

Cariboo Regional District

File No. 1850-20 South

SEP 28 2018

Referred To DCO

RECEIVED

Cariboo SEP 25 2018

DISTRICT OF 100 MILE HOUSE BRITISH COLUMBIA

Grant for Assistance Joint Application

Organization Information Sheet

Name of Organization: South Cariboo Chamber of Commerce - South Cariboo Summer Festival 2019
Mailing Address: Box 2312, 100 Mile House, BC V0K 2E0
Telephone (office): 250-395-6124
Purpose of Organization (From Constitution or Incorporation Documents): see attached *
How long has the organization operated in the community? 1970
BC Society Registration Number: Registered under the Federal Board of Trade Act
Federal Charitable Registration Number: (if applicable) N/A
Chairperson's name: Christine Gallagher
Telephone: [REDACTED]
Treasurer or Financial Officer's name: Rick Takagi
Telephone: [REDACTED]

Date of last Annual General Meeting (Attach minutes and current list of Directors):

May 9th, 2018

ATTACHED ***

Attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Attached ***

Previous Year Grant from CRD and District (if applicable)

\$ 4500.00

NOTE: A Final Report for previous year's grant MUST be included with this submission.

Attached ****

Current Grant Amount Requested

\$ 7000.00

Grant for Assistance Application



Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?

The Chamber is expanding its funding activities to better achieve the goals of the Chamber. Membership has again increased by 10%. We also have expanded our staff to include an Events Coordinator. The main focus of this position is to implement and expand events and fundraising in the South Cariboo that will benefit the business community and the residents of the South Cariboo while promoting the area for visitors, new businesses and new residents.

2. If your organization charges user fees/memberships/admission, attach your current fee structure:

Attached 

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

The Chambers specific goals is to provide support for the business community with resources that are available to them, promote the South Cariboo as a whole as an attractive place to live, do business and/or retire. The Chamber is dedicated to the success and longevity of the Summer Festival and its potential to expand.

4. Who does your organization serve? (% of clients from District, % of clients from South Cariboo)

The Chambers membership consists of 66% of businesses in the District of 100 Mile House and 44% of businesses in the CRD. But we service the whole South Cariboo regardless of membership. Representation percentage of areas will be relative to the population of each area. The ever of the Chamber service 100% of the South Cariboo as a whole.

5. Does your organization receive a rental subsidy from the CRD and/or District? If so, how much?

We receive office space from the District of 100 Mile House

6. Does your organization receive any benefit from permissive tax exemption, and if so, how much? (information available from District Tax Department)

No

7. Does your organization use CRD or District owned facilities? If so, which ones?

We frequently rent venues: The Valley Room, south Cariboo Rec Centre, Centennial Park

8. How will you indicate that the CRD and District are contributing to your organization?

Grant for Assistance Application



The acknowledgement of received funds are recognized in all advertising, social media, and programs. The Chamber also extends the invitation for leaders of our community to participate in the event either as a guest speaker, booth space, and or other request by the CRD or 100 Mile House.

Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

Please see the program from 2018 included in this package. We plan to hold a very similar event but expanding on the more popular aspects like the lawn mower races and competitions. Plus the Sky Diving was extremely popular. We would also like to expand to include more ideas for the vendors. We acknowledge that we need to spend more money on signage and advertising. Our rental of the grounds and the South Cariboo Rec Centre is an ideal location for such a large event and we look forward to renting this area again. The community is very excited to see what we bring them in 2019.

2. How do you know there is a need for this service/project in our community?

There is a need for this project as it is the only of its kind in the area. The attendance at the event was very good with expectations of it growing in specific areas for 2019. The vendors were all extremely happy and anticipate returning in 2019. Families were also very positive in their feed back saying the children had a wonderful time. We are still receiving feedback and suggestions for next year. The community is excited to see what the committee adds to the event for 2019.

3. Is your agency applying for funds from other levels of government or other sources for this project?

We are looking at applying more corporate sponsorship funding but unsure of the success of this venture.

4. Would you still be able to complete the project if you do not receive the other funds applied for?

The Chamber is dedicated to deliver the Summer Festival in an annual basis, however without additional funding from the grant, implementing certain popular aspects of the event may be difficult. This may cause changes to the event and therefore may be less attractive to the community.

5. Please describe the impact of this application being denied or approval of an amount less than requested.

The event would have to be scaled back to accommodate the lack of funds from the grant. The grant helps the event greatly with the cost of rent and insurance that we need to obtain for the event. The Chamber is dedicated to the community with the event and we would have to seek more funds from businesses in the community in way of sponsorship.

6. Start date of the project: October 2018

End date for the project: August 15th, 2019

Grant for Assistance Application



7. Please describe the key activities that will take place to complete the project and any associated timelines.

~~The Summer Festival Committee meets once a month starting in the fall. At the meetings completions of task and assignment of duties will be discussed while following the time line set by the Events Coordinator. The Committee has grown for the 2019 festival. The committee wants to bring an event to the community that the community can be excited about from year to year, an event they add to their calendars and work their holidays around.~~

8. Please provide a detailed financial budget for the project.

Attached ~~*****~~

9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?

~~The evaluation first and foremost is attendance of the event. Even due to the heavy smoke and thunder and lightning storms we still reached over 2500 in attendants and over 200 people attending as vendors. Over 500 free entrants of children enjoyed the kids zone. Also the community and volunteer support we received is a good indication of success. We did not run short on volunteers. Community and business feedback is also an indicator of success. They want us to be even more successful and br an even more exciting event to 100 Mile House and are willing to help us improve.~~

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

President/Chairperson

*

South Cariboo Chamber of Commerce

Box 2312,
100 Mile House, B.C. V0K 2E0
(250) 395-6124
manager@southcariboochamber.org
www.southcariboochamber.org

Working it and doing it for business - our working to enhance the economic prosperity of the South Cariboo Community.

OUR MISSION STATEMENT

We exist to drive and support economic growth in the South Cariboo and promote it as an ideal community in which to live, work, and play.

Our Vision

We see the South Cariboo as a prosperous and thriving region due to:

- A commitment to making this the "best place to do business."
- An unwavering dedication to improving quality of life within the community.
- Emergence of key new industries to diversify our traditional economic base.
- Wise use of our natural resources and responsible environmental stewardship.
- Dedicated to the inclusion of all demographics and cultures with in the South Cariboo.

Member Code of Conduct – Commitment

"As a member of the South Cariboo Chamber of Commerce ("Chamber"), I/we recognize that membership is a privilege. Further, membership brings with it the responsibility to assure that all members also understand and commit to the following membership Code of Conduct.

Accordingly, I/we shall commit to:

1. Conduct all business and professional activities in a reputable manner, to reflect honorably upon the business community;
2. Respect the good reputation, profile and status of the Chamber, and represent the Chamber accordingly;
3. Understand, support, and promote the Missions and Goals of the Chamber;
4. Whenever reasonably possible, participate in the functions and activities of the Chamber, plus, in the promotion and enhancement of business growth and related activities such as the Shop Local Incentive and the Chamber Bucks Program within the City of 100 Mile House.

I/we also understand that the failure to adhere to the professional and personal obligations outlined above, and as further defined in Chamber By-Laws, as well as Boards of Trade Act, *can result in the termination of my membership by the Chamber's Board of Directors* ("Board").

Membership continues in force for January 1st to December 31st each year and will remain in force until revoked in writing. Upon termination/revocation of Membership, all benefits, all media advertising and presence/links on the Chamber website are also terminated.

SOUTH CARIBOO CHAMBER OF COMMERCE

Annual General Meeting – Meeting Minutes

Wednesday, May 9, 2018

Valley Room

1. Opening Comments
Christine Gallagher welcomed the Chamber members, directors and guests to the AGM.
2. Message from CRD Board Chair Margo Wagner, MLA Donna Barnett and Bill Hadden from the District of 100 Mile House.
3. Approval of 2017 AGM minutes
 - a. Motion to accept 2017 AGM minutes. 1) Rick 2) Ralph All in favour.
4. Financial Report – Keith Greenhalgh
Membership in the Chamber has increased for the second year in a row. There is a \$15K surplus in the account.
 - a. Motion to accept yearend financial statement ending March 31, 2018.
 - 1) Rick 2) Ralph All in favour
 - b. Motion to appoint PMT as accountant for 2018
 - 1) Tom 2) Carl All in favour
5. Chair Report
Christine Gallagher thanked the directors and members for their support.
6. Executive Director Report
Shelly Morton thanked the members and directors for their support and reviewed the year's activities. Of note is that membership is up 15 % over the previous year.
7. Call for Nominations
Rob Fry, Ralph Myhill-Jones, Rick Takagi, and Chad Swanson are up for re election and agreed to let their names stand for another term.
There was a first call for nominations. Carl Gimse nominated Jeremy Welch who agreed to stand for election.
There was a second call for nominations.
There was a third call for nominations.
There being no further nominations those standing for nomination were elected by acclimation.

Board of Directors results -2018 AGM results

Christine Gallagher

Tom Gallagher

Leon Chretien

Carl Gimse

Keith Jackson

David Jurek

Len Doucette

Rob Fry

Ralph Myhill-Jones

Rick Takagi

Chad Swanson

Jeremy Welch



SOUTH CARIBOO CHAMBER OF COMMERCE

Statement of Revenues and Expenditures

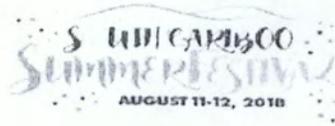
Year Ended March 31, 2018

(Unaudited - See Notice To Reader)

	<u>2018</u>	<u>2017</u>
Revenue		
Event income	\$ 46,861	\$ 43,721
Grants/In kind	8,700	6,000
Membership	24,338	21,531
Other income	11,817	7,131
Professional services	160	1,600
Visitor centre sign	7,750	7,894
	<u>99,626</u>	<u>87,877</u>
General and administrative expenses		
Accounting fees	750	750
Advertising and promotion	1,707	814
Bad debts	261	3,873
Bank charges and interest	1,011	989
Donations	2,000	-
Insurance	1,764	1,938
Membership meetings	-	533
Memberships	2,439	2,373
Office	1,375	1,889
Board	2,158	39
Event costs	26,577	31,993
Rental	6,138	6,000
Repairs and maintenance	138	-
Travel	2,575	1,684
Telephone and utilities	1,962	1,980
Wages and benefits	33,964	33,580
	<u>84,819</u>	<u>88,435</u>
Excess (deficiency) of revenue over general and administrative expenses	<u>\$ 14,807</u>	<u>\$ (558)</u>

The accompanying notes are an integral part of this statement.

* * * *



Income Statement 2018

Revenue

Grants	7000.00	
Sponsors	10500.00	
Booth Rental	3805.00	
Gate Entry Revenue	6605.00	
Total Revenue		27910.00

Expenses

Entertainment	5845.96	
Rent	3500.00	
Supplies	1030.11	
advertising	978.53	
volunteer tshirts	1406.64	
Equipment rental	770.50	
insurance	1110.00	
security	1803.00	
tent rentals	1487.30	
signage	1000.00	
adminsitration	3000.00	
Total Expenses		21932.04
Total Earnings		5977.96

South Cariboo Summer Festival Final Report

The 2018 South Cariboo Summer Festival was held August 11th and 12th, 2018 at the South Cariboo Rec Centre and Grounds. The committee was extremely happy with the success of the event and are committed to make it even better for 2019. An estimate of 2500 people attended including the vendors and demonstrators.

On the 11th we had many successes. The skydiving with the Kamloops Sky Diving Club was very well attended with a total of 16 local people taking the jump landing right at the 100 Mile House Airport. Due to the weather change for the 12th jumping was not offered.

The first annual lawn mower races was a huge success and we haven't seen the stands that full at the Outriders Arena for a long time. It was full of laughter and entertainment plus some serious racing. Racers came from as far away as Calgary and are excited to come back next year.

Throughout the day people enjoyed wagon rides, demonstrations, petting zoo, kids zone with many activities and the trade fair inside the arena. Due to the wildfire threat in other communities a couple of our entertainment acts were absent or less individuals but all in all Saturday was a success. Saturday evening the Beatles Band got rained out but they came back in the morning and played for an hour to a very happy audience.

On the 12th, the weather brought cooler temperatures with some of the smoke clearing. The Wranglers started everything off with a pancake breakfast. Uncle Chris the Clown was in full swing at the kids zone and bouncy castles were fully used.

The committee was mildly disappointed with the number of people in the audience for some of the bands.

The committee is very excited to implement some changes next year to make the event even more cohesive and attract more people to attend. The lawn mower races were such a big hit

AUGUST 11-12

Thank you
to all our sponsors!

WITH CARIBOO
SUMMER FESTIVAL



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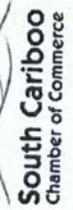


CENTRAL GM
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ENBRIDGE



West Fraser



South Cariboo
Chamber of Commerce

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FORTIS BC



District of
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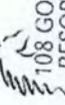
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100 Mile
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Welcome
to the

SOUTH CARIBOO
SUMMER FESTIVAL

AUGUST 11-12, 2018

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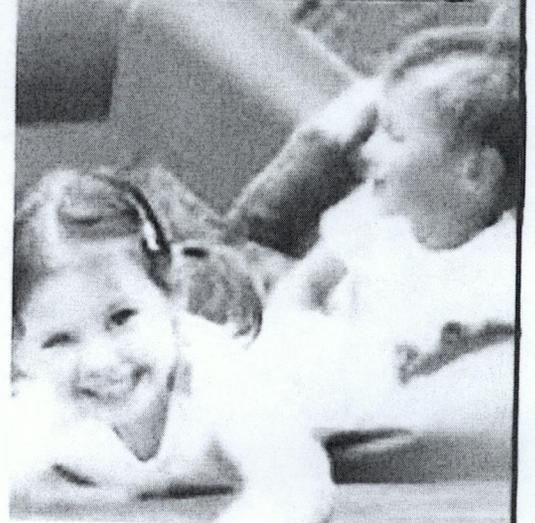
South Cariboo
Chamber of Commerce

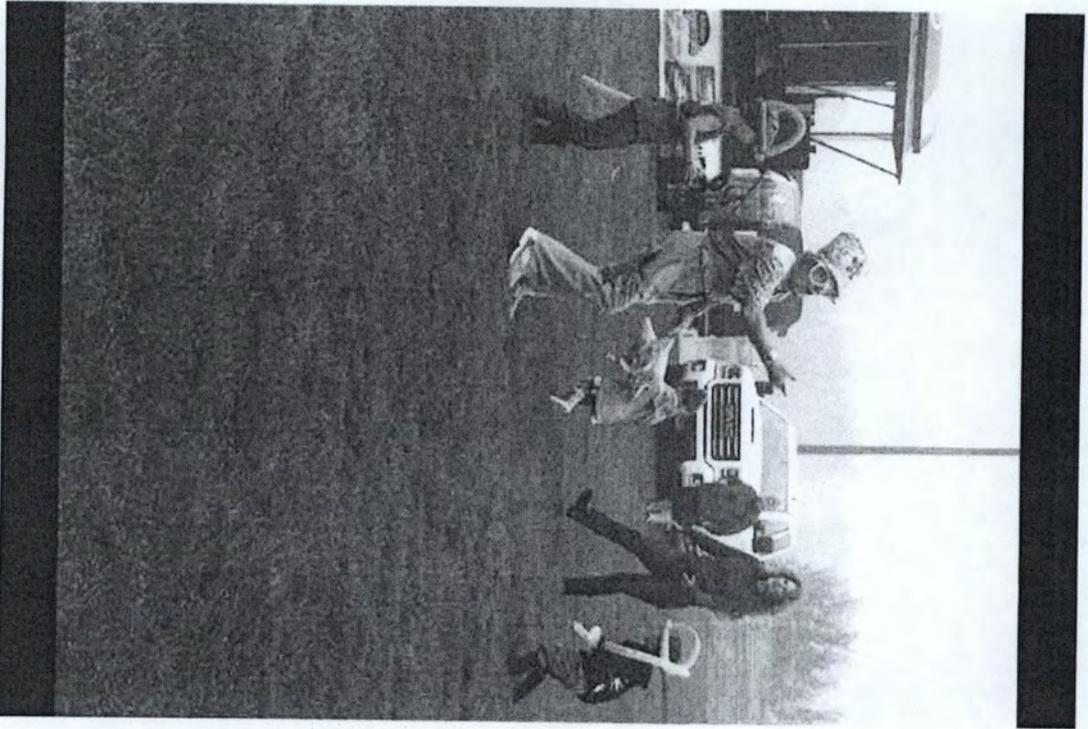
385 Birch Ave, 100 Mile House

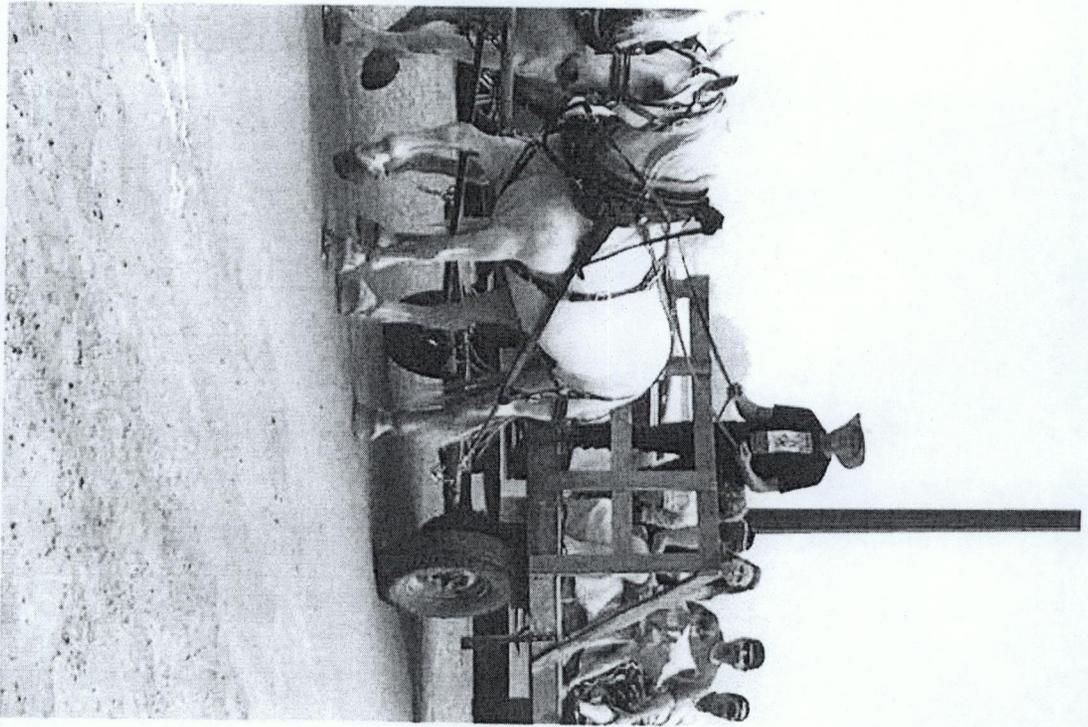
Phone: 250-395-6124

Email: manager@southcariboochamber.org

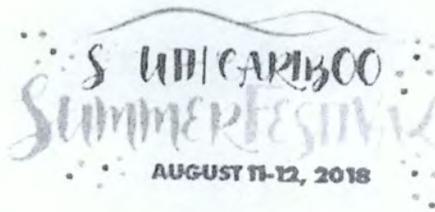
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South Cariboo Summer Festival Event Report

The 2018 South Cariboo Summer Festival was held on Saturday August 11th & Sunday August 12th. The SF had an approximately 2500 people in attendance. Many locals, families and visitors from out of town were in attendance.

Saturday August 11th

- SF was in full swing by 10am with our vendors set up in the arena for the Trade Fair
- Kamloops Skydivers was on site and already holding their preflight consultations for the brave skydivers that would then land right at the airport next to our gate admission booth.
- Our Farm & Outriders arena hosted a number of fun and informative demonstrations for everyone, including Maverick Farms petting zoo and pony rides, Wagon Rides with Tom Jennings, Farrier & Forge with John Stella & Horse Training & demonstrations with Ron Burfoot. As well as the 100 Mile Dog Club Agility.
- Over at the Agriplex Big Horn Archery Club held interactive demonstrations that was enjoyed by all ages.
- Canim Lake Band First Nations Opened the stage with their Welcome Drummers & Dancers.
- Uncle Chris the Clown entertained all on both the main stage and the kid's area for two separate shows.
- the kids zone was a blast for all the families, with stories, bouncy councils, giant bubbles and many more engaging activities,
- The Lawn Mower Races were a great hit and was a blast for the riders as well as the audience.

- Due to the ongoing wildfire situation, our Shuswap Story Teller Kenthen Thomas was not able to arrive for his performance, although the Canim Lake Drummers and Dancers had everyone engaged and participating.

-Although there was a delay with the start the James Gang Band entertained all before the thunder, lightening and rain started to roll in.

-The Beatles Experience time scheduled to play from 5 - 8 pm was unfortunately cut short due to the storm.

-the Beer Gardens with Lac La Hache Bakery fed and hydrated our 19+ guests until the rain cleared everyone out.

-We had estimated our number to be much higher, and believe they would have been if our region was not once again under evacuation order and alerts, with a heavy storm front moving in. Although we did not have the perfect weather we had hoped for, many spectators were able to experience the whole festival experience before we were forced to close down early Saturday due to the large storm that had rolled in and left our Beatles performers without a safe stage area. Amazingly the Beatles confirmed that they would return Sunday morning to perform before another scheduled performance in Kamloops.

Sunday August 12th

- Sunday brought us cooler temperatures with the smoke clearing which helped start off with the rush of people coming to enjoy the pancakes breakfast put on by the Wranglers.
-
- the Trade Fair inside the arena was a busy place again, especially since the Artists were finishing up their garbage cans for auction.
- Our first stage performance was the Beatles Experience who stopped in on their way to another show. All ages had a great time dancing and singing along. Uncle Chris the Clown brought up his group of spectators to enjoy as well.
- We welcomed many vehicles at the Car Show.
- Dutch Courage entertained the crowd and was well received.
- Blackberry Wood Band played for everyone and had the crowd joining in dancing and singing.
- The food vendors once again kept everyone well fed.
- Maverick Farms and others in the Farm area were once again busy with visitors.

- the kids zone was entertained by Uncle Chris the clown, as well as the many activities organized by the Cariboo-Chilcotin Partners for Literacy Society. Giant Bubbles were once again a big hit and seemed to be more successful with the cooler weather that Sunday brought us.
-
- the Agriplex was once again busy with guests enjoying the Big Horn Archery demonstrations.

Robyn Angus
Events Coordinator



South Cariboo Chamber of Commerce

The below information is considered private information and will not be share by the South Cariboo Chamber of Commerce.

Length of time in business: _____ Number of Employees: _____ full time ____ part time _____

The Chamber would like your permission to add your business email to our newsletter list:

NO YES

Is there an additional email that you would like newsletter emails to be sent to?

NO YES (If yes please provide additional email) _____

Please provide emergency contact information other than the business or organization contact information. **The Chamber will only use the following in the case of a state of emergency and will not share the information below.**

Cell Phone _____ Email _____

Schedule of Annual Membership Investment Assessments (Membership Fee)

# of Employees	Membership Dues	GST	Total Annual Fee
Home-based, no employees	\$105.00	\$5.25	110.25
1 – 2	125.00	6.25	131.25
3 – 4	145.00	7.25	152.25
5 – 9	167.00	8.35	175.35
10 – 15	192.00	9.60	201.60
16 – 20	225.00	11.25	236.25
21 – 50	280.00	14.00	294.00
51 +	442.00	22.10	464.10
Non-Profit Associations	57.00	2.85	59.85
Non-Voting Associate	84.00	4.20	88.20
Second Business*	47.00	2.35	49.35

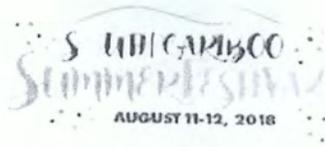
*Second Business requires its own membership form (a business working in the same premise/location as the first business)

Amount of membership fees due \$ _____ payment can be made by MasterCard, Visa or Cheque to South Cariboo Chamber of Commerce

I hereby apply for membership in the South Cariboo Chamber of Commerce. I understand and agree that this membership contract will remain in effect until I resign, after giving 10 days advance notice in writing, and that my membership is due and payable on or before the 31st of January annually, for the current year. I understand that the business membership will attach to the company named above, and not to any individual, and that it is non-transferable. Fees are payable annually for a period of one calendar year, beginning the 1st day of January ending the 31st day of December. Membership dues received by this Chamber of Commerce are non-refundable. New members only (excluding past members) may be eligible for prorated membership dues if registered late in the year (must be pre-approved by the Chamber Manager).

Applicant's Signature: _____ Date: _____

Applicant's Name: _____ Position/Title: _____



Budget 2019

Revenue

Grants	7000.00	
Sponsors	10500.00	
Booth Rental	4000.00	
Gate Entry Revenue	8000.00	
Total Revenue		29500.00

Expenses

Entertainment	6000.00	
Rent	3500.00	
Supplies	1200.00	
advertising	1500.00	
volunteer tshirts	1000.00	
Equipment rental	800.00	
insurance	1200.00	
security	2000.00	
tent rentals	1500.00	
signage	1000.00	
adminsitration	3000.00	
Total Expenses		22700.00
Total Earnings		6800.00