.

Donna Bellingham
Deputy Director of Corporate Administration

June 7, 2011

District of 100 Mile House
P.O. Box 340, 385 Birch Ave.,
100 Mile House, BC
V0K 2E0

Phone 250-395-2434

Attention: His Worship Mayor Campsall and
District of 100 Mile House Council and
Mr. Ken Mills

Dear Sirs/Madams:

The Rick Hansen Foundation, ("RHF") is delighted at the interest that District of 100 Mile House (the "Community") has shown to date in the Rick Hansen 25th Anniversary Relay (the "Relay"). The Relay is designed to connect, inspire and share the power of a dream with the maximum number of Canadians in the greatest number of communities possible. The Relay route will re-trace the journey that Rick embarked on 25 years ago traversing the world and travelling 12,000 kilometres across Canada.

By this letter, RHF is formally expressing its willingness and desire to route the Relay through the Community and to offer the community an opportunity, should it so desire, to host an End of Day Celebration to mark the arrival of the Rick Hansen Medal, all on the terms and conditions set forth in the attached Schedule. If the Community agrees and accepts these terms, RHF requests that the Community:

1. have an authorized representative of the Community sign this letter in the space provided below;
2. complete the contact information for the Community Contact in this letter in the space provided below; and
3. return a duly signed and completed copy of this letter to RHF at the address noted below, attention: Max Voykin, by July 24, 2011.

By completing, signing and returning this letter (which, together with the Schedule, will constitute the "Agreement" between RHF and the Community), the Community agrees to be bound by the terms and conditions set out in the Schedule.

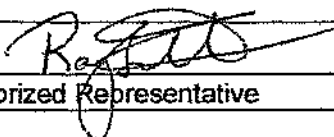
RHF wishes to thank the Community for its interest, cooperation and support in making the Relay a worthwhile and memorable experience for the Community's residents and for all Canadians.

Yours truly,

Max Voykin

RICK HANSEN FOUNDATION
Per:
Authorized Representative

Agreed and acknowledged by the Community this ____ day of _____, 2011.

District of 100 Mile House
Per: 
Authorized Representative

For the purposes of this Agreement, the Community's authorized representative (the "Community Contact") is as follows:		For the purposes of this Agreement, the RHF's authorized representative (the "RHF Contact") is as follows:
Printed Name		Printed Name Carole Sanche, VP Finance
Address		Address 300-3820 Cessna Drive Richmond BC V7B 0A2
Address		Address c/o Rick Hansen Foundation
Email		Email csanche@rickhansen.com

SCHEDULE OF TERMS AND CONDITIONS

1. Definitions.

1.1 Community Planning Guide Definitions. Capitalized terms not defined in this Agreement have the meanings given to them in the Rick Hansen Foundation, 25th Anniversary Relay - Community Planning Guide (the "CPG").

1.2 Additional Definitions. In this Agreement, unless something in the subject matter or context is inconsistent therewith:

1.2.1 "Community Jurisdiction" means the organization constituted as the local governing authority for the Community, including City, Municipality, Town, Village, District, Organized District, Unorganized District, Resort Municipality or such other designation or title as may be applicable.

1.2.2 "Confidential information" means all information and data disclosed by RHF to the Community (including this Agreement and the CPG) but excluding information published or otherwise available to the general public otherwise than through a breach of this Agreement.

2. Roles of the Parties.

2.1 RHF's Role. RHF's rights and responsibilities in relation to the Relay are as set out in the CPG (the "RHF Responsibilities"). Without limiting or expanding the foregoing, RHF has the overall responsibility for organizing the Relay, and will contribute materials and provide guidance to the Community relating to all activities and aspects of the Relay within the Community Jurisdiction.

2.2 Community's Role. The Community's and the Community Planning Team's rights and obligations in relation to all aspects of the Relay within the Community Jurisdiction are set out in the CPG (the "Community Responsibilities"). Without limiting or expanding the foregoing, the Community agrees to provide planning, advisory and operational support services, without any charge to RHF, to ensure the successful staging of the Relay within the Community Jurisdiction.

2.3 Community Planning Guide. The Community acknowledges receipt of the CPG. Notwithstanding Section 7.5 below, the Community agrees that RHF in its sole discretion may provide the Community with an updated and/or amended version of the CPG from time-to-time (for example, where additional information becomes available or if the Relay requirements evolve or change), whereupon the Community will treat such updated and/or amended version as the CPG for all purposes of this Agreement.

2.4 Cooperation and Consultation. The parties hereby acknowledge that the successful staging of the Relay within the Community Jurisdiction shall require cooperation and consultation between them at all times and that each of them shall make reasonable efforts to keep the other fully informed as to the progress of its plans, any particular difficulties encountered by them any changes in plans. However, the Community agrees that because RHF has the overall responsibility for staging the Relay within the Community Jurisdiction, final event plans are subject to the review and approval of RHF and RHF is ultimately responsible for making final decisions in relation thereto.

2.5 Special Requests. The Community acknowledges and agrees that RHF may from time to time request the Community to carry out obligations or provide services which go beyond, or deviate from, the Community obligations and services set out in the CPG. Such a request could result from a variety of circumstances, including circumstances which are unique to the Community and which are not reflected in the CPG, or circumstances which arise at a time when it is not practical (due to the exigencies of RHF's obligations related to the Relay) for RHF to provide the Community with an updated and/or amended version of the CPG in accordance with Section 2.3. In the event that RHF makes any such requests, the Community will use reasonable commercial efforts to carry out the obligation or provide the services that form the subject of the request(s).

2.6 Route Marking. The community agrees that RHF will be permitted to place route markers, containing pertinent participant information, on utility poles and footpaths up to three days prior to the arrival of the Relay in the Community Jurisdiction.

3. Community's Use of Emblem, Logo, and Images

3.1 License. RHF hereby grants to the Community a revocable, non-exclusive, non-transferable, non-sublicensable, royalty-free, limited and restrictive license to use, for non-commercial purposes:

3.1.1 the Rick Hansen 25th Anniversary Relay Emblem and the Composite Logo as depicted at the foot of this Agreement (collectively, the "Logos"); and

3.1.2 the archival images -photographs and video - on found on the rickhansen.com website in the media room/photography and video sections (the "Images");

for use in association with the fulfillment of the Community Responsibilities (the "Purpose"), subject to the terms and conditions described in this Agreement and the CPG (the "License").

3.2 All rights, opportunities and approvals not expressly granted to the Community by this Agreement and/or the CPG are reserved by RHF. The License will be in effect for a limited term commencing on the date of this Agreement and terminating upon May 31, 2012, unless RHF (in its absolute discretion) delivers a notice to the Community terminating the License earlier. The Community will use the Logos and Images:

3.2.1 only while the License is in effect;

3.2.2 in their original form and without any additions, deletions or other modifications thereto;

3.2.3 in such a manner so as to ensure that no association whatsoever (whether commercial or otherwise), other than as strictly contemplated by the Purpose, is created between the Logos and Images an entity other than the Community.

4. Insurance and Indemnity.

4.1 Insurance. During the term of this Agreement and for a minimum of six (6) months thereafter, the Community shall provide, maintain and pay for the following insurance coverage:

4.1.1 General liability insurance providing third party bodily injury and property damage coverage in an amount of not less than \$2,000,000 per occurrence, including the requirement that RHF and its directors, officers, employees and volunteers, be named as additional insured parties, containing a cross liability and/or severability of interest clause protecting each insured to the same extent as if they were separately insured, and containing contractual liability coverage;

4.1.2 vehicle liability insurance with respect to all owned and non-owned licensed vehicles used, directly or indirectly, by the Community in the performance of its obligations hereunder, covering liability for damages arising from bodily injury and death and from claims for property damage arising out of their use by the Community in the performance of its obligations hereunder. Such insurance shall be for an adequate amount acceptable to RHF and shall in any event be not less than \$2,000,000 inclusive of any one accident; and

4.1.3 workers' compensation coverage for its employees.

4.2 Proof of Insurance. The Community must provide written proof of the insurance coverage specified in Section 4.1 upon the written request of RHF.

4.3 Notice of Cancellation. The Community will ensure that all the insurance policies specified in Section 4.1 may not be cancelled without the insurer giving at least thirty (30) days' prior written notice to RHF.

4.4 Qualified Insurers. All insurance specified in Section 4.1 shall be with Insurers registered in and licensed to underwrite such insurance in the Province of the Community Jurisdiction.

4.5 Notification of Claim. The Community agrees to notify RHF within seven (7) business days of any claim made under any insurance coverage specified in Section 4.1 which relates directly or indirectly to RHF.

4.6 Indemnity. The Community shall indemnify, defend and hold harmless the RHF Associated Parties from and against any and all actions and claims of whatsoever nature or kind, as well as from and against any and all damages, liabilities and losses resulting there from, that may be brought or made by whomsoever, or suffered, directly or indirectly, by reason of or in any way arising out of or in connection with:

4.6.1 any negligent act or omission or willful misconduct by the Community or any of its representatives in connection with the performance of the Community Responsibilities ;

4.6.2 any breach by the Community of any provision of this Agreement; and

4.6.3 any alleged violation of any applicable laws by the Community or any of its representatives in connection with the performance of the Community's obligations under this Agreement.

5. Term and Termination.

5.1 Term. The term of this Agreement shall commence upon signing and end upon the full performance by the parties of all their respective obligations hereunder following conclusion of all Relay activities within the Community Jurisdiction, subject to any early termination permitted hereby.

5.2 Termination for Cause. In the event of a material breach of this Agreement by a party, the other party may terminate this Agreement for cause immediately upon written notice to such breaching party, without further liability to the non-breaching party under this Agreement.

5.3 Termination by RHF for Convenience. Due to the exigencies of RHF's obligations related to the Relay, RHF may terminate this Agreement for any reason (and without giving any reason) on giving fifteen (15) days' written notice of termination to the Community, without any liability to RHF under this Agreement.

5.4 Termination for Force Majeure. In the event of a force majeure event which renders the staging of the End of Day Celebration impossible, either party may terminate this Agreement upon written notice to the other party, without any liability to either party under this Agreement.

6. Rick Hansen Foundation, 26th Anniversary Conditions.

6.1 No Liability of Unrelated Parties. The Community acknowledges that none of the RHF sponsors or partners, nor any department, agency, director, officer, member, minister, councilperson, servant, employee, agent or volunteer of any of the foregoing entities (each, an "Unrelated Party"), shall incur any financial responsibility or liability by virtue of or arising from the Unrelated Party's relationship to RHF.

6.2 Restricted Publicity and Marketing Rights. Except as expressly stated otherwise in this Agreement (in particular pursuant to Section 3) or in the CPG, the Community shall not publicly disclose its relationship with RHF for promotional purposes, including by means of distribution of literature, verbal declarations or announcements through any medium whatsoever, without the express prior written consent of RHF, which consent may be arbitrarily withheld.

7. General

7.1 Confidentiality. The Community agrees to keep confidential all Confidential Information provided hereunder and will not disclose any such information to any person not expressly authorized to review it without the prior consent of RHF, except as required to be disclosed pursuant to the

order of a court of competent jurisdiction or government authority with jurisdiction over the Community's performance of its obligations hereunder.

7.2 Further Assurances. Each of RHF and the Community will from time to time execute and deliver all such further documents and instruments and do all acts and things as the other party may reasonably require to effectively carry out or better evidence or perfect the full intent and meaning of this Agreement.

7.3 Time of the Essence. Time is of the essence of this Agreement.

7.4 Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and cancels and supersedes any prior understandings and agreements between the parties hereto with respect thereto. There are no representations, warranties, terms, conditions, undertakings or collateral agreements, express, implied or statutory, between the parties other than as expressly set forth in this Agreement.

7.5 Amendments and Waivers. Subject to Section 2.3, no amendment to this Agreement will be valid or binding unless set forth in writing and duly executed by both of the parties hereto, and in any event any such amendment shall be subject to Section 7.5. No waiver of any breach of any provision of this Agreement will be effective or binding unless made in writing and signed by the party purporting to give the same and, unless otherwise provided, will be limited to the specific breach waived.

7.6 Notices. Any demand, notice, invoice or other communication to be given in connection with this Agreement, must be given in writing and will be given by personal delivery, by registered mail or by electronic mail (e-mail) addressed, in the case of RHF, to the RHF Contact, and in the case of the Community, to the Community Contact, or to such other street address, individual or electronic mail (e-mail) address as may be designated by notice given by either party to the other.

7.7 Community Authorized Representative. The Community hereby designates the Community Contact as its authorized representative for all purposes related to this Agreement. The Community will ensure that such Community Contact transacts with or otherwise deals with RHF at all times in relation to this Agreement. The Community may change the identity of such Community Contact by notice to RHF given in accordance with Section 7.6.

7.8 Governing Law and Attornment. This Agreement is governed by and will be construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein. The parties irrevocably submit to the exclusive jurisdiction of the courts of the Province of British Columbia.

7.9 Severability. If any provision of this Agreement is determined to be void or unenforceable, in whole or in part, it shall not be deemed to affect or impair the enforceability or validity of any other provision of this Agreement, and any such void or unenforceable provision may be severed from this Agreement without affecting the remainder of the Agreement.

7.10 Assignment. The Community must not assign its rights and/or obligations under this Agreement without RHF's prior express written consent, which consent may be granted or withheld in RHF's sole discretion.

7.11 Binding Effect. This Agreement shall be binding on the Community's successors and permitted assigns and shall endure to the benefit of any successors and assigns of RHF.

7.12 Counterparts. This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument. Delivery of an executed signature page to this Agreement by any party by electronic transmission will be as effective as delivery of a manually executed copy of this Agreement by such party.

7.13 Language. With the concurrence of both parties, this Agreement has been drafted in English only. Les parties ont convenu que la présente convention sera rédigée en anglais seulement.

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**South Cariboo Community Foundation
Progress Report #4 – Sept 12.11**

Background:

The members of the South Cariboo Joint Committee have expressed interest in the establishment of a Community Foundation. The objectives are:

- To consolidate existing grant funds and decision making
- To provide broader community-based decision making
- To move from a taxation-based source of grant funds to an interest-based source of grant funds
- To take advantage of non-government funding sources to increase the foundations asset base

A Working Group was established on April 18, 2011 to:

- develop a proposal for establishment of a South Cariboo Community Foundation
- present the proposal to the South Cariboo Joint Committee for recommendation to the CRD Board and the 100 Mile District Council
- if approved, to establish the Foundation

The working group members are:

- Jeannie Best – representing the 100 Mile District Council
- Bruce Rattray – representing the Cariboo Regional District's South Cariboo Rural Caucus
- Roy Scott – Chief Administrative Officer 100 Mile District
- Ron Graves - volunteer from 100 Mile District
- Peter Crawshay – volunteer from CRD Area "L"

Actions to Date:

- Establish Working Group, prepare and distribute background papers - done
- Collect sample constitution and bylaws –done
- Assess Vancouver CF and Kamloops CF for financial management services - underway
- Contact Danielle Johnson re: NDFI funding deadlines - underway
- Contact Barbara McMillan at Community Foundations of Canada re: support and advice - ongoing
- Advise Chamber of Commerce, Peter Skene Ogden Secondary School, SC Health Foundation – done
- Advise Rotary Club, Lions Club, Legion, Knights of Columbus - done
- Report #1 to SCJC and obtain approval for funding, public engagement - done
- Develop financial plan – underway
- Develop constitution and bylaws - underway
- Select foundation name – underway
- Report #2 to SCJC - done
- Application to reserve society name -- underway
- Report #3 to SCJC – decision made to defer pending further discussion with the South Cariboo Health Foundation

South Cariboo Community Foundation
Progress Report #4 – Sept 12.11

- Met with South Cariboo Health Foundation Board – additional follow-up required on foundation name and shared Director.
- Contacted potential Board members.
- Report #4 to SCJC – Prepared and forwarded report for consideration at the September 19, 2011 meeting

Current Concept:

Organization: A non-profit society in accordance with the BC Society Act with charitable status as approved by the Canada Revenue Agency.

Membership is restricted to Board members and others at the discretion of the Board.

The initial application for a name such as Community Foundation of the South Cariboo, South Cariboo Community Foundation (SCCF) or South Cariboo Community Foundation was rejected. A second application is pending.

Purposes: The stated purposes for the Foundation will be defined in the Constitution as:

- (i) education through the establishment of scholarship funds and the funding of specific educational endeavours ;
- (ii) programs for the needy and for the alleviation of human suffering and poverty;
- (iii) amateur sport and community recreation;
- (iv) arts and cultural activities, including but not limited to music, theatre, film, dance, literature, weaving, painting, sculpture and pottery;
- (v) preservation of lands or buildings of historic or environmental value;
- (vi) preservation and protection of the environment through hands on projects, as well as through courses and seminars directed at educating the public;
- (vii) projects and endeavours of a charitable nature which generally contribute to the well-being of residents of the District of 100 Mile House and Areas G, H and L of the Cariboo Regional District, and

to receive funds, which will not form part of the permanent capital fund, from governments, education institutions, individuals, corporations, trusts, charities, community groups and like organizations and to hold, invest and disburse those funds in accordance with the requirements of and arrangements made with such persons or organizations, but always in accordance with the charitable purposes of the society as set out herein and

to convene meetings that provide a forum to consider community priorities and action around emerging and existing community needs and how best to meet them. The fields of consideration are the relief of poverty; educational needs; social welfare and health issues; programs for the aged, the disabled; preservation and protection of the environment; advancement of the arts; prevention of delinquency and substance abuse. The meetings are not intended to influence public opinion.

South Cariboo Community Foundation
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Board of Directors: The Board will be composed of not less than 6 and not more than 12 Directors. All Directors must be residents of the South Cariboo. One Director will be an elected official appointed by the District of 100 Mile House and one Director will be an elected official from among the South Cariboo members of the Cariboo Regional District. All other Directors will be appointed for three year terms (renewable one time), with terms staggered such that one third of the positions are appointed in a given year.

The intent is for the board to be representative of the community, reflecting its cultural diversity, and with the attitudes, skills and expertise to do the job.

Board members will serve without remuneration.

Nominating Committee: The nominating committee is responsible for proposing new directors to fill vacancies on the Board. The committee is comprised of one member of the current Board and 2 to 4 prominent members of the South Cariboo community. New directors are appointed by members (Board) at the Annual General Meeting.

Committees: The Board of Directors may establish committees comprised of directors and others as required.

Financial Plan: The Cariboo Regional District and the District of 100 Mile House will provide seed funding to the Foundation in the amount of \$300,000 on a defined schedule over a period of ten years. An additional \$200,000 will be requested from the Northern Development Initiatives Trust over the first six years. (see Appendix A)

The Board of Directors of the Foundation will seek opportunities to increase the endowment fund through bequests, donations and fundraising activities. Efforts will be made to increase the endowment fund to a specified target in the first ten years of operation. For example, with an addition of \$20,000 per year to the endowment fund, the fund would reach \$700,000 by the end of year 10 and would generate interest of \$40,000 per year, assuming a rate of return of 6%.

Interest accruing from the asset base will be disbursed in the form of grants to eligible recipients in accordance with the foundation's policies and Canada Revenue Agency rules.

The Cariboo Regional District and the District of 100 Mile House may choose to continue to issue grants during the formative years of the foundation in order to maintain the level of support to groups at roughly current levels. It may be possible and desirable for the foundation to administer/manage the awarding of grant funding on behalf of CRD/District of 100 Mile House during this period to ensure some consistency in process. On an ongoing basis there may also be a need to maintain some CRD/District of 100 Mile House grant funding to address applications which do not meet CRA eligibility requirements.

It is anticipated that the assets of the foundation will be managed by an existing foundation such as the Vancouver Foundation or the Kamloops Community Foundation (*to be determined*).

**South Cariboo Community Foundation
Progress Report #4 – Sept 12.11**

Administration expenses (accounting, investment management fees, fundraising activities, communication, society and CRA costs) will be drawn from interest revenues and will be limited to an amount stipulated by the Board and which conforms to CRA standards. No staff are anticipated during the initial ten years of the foundation.

Issues for discussion:

1. Public Engagement – Those attending the Town Hall meetings in February were advised of the proposal for a community foundation and appeared to be supportive. Ron Graves contacted 100 Mile House Lions, 100 Mile Rotary, Canadian Legion, Knights of Columbus and the Peter Skene Ogden Secondary School and advises that all indicated that they believed the foundation proposal had merit. Bruce Rattray advised the Chamber of Commerce Board of Directors who also indicated support for the proposal.

Sandy Foster informed his fellow Board members at the South Cariboo Health Foundation of the proposal and advised that the Board members do not support the proposal. Feedback from the South Cariboo Health Foundation suggests that:

- a. The name South Cariboo Community Foundation would create confusion between the two foundations
- b. Both foundations would be competing for the same local dollars
- c. Concern that this is a case of the local governments downloading to a community group and may also restrict potential recipients who don't have charitable status (see separate item).

Discussions with staff at the Community Foundations of Canada indicate that it is common for Health/Hospital Foundations react negatively to the introduction of a local community foundation. CFC staff advise that there are numerous examples of cooperative arrangements that have developed between the two types of foundations.

In an effort to reduce potential conflict, the Working Group Chair, CRD Chair and Mayor of 100 Mile met with the Health Foundation and agreed that:

- “health care, including the funding of medical programs and treatment facilities” will be deleted from the proposed Purposes
 - the Health Foundation will be consulted regarding selection of a name for the Community Foundation
 - a Director from the Health Foundation will be asked to sit on the Community Foundation Board in order to facilitate communication between the two groups
-
2. Eligible recipients – To maintain the foundation's charitable status, the Canada Revenue Agency requires that grants be made to recipients who also have charitable status. A rough count of previous CRD grant recipients suggests that about half have charitable status. There are a number of options available to ensure that ineligible groups continue to be supported:

**South Cariboo Community Foundation
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- a. Ineligible groups may apply for charitable status with Canada Revenue Agency
 - b. Ineligible groups may partner with an eligible group with similar interests.
 - c. Grant for Assistance funding could be maintained by the CRD and the District of 100 Mile at a reduced level to directly support ineligible groups.
3. Human Resource Capacity – There are a limited number of qualified and motivated volunteers in the South Cariboo to undertake the work associated with the various community organizations. Many of these individuals already serve on multiple committees and Boards. A community foundation will be competing with these other organizations to attract Board members. The success of the foundation will depend upon the energy and enthusiasm of its Board, particularly in the area of fundraising to increase the size of the endowment fund.
- An initial survey of potential Board members indicates that there are a number of good candidates interested in volunteering for the Board.
4. NDIT funding – The deadline for NDIT funding for 2011 has passed. Application would be made for funding in 2012.

Decision Requested:

It is requested that the South Cariboo Joint Committee:

1. recommend to the Cariboo Regional District and the District of 100 Mile House that the working group be requested to proceed with the establishment of a community foundation in the South Cariboo, and further

that staff be directed to negotiate a contribution agreement for financial support for the community foundation,

or
2. reject the community foundation proposal.

**South Cariboo Community Foundation
Progress Report #4 – Sept 12.11**

Appendix A - Financial Plan

Community Foundation - Investment Scenario (\$'000s)

	Year 1 2011	Year 2 2102	Year 3 2013	Year 4 2014	Year 5 2015	Year 6 2016	Year 7 2017	Year 8 2018	Year 9 2019	Year 10 2020	Year 11 2021	Total
Contributions to Foundation												
Area G	10	10	10	10	10	10	10	10	10	10		100
Area H	5	5	5	5	5	5	5	5	5	5		50
Area L	10	10	10	10	10	10	10	10	10	10		100
100 Mile	25	25										50
NDIT		100	25	25	25	25						200
Other	20	20	20	20	20	20	20	20	20	20		200
Total Principal / Contribution	120	240	310	380	450	520	565	610	655	700	700	700
Interest	0	4.2	14.4	18.6	22.8	27	31.2	33.9	36.6	39.3	42	
Grants Issued												
From foundation	0	4.2	14.4	18.6	22.8	27	31.2	33.9	36.6	39.3	42	
On behalf of local governments	30	30	30	30	30	25	20	15	10	5		
	30	34.2	44.4	48.6	52.8	52	51.2	48.9	46.6	44.3	42	

- Assumptions:**
- 1 Investment of 25K per year for first two years for 100 Mile House for total investment of 50K
 - 2 Investment of 10K per year for ten years for Areas G and L for total investment of 100K each over ten years
 - 3 Investment of 5K per year for Area H for ten years for a total investment of 50K
 - 4 Difference in investment levels reflects the difference in number of households in each area/district
 - 5 NDIT contribution claimed for 100 Mile House and Area G in year 2
 - 6 NDI contribution claimed for Area L in years 3 and 4
 - 7 NDI contribution claimed for Area H in years 5 and 6
 - 8 Assume 6% interest rate
 - 9 Grant awards each year are funded by a combination of interest revenue and government funds
 - 10 Award of government grants at reduced level continues for 5 years after which it declines to zero by year 11
- Results:**
- 1 CRD /100 Mile House donations total \$300K over ten years
 - 2 NDIT matching funds total \$200K over six years
 - 3 Private donations of \$200K over ten years