

1. CALL TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

- Item 5 (a) Information Only Items – Grants Policy and Guidelines – *pages added.*
- Item 5 (c) Information Only Items – *Community Charter* – *pages added.*
- Item 5 (d) Information Only Items – Property Tax Exemption Bylaw 2013 No. 7177 – *pages added.*

3. ADOPTION OF AGENDA:

4. ADOPTION OF MINUTES:

- (a) Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2013-NOV-20 at 3:00 p.m. *Pg. 3-4*

5. INFORMATION ITEMS:

- (a) Grants Policy and Guidelines *Pg. 5-9.4*
- (b) Permissive Tax Exemptions – Excerpt from Grants Handbook *Pg. 10*
- (c) *Community Charter:* *Pg. 11-17.7*
- Division 6 – Statutory Exemptions
 - Division 7 – Permissive Exemptions
- (d) Property Tax Exemption Bylaw 2013 No. 7177 – exempting properties from taxation for 2014. *Pg. 18-40.22*
- (e) Report to Council *Pg.41-42*
- (f) 2014 Grants Committee Budget *Pg. 43*
- (g) Correspondence (request for funding to support Nanaimo's Drug Abuse Resistance Education (D.A.R.E.) Program for Nanaimo's Grade 5 and 6 students). *Pg. 44-51*

6. RENEWAL APPLICATIONS:

- (a) **RPTE-01 Central Vancouver Island Multicultural Society** *Pg. 52-70*
- Folio 86081.000 at #101 – 319 Selby Street
(Property leased from Kathleen May Widsten and Lindsay Farrell Widsten)
Municipal portion of 2014 taxes: \$14,646

- (b) **RPTE-02 Nanaimo & District Museum Society** *Pg. 71-99*
 Folio 84792.100 at 101 Gordon Street
 (Property leased from City)
 Municipal portion of 2014 taxes: \$43,544
- (c) **RPTE-03 St. John Ambulance Society** *Pg. 100-121*
 Folio 19805.301 at 2250 Labieux Road
 (Property leased from City)
 Municipal portion of 2014 taxes: \$17,140
- (d) **RPTE-04 The Port Theatre Society** *Pg. 122-149*
 Folio 85997.002 at 125 Front Street
 (Property leased from City)
 Municipal portion of 2014 taxes: \$295,870
- (e) **RPTE-05 The Nature Trust of BC** *Pg. 150-214*

	<u>Folio</u>	<u>Address</u>	<u>Municipal Portion of 2014 Taxes</u>
1.	16021.300	200 Buttertubs Drive	\$1,932
2.	16007.500	1780 Jingle Pot Road	13,657
3.	05828.005	1946 Jingle Pot Road (Leased from City)	1,187
4.	05457.004	201 Dogwood Road	14,251
5.	05457.006	250 Dogwood Road	3,969
6.	05762.101	731 Dogwood Road	46,113
7.	05761.005	787 Nanaimo Lakes Road	18,194
8.	05765.003	941 College Drive	34,858
9.	16174.000	900 Raines Road	573
10.	16172.000	901 Raines Road	15,513
11.	16171.000	1050 Raines Road	4,912
12.	16178.000	1125 Maughan Road	3,285
13.	16170.000	1141 Frew Road	2,403
14.	16175.000	1141 Maughan Road	1,115
15.	16173.000	1145 Maughan Road	3,437
16.	16176.000	1201 Maughan Road	2,768
		Total	\$168,167

7. **NEXT MEETING:**

The next meeting is scheduled for 2014-FEB-19 at 3:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

8. **ADJOURNMENT:**



MINUTES
GRANTS ADVISORY COMMITTEE
MEETING HELD WEDNESDAY, 2013-NOV-20, 3:00 PM
IN THE BOARD ROOM, 411 DUNSMUIR STREET

MEMBERS PRESENT:

Councillor D. Johnstone, Chair	D. Bonner
Councillor G. Anderson (arrived 3:07 p.m.)	F. Tellier (arrived 3:05 p.m.)
V. Alcock-Carter	I. Thorpe
L. Avis	

MEMBERS ABSENT:

W. Anderson

STAFF PRESENT:

D. Hiscock, Manager of Revenue Services
B. Clemens, Director of Finance
T. Wilkinson, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at 3:00 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Friday, 2013-SEP-20 at 3:00 p.m. be adopted as circulated. The motion carried.

4. NEW APPLICATIONS:

(a) Nanaimo Arts Alive Summer School of the Fine Arts Society (SC-02)

Committee members noted:

- the Provincial government announced that criminal record checks will be free for volunteers and employees of non-profit organizations starting November 30, 2013.

It was moved and seconded that the Nanaimo Arts Alive Summer School of the Fine Arts Society be awarded a Security Grant in the amount of \$435. The motion carried.

It was moved and seconded that Council transfer the yearly budgeted \$2,000 in the Grants Advisory Committee budget from Security Check Grants to the Other Grants category, once the Provincial government starts paying for criminal record checks for volunteers and employees of non-profit organizations (2013-NOV-30). The motion carried.

(b) Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) (OG-03)

Committee members noted:

- this application does not meet the Other Grant criteria.

It was moved and seconded that the Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) be denied an Other Grant in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014. The motion carried.

5. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2013-DEC-18 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

6. ADJOURNMENT:

It was moved and seconded at 3:15 p.m. that the meeting terminate. The motion carried.

Chair

Date



CITY OF NANAIMO

COUNCIL POLICY MANUAL

Pages: 1 of 9
Approval Date: 2011-AUG-29

SECTION: FINANCIAL ADMINISTRATION
SUBJECT: Grants Policy and Guidelines

GRANTS POLICY AND GUIDELINES INDEX

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GRANTS POLICY AND GUIDELINES

1. COMPOSITION AND TERM

The Grants Advisory Committee shall be appointed by Council and shall be comprised of:

- ☐ 2 members recommended by the Parks, Recreation and Culture Commission, one from the Cultural Committee, and one from the Recreation Committee
- ☐ 1 member recommended by the United Way
- ☐ 1 Council member as appointed by Council and that member will serve as Chair of the Committee
- ☐ 1 member recommended by the Nanaimo Alcohol and Drug Action Committee
- ☐ 1 member recommended by the Social Planning Advisory Committee
- ☐ 2 members of the general public appointed by Council
- ☐ 1 non-voting Staff liaison recommended by the City Manager

The bodies recommending appointees shall be requested to ensure that the recommended representatives provide a good balance of knowledge in their respective areas of service, and to ensure the commitment and attendance of their recommended representatives.

The maximum term for any member shall be three years.

2. TERMS OF REFERENCE

The Terms of Reference of the Grants Advisory Committee shall be:

- (a) to advise Council on the amount of financial assistance which the municipality should grant to applicants, including permissive taxation exemptions. Recommendations shall be made in accordance with the guidelines and criteria defined in this Policy;
- (b) to recommend policies to Council with regard to non-statutory tax exemption (Permissive Tax Exemptions under Sections 224 and 227 of the *Community Charter*);
- (c) to make recommendations on requests for the subsidized use of civic facilities and resources as if they were requests for financial assistance ("in-kind" grants);
- (d) to maintain the confidentiality of all matters reviewed by the Committee;
- (e) to provide all applicants with observations, recommendations and/or reasons for the recommendations of the Committee;
- (f) to ensure that civic grant funding does not subsidize activities that are the responsibility of senior governments, as this would represent a downloading of senior government costs to local taxpayers;
- (g) to ensure that priority of funding in all categories shall be given to small organizations, rather than larger ones;
- (h) to ensure that grants from the City will be awarded on the basis of demonstrated need for the service within the community.

- (i) to consider appeals by organizations who do not agree with grant recommendations made by City committees. Appeals are limited to a review of the process and are not intended to be a review of the Committee's judgment.

3. CATEGORIES OF GRANT FUNDING

Grant funding will be divided into the following categories:

- ☐ Security Checks
- ☐ Other Grants
- ☐ Permissive Tax Exemptions (Cash Grants)
- ☐ Permissive Tax Exemptions

Recommendations on the amount of grant funding any applicant will be awarded from these categories shall be made in accordance with the guidelines that are outlined in this Policy.

4. YEARLY ALLOCATION FOR GRANT FUNDING

The amount of money available in each category shall be determined by Council during the Financial Plan process each year.

5. COORDINATION OF GRANTS-IN-AID PROCEDURES (with the Regional District of Nanaimo)

Funding: The amount raised from the Regional District levy on the City of Nanaimo shall be returned to the City each year on the condition that the funds are used as either basic or supplementary grants to those organizations which have a primary base of operations within the city, but also provide services which are of a benefit to residents outside the City.

6. GUIDELINES FOR MAKING GRANT RECOMMENDATIONS (by category)

(a) SECURITY CHECKS

Statement of Purpose: Security Check grants are awarded to organizations that must have security checks performed by the R.C.M.P. on their employees and/or volunteers and meet the criteria specified below.

Criteria for Awarding Grants:

- ☐ must be able to identify services provided to residents of Nanaimo
- ☐ nonprofit organization
- ☐ sound financial and administrative management
- ☐ demonstrated financial need
- ☐ \$500/year maximum award to any organization from this category (2012-JAN-09)
- ☐ eligible organizations can only apply for financial support from this category once a calendar year (applications reviewed in November)
- ☐ applications for this category must be received by October 31st
- ☐ must adhere to all City of Nanaimo bylaws and policies
- ☐ awards from this category are exclusive of awards from the other categories

Kind of Funding:

- ☐ Security Check Fee Reimbursement

(b) OTHER GRANTS

Statement of Purpose: Applications that don't fit into any categories of any of the granting committees are to be referred to the Grants Advisory Committee for review and recommendation. If the scope of the grant request exceeds the committee's budget, the Grants Advisory Committee can make a recommendation subject to the grant being funded from Council contingency.

Criteria for Awarding Grants:

- ☐ large number of volunteers;
- ☐ registered non-profit society;
- ☐ sound financial and administrative management;
- ☐ financial need;
- ☐ accessible to a large portion of the community;
- ☐ must have a broad base of support;
- ☐ must have another source of financial support;
- ☐ must be local in focus and must adhere to all City of Nanaimo's bylaws and policies;
- ☐ cash grants will not be provided if the organization receives a Permissive Tax Exemption, or where the facility is provided by the City of Nanaimo free of charge or at a substantially reduced rate. Notwithstanding the above statement, organizations facing critical financial difficulties are eligible to apply for emergency funding.

Kind of Funding:

- ☐ educational funding;
- ☐ emergency funding;
- ☐ capital grants on a matching basis up to a maximum of \$5,000;
- ☐ in-kind funding for facility rental.

(c) PERMISSIVE TAX EXEMPTIONS (Cash Grants)

Statement of Purpose: An organization may only be added to the Permissive Tax Exemption roll for the following year. In some unusual cases it may be appropriate to give an organization a cash grant during the current year.

Criteria for Awarding Grants:

- the property must be recommended for a Permissive Tax Exemption in the following year; and
 - (1) the property qualifies for Permissive Tax Exemption as a Church, Public Hospital, Community Care Facility, or Private School; or
 - (2) the organization can demonstrate an extraordinary financial need;
 - (3) must adhere to all City of Nanaimo's bylaws and policies.

Application Deadline: Will be considered at the time of application for Permissive Tax Exemption.

7. PERMISSIVE TAX EXEMPTIONS

Section 220 of the *Community Charter* identifies certain properties which are exempt from taxation. This section includes property owned and occupied by Her Majesty, the municipality, School Boards, hospitals and churches. As Section 220 exemptions are specifically provided for, Council's discretion is restricted, except in determining the extent of the exemption in certain cases.

Sections 224, 225, 226 of the *Community Charter* identify situations in which Council may exercise discretion in granting full or partial exemptions from taxation. These exemptions must be adopted by bylaw, by the 31st of October of the year preceding exemption.

All buildings and properties that receive a permissive tax exemption must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category. A report to Council with recommendations for their endorsement is done after each review. The Grants Advisory Committee may also review specific organizations annually for various reasons determined by the committee.

In making recommendations to Council, the Grants Advisory Committee should ensure that:

- (a) the goals, policies, and general operating principles of the municipality as a whole are reflected in the organizations that receive municipal support;
- (b) exemptions are not given to services that are otherwise provided on a private, for profit basis, this would provide an unfair competitive advantage;
- (c) the services provided by the organizations should be an extension of municipal services and programs and must fall under the responsibility of local government, senior government program costs must not be transferred to property taxpayers, as this would represent a downloading of senior government costs to local taxpayers;

- (d) the taxation burden resulting from the exemption must be a justifiable expense to the taxpayers of the municipality, the sources of municipal revenue are limited and requests for exemption must be considered in concert with the other needs of the municipality;
- (e) the services provided by the organizations should provide benefits and be accessible to the residents of the City of Nanaimo, and, in an appropriate age range, the organization's regulations must allow all Nanaimo residents to participate at a reasonable fee.
- (f) the organization is adhering to all City of Nanaimo's bylaws and policies.

In order to more clearly specify criteria, Permissive Tax Exemptions will be divided into the following categories:

- ☐ Churches
- ☐ Public Hospital
- ☐ Senior Citizens' Housing Facilities
- ☐ Community Care Facilities
- ☐ Private Schools
- ☐ Recreation
- ☐ Other
 - ☐ Community Services
 - ☐ Community Associations
 - ☐ Arts and Cultural Organizations
 - ☐ Other Permissive Exemptions

8. GUIDELINES FOR MAKING RECOMMENDATIONS ON PERMISSIVE TAX EXEMPTION BY CATEGORY

(a) CHURCHES

General: The buildings set apart for public worship and the land upon which they stand are exempt from taxation under Section 220(1)(h) of the *Community Charter*. Church halls and such lands as Council considers necessary to support the statutory exemption may be considered as an extension of the exemption under Section 224(2)(f).

Policy: The maximum area of land to be exempted from taxation shall be 2 acres of the land upon which the buildings for public worship stand plus the footprint of the building(s) used for public worship (Revised 1986-AUG-25). This exempted area will not exceed the land area of the legal parcel(s) upon which these buildings stand. Church properties which are currently on the PTE roll and do not conform are to be removed.

Buildings for public worship shall be those established by the Area Assessor and will not include a church manse.

(b) PUBLIC HOSPITALS

General: Buildings set apart and used as a hospital under the *Hospital Act*, except a private hospital under that *Act*, and the land upon which they stand are exempt from taxation under Sections 220(1)(j) and 220(1)(k) of the *Community Charter*. Council may, by bylaw, under Section 224(2)(h) of the *Community*

Charter, exempt any area of land surrounding the exempted building under Sections 220(1)(j) and 220(1)(k).

Policy: Where a building has been identified as a hospital under the *Hospital Act* (except a private hospital) by the Area Assessor, Council will exempt the legal parcel(s) upon which the hospital building stands and any adjoining parcel that Council finds to be necessary to the operation of the hospital.

(c) SENIOR CITIZENS' HOUSING FACILITIES

General: Section 220(1)(i) of the *Community Charter* exempts from taxation a building that was constructed or reconstructed with the assistance of aid granted by the Province after 1947-JAN-01, but before 1974-APR-01, and that is owned and used exclusively without profit by a corporation to provide homes for elderly citizens, together with the land on which the building stands. It also allows Council, by bylaw, under Section 224(2)(h) of the *Community Charter* to exempt, by bylaw, any area of land surrounding the exempted building. Section 224(2)(k) of the *Community Charter* allows Council to exempt from taxation land or improvements for which a grant has been made, after 1974-MAR-31, under the Housing Construction (Elderly Citizens) Act before its repeal in 1996.

Policy: Where a building has been identified as meeting the above criteria by the Area Assessor, Council will exempt the legal parcel(s) upon which the building stands. As it is impossible for any new building to meet this criteria, this section will apply to only seven existing properties: The Mt. Benson Sr. Citizens' Housing Society (tax folios 81301.000; 81312.000; 81315.000; 84328.000), and George R. Pearkes Sr. Citizens Housing Society (tax folios 16006.051; 16006.252; 16006.275).

(d) COMMUNITY CARE FACILITIES

General: Section 224(2)(j) of the *Community Charter*, allows Council to exempt from taxation land and improvements owned or held by a person or organization and operated as a private hospital licensed under the *Hospital Act* or as a licensed community care facility, or registered assisted living residence, under the *Community Care and Assisted Living Act*.

Policy: Council will exempt property that meets the above criteria and is owned or held and operated by a registered non-profit society.

(e) PRIVATE SCHOOLS

General: Section 220(1)(l) of the *Community Charter*, with certain restrictions, exempts private schools from taxation. It also allows Council, by bylaw, under Section 224(2)(h) of the *Community Charter* to exempt from taxation any area of land surrounding the exempted building.

Policy: Where a building has been identified as meeting the above criteria by the Area Assessor, Council will exempt the legal parcel(s) upon which the building stands and any adjoining parcel that Council finds to be necessary to the operation of the school. The permissively exempt property must be accessible to the general public as identified in 7 (e) above.

(f) RECREATION

General: Section 224(2)(i) of the *Community Charter* permits Council, by bylaw, to exempt from taxation, certain organizations using property as a public park or recreation ground, or for public athletic or recreational purposes.

Policy: Permissive Tax Exemptions will be given to organizations that own property that is maintained and used for public park or recreation purposes if they:

- (1) provide full financial and operating information as requested by the Grants Advisory Committee;
- (2) meet the conditions of Section 224 of the *Community Charter*;
- (3) meet the general guidelines outlined in 7(a) to 7(f) of this Policy;
- (4) are registered non-profit societies.

(g) OTHER

General: Section 224(2)(a) *Community Charter* permits Council, by bylaw, to exempt from taxation, land or improvements that are owned or held by a charitable, philanthropic, or other not for profit organization that are used for a purpose that is directly related to the purposes of the organization.

- Community Service Organizations

This has been historically interpreted to include organizations that provide service to the community such as social service agencies.

- Community Associations

This can include community associations that provide a place for local communities to meet, engage in activities that enhance the local community, or hold land that is available for community use.

- Arts & Cultural Organizations

This can include organizations that provide or promote arts and cultural activities.

- Other Permissive Exemptions

Policy: Permissive Tax Exemptions may be given to organizations that:

- (1) provide full financial and operating information as requested by the Grants Advisory Committee;
- (2) meet the conditions of Section 224 of the *Community Charter*; and,
- (3) are registered non-profit societies.

9. APPEALS

Statement of Purpose The mandate of the Grants Advisory Committee is to review appeals for process issues only. That is, to determine whether the original advisory committee had all the correct information and used the appropriate criteria to make their recommendation. The Grants Advisory

Committee will not revisit the actual decision, i.e. whether the correct amount was granted.

Criteria for Allowing an Appeal:

- ☐ Was the advisory committee's decision based on the application not meeting certain criteria or submitting incomplete or incorrect information? Did the advisory committee misinterpret some of the information submitted?
- ☐ Did the committee notify the applicant of its recommendations two weeks before it was sent to the next level (either to Council or to the Parks, Recreation & Culture Commission), thereby giving the applicant time to respond?
- ☐ Does the applicant believe that the recommendation was based on incorrect or incomplete information? Does the applicant believe its information was misinterpreted?
- ☐ Did the advisory committee have all the information and the appropriate criteria to make its recommendation?
- ☐ Did the advisory committee determine the application should be reconsidered based on this new/different information?

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Previous Revision/s: 2002-FEB-25, 2000-MAY-08, 2000-FEB-02, 2000-JAN-13, 1998-OCT-19, 1998-JUN-29, 1998-JUN-15, 1998-APR-17, 1997-JUN-16, 1997-APR-28, 1996-DEC-11, 1995-OCT-16, 1994-DEC-05, 1994-FEB-14, 1993-FEB-15, 1993-FEB-08, 1991-OCT-28, 1991-MAY-27, 1991-MAR-18, 1991-FEB-18, 1990-OCT-22, 1990-OCT-22, 1989-APR-06, 1986-AUG-25, 1986-JUL-28, 1985-MAY-09, 1985-JAN-21, 1985-JAN-21, 1984-JUN-18, 1984-FEB-13, 1982-JUN-28

IX. PERMISSIVE TAX EXEMPTIONS

Permissive Tax Exemptions are the most complicated aspect of the Grants Advisory Committee.

Simply put, Council is permitted to (but not required to) exempt certain organizations from property taxation. The authority for this comes from Section 224 of the *Community Charter*, which is included in this manual for your information. Past Grants Advisory Committees have adopted the approach that exempting taxes should be treated the same way as granting cash, and have required applicants to show financial need before granting tax exemptions. The Grants Policy & Guidelines adopted by Council in September of 2000 divide Permissive Tax Exemption applications into several categories and provide some specific criteria for each category. Further information can be found in the Grants Policy & Guidelines included in this manual (pages 5-9).

By October 31 of each year, Council must adopt a bylaw that authorizes the Permissive Tax Exemption roll for the following year. An organization that is first added to the bylaw in the current year will not be exempted from taxation until the following year. The Grants Advisory Committee will only consider this organization for a cash grant equivalent to taxes in the current year if there are dire financial circumstances. Once added to the Permissive Tax Exemption roll, an organization will remain on the roll unless removed. The Grants Advisory Committee will review the entire Permissive Tax Exemption roll every three years. The most recent review was done in 2011.

Division 6 — Statutory Exemptions

General statutory exemptions

220 (1) Unless otherwise provided in this Act or the *Local Government Act*, the following property is exempt from taxation to the extent indicated:

- (a) land, improvements or both vested in or held by the Provincial government;
- (b) land, improvements or both vested in or held by
 - (i) the municipality, or
 - (ii) the municipality jointly with another municipality or a regional district;
- (c) land, improvements or both exempt from municipal taxation by another Act;
- (d) land, improvements or both
 - (i) of a public library under the *Library Act*, or
 - (ii) vested in or held by a municipality and occupied by a public library under the *Library Act*;
- (e) land, improvements or both of an Indian, in a municipality incorporated under section 12 (1) of the *Local Government Act*, who is an owner under the letters patent, except for taxation under section 197 (1) (a) [*municipal property taxes*];
- (f) land, improvements or both in a municipality, other than a municipality incorporated under section 12 (1) of the *Local Government Act*, that
 - (i) are held in trust by the Crown for a band of Indians, and
 - (ii) are not leased to or occupied by a person who is not a member of the band;
- (g) the land actually used and occupied for the interment of the dead or in respect of which a certificate of public interest under the *Cremation, Interment and Funeral Services Act* has been issued by the director under that Act, together with the improvements included as part of the cemetery, mausoleum or columbarium under that Act, other than
 - (i) premises used for the provision of funeral services within the meaning of that Act, except any part of those

- premises used for the provision of bereavement rites and ceremonies,
- (ii) crematoriums within the meaning of that Act, and
 - (iii) premises, or that part of premises, used primarily for the sale of cemetery services or funeral services within the meaning of that Act;
- (h) a building set apart for public worship, and the land on which the building stands, if title to the land is registered in the name of
- (i) the religious organization using the building,
 - (ii) trustees for the use of that organization, or
 - (iii) a religious organization granting a lease of the building and land to be used solely for public worship;
- (i) a building that was constructed or reconstructed with the assistance of aid granted by the Provincial government after January 1, 1947 but before April 1, 1974 and that is owned and used exclusively without profit by a corporation to provide homes for elderly citizens, together with the land on which the building stands;
- (j) a building set apart and used solely as a hospital under the *Hospital Act*, except a private hospital under that Act, together with the land on which the building stands;
- (k) land and improvements for future hospital requirements that are
- (i) designated for the purposes of this section by the minister responsible for the *Hospital Act*, and
 - (ii) vested in, or held by, a society or corporation that is not operated for profit and that has as an object the operation of a hospital;
- (l) a building owned by an incorporated institution of learning that is regularly giving children instruction accepted as equivalent to that given in a public school, in actual occupation by the institution and wholly in use for the purpose of giving the instruction, together with the land on which the building stands;
- (m) fruit trees;
- (n) improvements, other than dwellings and the fixtures, machinery and similar things mentioned in paragraph (o),

erected on farm land and used exclusively to operate a farm, up to but not exceeding the greater of the following:

- (i) 87.5% of the assessed value;
- (ii) an assessed value of \$50 000;
- (o) fixtures, machinery and similar things located on farm land and used exclusively to operate the farm that, if erected or placed, in or on land, a building or fixture or structure in or on it, would, as between landlord and tenant, be removable by the tenant;
- (p) an improvement designed, constructed or installed to provide emergency protection for persons or domestic animals in the event of a disaster or emergency within the meaning of the *Emergency Program Act*;
- (q) sewage treatment plants, manure storage facilities, effluent reservoirs, effluent lagoons, deodorizing equipment, dust and particulate matter eliminating equipment;
- (r) a floating dry dock, other than the onshore facilities of the floating dry dock, if the floating dry dock has a lift capacity greater than 20 000 tonnes.

(2) Septic disposal systems are not exempt from taxation under subsection (1) (q).

(3) An exemption under subsection (1) (b) to (p) does not include exemption from a fee.

(4) An exemption under subsection (1) (b), (d), (g), (h), (i) or (l) extends only to taxation under section 197 (1) (a) [*municipal property taxes*].

Grandparented pollution abatement exemptions

221 (1) In this section:

"final determination under the *Assessment Act*" means a determination on the assessment roll for a taxation year, subject to any change that is finally determined under the *Assessment Act* by revised assessment roll, by supplementary assessment roll or on further appeal;

"pollution abatement provision" means section 339 (1) (q) of the *Local Government Act*, section 15 (1) (s) of the *Taxation (Rural Area) Act* or section 396 (1) (e.01) of the *Vancouver Charter*, as those provisions read before their repeal and replacement by the *Budget Measures Implementation Act, 1997*.

(2) Land and improvements that were exempt for the 1996 taxation year under a pollution abatement provision are exempt to the extent established by subsection (3), if

(a) the land and improvements were exempt under that provision for the 1996 taxation year on final determination under the *Assessment Act*, and

(b) as applicable,

(i) for an exemption in relation to land only, the land continues to be exclusively or primarily used for the purpose of abating pollution,

(ii) for an exemption in relation to improvements only, the improvements continue to be exclusively or primarily used for the purpose of abating pollution, or

(iii) for an exemption in relation to land and improvements, the land and improvements continue to be exclusively or primarily used for the purpose of abating pollution.

(3) The amount of an exemption under subsection (2) for a taxation year is limited to the portion of the assessed value of land and improvements that is the least of the following:

(a) the portion that the British Columbia Assessment Authority determines is attributable to the use of pollution abatement for that taxation year, subject to final determination under the *Assessment Act*;

(b) the portion that was exempt for pollution abatement purposes for the immediately preceding taxation year on final determination under the *Assessment Act*;

(c) the portion that was exempt for the 1996 taxation year on final determination under the *Assessment Act*.

Grandparented dust and particulate matter eliminator exemptions

221.1 (1) In this section:

"final determination under the *Assessment Act*" means a determination on the assessment roll for a taxation year, subject to any change that is finally determined under the *Assessment Act* by revised assessment roll, by supplementary assessment roll or on further appeal;

"new exemption provision" means the aspect of section 339 (1) (p) of the *Local Government Act*, as that provision read after its repeal and replacement by the *Budget Measures Implementation Act, 2003*, that referred to "dust and particulate matter eliminating equipment" and that is continued by section 220 (1) (q) of this Act;

"previous exemption provision" means the aspect of section 339 (1) (p) of the *Local Government Act*, as that provision read before its repeal and replacement by the *Budget Measures Implementation Act, 2003*, that referred to "dust and particulate matter eliminators".

(2) Subject to subsection (3), a dust and particulate matter eliminator is exempt from taxation if the eliminator

(a) was, on final determination under the *Assessment Act*, exempt for the 2003 taxation year under the previous exemption provision,

(b) was not exempt for the 2004 taxation year under the new exemption provision because it was not dust and particulate matter eliminating equipment, and

(c) continues to be a dust and particulate matter eliminator.

(3) The exemption under subsection (2) does not apply to any increase in assessed value that is attributable to changes to or replacement of the dust and particulate matter eliminator.

Phased farm property tax exemption

222 (1) This section applies to real property

(a) that is in a newly incorporated municipality, or in an area newly included in a municipality, and

(b) that was, immediately before the incorporation or inclusion, exempt from taxation because of section 15 (1) (f) or (f.1) of the *Taxation (Rural Area) Act* but that, after the incorporation or inclusion, is not exempt from taxation under this Act.

(2) Real property referred to in subsection (1) is exempt from taxation for the first 5 years after incorporation or inclusion, to the indicated percentage of the exemption that would have applied had the incorporation or inclusion not taken place, as follows:

<i>year after incorporation</i>	<i>% of exemption that would have applied</i>
1st	100%
2nd	80%

3rd	60%
4th	40%
5th	20%

Exemptions under regulations

223 (1) In addition to the provisions of any other Act, the Lieutenant Governor in Council may make regulations prescribing exemptions from property taxes under any Act in respect of one or more of the following:

- (a) prescribed industrial land or industrial improvements, or both;
- (a.1) prescribed business land or business improvements, or both;
- (b) prescribed improvements at prescribed community airports;
- (c) prescribed land or improvements at prescribed community ports.

(2) Without limiting section 283 [*variation authority*], regulations under subsection (1) may be different for different community airports and different community ports.

(3) An exemption under subsection (1) (b) or (c) applies to an airport or port only for a taxation year in which it is operated as a community airport or community port, as applicable.

Division 7 — Permissive Exemptions

General authority for permissive exemptions

224 (1) A council may, by bylaw in accordance with this section, exempt land or improvements, or both, referred to in subsection (2) from taxation under section 197 (1) (a) [*municipal property taxes*], to the extent, for the period and subject to the conditions provided in the bylaw.

(2) Tax exemptions may be provided under this section for the following:

- (a) land or improvements that
 - (i) are owned or held by a charitable, philanthropic or other not for profit corporation, and
 - (ii) the council considers are used for a purpose that is directly related to the purposes of the corporation;
- (b) land or improvements that

- (i) are owned or held by a municipality, regional district or other local authority, and
 - (ii) the council considers are used for a purpose of the local authority;
- (c) land or improvements that the council considers would otherwise qualify for exemption under section 220 [*general statutory exemptions*] were it not for a secondary use;
- (d) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if
 - (i) the land or improvements are owned by a public authority or local authority, and
 - (ii) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;
- (e) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if
 - (i) the land or improvements are owned by a person who is providing a municipal service under a partnering agreement,
 - (ii) an exemption under section 225 [*partnering and other special tax exemption authority*] would be available for the land or improvements in relation to the partnering agreement if they were used in relation to the service,
 - (iii) the partnering agreement expressly contemplates that the council may provide an exemption under this provision, and
 - (iv) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;
- (f) in relation to property that is exempt under section 220 (1)
- (h) [*buildings for public worship*],

- (i) an area of land surrounding the exempt building,
- (ii) a hall that the council considers is necessary to the exempt building and the land on which the hall stands, and
- (iii) an area of land surrounding a hall that is exempt under subparagraph (ii);

(g) land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied;

(h) in relation to property that is exempt under section 220 (1) (i) [*seniors' homes*], (j) [*hospitals*] or (l) [*private schools*], any area of land surrounding the exempt building;

(i) land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes;

(j) land or improvements owned or held by a person or organization and operated as a private hospital licensed under the *Hospital Act* or as a licensed community care facility, or registered assisted living residence, under the *Community Care and Assisted Living Act*;

(k) land or improvements for which a grant has been made, after March 31, 1974, under the *Housing Construction (Elderly Citizens) Act* before its repeal.

(3) The authority under subsection (2) (e) and (g) to (j) is not subject to section 25 (1) [*prohibition against assistance to business*].

(4) Subject to subsection (5), a bylaw under this section

(a) must establish the term of the exemption, which may not be longer than 10 years,

(b) may only be adopted after notice of the proposed bylaw has been given in accordance with section 227 [*notice of permissive tax exemptions*], and

(c) does not apply to taxation in a calendar year unless it comes into force on or before October 31 in the preceding year.

(5) Subsection (4) (a) and (b) does not apply in relation to exemptions under subsection (2) (f) and (h).

17.1

(6) If only a portion of a parcel of land is exempt under this section, the bylaw under this section must include a description of the land that is satisfactory to the British Columbia Assessment Authority.

(7) A bylaw under this section ceases to apply to property, the use or ownership of which no longer conforms to the conditions necessary to qualify for exemption and, after this, the property is liable to taxation.

Partnering, heritage, riparian and other special exemption authority

225 (1) In this section:

"eligible property" means property that is eligible under subsection (2);

"exemption agreement" means an agreement under subsection (5).

(2) The following property is eligible for a tax exemption under this section:

- (a) eligible partnering property, being property that
 - (i) is owned by a person or public authority providing a municipal service under a partnering agreement, and
 - (ii) the council considers will be used in relation to the service being provided under the partnering agreement;
- (b) eligible heritage property, being property that is
 - (i) protected heritage property,
 - (ii) subject to a heritage revitalization agreement under section 966 of the *Local Government Act*,
 - (iii) subject to a covenant under section 219 of the *Land Title Act* that relates to the conservation of heritage property, or
 - (iv) if property referred to in subparagraphs (i) to (iii) is a building or other improvement so affixed to the land as to constitute real property, an area of land surrounding that improvement;
- (c) eligible riparian property, being property that
 - (i) is riparian land,
 - (ii) is subject to a covenant under section 219 of the *Land Title Act* that
 - (A) relates to the protection of the property as riparian property, and

(B) has the municipality granting the exemption under this section as a covenantee in whose favour the covenant is made, and

(iii) meets any other requirements prescribed by regulation;

(d) eligible cemetery property, being land held for cemetery, mausoleum or columbarium purposes;

(e) eligible golf course property, being land maintained as a golf course.

(3) A council may, by bylaw, exempt eligible property from taxation under section 197 (1) (a) [*municipal property taxes*] to the extent provided in the bylaw and subject to the conditions established by exemption agreement.

(4) The authority under subsection (3) is not subject to section 25 (1) [*prohibition against assistance to business*].

(5) For the purposes of this section, the council may enter into an agreement with the owner of property that is exempt or is to be exempt under this section, respecting the extent of the exemption and the conditions on which it is made.

(6) Without limiting subsection (5), an exemption agreement may do one or more of the following:

(a) require the eligible property to be subject to a covenant under section 219 of the *Land Title Act* in favour of the municipality;

(b) provide that the exemption is subject to specified conditions;

(c) provide that, if

(i) a condition is not met,

(ii) a required covenant under section 219 of the *Land Title Act* is discharged, or

(iii) any other circumstances specified in the agreement occur,

the property owner must pay to the municipality an amount determined in accordance with the agreement.

(7) A bylaw under this section

(a) must establish the term of the exemption,

17.3

(b) may only be adopted after notice of the proposed bylaw has been given in accordance with section 227 [*notice of permissive tax exemptions*],

(c) may only be adopted by an affirmative vote of at least 2/3 of all council members, and

(d) does not apply to taxation in a calendar year unless it comes into force on or before October 31 in the preceding year.

(8) An exemption under this section ceases to apply to property, the use or ownership of which no longer conforms to the conditions necessary to qualify for exemption and, after this, the property is liable to taxation.

Revitalization tax exemptions

226 (1) In this section:

"exemption agreement" means an agreement under subsection (7);

"exemption certificate" means a revitalization tax exemption certificate issued under subsection (8);

"revitalization program bylaw" means a bylaw under subsection (4).

(2) A council may, for the purpose of encouraging revitalization in the municipality, provide tax exemptions for land or improvements, or both, in accordance with this section.

(3) For a revitalization tax exemption under this section to apply to a particular property,

(a) the exemption must be in accordance with a revitalization program bylaw under subsection (4),

(b) an exemption agreement under subsection (7) must apply to the property, and

(c) an exemption certificate for the property must have been issued under subsection (8).

(4) A revitalization tax exemption program must be established by a bylaw that includes the following:

(a) a description of the reasons for and the objectives of the program;

(b) a description of how the program is intended to accomplish the objectives;

17.4

- (c) a description of the kinds of property, or related activities or circumstances, that will be eligible for tax exemptions under the program;
- (d) the extent of the tax exemptions available;
- (e) the amounts of tax exemptions that may be provided under the bylaw, by specifying amounts or by establishing formulas by which the amounts are to be determined, or both;
- (f) the maximum term of a tax exemption that may be provided under the bylaw, which may not be longer than 10 years.

(5) A revitalization program bylaw

- (a) may include other provisions the council considers advisable respecting the program including, without limiting this,
 - (i) the requirements that must be met before an exemption certificate may be issued,
 - (ii) conditions that must be included in an exemption certificate, and
 - (iii) provision for a recapture amount that must be paid by the owner of the property to the municipality if the conditions specified in the exemption certificate are not met, and
- (b) may be different for
 - (i) different areas of the municipality,
 - (ii) different property classes under the *Assessment Act*,
 - (iii) different classes of land or improvements, or both, as established by the bylaw,
 - (iv) different activities and circumstances related to a property or its uses, as established by the bylaw, and
 - (v) different uses as established by zoning bylaw.

(6) A revitalization program bylaw may be adopted only after

- (a) notice of the proposed bylaw has been given in accordance with section 227 [*notice of permissive tax exemptions*], and
- (b) the council has considered the bylaw in conjunction with the objectives and policies set out under section 165 (3.1) (c) [*use of permissive tax exemptions*] in its financial plan.

(7) The council may enter into an agreement with the owner of a property respecting

17.5

- (a) the provision of a revitalization tax exemption under this section,
- (b) any requirements that must be met before an exemption certificate is issued, and
- (c) any conditions on which the tax exemption is to be provided.

(8) Once

- (a) all requirements established in the revitalization program bylaw, and
- (b) any additional requirements established in the exemption agreement

have been met, a revitalization tax exemption certificate must be issued for the property in accordance with the exemption agreement.

(9) An exemption certificate must specify the following in accordance with the revitalization program bylaw and the exemption agreement:

- (a) the extent of the tax exemption;
- (b) the amount of the tax exemption or the formula for determining the exemption;
- (c) the term of the tax exemption;
- (d) if applicable, the conditions on which the tax exemption is provided;
- (e) if applicable, that a recapture amount is payable if the exemption certificate is cancelled, and how that amount is to be determined.

(10) So long as an exemption certificate has not been cancelled, the land or improvements, or both, subject to the exemption certificate are exempt from taxation under section 197 (1) (a) [*municipal property taxes*] as provided in the exemption certificate.

(11) An exemption certificate may be cancelled by the council

- (a) on the request of the property owner, or
- (b) if any of the conditions specified in the exemption certificate are not met.

(12) An exemption certificate or cancellation does not apply to taxation in a calendar year unless the exemption certificate is issued or cancelled, as applicable, on or before October 31 in the preceding year.

(13) The designated municipal officer must

17.6

- (a) provide a copy of an exemption certificate to the relevant assessor as soon as practicable after it is issued, and
- (b) if applicable, notify that assessor as soon as practicable after an exemption certificate is cancelled.

(14) The authority to provide a tax exemption under this section is not subject to section 25 (1) *[prohibition against assistance to business]*.

Notice of permissive tax exemptions

227 (1) A council must give notice of a proposed bylaw under this Division in accordance with section 94 *[public notice]*.

(2) Subject to subsection (3), the notice under subsection (1) must

- (a) identify the property that would be subject to the bylaw,
- (b) describe the proposed exemption,
- (c) state the number of years that the exemption may be provided, and
- (d) provide an estimate of the amount of taxes that would be imposed on the property if it were not exempt, for the year in which the proposed bylaw is to take effect and the following 2 years.

(3) In the case of a bylaw under section 226 (4) *[revitalization program bylaw]*, the notice under subsection (1) of this section must include a general description of each of the following:

- (a) the reasons for and the objectives of the program;
- (b) how the proposed program is intended to accomplish the objectives;
- (c) the kinds of property, or related activities or circumstances, that will be eligible for a tax exemption under the program;
- (d) the extent, amounts and maximum terms of the tax exemptions that may be provided under the program.

CITY OF NANAIMO

BYLAW NO. 7177

A BYLAW TO EXEMPT CERTAIN LANDS AND BUILDINGS FROM TAXATION

WHEREAS Section 224 of the *Community Charter* provides general regulations for the exemption of property from taxation;

AND WHEREAS Section 224 of the *Community Charter* provides specific exemptions for certain types or uses of property.

AND WHEREAS Council deems it expedient to exempt property enumerated herein:

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

TITLE

1. This Bylaw may be cited as the "PROPERTY TAX EXEMPTION BYLAW 2013 NO. 7177".

CHURCHES

2. Subject to Section 3 of this Bylaw, the Church lands, together with the buildings thereon, listed on the attached Schedule 'A' and further clarified in Maps 'A-1' to 'A-10', shall be exempt from taxation.
3. Church halls situated upon lands described in Schedule 'A' of this Bylaw, whether such halls are within church buildings or apart there from, are deemed to be necessary to their respective church operations.
4. The maximum area of land to be exempted from taxation shall be 2.0 acres (87,120 sq. ft.) of the land upon which the buildings for public worship stand plus the footprint of the building(s) used for public worship. This exempted area will not exceed the land area of the legal parcel(s) upon which these buildings stand.

SENIOR CITIZENS HOUSING

5. The Senior Citizens Housing Facility lands and buildings listed on the attached Schedule 'B' shall be exempt from taxation.

COMMUNITY CARE FACILITIES

6. The Community Care Facility lands and buildings listed on the attached Schedule 'C' shall be exempt from taxation.

MISCELLANEOUS NON-PROFIT

7. The Miscellaneous Non-Profit lands and buildings listed on the attached Schedule 'D' and further clarified in Maps 'D-1' to 'D-21', unless otherwise specified, shall be exempt from taxation.

REPEAL

8. "PROPERTY TAX EXEMPTION BYLAW 2012 NO. 7152" is hereby repealed.

PASSED FIRST READING 2013-OCT-07

PASSED SECOND READING 2013-OCT-07

PASSED THIRD READING 2013-OCT-07

Notice of intention to proceed with this bylaw was published on the 17th day of October, 2013 and the 24th day of October, 2013 in the *News Bulletin* newspaper, circulating in the City of Nanaimo, pursuant to Section 94 of the *Community Charter*.

ADOPTED 2013-OCT-28

J. R. RUTTAN

MAYOR

K. KING

CORPORATE OFFICER

SCHEDULE 'A'

Folio	House	Street	Organization	Legal Description	Map
84331.000	100	CHAPEL STREET	ANGLICAN SYNOD DIOCESE OF B C	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 3459 EXCLUDING PLAN 13272 AND LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP53855	
07708.570	4951	RUTHERFORD ROAD	B C CONFERENCE OF THE MENNONITE BRETHREN THE	LOT 52, DISTRICT LOTS 14 & 19, WELLINGTON DISTRICT, PLAN VIP56051, EXCEPT PART IN PLAN VIP58432	
06006.305	2400	HIGHLAND BOULEVARD	B C CORP SEVENTH DAY ADVENTIST	LOT 1, SECTION 18, RANGE 8, MOUNTAIN DISTRICT, PLAN 46005	
81971.100	905	HECATE STREET	BC MUSLIM ASSOCIATION THE	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP52501	
05342.200	2371	ARBOT ROAD	BENEDICTINES OF NANAIMO THE	LOT 2, SECTION 10, RANGE 6, MOUNTAIN DISTRICT, PLAN 18793	A-1
07270.100	2992	104TH STREET	BISHOP OF VICTORIA	LOT A, SECTIONS 3 & 5, WELLINGTON DISTRICT, PLAN VIP64342	
07704.200	6234	SPARTAN ROAD	BISHOP OF VICTORIA	LOT 4, SECTION 12, WELLINGTON DISTRICT, PLAN 17325	
82071.000	301	MACHLEARY STREET	BISHOP OF VICTORIA	LOT 4, BLOCK Q, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT THAT PART IN PLAN VIP67460	
05536.300	2221	BOWEN ROAD	CHRIST COMMUNITY CHURCH	LOT A, SECTION 18, RANGE 7, MOUNTAIN DISTRICT, PLAN 41417	
05949.192	1609	MEREDITH ROAD	CHRISTIAN AND MISSIONARY ALLIANCE-CANADIAN PACIFIC DISTRICT	LOT 1, SECTION 16, RANGE 8, MOUNTAIN DISTRICT, PLAN VIP87081	A-2
81468.000	20	CHAPEL STREET	CHRISTIAN SCIENCE SOC OF NANAIMO	THE NORTHERLY 1/2 OF LOT 9, BLOCK 55, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT THE EASTERLY 60 FEET	
16001.002	2150	DEPARTURE BAY ROAD	CHURCH OF THE NAZARENE CANADA PACIFIC DISTRICT	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 18757	
05680.000	2114	MEREDITH ROAD	DEPARTURE BAY CONGREGATION OF JEHOVAH'S WITNESSES TRUSTEES	THAT PART OF LOT 2, BLOCK 10, SECTION 17, RANGE 7, MOUNTAIN DISTRICT, PLAN 526, LYING TO THE EAST OF A BOUNDARY PARALLEL TO AND PERPENDICULARLY DISTANT 128 FEET FROM THE WESTERLY BOUNDARY OF SAID LOT EXCEPT PLAN VIP56132	
84302.100	1650	WADDINGTON ROAD	FIRST BAPTIST CHURCH NANAIMO BC	LOT A, DISTRICT LOT 12, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, VIP58878	A-3
08055.153	6553	PORTSMOUTH ROAD	FOURSQUARE GOSPEL CHURCH OF CANADA	LOT A, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN EPP14697	A-4
81059.000	305	PRIDEAUX STREET	G S M P D SIKH TEMPLE INC	PARCEL B (DD 29290N) OF LOTS 15 AND 16, BLOCK 25, SECTION 1, NANAIMO DISTRICT, PLAN 584	
80776.000	19	NICOL STREET	GOVERNING COUNCIL OF THE SALVATION ARMY	LOT B, (DD EM34637), BLOCK 12, SECTION 1, NANAIMO DISTRICT, PLAN 584	
17357.000	505	EIGHTH STREET	GOVERNING COUNCIL OF THE SALVATION ARMY CANADA WEST THE	SECTION 12, RANGE 8, SECTION 1, NANAIMO DISTRICT, PLAN 1747	A-5

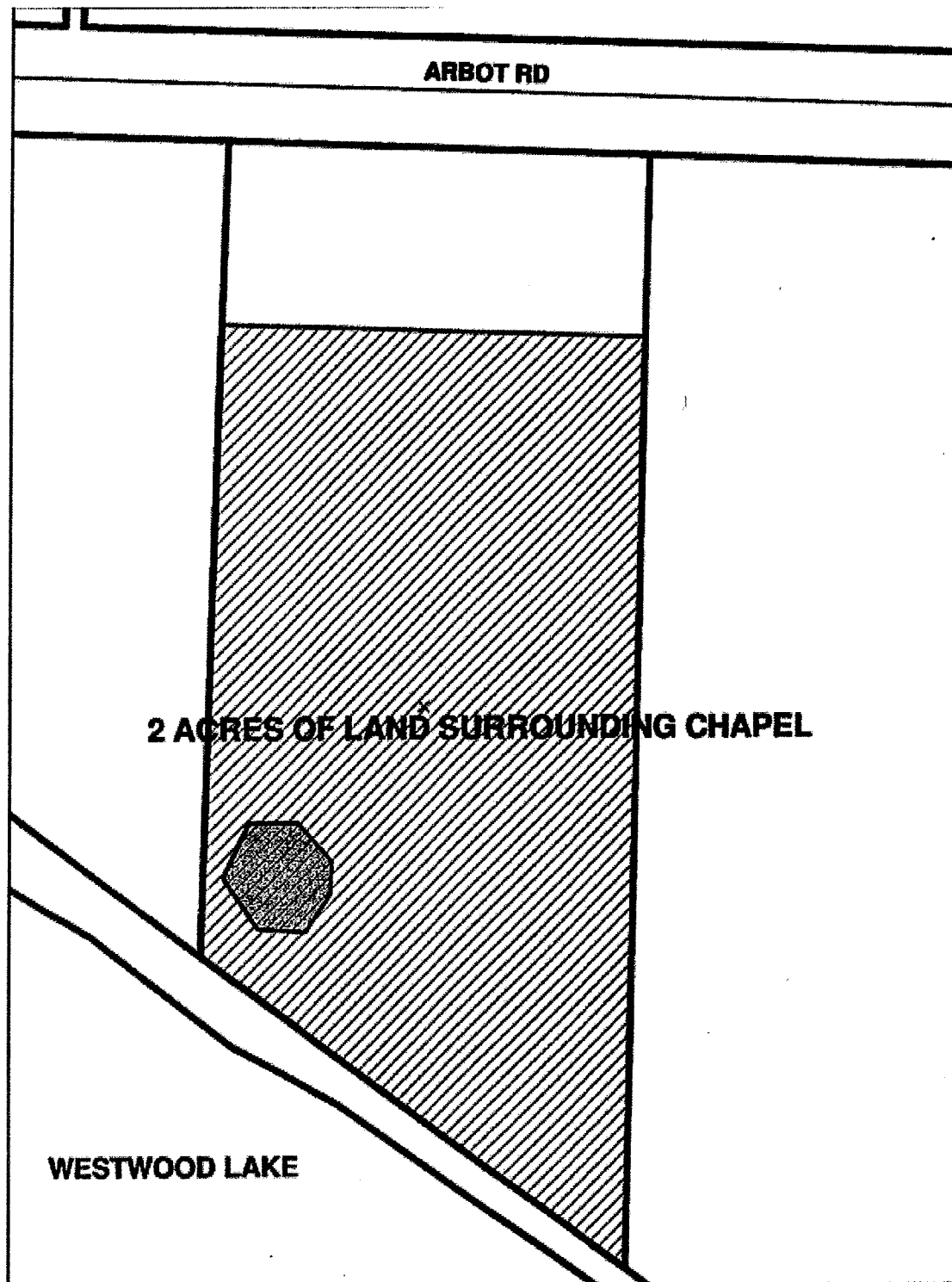
Bylaw No. 7177
Schedule 'A'

Folio	House	Street	Organization	Legal Description	Map
08323.405	4960	HAMMOND BAY ROAD	HAMMOND BAY BAPTIST CHURCH	LOT A, DISTRICT LOT 54, PLAN 40992, WELLINGTON DISTRICT	A-6
16039.665	2174	DEPARTURE BAY ROAD	HOPE LUTHERAN CHURCH	LOT A (DD EL108574), SECTION 1, NANAIMO DISTRICT, PLAN 18900	
83626.002	1085	MOYSE CRESCENT	KINGS TEMPLE MISSIONARY SOCIETY THE	LOT A (DD EK62091), BLOCK 22, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 1712	
85738.000	520	PRIDEAUX STREET	LIGHTHOUSE BIBLE BAPTIST CHURCH OF NANAIMO SOCIETY	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 14199	
05965.241	1720	MEREDITH ROAD	NANAIMO CHURCH OF CHRIST	LOT E, SECTION 17, RANGE 8, MOUNTAIN DISTRICT, PLAN 14987	
08323.360	4900	HAMMOND BAY ROAD	NANAIMO FULL GOSPEL ASSEMBLY	LOT 1, DISTRICT LOT 54, WELLINGTON DISTRICT, PLAN VIP62729	
81643.010	260	NEEDHAM STREET	PENTECOSTAL ASSEMBLIES OF CANADA	LOT A (ED110296) OF LOT 4, BLOCK B, SECTION 1, NANAIMO DISTRICT, PLAN 584	
86042.000	1300	PRINCESS ROYAL AVENUE	PENTECOSTAL ASSEMBLIES OF CANADA	LOT 1, SECTION 1, PLAN 22739, NANAIMO DISTRICT	
07657.100	2424	GLEN EAGLE CRESCENT	PRESIDENT OF THE LETHBRIDGE STAKE	LOT 1, SECTION 5, WELLINGTON DISTRICT, PLAN 28663	A-7
07357.000	4334	JINGLE POT ROAD	PRIESTLY SOCIETY OF ST PIUS	PARCEL D (DD5353N) OF SECTION 4, WELLINGTON DISTRICT	
07090.001	2875	ELK STREET	ROSENAU JOEL ELGIE/DANIEL KEVIN/ALEXANDER THOMAS E TRUSTEES OF THE NANAIMO CHRISTADELPHIANS	LOT 8, BLOCK 8, SECTION 1, WELLINGTON DISTRICT, PLAN 414	
86094.000	212	PRIDEAUX STREET	REDEEMED CHRISTIAN CHURCH OF GOD THE/KANAKA MANAGEMENT LTD	LOT 1, BLOCK 34, SECTION 1, NANAIMO DISTRICT, PLAN 28842	A-10
16531.002	394	SHEPHERD AVENUE	ST PAUL'S LUTHERAN CHURCH OF NANAIMO	LOT A (DD EK39556) OF SECTION 1, NANAIMO DISTRICT, PLAN 6350	
16216.002	1064	OLD VICTORIA ROAD	TRUSTEES OF THE CHASE RIVER CONGREGATION OF JEHOVAH'S WITNESSES	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN EPP14550	
81095.000	315	FITZWILLIAM STREET	TRUSTEES OF THE CONGREGATION OF ST ANDREWS UNITED CHURCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP65271	
85524.100	2020	ESTEVAN ROAD	TRUSTEES OF THE CONGREGATION OF BRECHIN UNITED CHURCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP63929	
07618.001	3510	DEPARTURE BAY ROAD	TRUSTEES OF THE CONGREGATION OF DEPARTURE BAY BAPTIST CHURCH	LOT 1, SECTION 5, WELLINGTON DISTRICT, PLAN 9339	A-8
07458.202	4235	DEPARTURE BAY ROAD	TRUSTEES OF ST ANDREWS PRESBYTERIAN CHURCH NANAIMO	LOT A, SECTION 5, WELLINGTON DISTRICT, PLAN VIP58451	

Bylaw No. 7177
Schedule 'A'

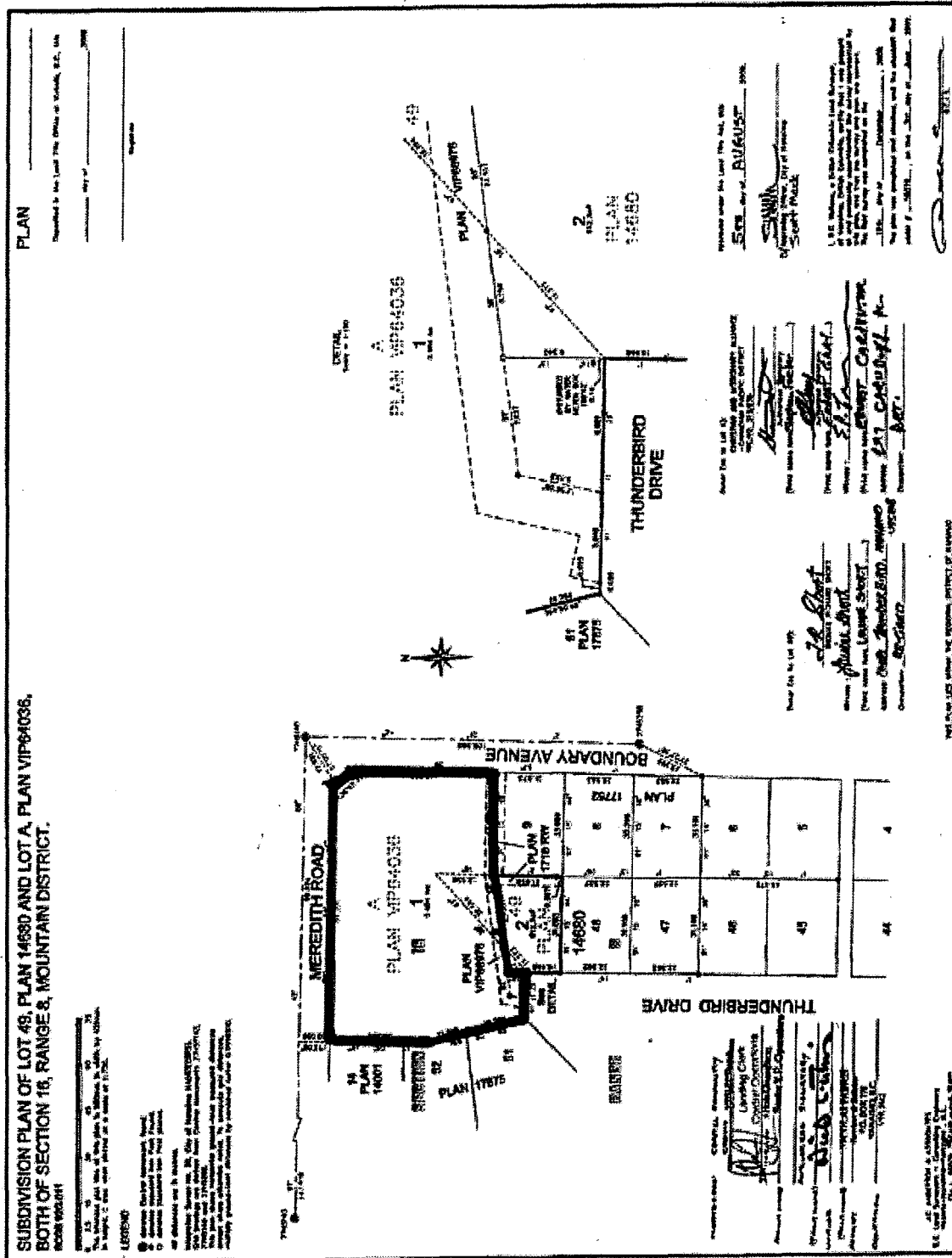
Folio	House	Street	Organization	Legal Description	Map
07864.065	6011	DOUMONT ROAD	TRUSTEES OF THE WOODGROVE CONGREGATION OF JEHOVAH'S WITNESSES	LOT 1, DISTRICT LOT 23G, WELLINGTON DISTRICT, PLAN 42114	
07205.002	4017	VICTORIA AVENUE	UKRAINIAN CATHOLIC EPARCHY OF NW	LOT A (DD EK99968), BLOCK 11, SECTION 5, WELLINGTON DISTRICT, PLAN 318	
83042.000	595	TOWNSITE ROAD	UNITARIAN FOUNDATION OF NANAIMO	PARCEL A (DD F34209), SECTION 1, NANAIMO DISTRICT, PLAN 1505	
16536.100	328	THIRD STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP76304	A-9
17545.010	275	PINE STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN VIP71136	
16276.025	170	WAKESIAH AVENUE	WAKESIAH GOSPEL CHAPEL	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 7109	

MAP 'A-1'



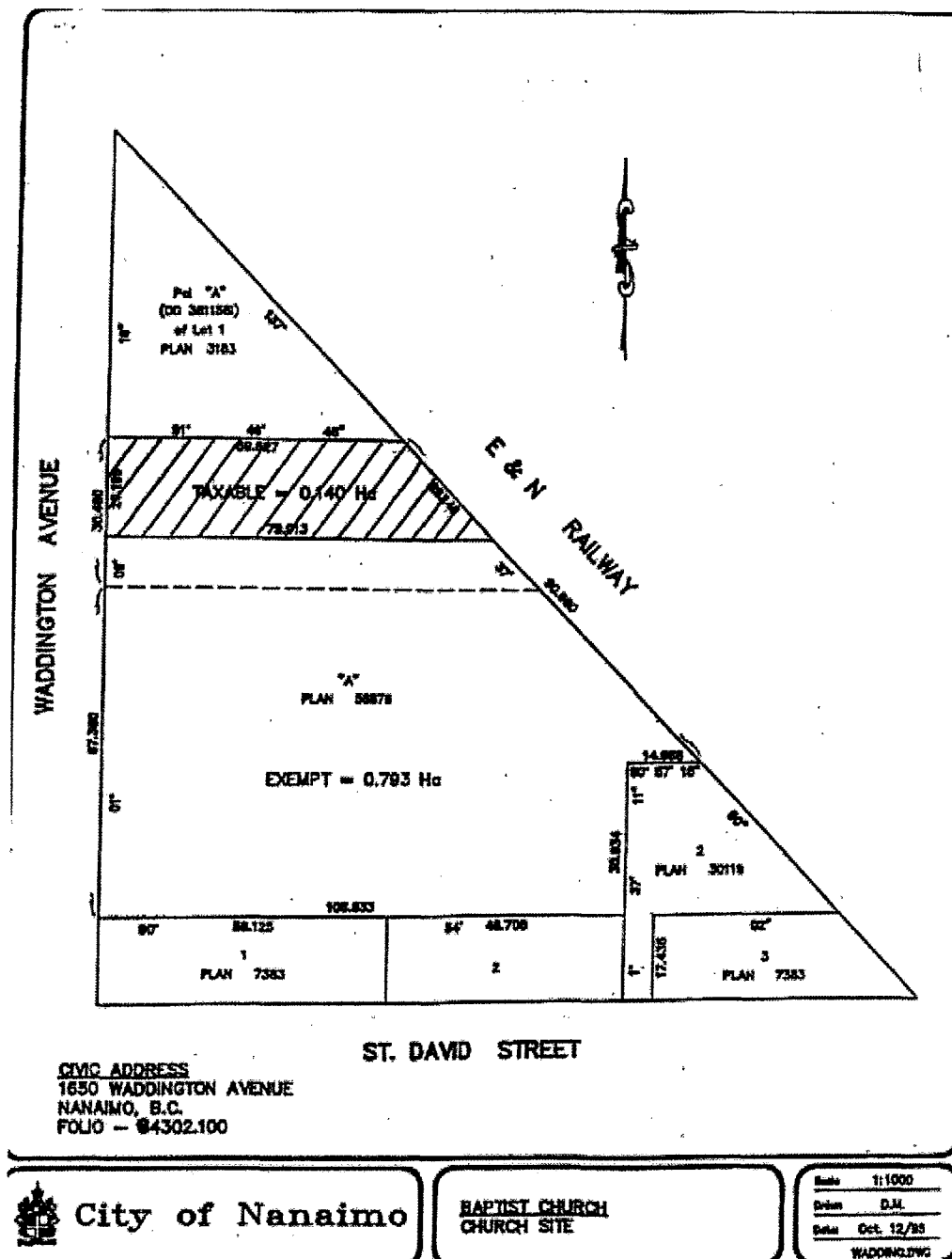
THE BENEDICTINES OF NANAIMO
2371 ARBOT RD
FOLIO 05342.200

MAP 'A-2'

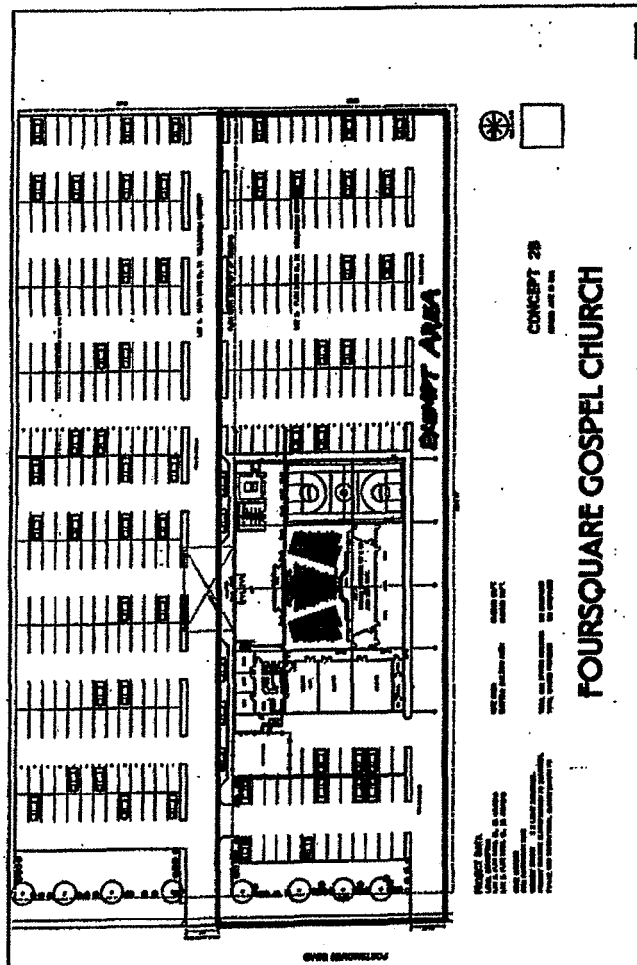


Folio: 05949.192
Civic: 1609 Meredith Road
CHRISTIAN & MISSIONARY ALLIANCE
CANADIAN PACIFIC DISTRICT

MAP 'A-3'

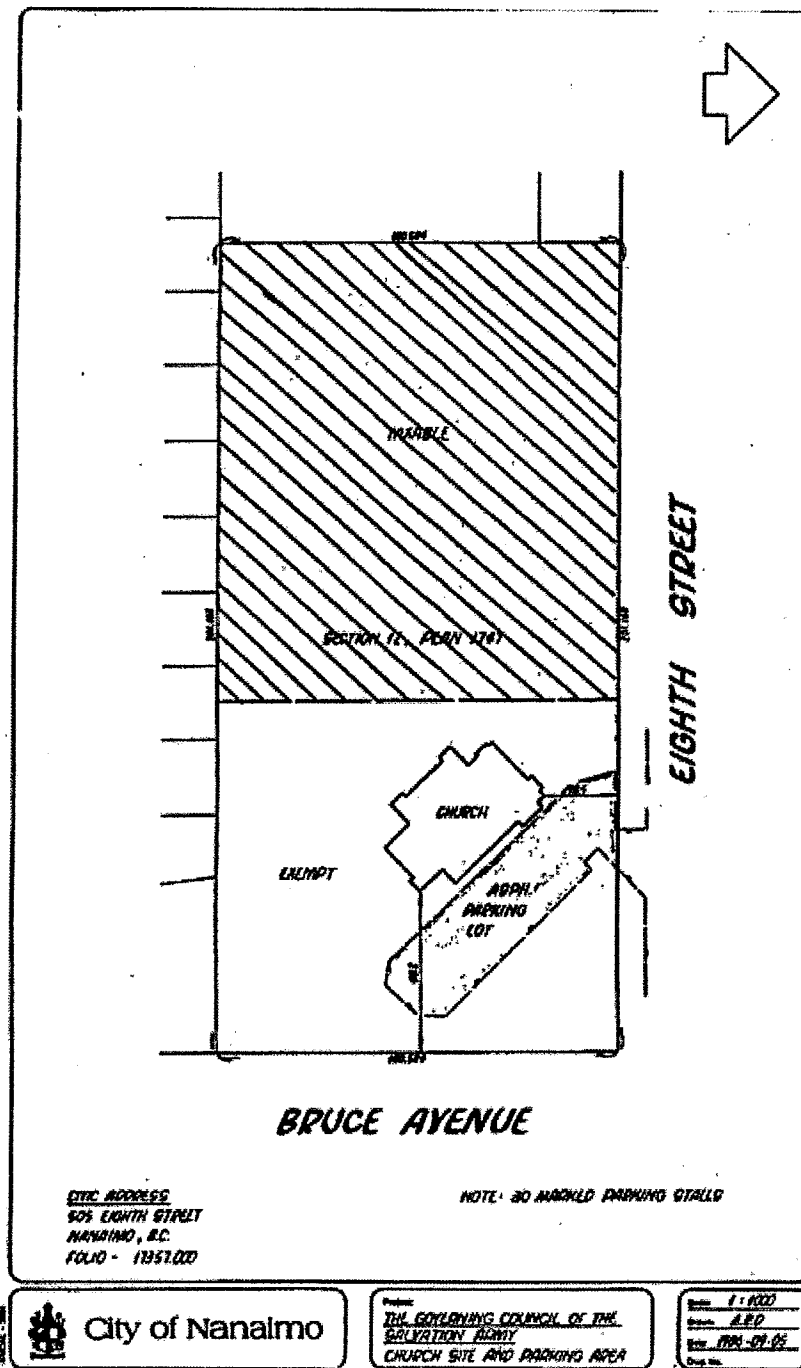


MAP 'A-4'

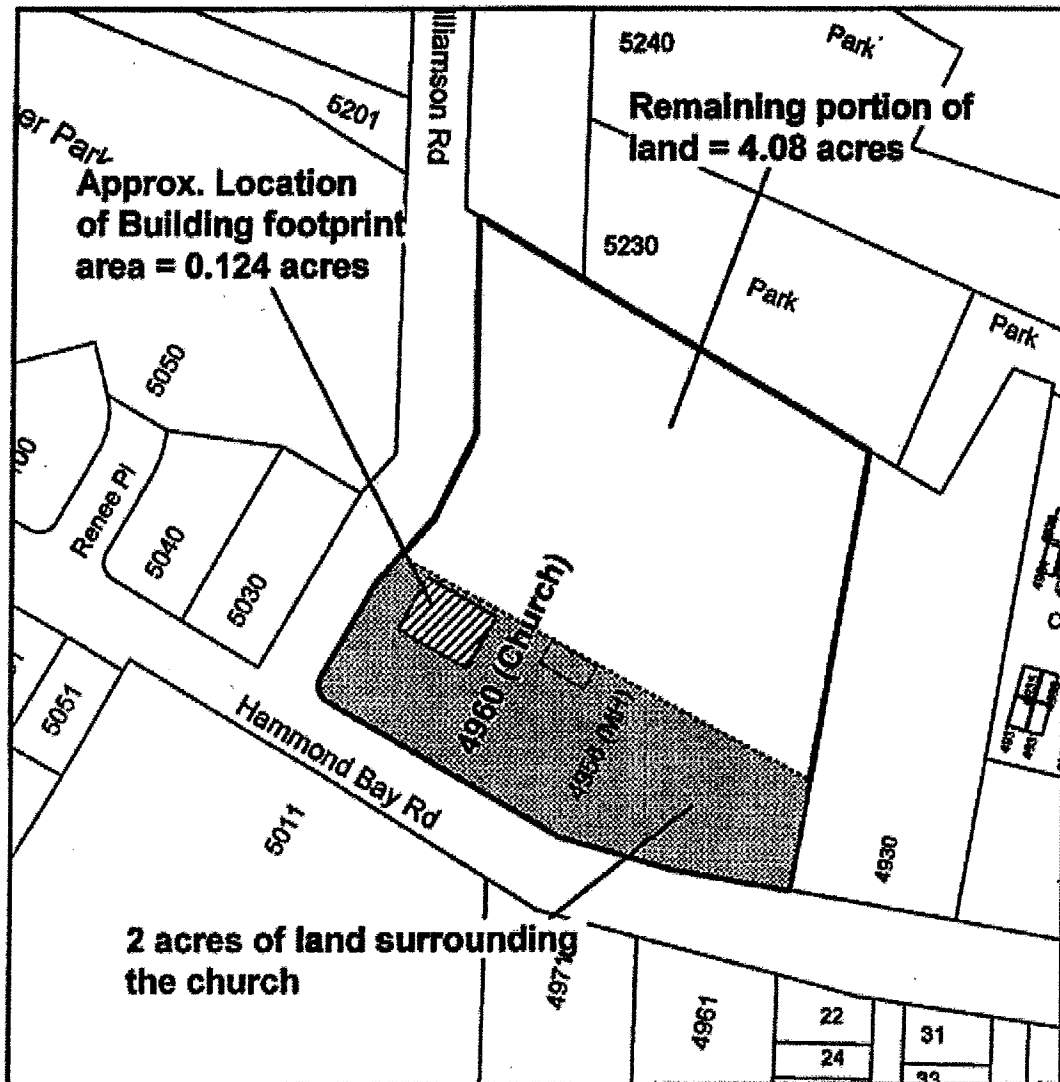


Folio: 08055.153
Civic: 6553 Portsmouth Road
FOURSQUARE GOSPEL CHURCH OF CANADA

MAP 'A-5'



MAP 'A-6'

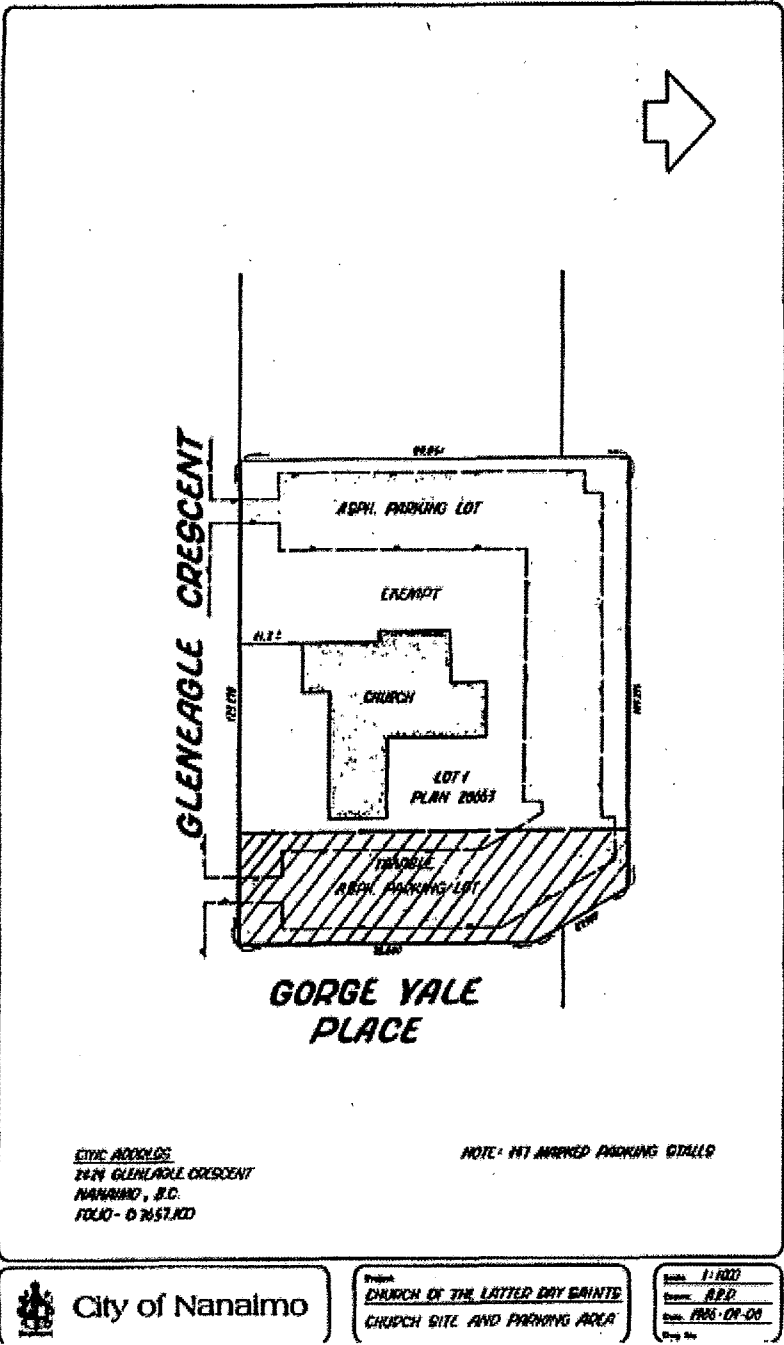


**Hammond Bay Baptist Church
Civic: 4960 Hammond Bay Road**

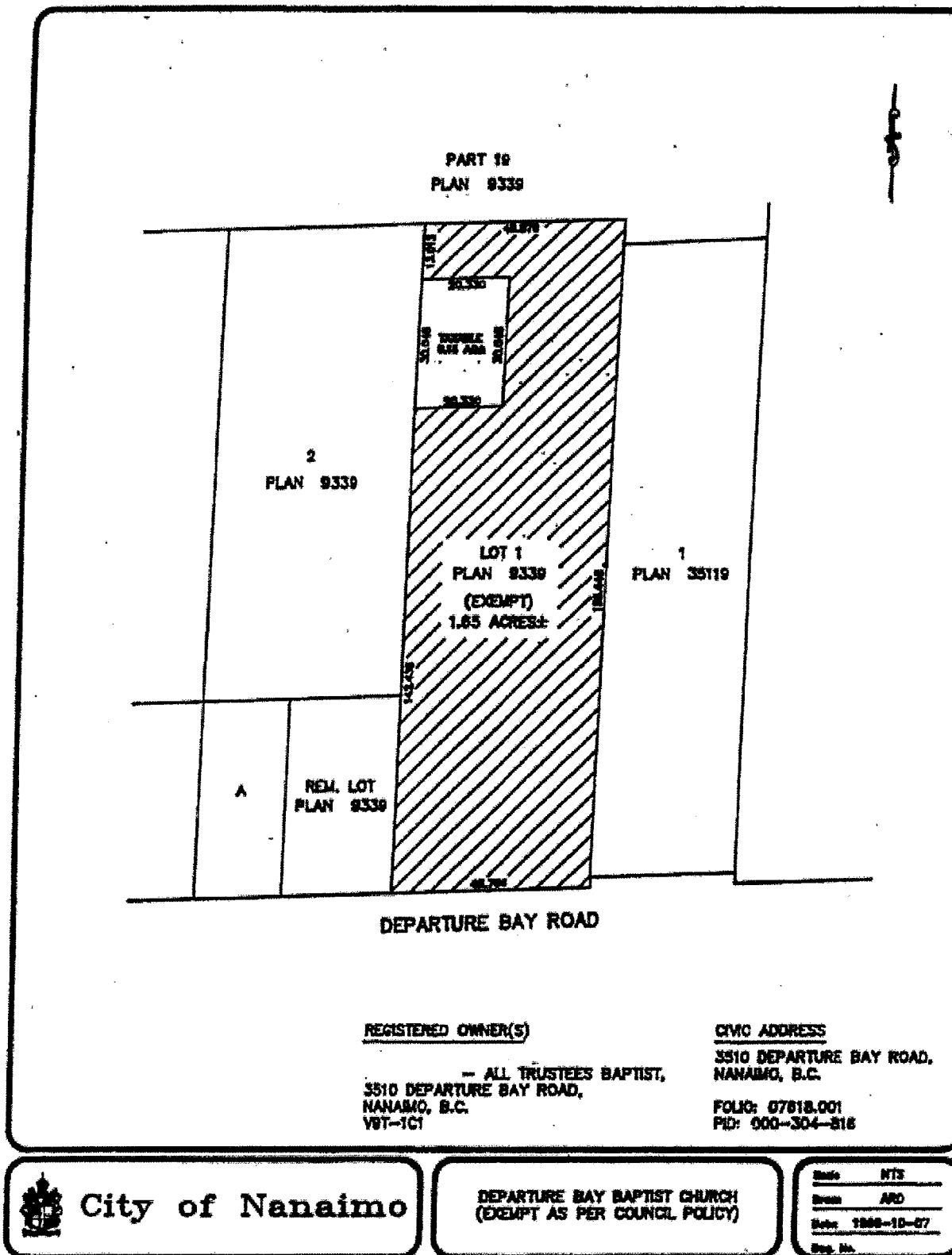
FOLIO 08323.405

Entire lot area of 4960 Hammond Bay Road = 6.3 acres

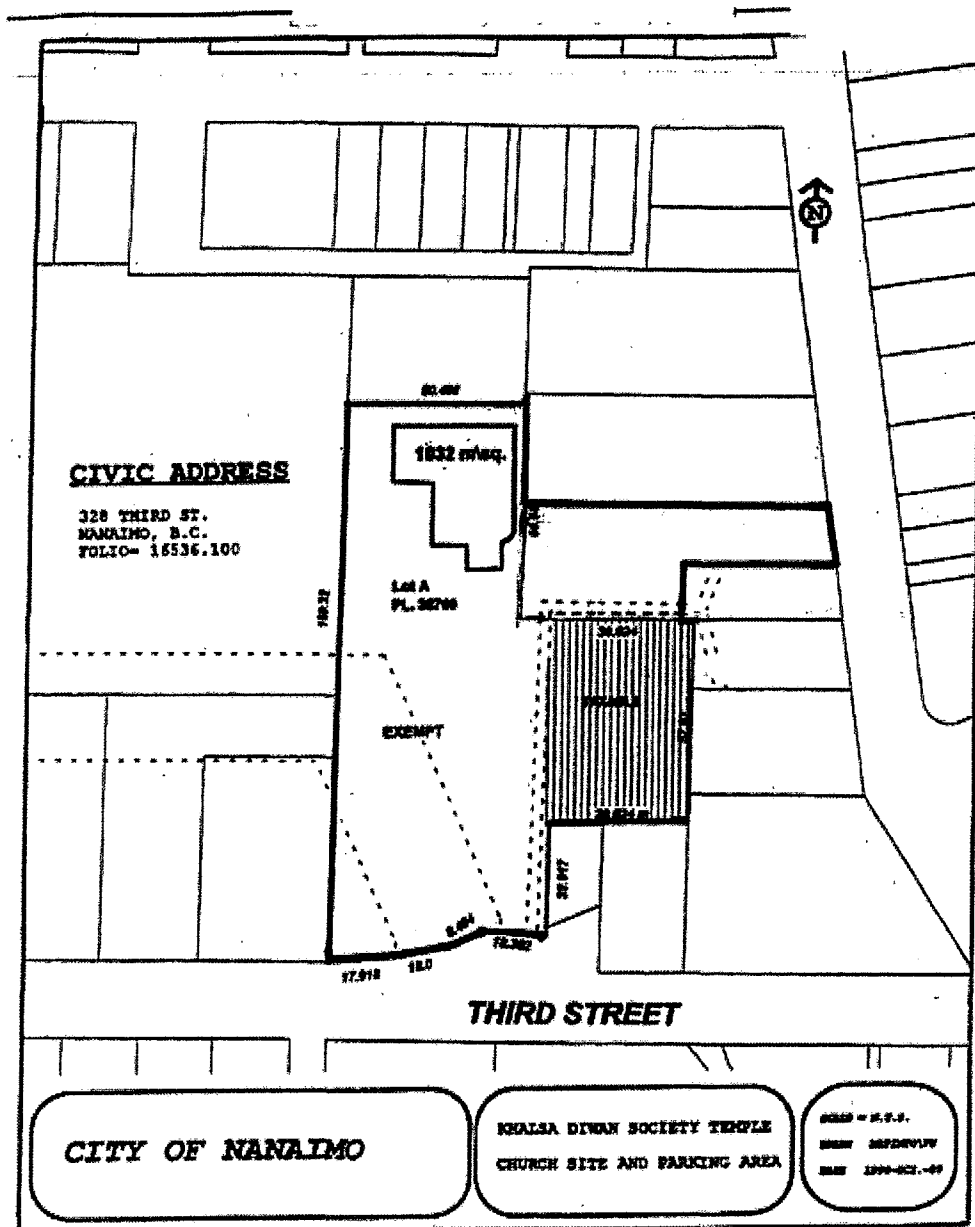
MAP 'A-7'



MAP 'A-8'



MAP 'A-9'



SCHEDULE 'B'

Folio	House	Street	Organization	Legal Description
16006.051	11	BUTTERTUBS DRIVE	GEORGE R PEARKES SENIOR CITIZEN HSG	LOT 11, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.252	15	BUTTERTUBS DRIVE	GEORGE R PEARKES SENIOR CITIZEN HSG	LOT 12, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.275	10	BUTTERTUBS DRIVE	GEORGE R PEARKES SENIOR CITIZEN HSG	LOT 13, SECTION 1, NANAIMO DISTRICT, PLAN 23432
81301.000	66	PRIDEAUX STREET	MT BENSON SENIOR CITIZENS HGS SOC	LOT 6 AND THE SOUTHERLY 14 FEET 9 INCHES OF LOT 7, BLOCK 45, SECTION 1, NANAIMO DISTRICT, PLAN 584
81315.000	69	PRIDEAUX STREET	MT BENSON SENIOR CITIZENS HGS SOC	LOT 13, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
81312.000	619	COMOX ROAD	MT BENSON SENIOR CITIZENS HSG SOC	LOT 8 AND 9, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
84328.000	55	PRIDEAUX STREET	MT BENSON SENIOR CITIZENS HSG SOC	LOT B - D, SECTION 1, NANAIMO DISTRICT, PLAN 3421

SCHEDULE 'C'

Folio	House	Street	Organization	Legal Description
16795.550	80	TENTH STREET	GOOD SAMARITAN CANADA (A LUTHERAN SOCIAL SERVICE ORGANIZATION)	LOT A, RANGE 17, SECTION 7, NANAIMO DISTRICT, PLAN VIP82571
85047.100	1221	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 1, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V
85047.201	1233	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 3, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
85047.305	1234	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 6, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
85047.310	1237	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 5, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
86160.000	1298	NELSON STREET	NANAIMO TRAVELLERS LODGE SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP68990

SCHEDULE 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
85616.013	4C	150	COMMERCIAL STREET	ASSEMBLY OF BC ARTS COUNCILS/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNITS 4C, LEASE	
19805.300		2200	LABIEUX ROAD	B C S P C A/ CITY OF NANAIMO	THAT PART SHOWN ON PLAN 41636 INCLUDED IN LEASE (N69016) SPCA LEASEHOLD AREA BYLAW 2709	
16019.000		20	FIFTH STREET	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 9450 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-5
16822.101		1400	CRANBERRY AVENUE	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND/ CITY OF NANAIMO	LOT 1, SECTION 2, NANAIMO DISTRICT, PLAN 23032, EXCEPT PART INCLUDED IN LEASE TO BOYS & GIRLS CLUB	
85840.000		1045	TERMINAL AVENUE N	CANADIAN MENTAL HEALTH ASSOCIATION/448708 BC LTD & CHEUNG JOHN K/GRAND EAGLE INVESTMENTS LTD.	LOT 1, SECTION 1, AND OF LOT 96B, NEW CASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 17684, EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-4
84792.100		101	GORDON STREET	CENTENNIAL MUSEUM/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT AND OF THE BED OF THE PUBLIC HARBOUR OF NANAIMO, PLAN VIP79754 EXCEPT THAT PART IN PLAN VIP85148 EXEMPT PORTION OPERATING AS THE CENTENNIAL MUSEUM 100 MUSEUM WAY	
85616.001	1	150	COMMERCIAL STREET	CENTRAL VANCOUVER ISLAND CENTRE FOR THE ARTS NANAIMO (CAN)/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 1 LEASE	
86081.000	101	319	SELBY STREET	CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY/WIDSTEN KATHLEEN MAY & WIDSTEN LINDSAY FARRELL	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 27926 (UNIT 101 LEASE) AS SHOWN OUTLINED IN BLACK ON MAP ATTACHED HERETO.	D-15
85616.010	10	150	COMMERCIAL STREET	CRIMSON COAST DANCE SOCIETY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 10 LEASE	
05910.000		1717	KERRISDALE ROAD	CRISIS PREGNANCY CENTRE OF NANAIMO SOCIETY	LOT 6, SECTION 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 7272	
05536.100		2352	ROSSTOWN ROAD	COLUMBIAN CENTRE SOCIETY	LOT 1, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, PLAN 27484	
05438.015		2332	BRACKENWOOD PLACE	COLUMBIAN CENTRE SOCIETY	STRATA LOT A, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, STRATA PLAN VIS5043, TOGETHER WITH INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V	
05438.020		2330	BRACKENWOOD PLACE	COLUMBIAN CENTRE SOCIETY	STRATA LOT B, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, STRATA PLAN VIS5043, TOGETHER WITH INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V	
07281.000		3793	NORWELL DRIVE	COLUMBIAN CENTRE SOCIETY	LOT 12, BLOCK 22, SECTION 5, WELLINGTON DISTRICT, PLAN 318A	
82336.000		25	VICTORIA ROAD	CVI CENTRE FOR THE ARTS – NANAIMO/ CITY OF NANAIMO	LOT 4, BLOCK AA, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT PARCELS A (DD 94054) & PARCEL B (DD 11647N).	

Bylaw No. 7177
Schedule 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
05829.000		175	PRYDE AVENUE	DUCKS UNLIMITED CANADA/CITY OF NANAIMO	SECTION 12, RANGE 8, MOUNTAIN DISTRICT, EXCEPT THE WESTERLY 11.979 CHAINS THEREOF AND EXCEPT THAT PART IN PLANS 25503 AND VIP61854	
07375.585		4148	MOSTAR ROAD	HABITAT FOR HUMANITY MID-VANCOUVER ISLAND/LENCO DEVELOPMENT LTD/FERNCO DEVELOPMENT LTD/NORCO DEVELOPMENT LTD	LOT 17, SECTION 5, WELLINGTON DISTRICT, PLAN 38953 EXCEPT PART IN PLAN VIP82697 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-16
84750.000		7	PORT DRIVE	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 6675 EXCEPT PLANS 19380 & 30712 (EXCEPT NON-UTILITY OPERATIONS SEE 84750.100) - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-17
84750.100		7	PORT DRIVE	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, PLAN 6675, NANAIMO DISTRICT, EXCEPT PLAN 19380 AND 30712 - NON-UTILITY OPERATIONS ONLY, EXCL LEASE GCMK (SEE 84750.000) - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-17
84758.000		1161	MILTON STREET	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 6910, EXCEPT PLAN 29652 - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-17
16930.000		880	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 4, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
84680.000		355	NICOL STREET	ISLAND CRISIS CARE SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 6091, EXCEPT PART IN PLAN VIP57495 ROAD PURPOSES	
16931.000		870	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 5, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
81613.000		1009	FARQUHAR STREET	LOAVES & FISHES FOOD BK FOUNDATION	THE NORTH 1/2 OF LOT 8, BLOCK A, SECTION 1, NANAIMO DISTRICT, PLAN 584	
08283.925		6175	MCGIRR ROAD	MCGIRR SPORTS SOCIETY THE/ CITY OF NANAIMO	LOT A, DISTRICT LOT 48, PLAN 42751, WELLINGTON DISTRICT-LEASED TO MCGIRR SPORTS SOCIETY - BYLAW #5145	
81611.014	109	285	PRIDEAUX STREET	MID ISLAND METIS NATION ASSOC/ CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOM 109 - MID-ISLAND METIS NATION ASSOCIATION AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-7
81611.013	212	285	PRIDEAUX STREET	MID-ISLAND INTERGROUP SOCIETY/CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOM 212 - MID ISLAND INTER GROUP SOCIETY AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-8
85616.003	3	150	COMMERCIAL STREET	MID-ISLAND SCIENCE TECHNOLOGY AND INNOVATION COUNCIL/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 3 LEASE	
05895.100		1630	EAST WELLINGTON ROAD	MT BENSON (PAC BR 256) ROYAL CANADIAN LEGION -(CLASS 8 EXEMPTION ONLY)	LOT 1, SECTIONS 14 & 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 39076	
81611.020	205	285	PRIDEAUX STREET	NANAIMO 7-10 CLUB/CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOM 205 AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-9

Bylaw No. 7177
Schedule 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
05549.008	3	2300	BOWEN ROAD	NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION/VANCOUVER ISLAND EXHIBITION ASSOCIATION/CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR VANCOUVER ISLAND EXHIBITION ASSOC & NANAIMO & DISTRICT EQUESTRIAN ASSOC AS OUTLINED IN A HEAVY DASHED LINE ON MAP ATTACHED HERETO	D-1
85093.002		100	CAMERON ROAD	NANAIMO & DISTRICT MUSEUM SOCIETY/CITY OF NANAIMO	LOT B, SECTION 1, PLAN 8979, NANAIMO DISTRICT, NANAIMO & DISTRICT MUSEUM SOCIETY - FLOOR 1 - THAT PART INCLUDED IN CITY OF NANAIMO LEASE	
05438.000		2368	ROSSTOWN ROAD	NANAIMO & DISTRICT SURFSIDE SOCIETY	LOT 6, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 6733 EXCEPT PART IN PLAN VIP63918	
85616.002	2	150	COMMERCIAL STREET	NANAIMO ART GALLERY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 2 LEASE	
86175.000		83	VICTORIA CRESCENT	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 35056	
05549.007	2	2300	BOWEN ROAD	NANAIMO B M X ASSOCIATION /CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR NAN BMX ASSOC	
81611.022	106	285	PRIDEAUX STREET	NANAIMO BRAIN INJURY SOCIETY/CITY OF NANAIMO	NANAIMO DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOMS 101-107 & STORAGE ROOM 116 - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-12
05990.102	2	2525	MCCULLOUGH ROAD	NANAIMO BRANCH OF THE RED CROSS SOCIETY/ O M DEVELOPMENT INC	STRATA LOT 2&3, SECTIONS 19 , RANGE 8, MOUNTAIN DISTRICT, STRATA PLAN VIS4260, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
17458.266		129	HAREWOOD ROAD	NANAIMO BRANCH ROYAL CANADIAN LEGION (BRANCH 10) -(CLASS 8 EXEMPTION ONLY)	LOT 16, SECTION 1, NANAIMO DISTRICT, PLAN 20827	
07151.002		4295	VICTORIA AVENUE	NANAIMO CANOE & KAYAK CLUB / NANAIMO ROWING CLUB / CITY OF NANAIMO	SECTION 5, WELLINGTON DISTRICT, ROADWAY & PUBLIC PARK BETWEEN LOTS 1 & 8 AND LONG LAKE (LBF0138849) THAT PART INCLUDED IN LICENSE FOR THE PURPOSE OF A STORAGE AND TRAINING FACILITY FOR FLATWATER CANOE & KAYAK RACING ON LONG LAKE-SEE 07151.000-LEASE LEA0108, AS OUTLINED ON MAP ATTACHED HERETO	D-2
85047.002		1135	NELSON STREET	NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY/ VANCOUVER ISLAND HEALTH AUTHORITY	LOT A, DISTRICT LOT 97-G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 50077, EXCEPT THAT PART IN PLAN VIP51807, LEASED FOR 25 YEARS FROM JULY 1976 FROM NANANIMO REGIONAL HOSPITAL	
05492.201		198	HOLLAND ROAD	NANAIMO CHRISTIAN SCHL (1988) SOC	LOT 1, SECTION 12, RANGE 7, MOUNTAIN DISTRICT, PLAN 49025	

Bylaw No. 7177
Schedule 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
81611.023	114	285	PRIDEAUX STREET	NANAIMO CITIZEN ADVOCACY ASSOCIATION/CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING – ROOMS 109A, 110-115, AS SHOWN OUTLINED IN BLACK ON MAP ATTACHED HERETO.	D-14
85616.009	9	150	COMMERCIAL STREET	NANAIMO COMMUNITY ARCHIVES/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 9 LEASE	
85901.001		945	WADDINGTON ROAD	NANAIMO COMMUNITY HOSPICE SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 47726	
86099.000		375	SELBY STREET	NANAIMO CONSERVATORY OF MUSIC	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 28924	
89095.000		100	WALL STREET	NANAIMO CURLING CLUB/CITY OF NANAIMO	THAT PART OF BOWEN PARK(14817N) LYING TO THE EAST OF WALL STREET CONTAINING 1.46 ACRES MORE OR LESS AS SHOWN OUTLINED IN RED, LEASE AUTHORIZATION BYLAW '96 NO 5217, AS OUTLINED ON MAP ATTACHED HERETO	D-3
83252.000		1070	TOWNSITE ROAD	NANAIMO FAMILY LIFE ASSOCIATION	LOT 2, BLOCK 2, DISTRICT LOT 97G, NEWCASTLE RESERVE SECTION 1 NANAIMO DISTRICT, PLAN 1712	
80951.000		505	ALBERT STREET	NANAIMO F O S NON-PROFIT HOUSING SOCIETY	PARCEL A (DD 670N) OF LOT 11, PARCEL B (DD 5701N) OF LOTS 12 & 13, PARCEL A (DD 629N) OF LOTS 12 & 13, ALL OF BLOCK 20, SECTION 1, NANAIMO DISTRICT, PLAN 584	
85998.000		1191	SEAFIELD CRESCENT	NANAIMO F O S NON-PROFIT HOUSING SOCIETY	LOT A, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 19919	
17545.005		271	PINE STREET	NANAIMO FOODSHARE NETWORK SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP71136	
85576.001	A	1844	STEWART AVENUE	NANAIMO MARINE RESCUE SOCIETY/CITY OF NANAIMO	LD002343 RIGHT TO OCCUPY THOSE PARTS OF DISTRICT LOT 2092, BLOCK L OF DISTRICT LOT 227 & BLOCK M OF DISTRICT LOTS 227 & 2092, NANAIMO DISTRICT, PLAN EPC579 - DEC 1/2010 - NOV 30/2020	
16000.025		750	THIRD STREET	NANAIMO MINOR HOCKEY ASSOCIATION/CITY OF NANAIMO	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 35726 EXCEPT PART IN PLAN 50590	
81165.000		285	SELBY STREET	NANAIMO WOMEN'S RESOURCE SOCIETY/FELL ELAINE LOUISE	LOT 15, BLOCK 34, SECTION 1, NANAIMO DISTRICT, PLAN 584 EXCEPT THE RIGHT OF WAY OF THE ESQUIMALT AND NANAIMO RAILWAY COMPANY AS SHOWN ON PLAN 1064	
16912.000		961	HALIBURTON STREET	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 13936	
05695.000		2227	MCGARRIGLE ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 2, BLOCK 14, SECTION 18, RANGE 8, MOUNTAIN DISTRICT, PLAN 526, EXCEPT THE EAST 396 FEET OF THE SOUTH 165 FEET THEREOF AND EXCEPT PARCEL "A" (DD 34684I) THEREOF- EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	
86186.000		1585	BOWEN ROAD	NANAIMO REGION JOHN HOWARD SOCIETY/BC0811580 BC LTD	LOT 1, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 36556	D-18
05446.012		2491	KENWORTH ROAD	NANAIMO RECYCLING EXCHANGE/WINDHOVER ENTERPRISES LTD.	LOT A, SECTION 20, RANGE 6, MOUNTAIN DISTRICT, PLAN 48960	
16592.001		195	FOURTH STREET	NANAIMO SEARCH & RESCUE SOCIETY/REGIONAL DISTRICT OF NANAIMO/CITY OF NANAIMO	THAT PART OF SECTION 28, RANGE 9, SECTION 1, NANAIMO DISTRICT, PLAN 630, SHOWN OUTLINED IN RED ON PLAN 563R EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-11

Bylaw No. 7177
Schedule 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
86226.000		256	WALLACE STREET	NANAIMO SQUASH CLUB/597500 BC LTD	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 43024	D-20, D-21
05431.100		2373	ROSSTOWN ROAD	NANAIMO THEATRE GROUP	LOT 1, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 24020	
86055.000		290	BASTION STREET	NANAIMO YOUTH SERVICES ASSOCIATION	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254	
05457.004		201	DOGWOOD ROAD	NATURE TRUST OF BC	WILDLIFE SANCTUARY, SECTION 7, RANGE 7, MOUNTAIN DISTRICT, EXCLUDING PLANS 535R AND NO. 4 RESERVOIR	
05457.006		250	DOGWOOD ROAD	NATURE TRUST OF BC	SECTION 7&8, RANGE 7, MOUNTAIN DISTRICT, PRTS PORTION AND PTS OF SECTION 7 RANGE 8, #4 RESERVOIR AS SHOWN ON PLN UNDER 766-8562C	
05761.005		787	NANAIMO LAKES RD	NATURE TRUST OF BC	PARCEL A (DD 49323N) OF SECTION 5, RANGE 8, MOUNTAIN DISTRICT, EXCEPT PARTS IN PLANS 8707, 18489, 24715 AND 28135	
16021.300		200	BUTTERTUBS DRIVE	NATURE TRUST OF BC	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP63268	
05762.101		731	DOGWOOD ROAD	NATURE TRUST OF BC	LOT 4, SECTION 6, RANGE 8, MOUNTAIN DISTRICT, PLAN 16149, EXCEPT PARTS IN PLANS 18489, 19566 AND 24715	
05765.003		941	COLLEGE DRIVE	NATURE TRUST OF BC	SECTION 7, RANGE 8, EXCEPT THE EASTERLY 500 FT AND EXCEPT PART IN NO. 4 RESERVOIR AS SAID RESERVOIR IS SHOWN ON PLAN DEPOSITED UNDER NUMBER 766-8562-C, MOUNTAIN DISTRICT	
05828.005		1946	JINGLE POT ROAD	NATURE TRUST OF BC	LOT A, SECTION 11, RANGE 8, MOUNTAIN DISTRICT, PLAN VIP85882	
16007.500		1780	JINGLE POT ROAD	NATURE TRUST OF BC	LOT 1, BLOCK 1, NANAIMO DISTRICT, PLAN 28980	
16170.000		1141	FREW ROAD	NATURE TRUST OF BC	PARCEL A (DD 35952-I) OF SECTION 1, RANGE 6, NANAIMO DISTRICT	
16171.000		1050	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2, RANGE 6, NANAIMO DISTRICT, LYING TO THE EAST OF THE EAST BRANCH OF THE NANAIMO RIVER, EXCEPT PARCEL A THEREOF	
16172.000		901	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2 AND THAT PART OF SECTION 3, RANGE 6, NANAIMO DISTRICT, LYING WEST OF THE EAST BRANCH OF THE NANAIMO RIVER	
16173.000		1145	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 2, RANGE 7, NANAIMO DISTRICT, EXCEPT PARCEL A THEREOF, AND EXCEPT PART IN PLAN 37922	
16174.000		900	RAINES ROAD	NATURE TRUST OF BC	THE SOUTH PART OF SECTION 3, RANGE 7, NANAIMO DISTRICT, CONTAINING 21 ACRES MORE OR LESS, AS SHOWN ON A PLAN DEPOSITED UNDER DD 22536	
16175.000		1141	MAUGHAN ROAD	NATURE TRUST OF BC	PARCEL A (39161I), SECTION 1, RANGE 8, NANAIMO DISTRICT, CONTAINING 9 ACRES MORE OR LESS	
16176.000		1201	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 1, RANGE 8, NANAIMO DISTRICT, EXCEPT PARCEL A (DD 39161I), EXCEPT THE PART IN PLAN 32333, AND EXCEPT PART IN PLAN VIP62603	
16178.000		1125	MAUGHAN ROAD	NATURE TRUST OF BC	THE WEST 1/2 OF SECTION 2, RANGE 8, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 32333 AND 37922	

Bylaw No. 7177
Schedule 'D'

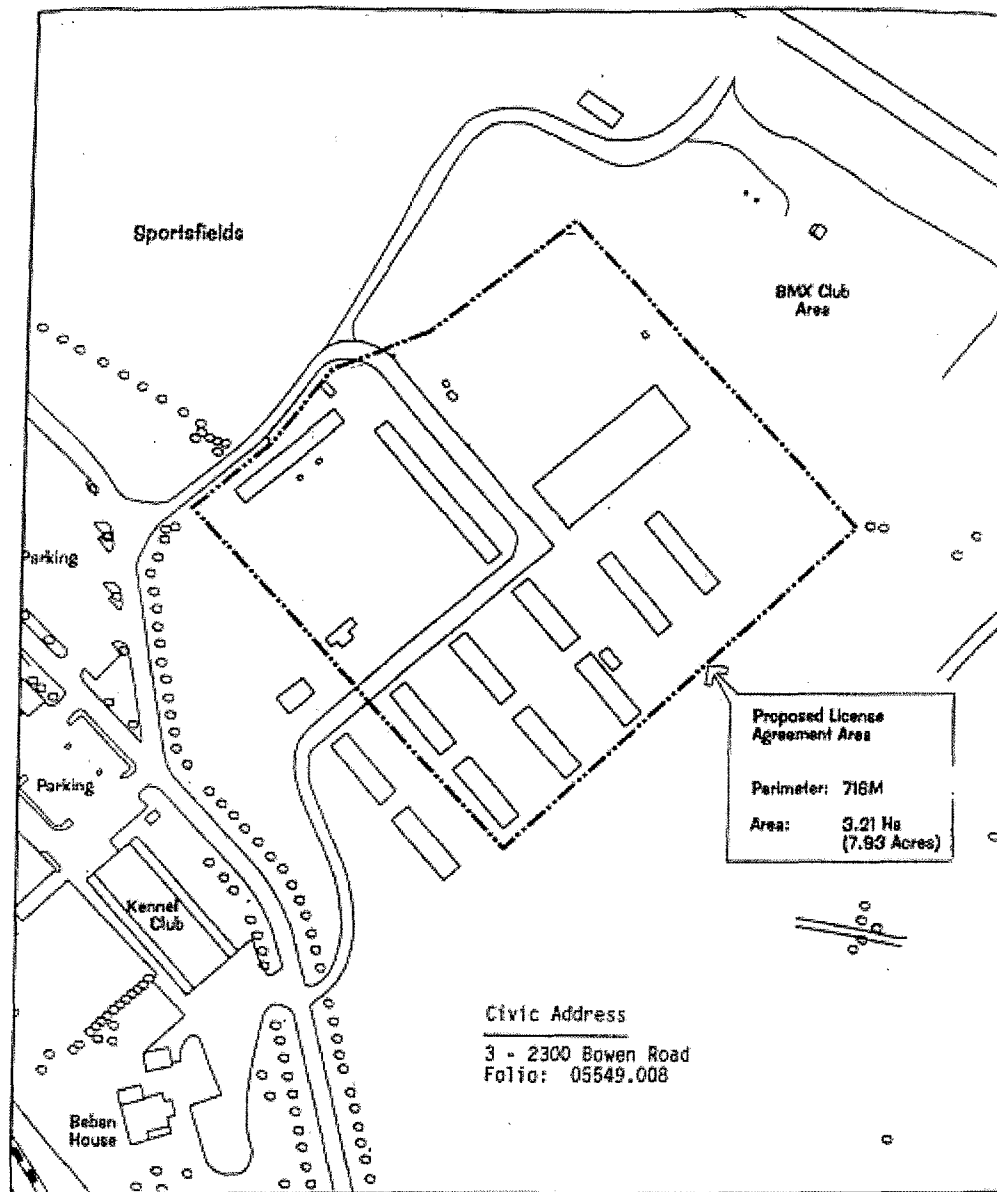
Folio	Unit	House	Street	Organization	Legal Description	Map
16000.010		750	FIFTH STREET	NAVY LEAGUE OF CANADA NAN BRANCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 23380 EXCEPT PART IN PLAN 3655 RW	
81611.007	206	285	PRIDEAUX STREET	OPTIONS FOR SEXUAL HEALTH/ CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING – ROOMS 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 214, 215, 209A, 214A – OPTIONS FOR SEXUAL HEALTH AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-10
07498.255		3156	BARONS ROAD	PACIFIC CHILD AND FAMILY ENRICHMENT SOCIETY/DASH HOLDINGS INC/TURRIF HOLDINGS LTD	LOT 11, SECTION 5, WELLINGTON DISTRICT, PLAN 30716	D-19
07674.020		6100	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	LOT 2, SECTION 10, WELLINGTON DISTRICT, PLAN 32084	
07860.001		6006	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	THAT PART OF LOT 23G, WELLINGTON DISTRICT, LYING NORTH OF DUMONT ROAD AND WEST OF THE ISLAND HIGHWAY AS SHOWN PLAN DEPOSITED UNDER DD 16913N	
85997.002		125	FRONT STREET	PORT THEATRE SOCIETY THE/CITY OF NANAIMO	PART OF LOT 1, PLAN VIP63076 - LICENCE FOR NANAIMO AND DISTRICT HARBOURFRONT CENTRE SOCIETY	
13552.001		208	COLVILLETON TRAIL	PROTECTION ISLAND LIONS CLUB/ CITY OF NANAIMO	LOT 1, NANAIMO DISTRICT, PLAN 14550, DOUGLAS ISLAND LIGHT STATION OIC 1518	
13553.701	A	7	PIRATES LANE	PROTECTION ISLAND RATEPAYERS ASSOC/ CITY OF NANAIMO/NANAIMO PORT AUTHORITY	NANAIMO PORT AUTHORITY LEASE FL255, ADJACENT TO LOT 140, PLAN 14111, WITHIN PIRATES PARK, PROTECTION ISLAND, NANAIMO DISTRICT, FOR MEMBERS USE ONLY DOCK SITE	
85807.000		25	FRONT STREET	RADIO MALASPINA SOCIETY/MIKE SEARGENT ENTERPRISES LTD (20% OF ASSESSMENT ONLY)	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 15369	
16000.114		901	FIFTH STREET	ROYAL CANADIAN AIRFORCE ASSOC 808 (THUNDERBIRD) WING/HER MAJESTY THE QUEEN IN RIGHT OF CANADA	LOT 1; SECTION 1, NANAIMO DISTRICT, PLAN VIP69992, LEASED AREA AT MILITARY CAMP	
19805.301		2250	LABIEUX ROAD	ST JOHN'S AMBULANCE/CITY OF NANAIMO	ST JOHN LEASEHOLD AREA, PLN VIP72802, BYLAW 5512	
85616.004	4A/4B	150	COMMERCIAL STREET	THEATRE ONE/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNITS 4A & 4B LEASE	
81676.000		602	HALIBURTON STREET	TILlicum HAUS SOCIETY	LOT 23, BLOCK D, SECTION 1, NANAIMO DISTRICT, PLAN 584 EXCEPT THAT PART IN PLAN VIP52239	
16905.000		927	HALIBURTON STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP66687	
17364.001		479	TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 1, THAT PART OF SECTION 1, NANAIMO DISTRICT, PLAN EPP5225	
17364.002		477	TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 2, THAT PART OF SECTION 1, NANANIMO DISTRICT, PLAN EPP5225	
07498.255		3156	BARONS ROAD	UNITED WAY CENTRAL & NORTHERN VANCOUVER ISLAND/DASH HOLDINGS INC./TURRIF HOLDINGS LTD	LOT 11, SECTION 5, WELLINGTON DISTRICT, PLAN 30716 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-6
81054.209	9	327	PRIDEAUX STREET	UNITED WAY CENTRAL & NORTHERN VANCOUVER ISLAND	STRATA LOT 9, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2989 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	

Bylaw No. 7177
Schedule 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
82334.000		55	VICTORIA ROAD	VANCOUVER ISLAND AIDS SOCIETY – NANAIMO BRANCH/CRANKSHAW HOLDINGS LTD.	LOT 3, BLOCK AA, SECTION 1, NANAIMO DISTRICT, PLAN 584, AS OUTLINED IN BLACK ON MAP ATTACHED HERETO.	D-13
05549.005		2290	LABIEUX ROAD	VANCOUVER ISLAND HAVEN SOCIETY	LEASE PLAN 1823R, EXCEPT 43195 LIONS MANOR	
85093.003	2 & 3	100	CAMERON ROAD	VANCOUVER ISLAND MILITARY MUSEUM /CITY OF NANAIMO	LOT B, PLAN 8979, SECTION 1, NANAIMO DISTRICT, VANCOUVER ISLAND MILITARY MUSEUM - FLOOR 2 & 3 - THAT PART INCLUDED IN LEASE FROM CITY OF NANAIMO	
85616.007	7	150	COMMERCIAL STREET	VANCOUVER ISLAND SYMPHONY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 7 LEASE	
07233.001		3976	CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	LOT 2, BLOCK 16, SECTIONS 3 AND 5, WELLINGTON DISTRICT, PLAN 318A INCLUDING THAT PART OF SECTION 5, WELLINGTON DISTRICT, BEING PART OF THE OLD COMOX ROAD SHOWN ON PLAN 318A NOW CLOSED BY ORDER-IN- COUNCIL 1052 DATED THE 9-OCT-1928 & LYING IN LOT 2	
07234.001		3922	CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	LOT 3 AND 4, BLOCK 16, SECTIONS 3 AND 5, WELLINGTON DISTRICT, PLAN 318A	

40.1

MAP 'D-1'



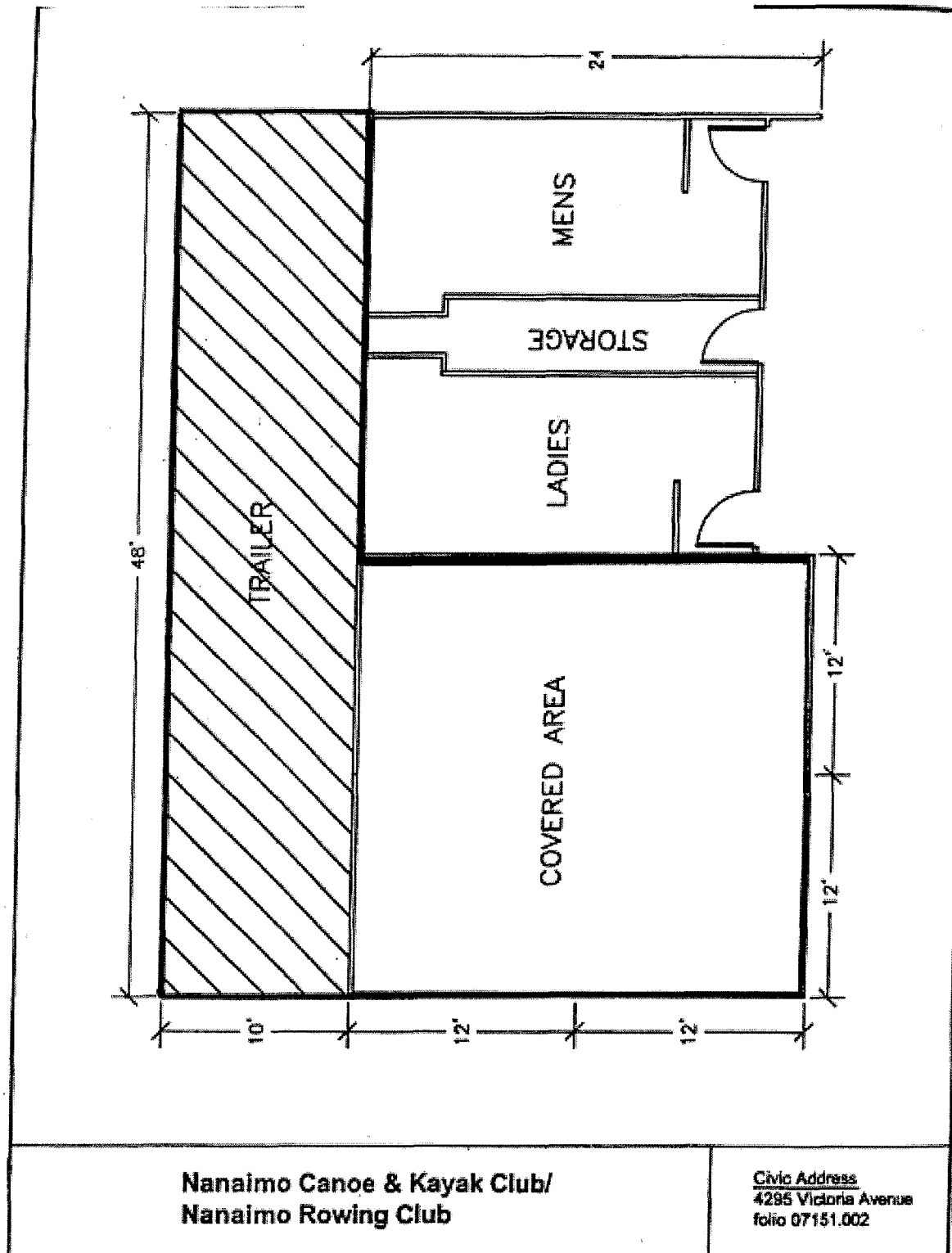
CITY OF NANAIMO

Nanaimo & District Equestrian Association/
Vancouver Island Exhibition Society

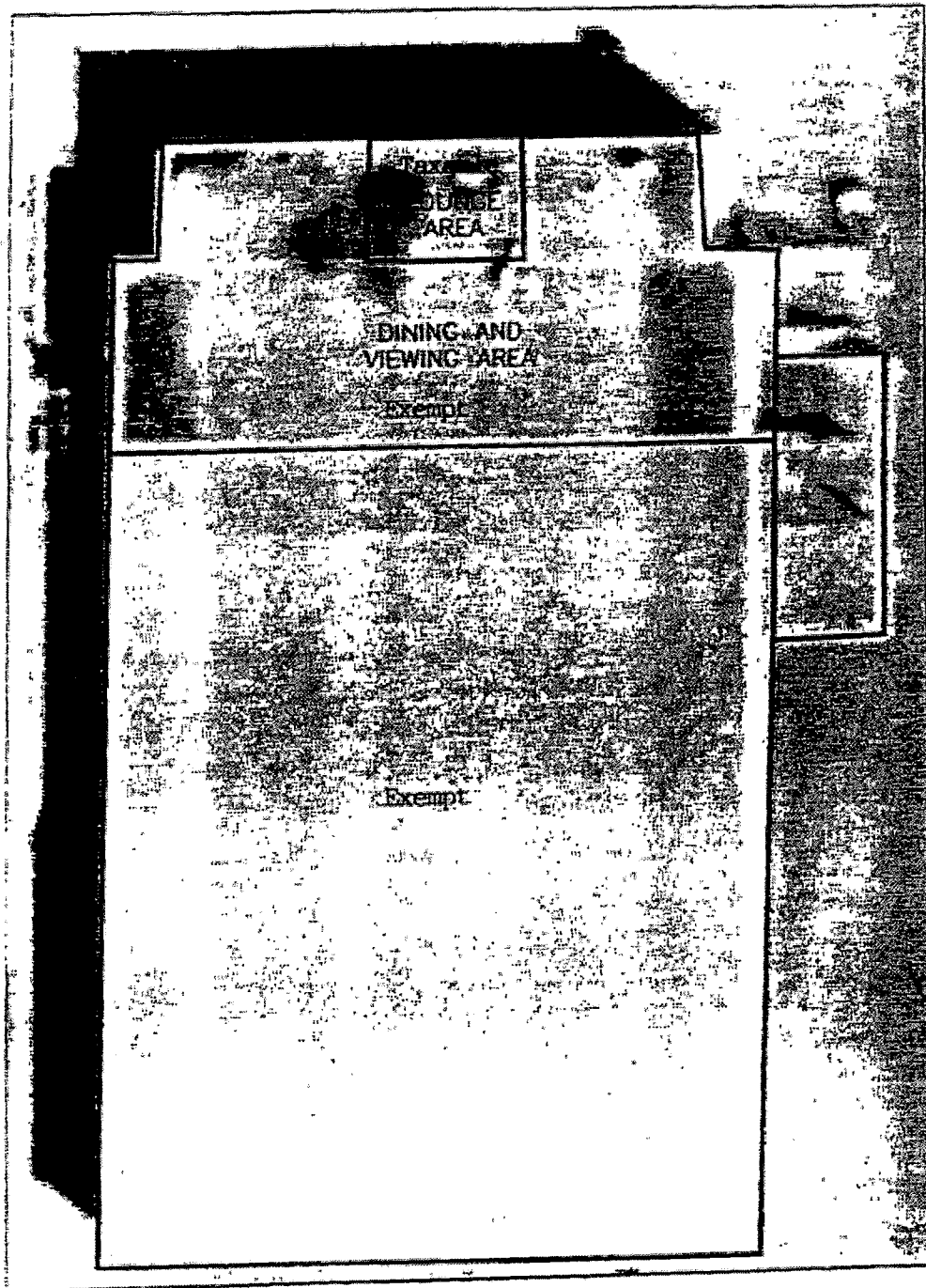
NORTH

Scale: 1:2000m

MAP 'D-2'



MAP 'D-3'



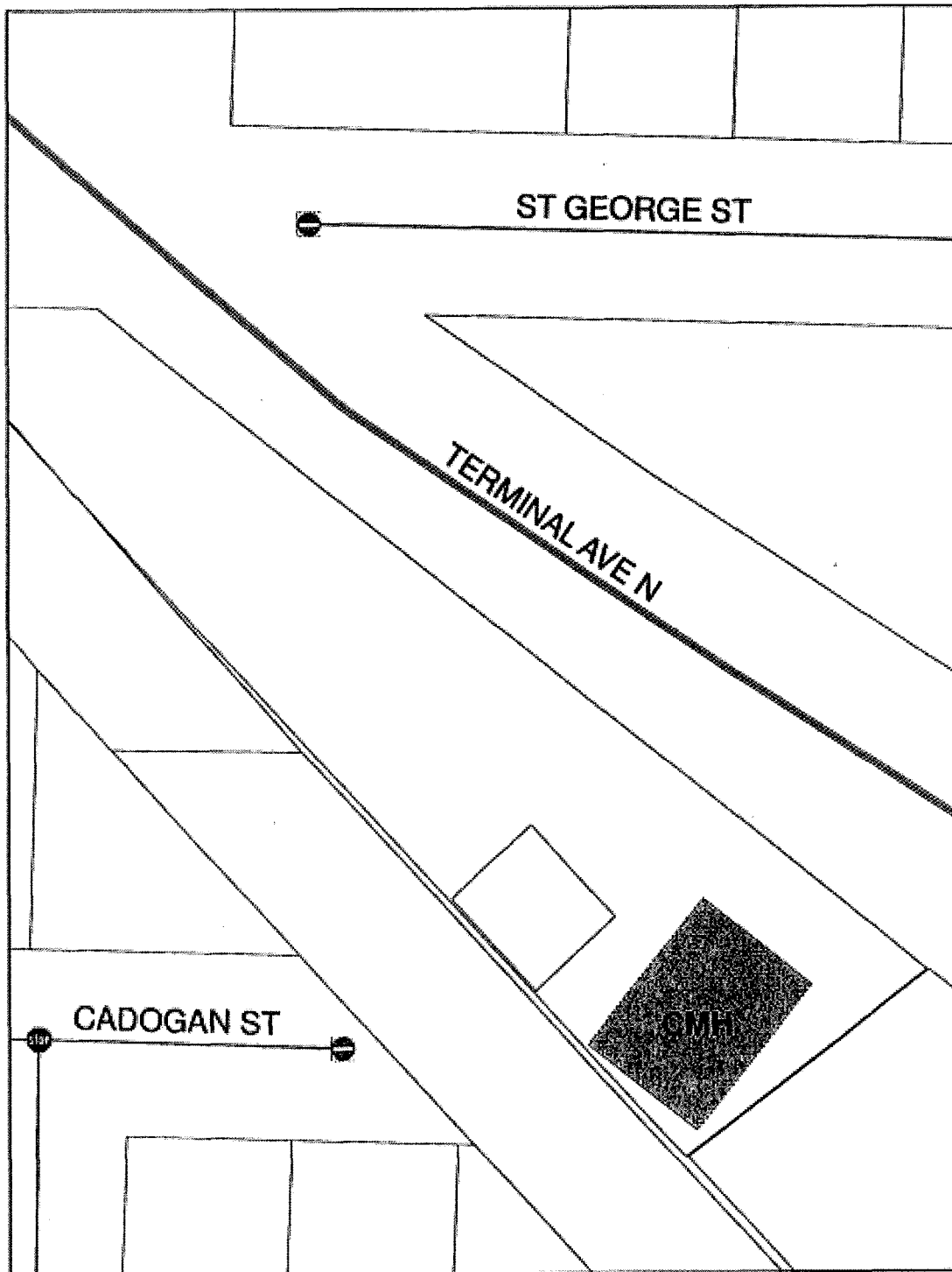
NANAIMO CURLING CLUB

1.1.5

Folio: 89095.000

Civic Address: 100 Wall Street

MAP 'D-4'

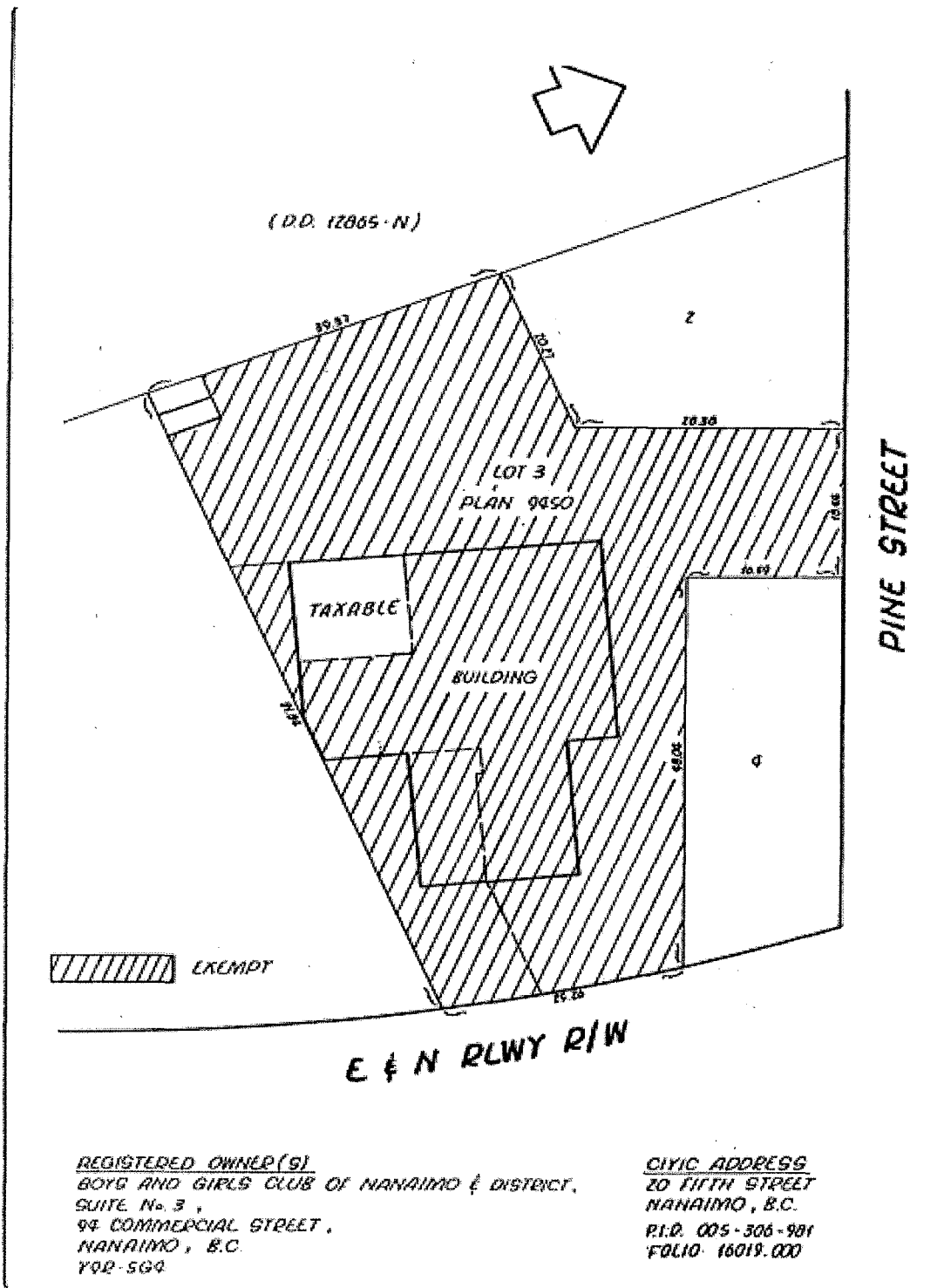


CANADIAN MENTAL HEALTH ASSOCIATION

CIVIC; 1045A Terminal Ave. North

FOLIO 85840.000

MAP 'D-5'



ANSEL - 304

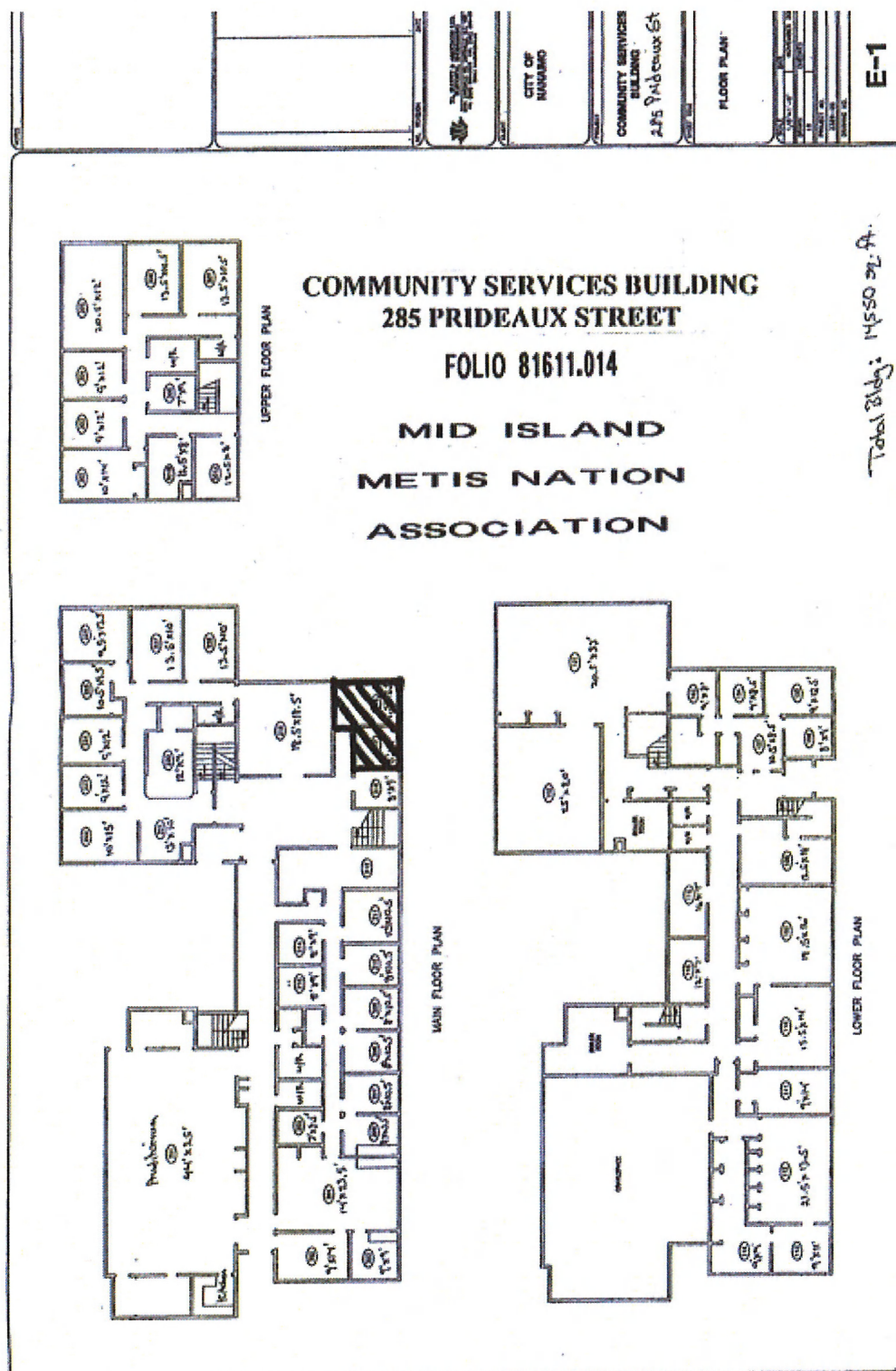


City of Nanaimo

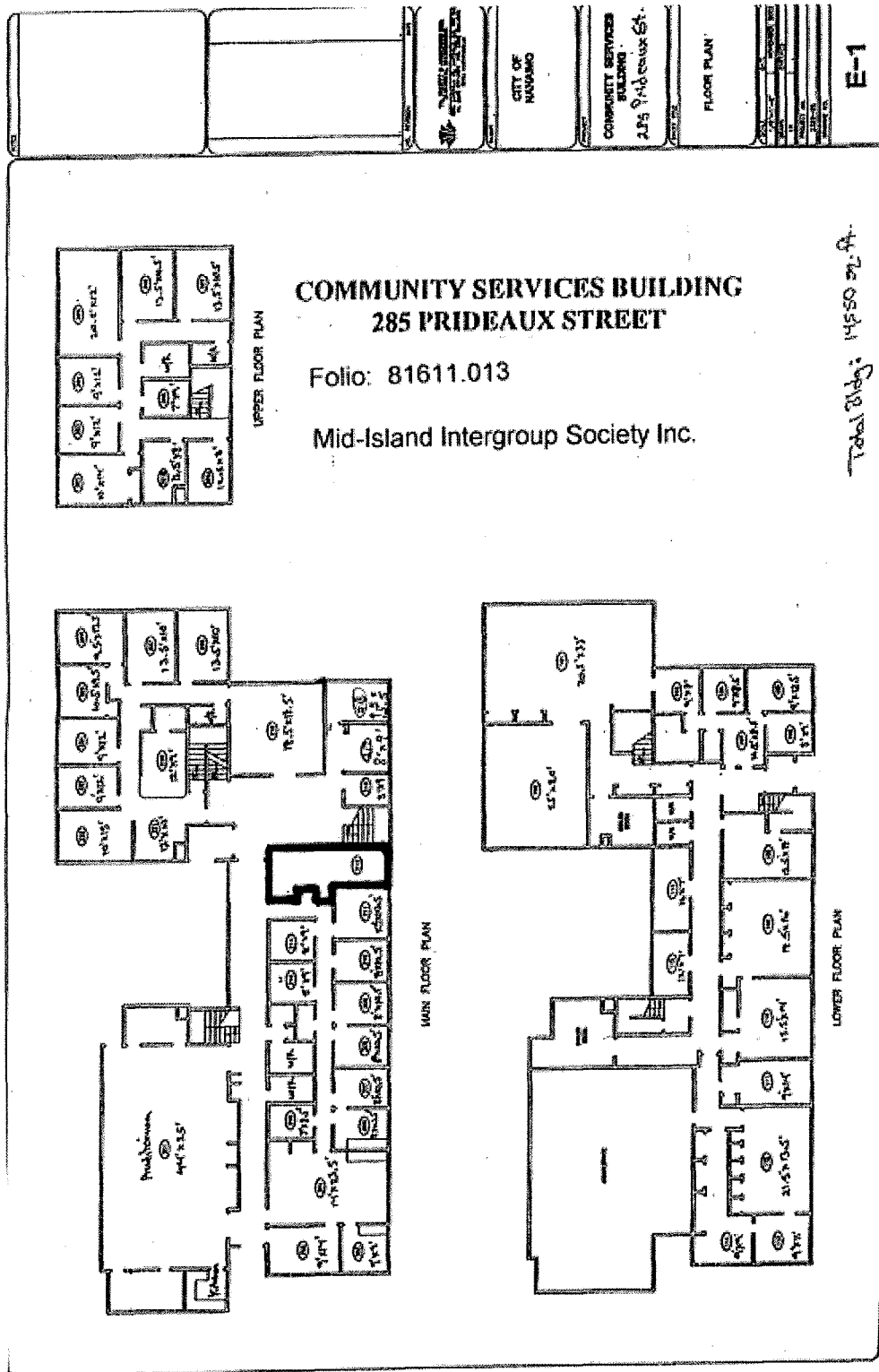
BOYS AND GIRLS CLUB
OF NANAIMO
(EXEMPT AS PER COUNCIL POLICY)

Scale: 1" = 500'
Drawn: ARD
Date: 1990-10-01
Dwg. No.

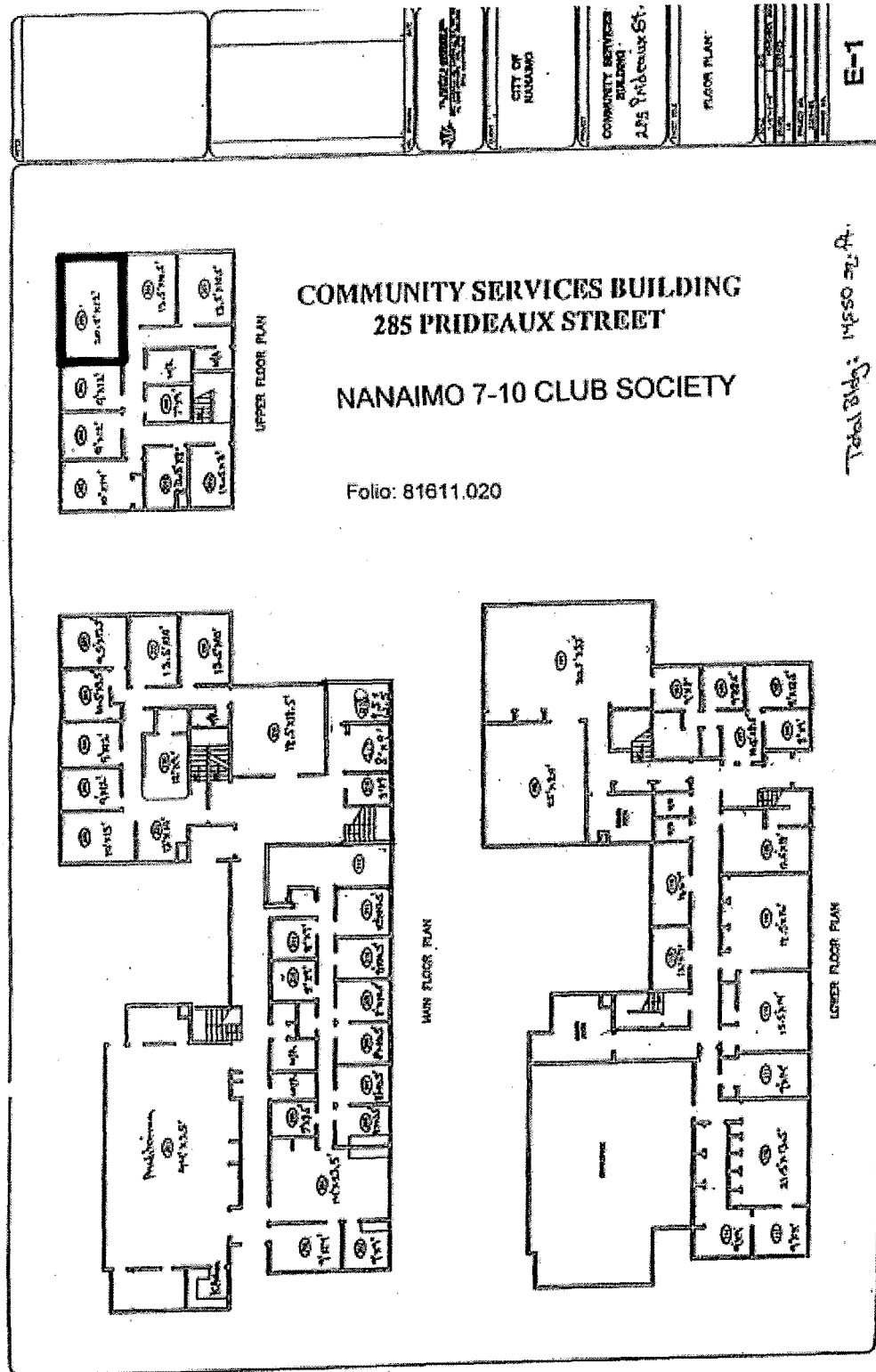
MAP 'D-7'



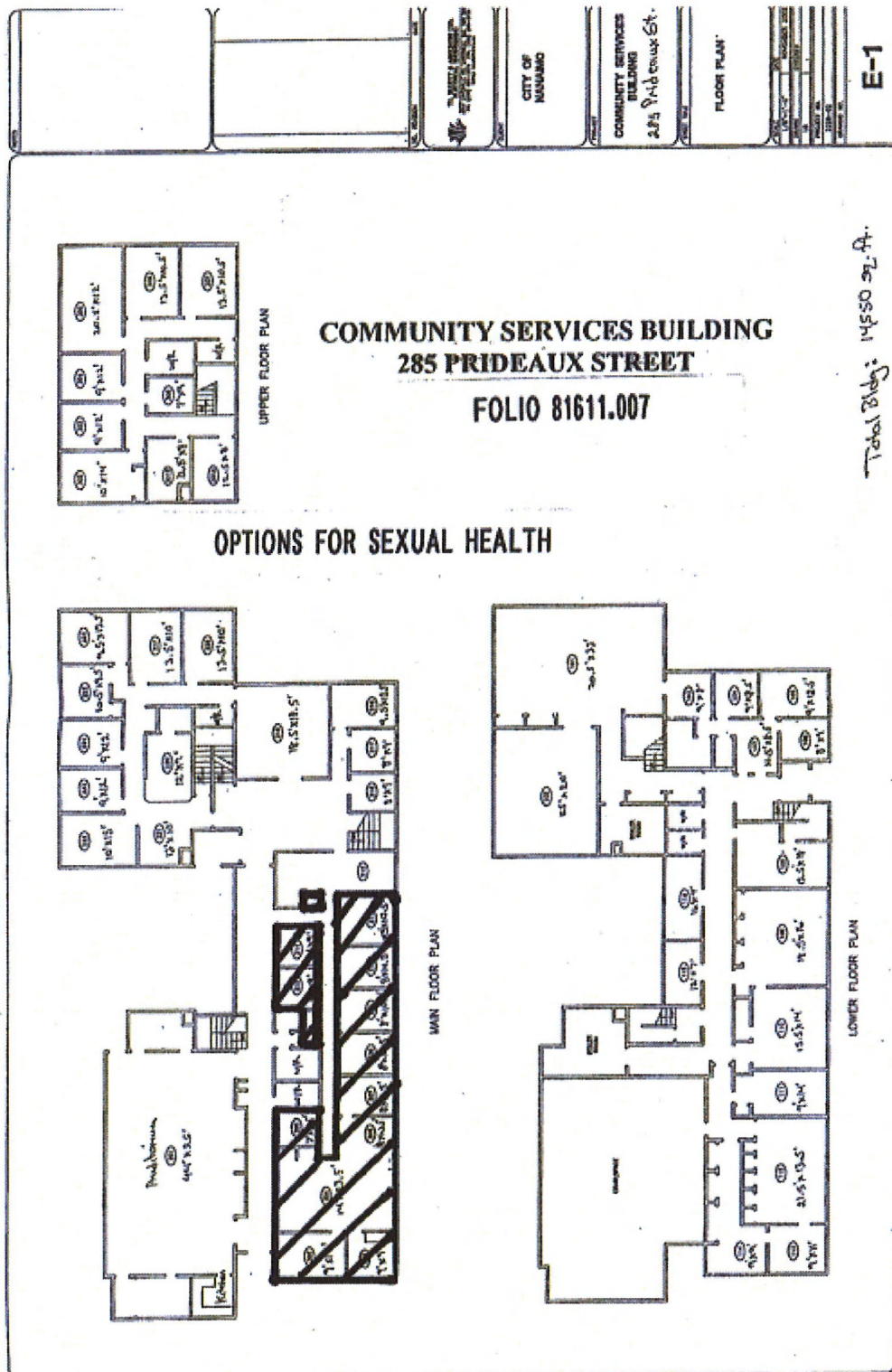
MAP 'D-8'



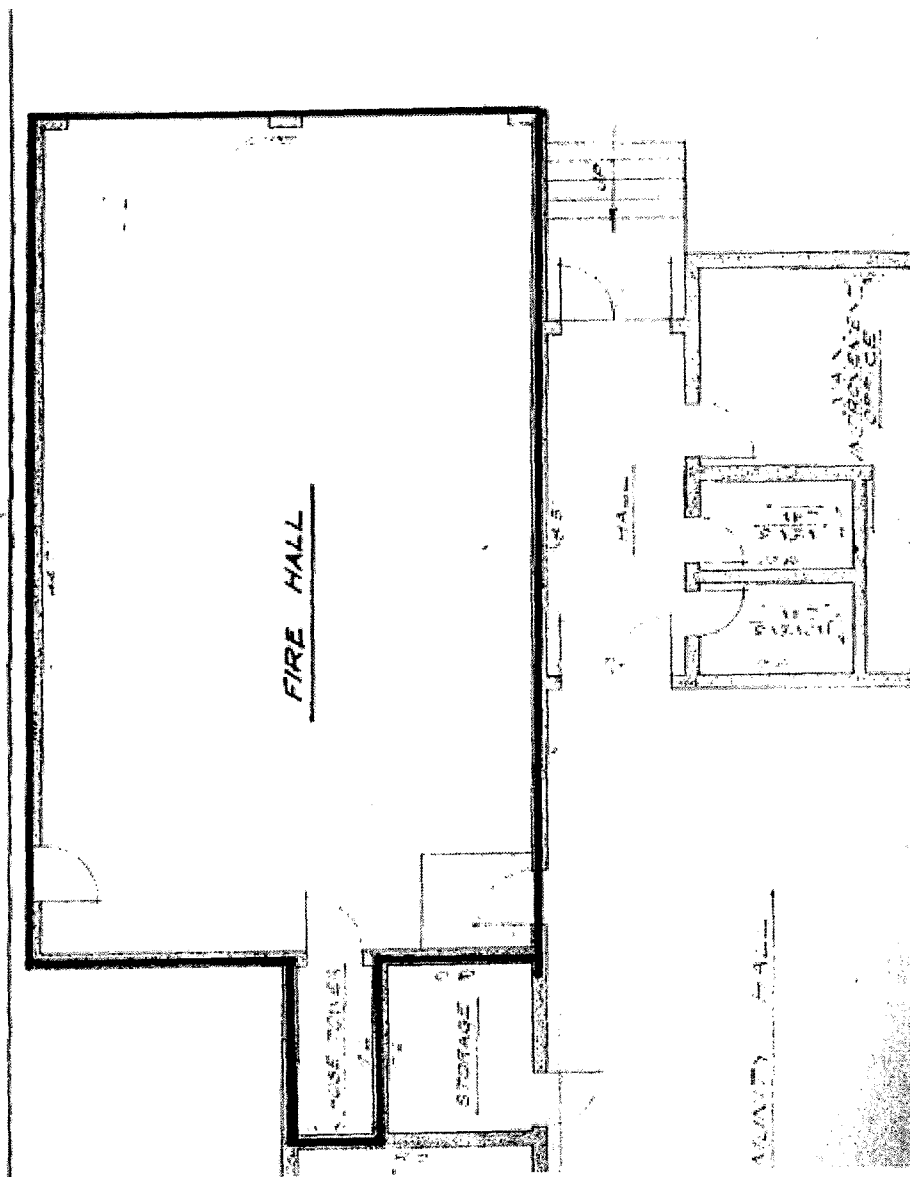
MAP 'D-9'



MAP 'D-10'

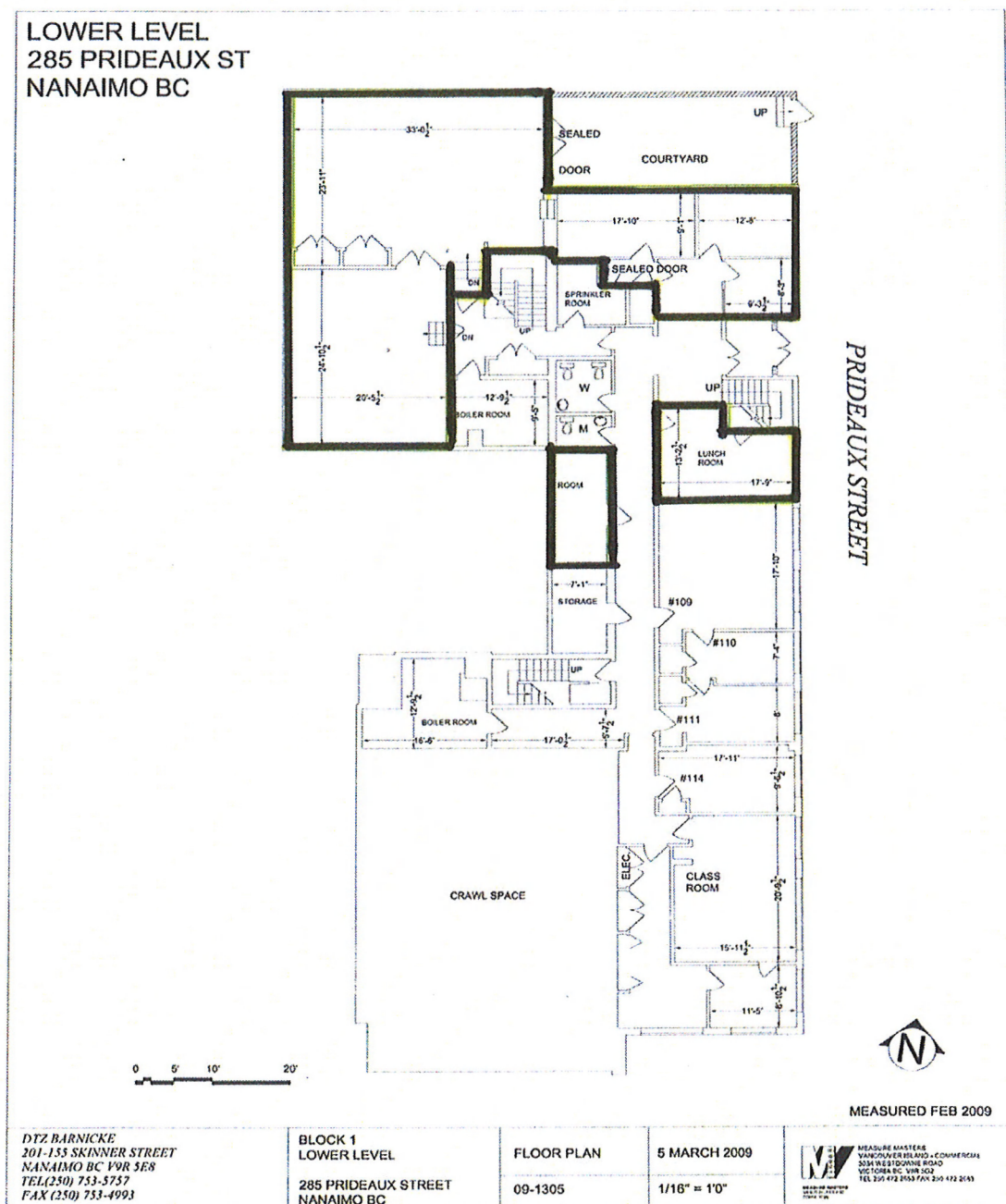


MAP 'D-11'



Folio: 16592.001
Civic: 195 Fourth Street
NANAIMO SEARCH & RESCUE SOCIETY

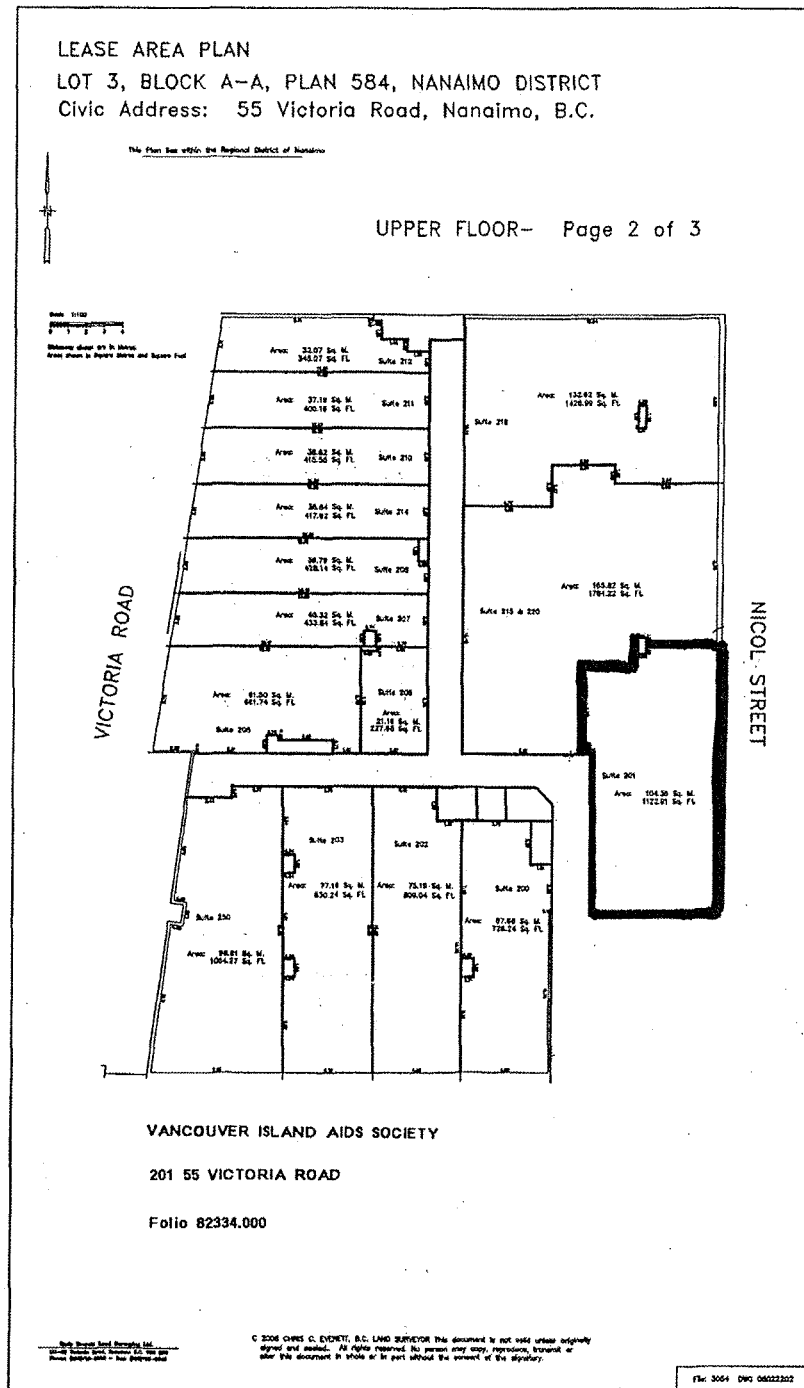
MAP 'D-12'



Folio: 81611.022
 Civic: Community Services Building – 285 Prideaux Street
NANAIMO BRAIN INJURY SOCIETY

40.13

MAP 'D-13'



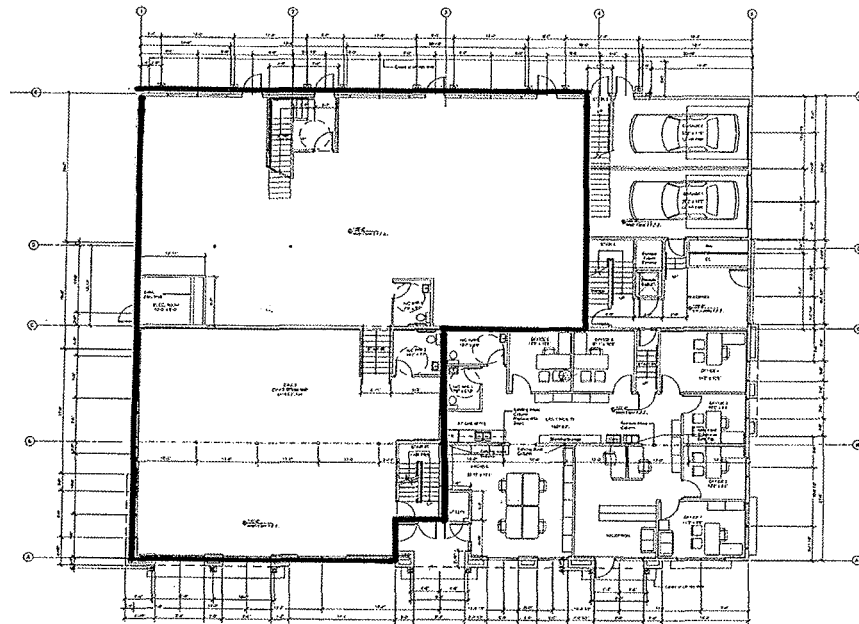
40.14

MAP 'D-14

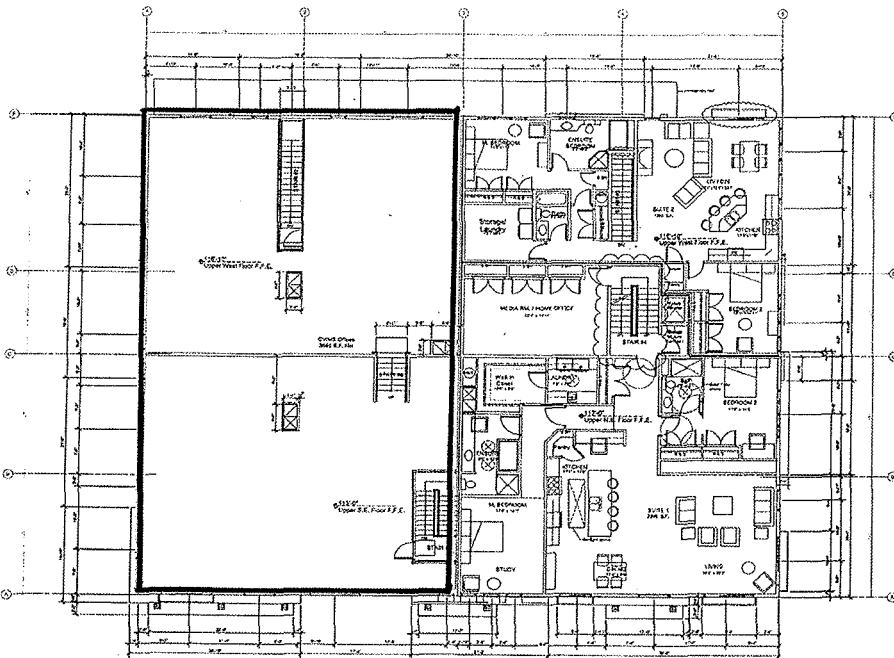


Folio: 81611.023
Civic: Community Services Building – 285 Prideaux Street
NANAIMO CITIZEN ADVOCACY ASSOCIATION

MAP 'D-15'



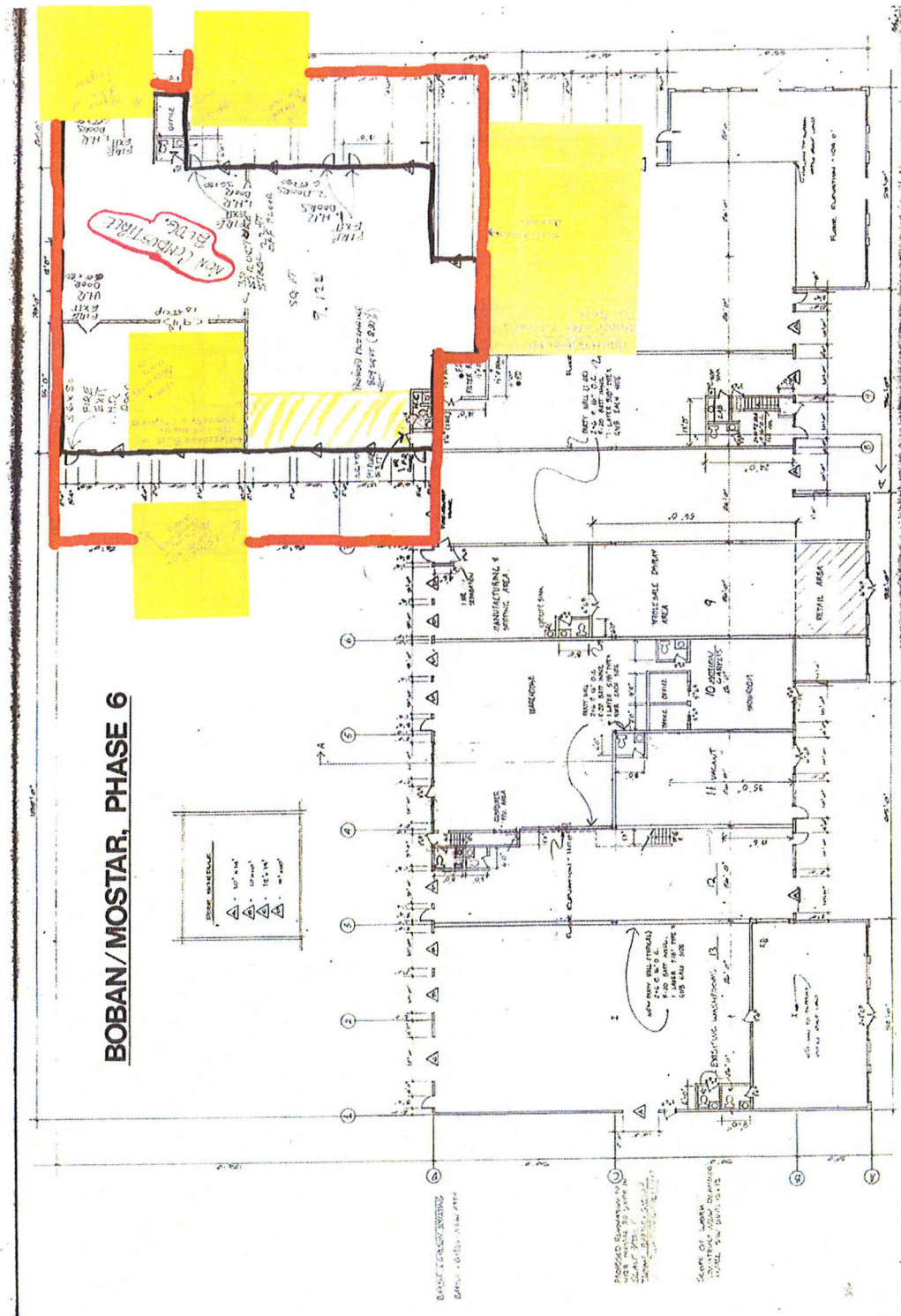
MAIN FLOOR



TOP FLOOR

Folio: 86081.000
Civic: 101 319 Selby Street
CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

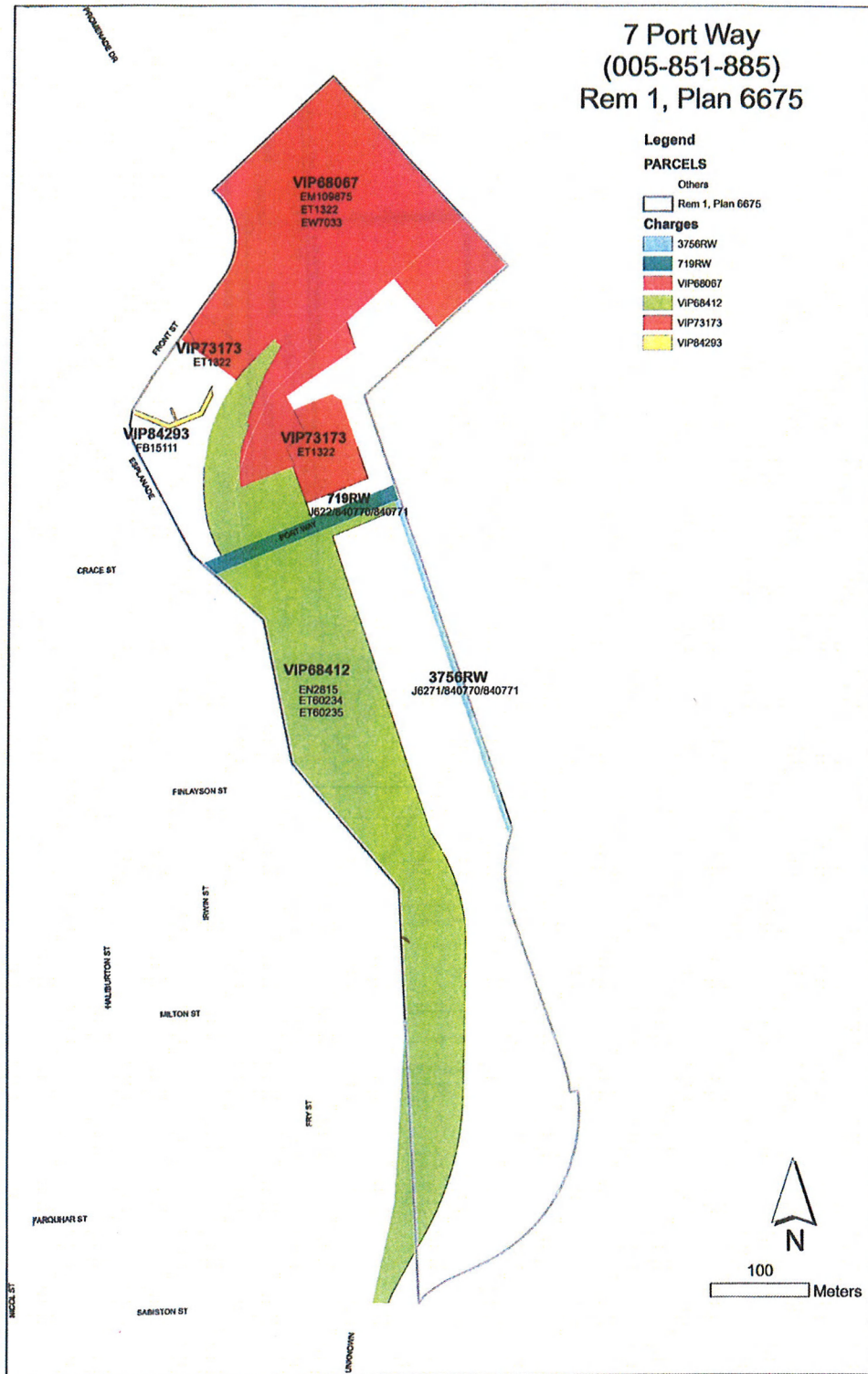
MAP 'D-16'



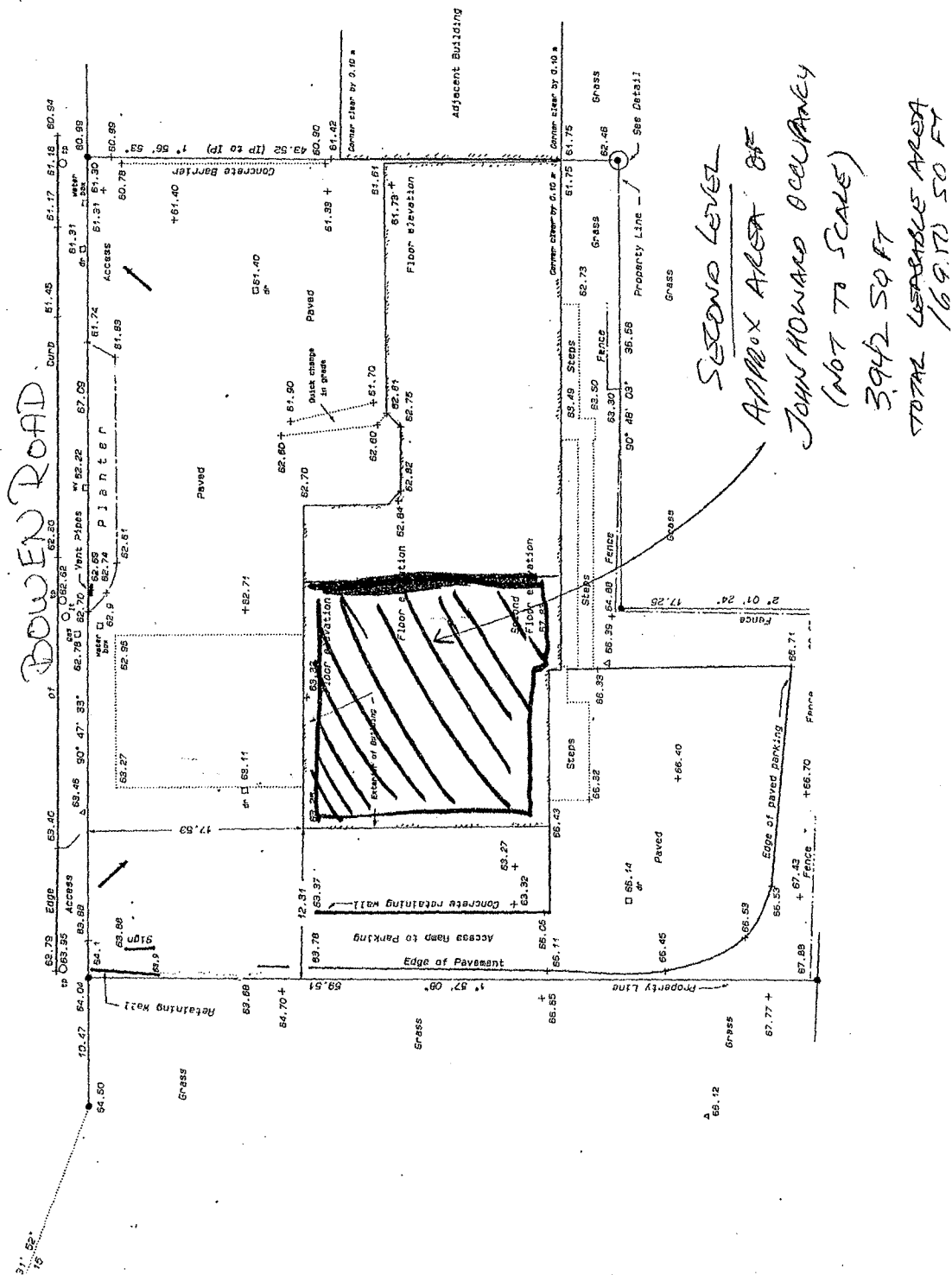
Folio: 07375.585
Civic: 4148 Mostar Road
HABITAT FOR HUMANITY MID-VANCOUVER ISLAND

40.17

MAP 'D-17'



Folio: 84750.000 Civic: 7 Port Drive
 Folio: 84750.100 Civic: 7 Port Drive
 Folio: 84758.000 Civic: 1161 Milton Street
ISLAND CORRIDOR FOUNDATION



Folio: 86186.000
Civic: 1585 Bowen Road
NANAIMO REGION JOHN HOWARD SOCIETY

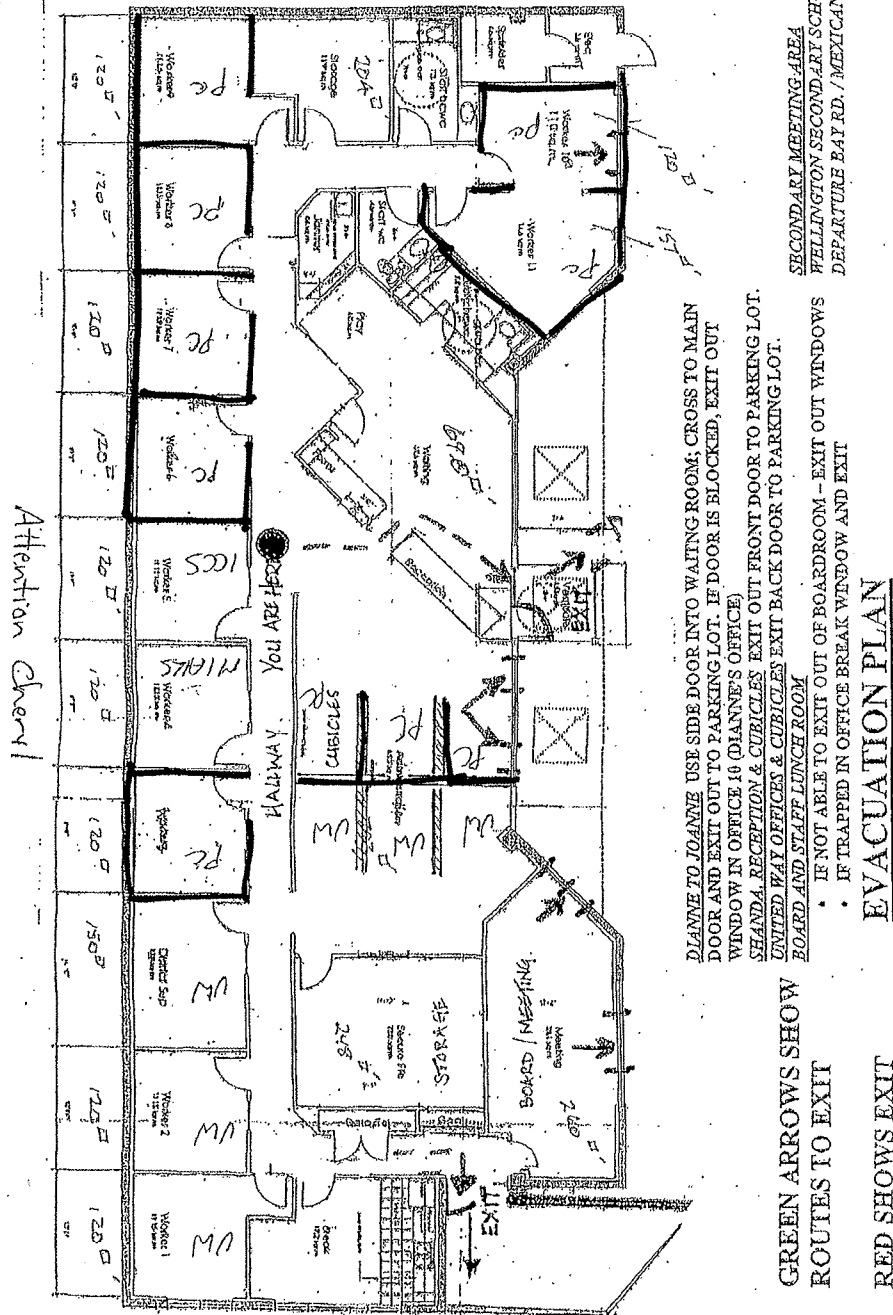
40.19

MAP 'D-19'

11/MAY/2012/FRI 12:55 PM PACIFIC CARE

FAX No. 250-756 2021

P. 001/001

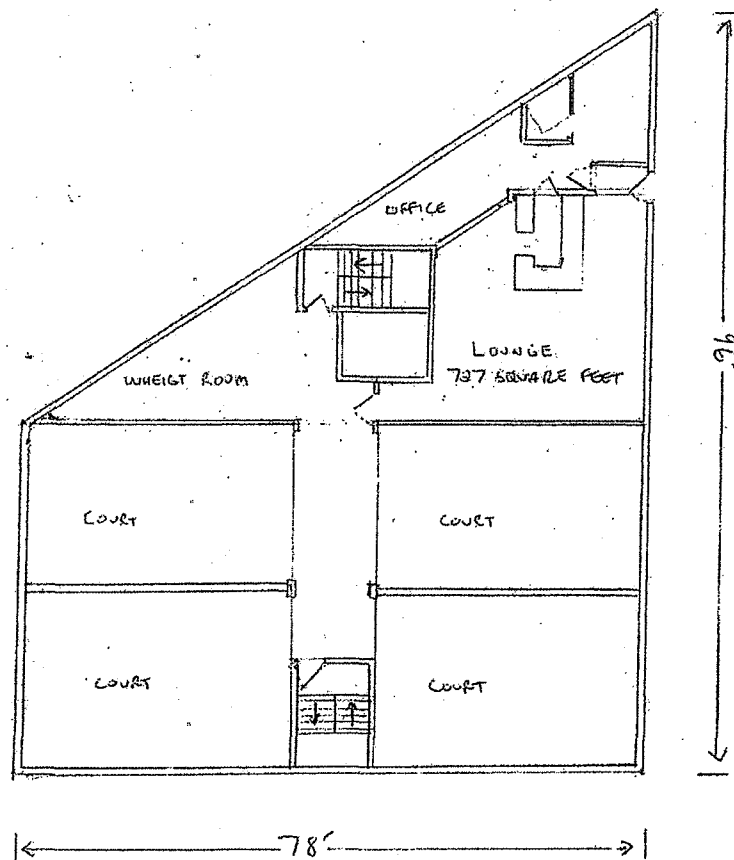


NANAIMO SQUASH CLUB

TOTAL SQUARE FOOTAGE 7993

LOUNGE SQUARE FOOTAGE 727

PERCENTAGE OF BUILDING USED FOR LOUNGE = 9.1%

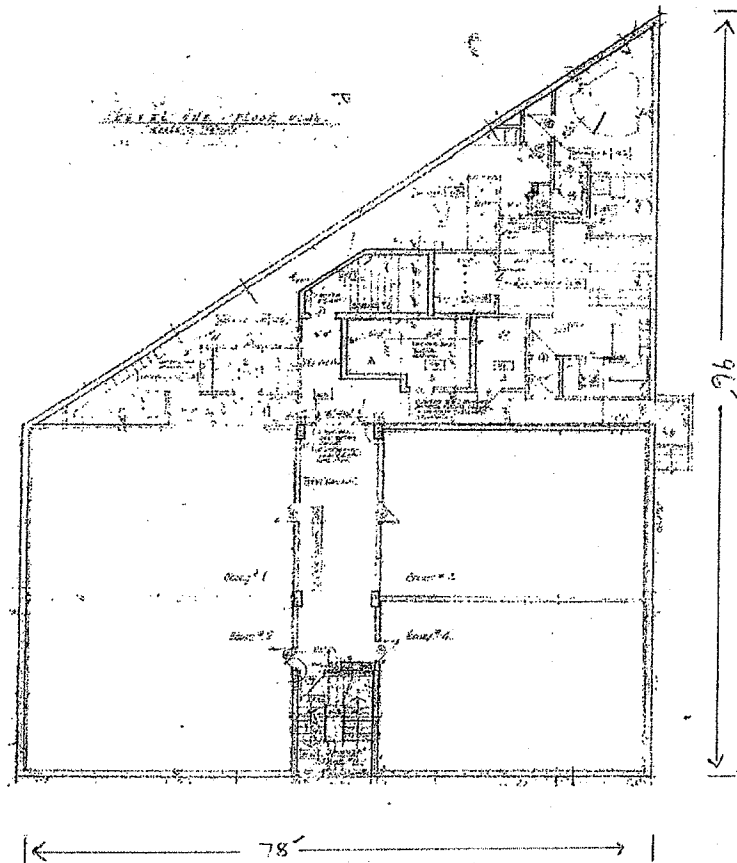


MEZZANINE LEVEL 2498 SQUARE FEET

MAP 'D-21'

Plan of space leased:

NANAIMO SQUASH CLUB



GROUND LEVEL 5495 SQUARE FEET

REPORT TO COUNCIL

DATE OF MEETING: 2013-DEC-02

AUTHORED BY: COUNCILLOR DIANA JOHNSTONE, CHAIR, GRANTS ADVISORY COMMITTEE

RE: 2013 GRANTS ADVISORY COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That Council:

1. deny the Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) (OG-03) an Other Grant in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014;
2. award a Security Check Grant to Nanaimo Arts Alive Summer School of the Fine Arts Society (SC-02) in the amount of \$435; and,
3. transfer the yearly budgeted \$2,000 in the Grants Advisory Committee budget for Security Check Grants to the Other Grants category, once the Provincial government starts paying for criminal record checks for volunteers and employees of non-profit organizations (2013-NOV-30).

PURPOSE:

The purpose of this report is to outline the Committee's recommendation regarding the Other Grant and Security Check Grant applications received.

BACKGROUND:

The Grants Advisory Committee met on 2013-NOV-20.

The Grants Advisory Committee has reviewed in detail the financial data and background information provided by the applicants. Recommendations are made in accordance with the Grants Policy and Guidelines adopted by Council.

The Committee recognizes both the limited funding that the City has available and the excellent community services provided by the various organizations. We are hopeful that the funds allocated by Council will allow the organizations in need of assistance to continue to provide their valuable services.

Council is permitted to (but not required to) exempt certain organizations from property taxation. Sections 224, 225, 226 of the *Community Charter* identify situations in which Council may exercise discretion in granting full or partial exemptions from taxation. These exemptions must be adopted by bylaw, by the 31st of October of the year preceding exemptions.

DISCUSSION:

Other Grants Category

Application OG-03 Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team)

The Committee recommends that Council deny the Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) an Other Grant in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014.

Security Check Grants Category

Application SC-02 Nanaimo Arts Alive Summer School of the Fine Arts Society

The Committee recommends that Council grant the Nanaimo Arts Alive Summer School of the Fine Arts Society a Security Check Grant in the amount of \$435 as they must have security checks performed by the R.C.M.P. on their employees and/or volunteers.

The Committee recommends that Council transfer the yearly budgeted \$2,000 in the Grants Advisory Committee budget from Security Check Grants to the Other Grants category, once the Provincial government starts paying for criminal record checks for volunteers and employees of non-profit organizations (2013-NOV-30). The motion carried.

Respectfully submitted



Councillor Diana Johnstone
Chair, Grants Advisory Committee

Drafted: 2013-NOV-21

DH/tw

G:\ADMINISTRATION\Committees\Grants Advisory Committee\2013 Grants\2013-DEC-18\2013DEC02_CouncilReport.docx

GRANTS ADVISORY COMMITTEE
2014 Grant Applications

Other Grants 275000 - 1334

Subtotal: Other Grants 275000 - 1334

Permissive Tax Exemptions 275000 - 1332

Subtotal: Permissive Tax Exemptions 27500 - 1332

Security Check Grants 275000 - 1329

Subtotal: Security Check Grants 275000 - 1329

Totals

Nanaimo 7-10 Club Society - 50% rent reduction for 2013 only
was approved by Council. Funded from 2013 Council Contingency.

2014 Budget (Provisional)	14,000.00
Add: Transfer from Council Contingency	0.00
Add: Transfer from Council Contingency	0.00
Add: Transfer from Prior Year	
Less: Grants Awarded	0.00
Remaining Budget (Provisional)	<u>14,000.00</u>

2008 Grant	2009 Grant	2010 Grant	2011 Grant	2012 Grant	2013 Grant	2014 Request	2014 Recommend	2014 Awarded	Remaining Budget
									7,000.00
									7,000.00
									7,000.00
									7,000.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00
									5,000.00
								-	5,000.00
								-	5,000.00
								-	5,000.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
									2,000.00
									2,000.00
									2,000.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00



1850-01

**Empowering BC's School Children
To Choose a Drug-Free Life**

RECEIVED

DEC 11 2013

MAYOR'S OFFICE

Board of Directors

Greg Tedesco
CFO,
Abacus Private Equity
Chuck Doucette
Founding member of
D.A.R.E. BC and
Retired RCMP Officer

C/Supt Kevin Debruyckere
RCMP Deputy Criminal
Operations Officer
Federal Policing in BC
S/Sgt. Anthony Choy
Provincial Coordinator
RCMP Drugs &
Organized Crime
Awareness Service
Mike Yau
Probation Officer
Ministry of the Attorney
General

Michelle Moriarty
Lawyer
Legacy Tax+ Trust
Lawyers
Sgt. Gus Papagiannis
District Coordinator
RCMP Drugs &
Organized Crime
Awareness Service

Peter Louwe
Media Relations Officer
Greenpeace Canada

Lainie Goddard
Manager
RCMP Administration
Richmond

Ester Ho
Executive Director,
Integration Youth
Services Society

Lynne Mahood
HR Consultant

Colin Grant
Risk Consultant

Charity Registration
Number 89140 7413
RR0001

December 2, 2013

Mayor John Ruttan
455 Wallace Street
Nanaimo, BC V9R 5J6

RE: Request for Funding to Support Nanaimo's D.A.R.E. Program

Dear Mayor Ruttan,

As you may know, each year local RCMP officers teach the Drug Abuse Resistance Education (DARE) Program to many of Nanaimo's Grade 5 and 6 school children to empower them to avoid the use of drugs and alcohol by making healthy choices. While the program is offered at no cost to schools, the cost of the students' learning materials is covered by funds raised from within Nanaimo.

D.A.R.E. BC is a charitable organization which partners with the RCMP to help raise these funds. The learning materials cost \$10 per student.

During the last two school years insufficient funds were raised in to cover the full cost of the materials for your students.

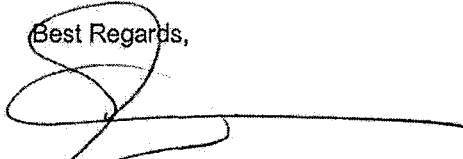
Last year, D.A.R.E. BC undertook a special appeal to service clubs and PACs which raised \$2,500, less than the cost of learning materials for the 1,033 who took the program during the 2012-13 school year, leaving a \$7,830 shortfall which was again covered from our reserve fund. Unfortunately, this fund is now depleted.

We will continue our best efforts to raise sufficient funds within Nanaimo to cover the full cost of delivering the program during the current 2013-14 school year. However, it is unlikely we will be able to raise sufficient funds to cover the full cost of the program from community groups alone.

D.A.R.E. BC is appealing to Nanaimo City Council to make a commitment to cover the anticipated shortfall in funding. Without such a commitment some students may not receive a full set of learning materials. A number of other municipalities in B.C. provide annual grants to support the D.A.R.E. program in their community. We are requesting that Nanaimo does the same.

If you would like to learn more about the D.A.R.E. program, a local D.A.R.E. Officer would be pleased to make a presentation to your council. To arrange for a presentation, please contact Sgt. Gus Papagiannis by phone (778-290-2081) or by email (gus.papagiannis@rcmp-grc.gc.ca). I have attached an overview of D.A.R.E. BC's partnership with the RCMP. Additional information is available on our website (www.darebc.com). Thank you for considering our request to support Nanaimo's D.A.R.E. Program.

Best Regards,



Gary Cleave
Development Officer

The D.A.R.E. BC Society
RCMP 'E' Division Headquarters
Mail Stop #601
14200 Green Timbers Way,
Surrey, BC V3T 6P3
dare@darebc.com
www.darebc.com



Empowering B.C.'s School Children
to Choose a Drug-Free Life

www.darebc.com

Table of Contents

D.A.R.E. BC's Mission.....	3
The D.A.R.E. Program.....	3
Accessibility.....	4
Funding Partnerships and Community Supporters.....	4
D.A.R.E. Communities	5
Board of Directors	6



D.A.R.E. BC's Mission

Drug abuse is one of our society's most corrosive social problems and with the movement to legalize the use of marijuana the need for prevention programs targeted at youth has never been greater.

The D.A.R.E. BC Society is a Canadian registered charity (CRA Registration # 89140 7413 RR0001) whose purpose is to empower the children of British Columbia with the critical thinking and life skills necessary to choose a drug-free life. The Society's primary mission is to support the delivery of the RCMP's Drug Abuse Resistance Education Program to BC's Grades 5 and 6 school children.

The Society was established over decade ago in the community of Prince George, BC. Since its inception well over 100,000 BC school children have taken D.A.R.E., making it the most widely used and comprehensive youth drug prevention program in BC. Over 250 police officers teach D.A.R.E. each year to 12,000 Grade 5 or 6 school children in over 100 BC communities (see page 5). D.A.R.E. has been so successful that it has become the foundation of the RCMP's Community Prevention Education Continuum which is a community-lead, police-assisted, comprehensive drug prevention strategy encompassing youth from Kindergarten through to Grade 12.

D.A.R.E. BC's ongoing mission is to provide the RCMP with the resources and support needed to deliver the D.A.R.E. program to Grade 5 and 6 students in every community in the British Columbia.

The D.A.R.E. Program

The D.A.R.E. Program is a comprehensive school-based drug prevention program taught by police officers to children at the Grade 5/6 level. The program is delivered over a 10-week period, and each lesson is presented in a fun and factual way, designed to maximize student participation using an interactive workbook.

The D.A.R.E. Officers partner with classroom teachers to build protective factors for children by providing information and social skills needed to live drug- and violence-free.

D.A.R.E. also provides opportunities to establish positive relationships among police, children, parents, teachers and other community members.

A 2007 survey of the British Columbia students, parents, teachers and principals had an extremely positive view of the D.A.R.E. program. Of the 5,337 students surveyed, 93% agreed that they learned new ways to make good and informed decisions about the use of alcohol, tobacco and drugs by attending the D.A.R.E. program. In addition, 95% felt the D.A.R.E. program would help them to decide against using drugs in the future.

Over 96% of the 3,050 parents surveyed felt D.A.R.E. had a positive effect on their children's attitudes towards drugs and on their children's decision-making skills. Of 284 teachers surveyed, 97% expressed very positive feelings about having D.A.R.E. officers in their classrooms to deliver the program.

Principals also showed strong support for the program and agreed that D.A.R.E. had a positive effect on their school's students. Of the 200 school principals surveyed, 96% felt the program fully met their professional educational standards and practices.

Accessibility

- The D.A.R.E. BC Society is committed to ensuring that the program is inclusive of everyone, regardless of race, colour, ancestry, place of origin, language, religion, marital status, family status, physical or mental ability, gender, sexual orientation, gender identity or income.
- The program is offered in both official languages – English and French.
- A brail version of the student workbook has been developed for students with low vision.
- The program is provided at no cost to students, parents, teachers and schools to ensure financial restraints do not exclude anyone from participation in the program.
- D.A.R.E. Officers receive training on techniques for teaching the program to students with learning disabilities.
- Almost 18% of students graduating from the program are from Aboriginal communities.
- D.A.R.E. Officers teaching the program represent a wide variety of ethnic and religious backgrounds.

Funding Partnerships and Community Supporters

- D.A.R.E. Officer salaries are covered by the RCMP detachments which offer the D.A.R.E. Program to school children in the communities they serve.
- The RCMP also recruits D.A.R.E. Officers from Canadian Border Services, the Department of Oceans and Fisheries, the BC Corrections Service, Canadian Forces Police and municipal police. These agencies cover the salary costs of the D.A.R.E. Officers in their communities.
- The Federal RCMP and the B.C. Ministry of Justice cover the salary costs the RCMP's Drugs and Organized Crime Awareness Service Coordinators who oversee the delivery of the D.A.R.E. program and help to establish community-lead, police-assisted, comprehensive youth drug prevention strategies encompassing youth from Kindergarten through to Grade 12.
- Our education partners include 800 BC schools which support the delivery of the D.A.R.E. Program. Teachers and principals welcome D.A.R.E. because the program directly supports the goals and prescribed learning outcomes of the Health and Career Education curriculum for BC schools.
- Many community organizations contribute generously to cover a portion of the cost of D.A.R.E. learning materials for students in their community.

DARE Communities

The D.A.R.E. program is offered in the following BC communities

Agassiz	Gold River	Pemberton
Ahousaht	Golden	Port Alberni
Alert Bay	Granisle	Port Hardy Port McNeil
Alexis Creek	Grand Forks	Powell River
Anahim Lake	Hope	Prince Rupert
Atlin	Houston	Prince George
Barriere	Hudson's Hope	Princeton
Bella Coola	Invermere	Quadra Island
Bella Bella	Jaffray	Qualicum
Bowen Island	Kamloops	Qualicum Beach
Boston Bar	Keremeos	Queen Charlotte
Bowser	Kimberley	Quesnel
Burns Lake	Kitimat	Revelstoke
Colwood	Ladysmith	Richmond
Campbell River	Lake Cowichan	Rosland
Canal Flats	Langford	Salmo
Castlegar	Lillooet	Salmon Arm
Chase	Logan Lake	Shawnigan Lake
Chetwynd	Lytton	Sicamous
Chemanius	Mackenzie	Sidney
Comox	McBride	Smithers
Coombs	Maple Ridge	Sooke
Courtenay	Masset	Sparwood
Cranbrook	Merritt	Squamish
Cumberland	Midway	Stewart
Dawson Creek	Mission	Summerland
Duncan	Metochosin	Takla Landing
Edgewater	One Hundred Mile House	Tumbler Ridge
Elkford	Nanaimo	Tofino
Enderby	Nelson	Ucluelet
Esquimalt	New Hazelton	Vanderhoof
Fernie	New Aiyansh	Valemont
Fort St. James	New Denver	View Royal
Fort St. John	North Cowichan	Wells
Fort Nelson	North Vancouver	Williams Lake
Fraser Lake	Oliver	Windermere
Fruitvale	Osoyoos	Whistler
Gabriola Island	Parksville	White Rock
	Penticton	

D.A.R.E. BC Society Board of Directors 2013/2014

The D.A.R.E. BC Society is governed by a volunteer Board of Directors who are committed to empowering BC's youth with the critical thinking and decision making skills to choose a drug free life.

President Greg Tedesco
Chief Financial Officer,
Abacus Private Equity

Vice President Colin Grant
Financial Services Consultant

Past President Chuck Doucette
Founding member of D.A.R.E. BC and Retired RCMP Officer

Treasurer Evelyn Miquel
Accounting Manager, University of BC

Secretary Sgt. Gus Papagiannis
District Coordinator RCMP Drugs & Organized Crime Awareness Service

C/Supt Kevin Debruyckere
RCMP Deputy Criminal Operations Officer Federal Policing in BC

S/Sgt. Anthony Choy
Provincial Coordinator RCMP Drugs & Organized Crime Awareness Service

Mike Yau
Probation Officer, Ministry of the Attorney General

Sgt. Gus Papagiannis
District Coordinator RCMP Drugs & Organized Crime Awareness Service

Jeffrey Helm
Research Manager, University of BC

Michael Jaswal
Secondary Vice Principal Richmond School District

Emmanuel Adjel-Achampong
Elementary
Vice Principal, Richmond

Lainie Goddard Manager
Richmond RCMP Administration
Esther Ho
Executive Director, Integration Youth Services Society
Rob S. Johal
Financial Planning Consultant

Stephanie Stroppa
IT Administrative

**CITY OF NANAIMO
EVALUATION
PERMISSIVE TAX EXEMPTION
THREE YEAR REVIEW**

Name of Organization: Central Vancouver Island Multicultural Society

Grant No. RPTE-01

Criteria:	Meets Criteria:		Statement of Purpose: All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.
	Yes	No	
➤ the property <u>must</u> be recommended for a Permissive Tax Exemption in the following year; and			
➤ the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;			
➤ the organization can demonstrate a financial need;			
➤ must adhere to all of the City of Nanaimo's bylaws and policies.			
Amount Requested:	\$		Amount Recommended:
Grant Awarded:	Yes	No	
			\$
Discussion:			
Notes:			



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPTE-01

ORGANIZATION:		DATE: <div style="font-size: 1.2em;">NOV 4, 2013</div>	
ADDRESS: Central Vancouver Island Multicultural Society #101 - 310 Selby St. Nanaimo, BC V9R 2R4		PRESIDENT: <div style="font-size: 1.2em;">SHARON JENSEN</div>	
		SENIOR STAFF MEMBER: <div style="font-size: 1.2em;">HILDE SCHLOSAR</div>	
		POSITION: <div style="font-size: 1.2em;">EXECUTIVE DIRECTOR</div>	
		CONTACT: <div style="font-size: 1.2em;">HILDE SCHLOSAR</div>	
TELEPHONE: <div style="font-size: 1.2em;">250-753-6911</div>		TELEPHONE: <div style="font-size: 1.2em;">250-753-6911</div>	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: <div style="font-size: 1.2em;">IMMIGRANT SERVICES ENGLISH LANGUAGE CLASSES, EMPLOYMENT SERVICES, INTERPRETING, DIVERSITY/ANTI-RACISM PROGRAMS</div>			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: <div style="font-size: 1.2em;">NANAIMO AREA (LADYSMITH-PARKSVILLE)</div>			
NO. OF FULL TIME STAFF: <div style="font-size: 1.2em;">22</div>		NO. OF PART TIME STAFF: <div style="font-size: 1.2em;">6</div>	
NO. OF COMMUNITY VOLUNTEERS: <div style="font-size: 1.2em;">187</div>		NO. OF VOLUNTEER HOURS PER YEAR: <div style="font-size: 1.2em;">2000</div>	
NO. OF MEMBERS: <div style="font-size: 1.2em;">176</div>		MEMBERSHIP FEE: <div style="font-size: 1.2em;">\$10/PERSON, \$20/FAMILY</div>	
CLIENTS SERVED, LAST YEAR: <div style="font-size: 1.2em;">1350</div>		CLIENTS SERVED, THIS YEAR (PROJECTED): <div style="font-size: 1.2em;">1450</div>	
B.C. SOCIETY ACT REG. NO.: <div style="font-size: 1.2em;">S-15303</div>		REVENUE CANADA CHARITABLE REG. NO.: <div style="font-size: 1.2em;">13201 8235 60001</div>	
CURRENT BUDGET: <div style="font-size: 1.2em;">2.2 MIL.</div>		LEGAL DESCRIPTION OF PROPERTY: <div style="font-size: 1.2em;">LTR, SEC 1, PLN 27926, LD32</div>	
INCOME: <div style="font-size: 1.2em;">2.2 MIL</div>			
EXPENSES: <div style="font-size: 1.2em;">2.2 MIL</div>		TAX FOLIO NUMBER: <div style="font-size: 1.2em;">86081.000</div>	
NEXT YEAR PROJECTED: <div style="font-size: 1.2em;">1.6 MIL.</div>			
INCOME: <div style="font-size: 1.2em;">1.6 MIL.</div>		CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: <div style="font-size: 1.2em;">1.6 MIL.</div>			
SIGNATURE: <div style="font-size: 1.2em;">H. Schlosar</div>		TITLE/POSITION: <div style="font-size: 1.2em;">EXECUTIVE DIRECTOR</div>	
		DATE: <div style="font-size: 1.2em;">NOV. 5, 2013</div>	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).

CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the work of your organization in this community.

IMMIGRANT SERVICES, ENGLISH LANGUAGE CLASSES,
EMPLOYMENT SERVICES, ANTI-RACIST PROGRAMS, INTERPRETATION
SERVICES

2. What are your organization's specific priorities for the coming year?

TO MAINTAIN EXISTING SERVICES AND SEEK OUT ADDITIONAL
FUNDING TO MEET THE NEEDS OF OUR CLIENT

3. How does your organization ensure that its services address continuing and emerging community needs?

CLIENT SURVEYS, EVALUATIONS → REPORTING AS REQUIRED
BY ALL FUNDERS, LOGIC MODEL IDENTIFYING OUTCOMES,
COMMUNITY NETWORKING, MEMBERSHIPS → AFFILIATIONS,
Best practises,

4. Please describe the role of volunteers in your organization.

VOLUNTEERS ASSIST WITH TUTORING, HEALTH FAIR
+ SPECIAL EVENTS AT CIVICS; volunteer matching
with clients, mentoring, interpreting

5. Please list grants applied for/received from other governments or service clubs.

no grants. - we hold gov't
contracts secured through
RFP.

CITY OF NANAIMO GRANT QUESTIONNAIRE

6. Please list other City of Nanaimo grants applied for and/or received, including Operating Funding, grants from other Committees, etc.

N/A

7. Please provide details of fees for service in your organization, and how costs and fees are determined.

fees charged for interpreting, translation,
accent reduction and diversity training
as per market rates.

8. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.

N/A.

9. Please describe your policy and treatment of: capital, reserve or special purpose funds, and year-end surpluses or deficits.

surplus is annually allocated by the
board to cover ^{future} capital expenses (replacement,
repair), build our contingency fund (min.
25% of operating) ... cover any deficits,
fill service gaps

10. Please describe current or planned approaches to self generated income.

- contracts secured under RFP, CFP.
- fee for service
- donations, fundraising

CITY OF NANAIMO GRANT QUESTIONNAIRE

10. What will the effect be if you do not receive a permissive tax exemption from the City of Nanaimo?

IN 2014 we expect a significant reduction in our budget as several contracts end. Our largest contracts will also revert to the federal gov't with cuts and a tighter funding requirement. Our services and staffing will be reduced and we will not be able to fill service gaps.

11. How has the City's contribution been recognized?

In our annual report and list of donors; facebook, website



BC Registry
Services

PAID CHQ #6747
\$25.00
JUNE 28/13

REMINDER

Society Annual Report (Form 11)

Annual Report Fee: \$25.00

Change of Registered Office

Address: Additional \$15.00

2013 Annual Report

1. The information below is what we have on file. See last page for completion instructions.

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY
#101, 319 SELBY STREET
NANAIMO BC V9R 2R4

OFFICE USE ONLY

For immediate filing, Go To www.bcregistryservices.gov.bc.ca and file your annual report online. This provides instant processing of your annual report. See the last page for details.

2. Incorporation Number: S-0015303
Business Number: 132018235BC0001

Access Code: 128881984 used to file online

3. The date your 2013 Annual General Meeting was held is (YYYY/MM/DD):

2013/06/20

(If no Annual General Meeting was held in this calendar year, please write "NO MEETING HELD" in the date field above.)

4. The society's registered office addresses in B.C. are listed below. Enter new addresses in the space provided.

Physical Address (Must be a physical location; Post Office box only is not acceptable.)

#101, 319 SELBY STREET
NANAIMO BC V9R 2R4

Mailing Address

#101, 319 SELBY STREET
NANAIMO BC V9R 2R4

Same as physical address? ☒ Yes or No (circle one)

5. The society's directors on file are listed below. Please make updates/changes below.
(Addresses must be physical locations; Post Office box only is not acceptable and postal code is required.)

NOTE

One director must be a
B.C. resident.

Draw line through name if director has ceased.

If directors have been added or director information has changed,
make changes here.





Last name: AHUJI
First name (include initials): RAVNEET
Address (include postal code):
1725 NORTHFIELD RD
NANAIMO BC V9S 3B2

KISHAWI
SHARIF
3-444 BRUCE AVE
NANAIMO BC V9R 5W5

Last name: BOURCHICH
First name (include initials): YOUSSEF
Address (include postal code):
4812 NEY DR
NANAIMO BC V9V 1W6

KAILLY
MINDY
13152 PROSPECT DR
LADYSMITH, BC V9G 1G8

Last name: ENG
First name (include initials): PETER
Address (include postal code):
1420 ESTEVAN ROAD
NANAIMO BC V9S 3Y4

PIKE
GRAHAM
3500 WILTSHIRE DR
NANAIMO BC V9T 5K1

Last name: JENSEN
First name (include initials): SHARON
Address (include postal code):
828 BROOKFIELD DRIVE
NANAIMO BC V9R 0A4



Last name: PEARSON

First name (include initials): MILTON

Address (include postal code):

3569 SHELBY LANE

NANOOSE BAY BC V9P 9J8

SHAKESPEARE

MAVAEEN

6065 SEALAND RD.

NANAIMO BC V9V 1K4

Last name: WONG

First name (include initials): WINNIE

Address (include postal code):

#227 - 6439 PORTSMOUTH RD

NANAIMO BC V9V 1R6

6. Please provide an email address that we may use for future communications.

hschl@sar@cvims.org

7. Sign and certify this form.

I certify that this information is accurate and complete.

Signature:

Sharon Jensen, President B&D.
27/June/2013

NOTE

This must be signed by a
current director, officer or
solicitor.

8. Return form and fee to BC Registry Services.

Mailing Address:

PO Box 9431 Stn Prov Govt

Victoria BC

V8W 9V3

Physical Address:

2nd floor, 940 Blanshard Street

Victoria BC

V8W 3E6

NOTE

Annual Report filing fee is
\$25.00.

If you updated your
registered address, add
\$15.00 for a total fee of
\$40.00.

Questions? Call 1 877 526-1526 Extension 4.

Please make your cheque payable to Minister of Finance and write your Incorporation Number on the cheque.

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

FINANCIAL STATEMENTS

MARCH 31, 2013



Robert F. Fischer & Company*
CERTIFIED GENERAL ACCOUNTANT

*A Professional Corporation

Robert F. Fischer & Company*

CERTIFIED GENERAL ACCOUNTANT

13-327 Prideaux Street
Nanaimo, BC V9R 2N4
(250) 753-8287
Fax (250) 753-7453
rfischer@robertfischerco.ca

AUDITOR'S REPORT

To the Members of

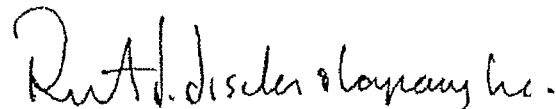
Central Vancouver Island Multicultural Society

I have audited the statement of financial position of Central Vancouver Island Multicultural Society as at March 31, 2013 and the statements of operations, changes in net assets, and cash flows for the year then ended. These financial statements are the responsibility of the Society's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion these financial statements present fairly, in all material respects, the financial position of the Society as at March 31, 2013 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Nanaimo, BC
June 11, 2013



ROBERT F. FISCHER & COMPANY INC.
CERTIFIED GENERAL ACCOUNTANT



Member: Certified General Accountants
Association of British Columbia

* A Professional Corporation


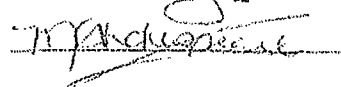
CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2013

	<u>2013</u>	<u>2012</u>
ASSETS		
CURRENT		
Cash and cash equivalents	\$ 245,076	\$ 402,834
Short-term investments	350,000	.
Accounts receivable	187,006	365,519
Prepaid expenses	<u>38,051</u>	<u>32,883</u>
	820,133	801,236
CAPITAL ASSETS (Notes 2 and 3)	<u>347,191</u>	<u>392,349</u>
	<u><u>\$ 1,167,324</u></u>	<u><u>\$ 1,193,585</u></u>
LIABILITIES		
CURRENT		
Accounts payable and accruals	\$ 22,394	\$ 19,754
Wages and benefits payable	60,446	44,962
Deferred revenue (Note 4)	<u>72,230</u>	<u>264,738</u>
	155,070	329,454
NET ASSETS		
NET ASSETS	<u>1,012,254</u>	<u>864,131</u>
	<u><u>\$ 1,167,324</u></u>	<u><u>\$ 1,193,585</u></u>

APPROVED BY THE DIRECTORS

 Director
 Director

The accompanying notes are an integral part of these financial statements

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED MARCH 31, 2013

	Invested in <u>capital assets</u>		<u>Unrestricted</u>	
			<u>2013</u>	<u>2012</u>
BALANCE, at beginning of the year	\$ 392,349	\$ 471,783	\$ 864,131	\$ 803,300
EXCESS OF REVENUE OVER EXPENDITURES FOR THE YEAR	<u>(60,184)</u>	<u>208,307</u>	<u>148,123</u>	<u>60,831</u>
	332,165	680,090	1,012,254	864,131
Investment in capital assets	<u>15,026</u>	<u>(15,026)</u>	<u>-</u>	<u>-</u>
BALANCE, at end of the year	<u>\$ 347,191</u>	<u>\$ 665,064</u>	<u>\$ 1,012,254</u>	<u>\$ 864,131</u>

The accompanying notes are an integral part of these financial statements

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED MARCH 31, 2013

	2013	2012
REVENUE		
Job Options	\$ 557,841	\$ 374,351
BCSAP - Settlement	555,565	452,191
BCSAP - ELSA	457,184	416,518
WBC - Diversity	146,600	112,500
EPBC - Employment services	125,626	212,558
ASPECT	91,273	123,170
Diversity program	83,750	93,598
Other program activities	<u>44,775</u>	<u>57,267</u>
	<u>2,062,614</u>	<u>1,842,153</u>
EXPENDITURES		
Wages and benefits	1,234,918	1,172,565
Direct client costs	191,555	139,291
Rent (Note 5)	152,701	157,617
Office and miscellaneous	93,870	81,166
Repairs and maintenance	43,182	42,893
Advertising and promotion	39,559	33,973
Professional fees	30,353	39,408
Travel	10,808	6,025
Honorarium	10,610	2,724
Training	9,007	5,638
Utilities	7,202	8,215
Telephone	7,098	7,249
Insurance	5,821	7,196
Staff and board expenses	5,447	8,089
Supplies	5,358	11,814
Audit	4,748	4,725
Licences and dues	1,680	1,346
Bank charges and interest	390	381
Amortization of capital assets	<u>60,184</u>	<u>51,007</u>
	<u>1,914,491</u>	<u>1,781,322</u>
EXCESS OF REVENUE OVER EXPENDITURES		
FOR THE YEAR	<u>\$ 148,123</u>	<u>\$ 60,831</u>

The accompanying notes are an integral part of these financial statements

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2013

	2013	2012
OPERATING ACTIVITIES		
Excess of revenue over expenditures for the year	\$ 148,123	\$ 60,831
Add (deduct): Items not requiring the use of cash		
Amortization of capital assets	<u>60,184</u>	<u>51,007</u>
	208,307	111,838
Cash (applied to) provided from net changes in non cash working capital items	<u>(351,039)</u>	<u>3,292</u>
Cash (applied to) provided from operating activities	<u>(142,732)</u>	<u>115,130</u>
INVESTING ACTIVITIES		
Capital asset purchases	<u>(15,026)</u>	<u>(104,995)</u>
Cash applied to investing activities	<u>(15,026)</u>	<u>(104,995)</u>
(DECREASE) INCREASE IN CASH DURING THE YEAR	(157,758)	10,135
CASH AND CASH EQUIVALENTS, at beginning of the year	<u>402,834</u>	<u>392,699</u>
CASH AND CASH EQUIVALENTS, at end of the year	<u>\$ 245,076</u>	<u>\$ 402,834</u>
 <i>Net changes in non-cash working capital items consist of:</i>		
Short-term investments	\$ (350,000)	\$ 106,496
Accounts receivable	178,513	(258,704)
Prepaid expenses	(5,168)	(5,123)
Accounts payable and accruals	2,639	(67,204)
Wages and benefits payable	15,485	(12,249)
Deferred revenue	<u>(192,508)</u>	<u>240,076</u>
	<u>\$ (351,039)</u>	<u>\$ 3,292</u>

The accompanying notes are an integral part of these financial statements

CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2013

3. CAPITAL ASSETS

Capital assets are comprised of the following:

	<u>2013</u>		<u>2012</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>
Office furniture and computers	\$ 151,251	\$ 90,371	\$ 60,880
Leasehold improvements	<u>387,626</u>	<u>101,315</u>	<u>286,311</u>
	<u>\$ 538,877</u>	<u>\$ 191,686</u>	<u>\$ 347,191</u>
			<u>\$ 392,349</u>

4. DEFERRED REVENUE

Deferred revenue represents restricted operating funding received in the current period that is related to the subsequent period. Changes in the deferred revenue balance are as follows:

	<u>2013</u>	<u>2012</u>
Beginning balance, related to operating fund	\$ 264,738	\$ 24,663
Less amount recognized as revenue in the year	(264,738)	(24,663)
Add amount received related to the following year	<u>72,230</u>	<u>264,738</u>
Ending Balance	<u>\$ 72,230</u>	<u>\$ 264,738</u>

Ending balance consists of the following:

WBC - Diversity	\$ 72,230	\$ 12,000
HRSDC	-	8,624
GT Hiring solutions Inc.	-	18,002
ELSA	-	77,810
Diversity	-	8,250
BCSAP - Settlement	-	<u>140,052</u>
	<u>\$ 72,230</u>	<u>\$ 264,738</u>

5. RENT

Rent is paid to Lindsay and Kathleen Widsten at the rate of \$11,062 per month plus triple net charges. The lease is for 10 years and commenced March 1, 2011. This amount is payable until the end of year 4 when the monthly amount will be renegotiated for years 5 - 10. The lease expires February 2020 with the option to renew for a further term of 5 years.

6. LEASE COMMITMENT

The Society has entered into a lease with Steelcase Financial Services Ltd. for the specific office equipment. The amount is \$2,753 per month for the 48 month period ending April 2015.

Central Vancouver Island Multicultural Society
Comparative Income Statement TO END OF SEPT. 2013

	Actual 04/01/2013 to 09/30/2013	Budget 04/01/2013 to 03/31/2014	Percent
REVENUE			
Revenue			
DIVERSITY	147,150.00	255,000.00	-42.29
ELSA	301,963.42	427,502.00	-29.37
DONATIONS/FUNDRAISING	1,936.05	5,000.00	-61.28
EMPLOYMENT SERVICE	93,511.00	208,000.00	-55.04
MEMBERSHIPS	225.00	750.00	-70.00
JOB OPTIONS	247,578.98	554,227.00	-55.33
SETTLEMENT	463,436.52	617,115.00	-24.90
SKILLS CONNECT	22,106.43	65,000.00	-65.99
TSSP	6,300.00	30,000.00	-79.00
INTER-CULTURAL PROGRAMS	18,656.33	35,000.00	-46.70
INTEREST INCOME	1,440.97	4,886.00	-70.51
Total Other Revenue	1,304,304.70	2,202,480.00	-40.78
TOTAL REVENUE	1,304,304.70	2,202,480.00	-40.78
EXPENSE			
Payroll Expenses			
Wages & Salaries	535,115.79	1,333,771.00	-59.88
Total Wages	535,115.79	1,333,771.00	-59.88
EI Expense	13,795.06	0.00	0.00
CPP Expense	24,152.76	0.00	0.00
WCB Expense	2,910.91	0.00	0.00
Employee Benefits	20,993.75	85,132.00	-75.34
Employee Benefits-RSP	6,987.00	0.00	0.00
Total Employee Benefits	27,980.76	85,132.00	-67.13
Total Payroll Expense	603,955.27	1,418,903.00	-57.44
PROGRAM EXPENSES			
Direct Client Costs	5,905.60	10,000.00	-40.94
JO Client Cost	31,459.30	60,527.00	-48.02
Accounting & Legal	5,178.62	9,000.00	-42.46
Advertising & Promotions	21,760.91	45,000.00	-51.64
Computer	12,274.89	20,000.00	-38.63
Courier & Postage	332.32	1,000.00	-66.77
Facility Costs - Triple Net	2,108.93	25,000.00	-91.56
Insurance	1,994.00	8,500.00	-76.54
Interest & Bank Charges	253.46	600.00	-57.76
Office Supplies & small equipment	11,296.60	50,000.00	-77.41
Equipment Lease/Rental	28,486.33	75,000.00	-62.02
Offsite Rental & Miscellaneous	4,093.47	25,000.00	-83.63
Resource Material	591.99	8,000.00	-92.60
Memberships	1,361.61	2,200.00	-38.11
Honorarium	915.00	5,000.00	-81.70
JO Participant Allowance	58,725.00	127,500.00	-53.94
Professional Fees	31,418.23	62,000.00	-49.33
Rent	67,289.45	145,000.00	-53.59
Repair & Maintenance	18,541.25	50,000.00	-62.92
Professional Development	3,649.01	17,000.00	-78.54
Staff & Board Expenses	1,900.29	7,000.00	-72.85
Telephone & Internet	2,448.28	8,500.00	-71.20
Travel	2,740.93	12,000.00	-77.16
Utilities	5,156.31	9,750.00	-47.11
GST Expense	1,109.30	0.00	0.00
Total General & Admin. Expen...	320,991.08	783,577.00	-59.04
TOTAL EXPENSE	924,946.35	2,202,480.00	-58.00
NET INCOME	379,358.35	0.00	0.00

Central Vancouver Island Multicultural Society
Balance Sheet As at 09/30/2013

ASSET

Current Assets

Petty Cash		532.90
Main Bank Account _ Credit Uni...	40,705.69	
Main Savings Account	215,437.38	
Gaming Account - NEW	0.01	
Equity Shares	76.97	
Job Option Account	8,291.46	
PayPal	215.56	
Total Cash		264,727.07
Investments		500,000.00
Accounts Receivable		316,047.23
Prepaid Expenses		13,946.32
Total Current Assets		1,095,253.52

Capital Assets

Leasehold Improvements	387,626.40	
Leaseholds-Accum. amortization	-101,315.26	
Office Furniture & Equipment	151,251.27	
Accum. Amort. Office Equip & C...	-90,371.42	
Net - Furniture & Equipment		347,190.99
Total Capital Assets		347,190.99

TOTAL ASSET 1,442,444.51

LIABILITY

Current Liabilities

Accounts Payable		3,691.10
Accounts payable Year-end		4,000.00
Vacation payable		46,417.24
GST Payable	0.00	
GST Paid on Purchases	-4,476.09	
GST Owning (Refund)	0.00	
GST Total		-4,476.09
Staff Social Fund Payable		1,243.94
Employee Gr Ins/RSP Contribution		86.20
Staff Parking Fund		-130.24
Total Current Liabilities		50,832.15

TOTAL LIABILITY 50,832.15

EQUITY

Retained Earnings

Retained Earnings - Previous Year	1,012,254.01	
Current Earnings	379,358.35	
Total Retained Earnings	1,391,612.36	

TOTAL EQUITY 1,391,612.36

LIABILITIES AND EQUITY 1,442,444.51

Central Vancouver Island Multicultural Society

Projected
as of Nov. 2013

Budget

	04/01/2013 to 03/31/2014	04/01/2014 to 03/31/2015
Revenue		
DIVERSITY	\$221,400.00	\$70,000.00
ELSA	\$456,179.00	
DONATIONS/FUNDRAISING	\$5,000.00	\$5,000.00
EMPLOYMENT SERVICE	\$208,000.00	\$160,000.00
MEMBERSHIPS	\$750.00	\$750.00
JOB OPTIONS	\$578,927.00	
SETTLEMENT	\$597,724.00	\$1,132,000.00
SKILLS CONNECT	\$65,000.00	\$75,000.00
TSSP	\$30,000.00	
SPACE RENTAL		\$25,000.00
INTER-CULTURAL PROGRAMS	\$35,000.00	\$35,000.00
INTEREST INCOME	\$4,500.00	\$2,500.00
Total Other Revenue	\$2,202,480.00	\$1,505,250.00
TOTAL REVENUE		
EXPENSE		
Payroll Expenses		
Wages & Mercs	\$1,333,771.00	\$952,520.00
Employee Benefits	\$85,132.00	\$57,180.00
Total Payroll Expense	\$1,418,903.00	\$1,009,700.00
PROGRAM EXPENSES		
Direct Client Costs	\$10,000.00	\$10,000.00
JO Client Cost	\$60,527.00	
Accounting & Legal	\$9,000.00	\$6,000.00
Advertising & Promotions	\$45,000.00	\$15,000.00
Computer	\$20,000.00	\$15,000.00
Courier & Postage	\$1,000.00	\$1,000.00
Facility Costs - Triple Net	\$25,000.00	\$25,000.00
Insurance	\$8,500.00	\$8,500.00
Interest & Bank Charges	\$600.00	\$600.00
Office Supplies & small equipment	\$50,000.00	\$30,000.00
Equipment Lease/Rental	\$75,000.00	\$75,000.00
Event Rental & Miscellaneous	\$25,000.00	\$15,000.00
Resource Material	\$8,000.00	\$8,000.00
Memberships	\$2,200.00	\$2,200.00
Honorarium	\$5,000.00	\$5,000.00
JO Participant Allowance	\$127,500.00	
Professional Fees	\$62,000.00	\$30,000.00
Rent	\$145,000.00	\$145,000.00
Repair & Maintenance	\$50,000.00	\$50,000.00
Professional Development	\$17,000.00	\$17,000.00
Staff & Board Expenses	\$7,000.00	\$7,000.00
Telephone & Internet	\$8,500.00	\$8,500.00
Travel	\$12,000.00	\$12,000.00
Utilities	\$9,750.00	\$9,750.00
Total General & Admin. Expenses	\$783,577.00	\$495,550.00
TOTAL EXPENSE	\$2,202,480.00	\$1,505,250.00

incl ELSA & Diversity

NET INCOME

\$

-

\$0.00

Generated On: 02/01/2013



Central Vancouver Island
Multicultural Society

101 – 319 Selby Street
Nanaimo, BC V9R 2N4
Tel: (250) 753-6911 Fax: (250) 753-4250
www.cvims.org

CVIMS Board Members
2013 - 2014

Name / Committee	Home / Email Address	Phone #
JENSEN, Sharon <i>President</i>	828 Brookfield Drive Nanaimo, BC V9R 0A4 sharon@sharonjensen.com	W: 250-760-1066 C: 250-729-5370 H: 250-716-1334
KISHAWI, Sharif <i>Vice-President</i>	3-444 Bruce Ave Nanaimo B.C. V9R 5W5 skishawl@hotmail.com	C: 250-618-4211
KAILLY, Mindy <i>Treasurer</i>	13152 Prospect Drive, Ladysmith, BC V9G 1G8 mindy.kailly@cccu.ca	W: 250.741.3217
SHAKESPEARE, Maureen <i>Secretary</i>	6065 Sealand Road Nanaimo, BC V9V 1K4 lmshakes@shaw.ca	H: 250-758-2833 C: 250-741-6792
WONG, Winnie	#227 – 6439 Portsmouth Road, Nanaimo BC V9V 1R6 (w) Winnie.Wong@coastcapitalsavings.com (h) kkwinnie.w@gmail.com	H: 250-390-8124 W: 250-760.1343 Fx: 250-760-1360
PIKE, Graham	3500 Wiltshire Drive Nanaimo, V9T 5K1 graham.pike@viu.ca	W: 250 740 6311 Fax: 250 740 6472

STAFF

SCHLOSAR, Hilde <i>Executive Director</i>	Office address: 101 – 319 Selby Street Nanaimo, BC V9R 2N4 (w) hschlosar@cvims.org (h) hilde@schlosar.com	W: 250-753-6911 ext 2 H: 250-754-5227 C: 250-668-0985
-----------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------

11/4/2013

**CITY OF NANAIMO
EVALUATION
PERMISSIVE TAX EXEMPTION
THREE YEAR REVIEW**

Name of Organization: Nanaimo & District Museum Society

Grant No. RPTE-02

Criteria:	Meets Criteria:		Statement of Purpose:
	Yes	No	
➤ the property <u>must</u> be recommended for a Permissive Tax Exemption in the following year; and			All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.
➤ the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;			
➤ the organization can demonstrate a financial need;			
➤ must adhere to all of the City of Nanaimo's bylaws and policies.			
Amount Requested:	\$		Amount Recommended:
Grant Awarded:	Yes	No	
			\$

Discussion:

Notes:



CITY OF NANAIMO
APPLICATION FOR PERMISSIVE
TAX EXEMPTION RENEWAL

Office Use

RPT-02

ORGANIZATION: NANAIMO DISTRICT MUSEUM SOCIETY	DATE: NOVEMBER 18, 2013
ADDRESS: 100 MUSEUM WAY	PRESIDENT: JOHN MANNING
NANAIMO, BC	SENIOR STAFF MEMBER: DEBBIE TRUENAN
V9R 5S8	POSITION: General Mgr.
	CONTACT: DEBBIE TRUENAN
TELEPHONE: 250 753-1821	TELEPHONE: 250 753 1821


OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY:

- maintaining the artifacts on behalf of the City & community that tell the story of Nanaimo
- offering interpretive programming for all ages thru permanent & feature exhibits and a variety of school, family & public programs

GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:

Nanaimo & area

NO. OF FULL TIME STAFF: 7	NO. OF PART TIME STAFF: 2
NO. OF COMMUNITY VOLUNTEERS: 60+	NO. OF VOLUNTEER HOURS PER YEAR: 4850 (2012)
NO. OF MEMBERS: 475	MEMBERSHIP FEE: \$12.80
CLIENTS SERVED, LAST YEAR: 57,000	CLIENTS SERVED, THIS YEAR (PROJECTED): 58,000
B.C. SOCIETY ACT REG. NO.: 6859	REVENUE CANADA CHARITABLE REG. NO.: 107758989
CURRENT BUDGET: \$575,000	LEGAL DESCRIPTION OF PROPERTY: old museum 100 Camera Rd.
INCOME \$575,000	TAX FOLIO NUMBER:
EXPENSES: \$570,000	
NEXT YEAR PROJECTED: \$575,000	
INCOME: \$575,000	CURRENT YEAR TAXES (IF KNOWN):
EXPENSES: \$570,000	

SIGNATURE: 	TITLE/POSITION: General Mgr.	DATE: Nov 18, 2013
---------------------------------------------------------------------------------------------------	----------------------------------------	------------------------------

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).

Permissive Tax Exemption Questionnaire

1. Please see the attached page for a detailed overview of the Nanaimo Museum.
2. We have 4 feature exhibits planned as well as the opening of the final section of the permanent gallery telling the story of Nanaimo's last Chinatown, our retail story and an overview of the downtown hub development and our heritage buildings.
3. Feature exhibits and smaller hallway/lobby exhibits provide several opportunities each year to work with various community groups and organizations to produce "their story". These exhibits also address timely topics which may be related to conferences in the building or anniversaries. Several public programs encourage residents to discover their history and heritage.
4. Our more than 60 active volunteers play a vital role in all areas of operations including gift shop/reception, gallery host/security, docents, research, collection care and management and event/program delivery. We would not be able to operate 6 days a week from September to May and 7 days a week through the summer without their help. We depend on volunteers to assist with program delivery to over 3000 school children every year, as an example.
5. We receive an operating grant from the BC Arts Council and a Community Gaming Grant from the province as well. In the past, we have received various project and capital grants from the Canadian Heritage programs federally.
6. the Nanaimo Museum is funded through a Management Agreement with the City of Nanaimo through Parks, Recreation and Culture Department. In the old building, we have a joint licence of use agreement with the City and the Vancouver Island Military Museum. We use approximately 1/3 of the building.
7. Admission fee is from \$.75 to \$2.00 with varying fees for public programs and school programs, all very reasonable. Our fees are kept low to provide easy access for everyone.
8. No we are not.
9. Operating surpluses (usually very modest) become part of a savings fund internally restricted to be used to further programming or for planned capital expenditures or small deficits.
10. Self generated revenue (including gift shop, donations, admissions, program and event fees, venue rental fees) help fund operations as budgeted. Occasionally, donations are generated for exhibit sponsorship which are used for feature exhibit costs.
10. As the Society has never paid taxes on the old museum building (since 1967) I do not know what that amount would be. We would have to include that amount in our budgeted expenses which may mean cutting back on flexible expenses which would all relate to programming.
11. The City of Nanaimo is recognized as our partner in all printed promotional material and is recognized on our funder wall in the lobby.



NANAIMO MUSEUM

The Nanaimo Museum is a dynamic community facility offering diverse interpretive programming encouraging visitors to *Make a Discovery* while exploring the history and heritage of our area. The Society will celebrate 50 years (incorporated April 2, 1964) in 2014. We are celebrating the successful 5th year in our new space that was created with the vision statement: The Nanaimo Museum will enhance cultural quality of life, anchor our community and enlighten visitors while nurturing the flow of inspiration through interactive presentation of stories and objects spanning Nanaimo's history. The museum operates the HBC 1853 fort, The Bastion, an icon in the community and 3rd oldest building in BC.

Our Mission is to engage the community and visitors in meaningful experiences relating to the cultural heritage of what is now the City of Nanaimo and surrounding district (i.e. School District #68), as well as to provide a learning environment through which the public can experience links between the past, present and future. Our mandate includes:

- Expand collections while continuing to ensure they are relevant, well researched and accessible.
- Engage as many "communities" as possible through exhibits, events and programs.
- Make exhibitions stimulating, involving, and related to Nanaimo's unique history and development.
- Use our newly designed and expanded facility to the best advantage to meet our goals.

The museum has always placed a positive and accessible visitor experience at the forefront of operations. We strive to be welcoming and friendly with informed volunteers and to ensure programming and exhibits are informative for residents and visitors alike. We encourage diversity and are a Safe Harbour designated facility. Our First Nations collection is held in trust for the Snunéymuxw First Nation with whom we work closely to interpret their story.

Our "through the door" 2012 numbers for the museum and Bastion combined were just under 57,000 which compared very well to other similar organizations, some with larger budgets and communities. In 2012 we offered 78 school programs, 80 other programming and guided tours and 11 feature or temporary exhibits.

The Nanaimo Museum also became the home of the prestigious Wally Buono Award presented annually to the top junior football player in Canada. The award ceremonies will take place every spring in Nanaimo. The award is housed in the Sports Hall of Fame exhibit area in our lobby.

The museum occupies 30% of the old museum space for workshop and non-critical artifact storage. The remaining 70% is occupied by the Vancouver Island Military Museum through a joint lease with the City of Nanaimo. All three organizations are excited about the partnership opportunities for exhibits and programming. Both museum buildings are owned by the City of Nanaimo which maintains all physical plant functions.

Our space includes an 8,000 sq ft gallery, 2500sq ft artifact storage, 600 sq ft display prep, 2400 sq ft lobby/reception/gift shop/Sports hall of Fame space. The 700 sq ft program room is working well for public and school programs, meetings and venue rental to other community groups for meetings and seminars. Venue rental is extremely popular for these spaces.

A 10-member Board of Directors (elected by the membership) governs the museum, including the following valuable community representation: Nanaimo Port Authority, Coastal Community Credit Union, Royal Bank, Snunéymuxw First Nations, local family 100 year business, legal profession, former City Councillor and the President of Vancouver Island University.

The museum is very efficiently operated with 7.5 FTE staff augmented in the summer with 4 students chosen from among the students at VIU focusing on history, education and tourism studies. We also manage and interpret the Bastion, one of the oldest buildings in BC. Between the 2 sites we welcomed almost 57,000 visitors in 2012. The museum could not deliver our interpretive programming without the assistance of over 60 active volunteers to whom we are very grateful. They contributed 4852 hours last year. Our collection includes almost 15,000 artifacts and over 10,000 photographs.

Staff positions now consist of the General Manager, Curator, Assistant Curator/Exhibit Designer, Program & Volunteer Coordinator, Administrative Assistant, Curatorial Assistant, Maintenance and bookkeeper, Gift Shop merchandiser (both part time). The General Manager manages the operation as a signing authority (CEO position).



REMINDER

Society Annual Report (Form 11)
Annual Report Fee: \$25.00
Change of Address: Additional \$15.00

2013 Annual Report

1. The information below is what we have on file. See last page for completion instructions.

THE NANAIMO & DISTRICT MUSEUM SOCIETY
100 MUSEUM WAY
NANAIMO BC V9R 5J8

ONLINE FILING AVAILABLE at www.bcregistryservices.gov.bc.ca
See the last page for details.

OFFICE USE ONLY

2. Incorporation Number: S-0006859 Access Code: 127865285
Business Number: 107758989BC0001

3. The date your 2013 Annual General Meeting was held is (YYYY/MM/DD): 2013, 03, 12
(If no Annual General Meeting was held, please write "NO MEETING HELD" in the date field above.)

4. The society's registered address in B.C. is (Must be a physical location; Post Office box only is not acceptable.)

100 MUSEUM WAY
NANAIMO BC V9R 5J8

If your registered address has changed, make changes here.

5. The society's directors on file are listed below. Please make updates/changes below.
(Addresses must be physical locations; Post Office box only is not acceptable.)

NOTE

One director must be a
B.C. resident.

Draw line through name if director has ceased.

If directors have been added or director information has changed,
make changes here.

Last name: DRAGANI

First name (include initials): BRUNO

Address (include postal code):

346 KENNEDY ST.
NANAIMO BC V9R 2J2



Last name: FLETCHER

First name (include initials): ROB

Address (include postal code):

302 NOTTINGHAM DRIVE
NANAIMO BC V9T 4T1

Last name: JENKINS

First name (include initials): MOIRA

Address (include postal code):

3107 TANGLEWOOD WAY
NANAIMO BC V9T 5A5

Last name: LANCE

First name (include initials): SHIRLEY

Address (include postal code):

14 CILAIRE
NANAIMO BC V9S 5H7

Last name: MANNING

First name (include initials): JOHN

Address (include postal code):

430 WENTWORTH
NANAIMO BC V9R 3E1

Last name: MANSON

First name (include initials): GERALDINE

Address (include postal code):

668 CARTER ST
NANAIMO BC V9R 4Z4

Last name: NILSON

First name (include initials): RALPH

Address (include postal code):

3527 WHILTSHIRE
NANAIMO BC V9X 1N8

Last name: O'ROURKE

First name (include initials): EVELINE

Address (include postal code):

3648 PLACE ROAD
NANAIMO BC V9T 1M9

Last name: PETERSON

First name (include initials): DOUGLAS

Address (include postal code):

6259 MCROBB AVE
NANAIMO BC V9V 1M4

Last name: YEWCHIN

First name (include initials): ED

Address (include postal code):

5196 LOST LAKE RD
NANAIMO BC V9T 5E4

6. Please provide an email address that we may use for future communications.

debbie@nanaimomuseum.ca

7. Sign and certify this form.

I certify that this information is accurate and complete.

Signature: 

NOTE

This must be signed by a
current director, officer or
solicitor.

8. Return form and fee to BC Registry Services.

Mailing Address:

PO Box 9431 Stn Prov Govt
Victoria BC
V8W 9V3

Physical Address:

2nd floor, 940 Blanshard Street
Victoria BC
V8W 3E6

NOTE

Annual Report filing fee is
\$25.00.

If you updated your
registered address, add
\$15.00 for a total fee of
\$40.00.

Questions?

Call 250 356-8609, or 604 775-1042 from Greater Vancouver area.

Please make your cheque payable to **Minister of Finance** and write your Incorporation Number on the cheque.

Nanaimo & District Museum Society
Financial Statements
December 31, 2012

MNP

Nanaimo & District Museum Society

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For the year ended December 31, 2012

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Management's Responsibility

To the Members of Nanaimo & District Museum Society:


Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Society. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors.

MNP LLP, an independent firm of Chartered Accountants, is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with the Board and management to discuss their audit findings.

March 8, 2013


General Manager

Independent Auditors' Report

To the Members of Nanaimo & District Museum Society:

We have audited the accompanying financial statements of Nanaimo & District Museum Society, which comprise the statements of financial position as at December 31, 2012, December 31, 2011 and January 1, 2011, and the statements of operations, and the related schedule of gift shop and book sales, and statements of changes in net assets and cash flows for the years ended December 31, 2012 and December 31, 2011, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many charitable organizations, the Society derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records and we were not able to determine whether adjustments might be necessary to donation revenues, excess of revenues over expenses, assets and net assets.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly in all material respects the financial position of the Nanaimo & District Museum Society as at December 31, 2012, December 31, 2011, and January 1, 2011 and the results of its operations, changes in net assets and its cash flows for the years ended December 31, 2012 and December 31, 2011 in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the Society Act (British Columbia), we report that, in our opinion, except as disclosed in Note 2, the accounting principles in the Canadian Accounting Standards for Not-For-Profit organizations have been applied on a consistent basis.

Nanaimo, British Columbia


March 8, 2013


MNP LLP
Chartered Accountants

Nanaimo & District Museum Society
Statement of Financial Position
As at December 31, 2012

	December 31 2012	December 31 2011	January 1 2011
Assets			
Current			
Cash	41,072	58,306	38,390
Restricted cash	66	4,788	37,404
Accounts receivable	16,644	3,045	14,170
Inventory	47,756	47,053	7,703
Prepaid expenses	2,975	1,800	48,175
Goods and services tax receivable	8,530	8,258	315
Short term investment	37,404	37,404	7,008
	154,447	160,654	153,165
Equipment (Note 5)	158,436	193,018	229,777
Internally restricted cash and investments (Note 4)	181,662	173,985	141,801
	494,545	527,657	524,743
Liabilities			
Current			
Accounts payable and accruals	22,010	24,852	30,229
Deferred contributions (Note 6)	76,694	87,239	76,611
Government remittance payable	1,477	7,085	-
	100,181	119,176	106,840
Deferred capital contributions (Note 7)	155,313	191,314	229,777
	255,494	310,490	336,617
Net Assets			
Internally restricted net assets (Note 8)	181,662	173,985	141,801
Unrestricted net assets	57,389	43,182	46,325
	239,051	217,167	188,126
	494,545	527,657	524,743

Approved on behalf of the Board


 Director


 Director

The accompanying notes are an integral part of these financial statements

1

MNP

Nanaimo & District Museum Society

Statement of Operations

For the year ended December 31, 2012

	2012	2011
Revenues		
Grants (Note 9)	375,341	371,096
Bingo	67,722	72,382
Amortization of deferred capital contributions (Note 7)	36,001	38,463
Admissions, programs and events	28,255	30,356
Gift shop and book sales (Schedule 1)	37,276	30,320
Donations	4,311	6,679
Bastion summer program	9,329	12,436
Interest	9,060	8,707
Other	21,791	4,034
Adopt an Artifact	-	3,000
Sports Hall of Fame	1,472	-
New Space Donations	8,767	-
	599,325	577,473
Expenses		
Advertising and promotion	11,142	10,624
Amortization	36,342	38,462
Audit and legal	11,555	11,425
Building Overhead	23,002	22,659
Donation to Nanaimo Community Archives Society	3,000	3,000
Exhibit development	33,104	14,741
Insurance	4,471	4,388
Interest and bank charges	2,781	2,468
Materials and supplies	2,993	1,003
Office	13,958	17,424
Professional association dues	976	1,664
Professional development	684	4,546
Program and events	9,745	12,039
Repairs and maintenance	20,023	10,102
Salaries, wages and benefits	368,018	359,578
Travel	3,772	2,772
Utilities	28,285	28,572
Volunteer expenses	1,437	1,771
Sports Hall of Fame	2,153	1,194
	577,441	548,432
Excess of revenues over expenses	21,884	29,041

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society
Statement of Changes in Net Assets
For the year ended December 31, 2012

	<i>Internally Restricted</i>	<i>Unrestricted</i>	2012	2011
Balance at beginning of year	173,985	43,182	217,167	188,126
Excess of revenues over expenses	-	21,884	21,884	29,041
Transfer to internally restricted (note 10)	7,677	(7,677)	-	-
Balance at end of year	181,662	57,389	239,051	217,167

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society
Statement of Cash Flows

For the year ended December 31, 2012

	2012	2011
Cash provided by (used for) the following activities		
Operating activities		
Revenues received	534,570	543,283
Program service expenses paid	(180,627)	(136,142)
Cash paid for salaries and benefits	(368,018)	(359,578)
Interest paid	(2,781)	(2,468)
Interest received	9,060	8,707
	(7,796)	53,802
Investing activities		
Purchase of equipment	(1,761)	(1,702)
Increase in internally restricted cash and investments	(7,677)	(32,184)
	(9,438)	(33,886)
Increase (decrease) in cash resources	(17,234)	19,916
Cash resources, beginning of year	58,306	38,390
Cash resources, end of year	41,072	58,306

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2012

1. Purpose of the organization

The Nanaimo & District Museum Society (the "Society") designs exhibits and programs regarding the history of the Nanaimo region. The Society is incorporated under the laws of the Society Act of British Columbia as a not-for-profit organization. It is a registered charity under the Income Tax Act and is exempt from income taxes as long as certain conditions are met. It is management's opinion that these requirements have been met.

2. Impact of adopting accounting standards for not-for-profit organizations

These are the Society's first financial statements prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). The accounting policies in Note 3 have been applied in preparing the financial statements for the year ended December 31, 2012, the comparative information for the year ended December 31, 2011, and the opening ASNPO balance sheet as at January 1, 2011 (the Society's date of transition to ASNPO).

The transition to ASNPO has not affected the statement of financial position or the statements of operations, changes in net assets, or cash flows previously reported under Canadian generally accepted accounting principles.

In preparing these financial statements, the Society has elected to apply the following transitional provision permitted by CICA 1501 First-time adoption by not-for-profit organizations at the date of transition to ASNPO:

Financial instruments

The Society elected to designate all investments held by Credential Securities to be measured at fair value at the date of transition to ASNPO.

3. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations using the following significant accounting policies:

Revenue recognition

The Society follows the deferral method of accounting for contributions. Revenues with external restrictions are recognized as revenue in the year in which the related expenses are incurred. Admissions, programs, events, gift shop and book sales are recognized as revenue when collection is reasonably assured and the service or product is delivered. Bastion summer program grants are recognized as revenue in the funding period they relate to and other Bastion summer program revenue is recognized when proceeds are received. Donations are recorded when received. All other revenue is recognized when received or when the amount can be reasonably estimated and collection is reasonably assured. Contributions received specifically for the purchase of equipment are deferred and recognized as revenue at the same rate that the related equipment is amortized.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Operating grants and Bingo Income are recognized as revenue in the period that the funding relates to or when the related expenditure is incurred. Investment income is recognized as revenue when earned.

Nanaimo & District Museum Society

Notes to the Financial Statements

For the year ended December 31, 2012

3. Significant accounting policies (Continued from previous page)

Artifacts

Due to the difficulty of estimating the fair value of the artifacts donated to the museum, donated artifacts are not recorded in the accounts.

Donated capital assets, materials and services

Donated capital assets, materials and services are recognized in the financial statements when the fair value can be reasonably determined and they are used in the normal course of the Society's operations and would otherwise have been purchased.

Volunteers contribute a number of hours to assist the Society in delivering its services. The Society rents its premises from the City of Nanaimo for \$1 per year. Due to the difficulty of determining the fair value of these items, contributed services and rent are not recognized in the financial statements.

Inventory

Inventory is valued at the lower of cost and net realizable value using the weighted average method. See schedule for the amount of inventory recognized as an expense.

Cash and cash equivalents

Cash and cash equivalents include balances with banks and short-term investments that are traded in the public market and are held on a short term basis. Cash subject to restrictions that prevent its use for current purposes is included in internally and externally restricted cash.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory. Amortization is based on the estimated useful life of equipment.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in earnings in the periods in which they become known.

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2012

3. Significant accounting policies (Continued from previous page)

Equipment

Equipment is initially recorded at cost. Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives as follows.

	<i>Method</i>	<i>Rate</i>
Computer equipment	straight-line	5 years
Curatorial equipment	straight-line	5 years
Furniture and fixtures	straight-line	5 years
Shelving	straight-line	20 years

In the year of acquisition, amortization is taken at one-half of the above rates.

Financial instruments

The Society recognizes its financial instruments when the Society becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CICA 3840 Related Party Transactions.

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Society's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenues over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost.

4. Investments

Included in the internally restricted cash and investments is cash of \$52,259 (Dec 2011 - \$51,543; Jan 2011 - \$1,522), money market and mutual funds of \$129,403 (Dec 2011 - \$122,442; Jan 2011 - 140,279).

In 2008, the Society transferred \$100,000 to the Nanaimo Community Foundation, an independent public foundation. This transfer was matched by a matching funds grant from the Vancouver Foundations' Renaissance Fund. The Society holds a beneficial interest in these funds. The market value of the funds held by the Nanaimo Community Foundation was \$192,351 as at September 30, 2012.

By agreement with the Nanaimo Community Foundation, the Society is to receive annual income from the funds held. These funds are held in perpetuity and controlled by the Nanaimo Community Foundation and are therefore not included in these financial statements. Investment income from these funds is recorded by the Society in the year earned and is included in the financial statements.

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2012

5. Equipment

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2012 Net book value</i>	<i>2011 Net book value</i>
Computer equipment	23,691	20,300	3,391	8,129
Curatorial equipment	42,572	38,551	4,021	6,744
Furniture and fixtures	94,611	79,057	15,554	33,935
Shelving	174,800	39,330	135,470	144,210
	335,674	177,238	158,436	193,018

Net book value at January 1, 2011 consisted of computer equipment of \$6,652, curatorial equipment of \$13,453, furniture and fixtures of \$52,380, and shelving of \$157,292

6. Deferred contributions

Deferred contributions represent amounts received in the current or a prior year for which the contributor has attached restrictions as to their use. These amounts are recognized as revenue in the year the required expenditure is made. Changes in the deferred contributions balance during the year are as follows:

	<i>2012</i>	<i>2011</i>
Balance, beginning of year	87,239	76,611
Amount received or receivable during the year	88,200	108,307
Recognized as revenue during the year	(98,745)	(97,679)
	76,694	87,239

Deferred contributions at January 1, 2011 consisted of the opening balance of \$121,499, amounts received or receivable during the year of \$74,865, amounts recognized as revenue of \$119,753, and the balance at the end of the year of \$76,611.

7. Deferred capital contributions

Deferred capital contributions represent the unamortized portion of restricted contributions that were used to purchase equipment. Changes for the year are as follows:

	<i>2012</i>	<i>2011</i>
Balance, beginning of year	191,314	229,777
Recognized as revenue during the year	(36,001)	(38,463)
Balance, end of year	155,313	191,314

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2012

8. Internally restricted net assets

The board of directors has internally restricted net assets to be held for future capital and operating purposes. These internally restricted amounts are not available for other purposes without approval from the board of directors.

The board of directors has approved the following uses for these funds:

	2012	2011
New permanent exhibits	136,747	136,747
Self insurance	7,559	5,000
Unspecified projects	28,661	23,543
Bequest	5,617	5,617
Cash donations and book sale proceeds held for future transfer to Nanaimo Community Foundation	3,078	3,078
	<u>181,662</u>	<u>173,985</u>

Internally restricted net assets at January 1, 2011 consisted of new permanent exhibits of \$104,800, self insurance of \$5,000, unspecified projects of \$23,543, bequests of \$5,617 and cash donations and book sales held for future transfer to Nanaimo Community Foundation of \$2,841.

9. Grant revenue

	2012	2011
City of Nanaimo	334,615	328,349
Provincial Government - BC Arts Council	25,200	25,000
Federal Government - wage subsidies	15,526	17,747
	<u>375,341</u>	<u>371,096</u>

10. Transfer to internally restricted fund

	2012	2011
Increase in investments due to investment income and fair value adjustment	7,677	6,947
Funds internally restricted for future transfer to Nanaimo Community Foundation	-	237
Transfer from operating account	-	25,000
	<u>7,677</u>	<u>32,184</u>

11. Economic dependence

As the Society's main source of income is derived from grants from the City of Nanaimo and the City of Nanaimo supplies the space to the Museum at no charge, its ability to continue viable operations is dependent upon the continued support from the City of Nanaimo. The Society has been striving to diversify its revenue sources to reduce its dependence on support from the City of Nanaimo.

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2012

12. Financial Instruments

All significant financial assets and financial liabilities of the Society are either recognized or disclosed in the financial statements together with other information relevant for making a reasonable assessment of future cash flows, interest rate risk and credit risk.

It is management's opinion that the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments except as otherwise disclosed.

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. In seeking to minimize the risks from interest rate fluctuations, the Society manages exposure through investing in money market funds and mutual funds.

13. Commitments

The Organization has entered into a lease agreement with estimated minimum annual payments as follows:

2013	3,000
2014	3,000
2015	3,000
2016	3,000
2017	3,000
Thereafter, to 2022	15,000
	<hr/>
	30,000

Nanaimo & District Museum Society
Schedule 1 - Schedule of Gift Shop and Book Sales
For the year ended December 31, 2012

	2012	2011
Revenue	85,788	75,897
Opening inventory	47,053	48,175
Purchases	49,215	44,455
	96,268	92,630
Closing inventory	47,756	47,053
Cost of goods sold	48,512	45,577
Gross Profit	37,276	30,320

Nanaimo & District Museum Society
Comparative Income Statement

	Actual 01/01/2013 to 10/31/2013	Budget 01/01/2013 to 10/31/2013	Percent
REVENUE			
EARNED REVENUE			
Gift Shop Sales	72,509.64	55,000.00	31.84
Community Donations	2,948.77	4,000.00	-26.28
Admissions	9,593.62	11,250.00	-14.72
Membership Dues	688.06	1,550.00	-55.61
Bastion Summer Program	0.00	2,000.00	-100.00
Bastion Donations	7,456.63	5,000.00	49.13
New Space Donations	1,369.00	0.00	0.00
AaA	3,320.00	0.00	0.00
Other Income	2,217.06	0.00	0.00
Interest Income	485.00	0.00	0.00
Endowment Interest	0.00	1,500.00	-100.00
Photography Income	338.11	0.00	0.00
Community Gaming Grant	26,250.00	47,280.00	-44.48
Office Services	300.44	0.00	0.00
Event Income	0.00	2,000.00	-100.00
Venue Rental	5,255.00	5,850.00	-10.17
Program Income	9,656.10	5,250.00	83.93
TOTAL EARNED REVENUE	142,387.43	140,680.00	1.21
GRANT/DEFERRED REVENUE			
City Of Nanaimo	283,817.41	287,086.30	-1.14
Prov. Gov. Cultural Serv.	22,500.00	25,000.00	-10.00
Federal Government-Employment	15,020.67	12,500.00	20.17
Exhibit Sponsorship	0.00	1,500.00	-100.00
TOTAL GRANT/DEFERRED REV.	321,338.08	326,086.30	-1.46
TOTAL REVENUE	463,725.51	466,766.30	-0.65
EXPENSE			
EXPENSES			
Those Island People Expense	3,658.52	0.00	0.00
Display Maintenance	1,008.84	4,086.00	-75.31
Archives Expense	3,000.00	3,000.00	0.00
Gift Shop Purchases	34,864.11	27,000.00	29.13
gift shop supply	847.00	0.00	0.00
Collection Supply Expense	-1,390.98	1,250.00	-211.28
Bastion Wages	5,462.50	16,000.00	-65.86
Bastion-Summer	2,884.67	4,000.00	-27.88
Salary	255,102.75	264,300.00	-3.48
Casual/Grant Wages	29,878.75	16,900.00	76.80
UIC Expense	7,001.86	6,250.00	12.03
CPP Expense	12,103.19	11,800.00	2.57
WCB Expense	675.16	1,250.00	-45.99
Benefits Expense	141.65	1,250.00	-88.67
Professional Development	1,490.46	3,500.00	-57.42
Board Development	680.36	0.00	0.00
Advertising/ Promotion	14,137.70	9,300.00	52.02
Don Sale Bursary	0.00	250.00	-100.00
Bank Charges	25.00	416.67	-94.00
Cash Short	-94.61	160.00	-159.13
Program Expense	1,245.95	5,500.00	-77.35
Event Expense	336.26	400.00	-15.94
Volunteer Expense	349.37	1,400.00	-75.05
Insurance	4,071.27	4,420.00	-7.89
Maintenance Supplies	968.15	2,064.69	-53.11
Professional Assoc. Dues	225.00	1,550.00	-85.48
Meeting Expenses	737.14	3,256.00	-77.36
Office Supplies	1,680.45	3,815.00	-55.95
Postage	702.00	1,700.00	-58.71

Nanaimo & District Museum Society
Comparative Income Statement

	Actual 01/01/2013 to 10/31/2013	Budget 01/01/2013 to 10/31/2013	Percent
Photocopier Costs	2,291.53	3,600.00	-36.35
Photograph Reproduction	232.52	0.00	0.00
Professional Fees	25.00	0.00	0.00
Reference Library Costs	56.76	0.00	0.00
Security	1,310.59	625.00	109.69
Old Museum Building	3,258.69	6,250.00	-47.86
Building Overhead	18,271.56	20,000.00	-8.64
Travel	2,159.89	2,950.00	-26.78
Temporary Exhibit Expense	13,871.44	15,000.00	-7.52
Utility/ Hydro	14,574.09	17,500.00	-16.72
Utility/ Telephone	2,169.66	2,500.00	-13.21
Venue Rental	0.00	1,166.33	-100.00
Visa/Mastercard Expense	2,732.86	1,666.70	63.97
Visitor Info Desk	0.00	3,000.00	-100.00
Network Expense	2,446.50	3,000.00	-18.45
Old Museum dont use	0.00	0.00	0.00
Suspense	226.10	0.00	0.00
TOTAL EXPENSES	445,419.71	472,076.39	-5.65
PROJECT EXPENSE			
Curatorial/Other Equipment	1,783.13	0.00	0.00
New Exhibit	5,795.15	0.00	0.00
Planning	1,255.00	0.00	0.00
New Space - Equipment	413.27	0.00	0.00
Sports Hall of Fame Expenses	1,210.56	0.00	0.00
Sports Hall of Fame Event	648.00	0.00	0.00
TOTAL PROJECT EXPENSE	11,105.11	0.00	0.00
TOTAL EXPENSE	456,524.82	472,076.39	-3.29
NET INCOME	7,200.69	-5,310.09	-235.60

ASSET

CURRENT ASSETS

Internally Restricted Cash		-37,403.59
Money Market Funds		37,403.59
Gift Shop Float/Petty Cash		450.00
Investments		158,111.27
Artifact Savings Acct.		0.09
Community Gaming Grant		28,763.43
Development Fund		1,548.00
General Fund	102,123.33	
High Interest Savings	51,184.69	
Visa Clearing Account	62.19	
MC Clearing Account	165.44	
Debit Clearing Account	352.69	
Cash: Total		153,888.34
GST Paid		3,019.95
HST Paid		7,810.38
Accounts Receivable	0.00	
Accounts Receivable POS	422.21	
Grants Receivable	1,536.39	
TOTAL ACCOUNTS RECIEVAB...		1,958.60
Gift Shop Inventory		30,916.66
Boss Whistle Inventory		2,258.00
A Place In Time.		7,414.68
Fred Bag #1		1,467.70
Bastion Pens		2,166.00
Fred Cards		1,800.00
Fred Tea Towels		2,618.79
TOTAL CURRENT ASSETS		404,191.89
Property, Plant and Equipment		
Furniture & Fixtures	94,610.53	
Accum Amort - Furniture & Fixtu...	-79,057.24	
Net - Furniture & Fixtures		15,553.29
Curatorial/Other Equipment	42,572.01	
Accum Amort - Equipment	-38,550.89	
Net - Curatorial/Other Equipment		4,021.12
Computer Equipment	23,690.78	
Accum Amort - Computer Equip...	-20,299.88	
Net - Computer Equipment		3,390.90
Shelving	174,800.00	
Accum Amort - Shelving	-39,330.00	
Net - Shelving		135,470.00
Total Property, Plant and Equi...		158,435.31
TOTAL ASSET		562,627.20

LIABILITY

CURRENT LIABILITIES

Due to Endowment Fund		165.90
Accounting Accrual		175.00
Deferred Gift Certificate		-173.01
Deferred Revenue		2,736.75
Deferred Operating Grant		7,500.02
Deferred City of Nanaimo		28,594.81
Deferred Sports Hall of Fame		10,327.46
Deferred New Space Donations		63,563.58
Deferred Community Gaming Gr...		36,815.78
Deferred Capital Contributions		155,312.85
Vacation Payable		115.81
UIC Payable	743.69	
CPP Payable	1,560.10	

Nanaimo & District Museum Society
Balance Sheet As at 10/31/2013

Income Tax Payable	3,590.09	
Receiver General Payable		5,893.88
WCB Payable		1,206.87
PST Payable		619.81
HST Collected		4,035.33
GST Collected		2,440.83
TOTAL CURRENT LIABILITIES		<u>319,331.67</u>
TOTAL LIABILITY		<u>319,331.67</u>
EQUITY		
EQUITY		
Reserve	0.00	
Surplus Operating Fund	54,431.65	
Opening surplus	181,661.51	
Interest Income	1.68	
Current Equity	7,200.69	
TOTAL EQUITY		<u>243,295.53</u>
TOTAL EQUITY		<u>243,295.53</u>
LIABILITIES AND EQUITY		<u><u>562,627.20</u></u>

REVENUE**2014 Budget**

Gift Shop Sales	60,000.00	
Community Donation	5,000.00	
Admissions	12,000.00	
Membership Dues	1,800.00	
Bastion Summer/Donations	7,000.00	
Interest/Other/photocopy	3,500.00	
Bingo Income	63,000.00	
Program/Event/Venue Income	9,500.00	
City Operating Grant	348,134.00	
new and Deferred Donations	30,000.00	
Prov. Gov. Operating	12,500.00	
Federal Gov. Employment	1,500.00	
Indv. Donations	8,000.00	
Exhibit sponsoship	1,200.00	(shof app)
endowment Interest	1,500.00	
Operating REVENUE	564,634.00	

OPERATING EXPENSE

Exhibit improvements	10,000.00
Archives	3,000.00
Gift Shop Purchase	30,000.00
Shop Improvement/Supply	1,000.00
Collection/Display Maintenance	2,500.00
Bastion Wages	4,000.00
Bastion-Summer Program	4,000.00
Salary/Wages	315,000.00
Casual Wages	35,000.00
UIC Expense	8,000.00
CPP Expense	14,250.00
WCB Expense	1,500.00
Benefits Expense	400.00
Professional Development	3,500.00
Advertising/Promotion	15,000.00
Bank Charges	500.00
Education/Tours	4,000.00
Event Expense	1,500.00
Volunteers	1,000.00
Insurance	4,500.00
Maintenance Supply	2,500.00
Professional Assoc. Dues	1,000.00
Office	4,000.00
Postage	1,000.00
Photocopier	4,000.00
visa/mc/bank	2,000.00
Professional Fees	12,000.00
Venue Rental	2,000.00

Security	750.00
Travel	3,000.00
Temporary Exhibit Expense	15,000.00
Utility/Hydro	21,000.00
Utility/Telephone	2,500.00
Old Building	7,500.00
network/overhead	27,500.00
TOTAL OPERATING EXPENSE	564,400.00
Surplus/Deficit to covered	234.00

**CITY OF NANAIMO
EVALUATION
PERMISSIVE TAX EXEMPTION
THREE YEAR REVIEW**

Name of Organization: St. John Ambulance Society

Grant No. RPTE-03

Criteria:

**Meets
Criteria:**

Yes No

- the property must be recommended for a Permissive Tax Exemption in the following year; and
- the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;
- the organization can demonstrate a financial need;
- must adhere to all of the City of Nanaimo's bylaws and policies.

Statement of Purpose:

All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.

Amount Requested:

\$

Grant Awarded:

Yes

No

Amount Recommended:

\$

Discussion:

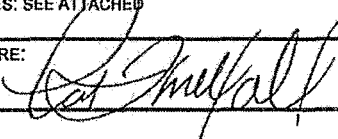
Notes:



**CITY OF NANAIMO
APPLICATION FOR PERMISSIVE
TAX EXEMPTION RENEWAL**

Office Use

RPTE-03

ORGANIZATION: St. John Ambulance	DATE: NOVEMBER 8 2013
ADDRESS: 2250 LABIEUX ROAD NANAIMO BC V9T 6J9	PRESIDENT: CEO VANCOUVER: KAREN MACPHERSON
	SENIOR STAFF MEMBER: PAT THRELFALL
	POSITION: OFFICE MANAGER
	CONTACT: PAT THRELFALL
TELEPHONE: 250-729-8889	TELEPHONE:
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY :FIRST AID COVERAGE AT COMMUNITY EVENTS BY OUR ADULT BRIGADE. TEACHING YOUNG CADETS THE IMPORTANCE OF FIRST AID, LEADERSHIP, THEY ATTEND COMPETITIONS . OUR THERAPY DOG TEAMS VISIT SENIOR CARE HOMES,HOSPITAL,AND WE HAVE A SCHOOLD READING PROGRAM.	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: NANAIMO,PARKSVILLE QUALICUM,LADYSMITH	
NO. OF FULL TIME STAFF: 2	NO. OF PART TIME STAFF: 1
NO. OF COMMUNITY VOLUNTEERS: 97	NO. OF VOLUNTEER HOURS PER YEAR: 7500
NO. OF MEMBERS 97	MEMBERSHIP FEE: 0 BRIGADE/0CADETS/\$20 ONE TIME FEE THERAPY DOGS
CLIENTS SERVED, LAST YEAR: 7700	CLIENTS SERVED, THIS YEAR (PROJECTED): 8700
B.C. SOCIETY ACT REG. NO.: 517387	REVENUE CANADA CHARITABLE REG. NO.: 108022500RR0009
CURRENT BUDGET: IN PROGRESS _____ INCOME _____ IN PROGRESS _____ EXPENSES: _____ IN PROGRESS _____ NEXT YEAR PROJECTED: AVAILABLE IN NEW YEAR _____ INCOME: SEE ATTACHED _____	LEGAL DESCRIPTION OF PROPERTY: LEASE HOLD PLAN AAREA VIP72802
	TAX FOLIO NUMBER: 19805.301
	CURRENT YEAR TAXES (IF KNOWN):
EXPENSES: SEE ATTACHED	
SIGNATURE: 	TITLE/POSITION: Office Manager (Acting)
	DATE: Nov 14/13
NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME	

CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the work of your organization in this community.

St John Ambulance provides first aid training as well as first aid coverage at local community events. Our cadet division gives local children a place to have leadership skills as well as learn important lifesaving first aid skills. Lastly St John's Therapy Dog program visit resident care homes, hospital, schools.

2. What are your organization's specific priorities for the coming year?

St. John Ambulance volunteers will continue to serve the community . We have become a comfort center should there be a emergency in this area, we do need to fund raise for items to be prepared in the event of an earthquake or other disaster. The cadets will participate in competitions and the training side of the organization will strive to increase training to help support the hard work of our volunteers.

3. How does your organization ensure that its services address continuing and emerging community needs?

We attend many community preparedness events, the branch manager brigade leader cadet leader and our board attend many of the local events and we are contacted to attend events on a regular bases to keep us informed.

4. Please describe the role of volunteers in your organization.

We attend community events such as Dragon Boat Races, CIBC run for the cause, Bath Tub Days, Remembrance Day, VIEX, School Sports Days, High School Dry Grad, hockey games, The Port Theatre, and many more as the first aid attendants. We also train our volunteers to perform administrative duties and act as leaders for the

Cadet Division.

5. Please list grants applied for/received from other governments or service clubs.
Direct Access Gaming Grant for the Brigade/Cadets and Therapy Dog program.

CITY OF NANAIMO GRANT QUESTIONNAIRE

6. Please list other City of Nanaimo grants applied for and/or received, including Operating Funding, grants from other Committees, etc.
Rotary Club- Instructor fees.

7. Please provide details of fees for service in your organization, and how costs and fees are determined.
The Therapy Dog program has a \$20.00 fee to offset the evaluation costs. They need to have this in another building and they do not receive many donations and to date have not received gaming funds. The fee is set by the Provincial Board in Vancouver.

8. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.
St John Ambulance Nanaimo is a branch of a provincial organization which is part of a national organization. Money raised by local volunteers stays in the community in the "St. John Foundation."

9. Please describe your policy and treatment of: capital, reserve or special purpose funds, and year-end surpluses or deficits.
St. John BC/Yukon council has a "St Joh Foundation" in which to hold any capital, reserve or special purpose funds. Any year end surplus or deficits are transferred to the Provincial Office at the end of the year.

10. Please describe current or planned approaches to self generated income.

First aid training and First Aid Kits AED's and supplies are the main source of revenue for the volunteers, however increasing public awareness through CPR demonstrations and AED demonstrations and Community CPR Days increase the donations made.

**CITY OF NANAIMO
GRANT QUESTIONNAIRE**

10. What will the effect be if you do not receive a permissive tax exemption from the City of Nanaimo?

We would have to cut back on our community events as we would not have the supplies on hand to carry out First Aid to the level required when attending community events.

11. How has the City's contribution been recognized?

We have a plaque on a feature wall showing all the people and businesses that contribute to St John Ambulance this plaque shos as follows: "Patron 100,000t City of Nanaimo".



BC Registry
Services

Mailing Address:
PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3
www.bcregistryservices.gov.bc.ca

Location:
2nd Floor - 940 Blanshard Street
Victoria BC
250 356-8609

2013 Annual Report BC SOCIETY

FORM 11
SOCIETY ACT
Section 68

Filed Date and Time: July 30, 2013 02:27 PM Pacific Time

ANNUAL REPORT DETAILS

NAME OF SOCIETY

ST. JOHN SOCIETY (BRITISH COLUMBIA AND YUKON)
PO BOX 49314
SUITE 2600 - THREE BENTALL CENTRE
595 BURNARD STREET
VANCOUVER BC
CANADA V7X 1L3

SOCIETY INCORPORATION NUMBER
S-0017387

DATE OF INCORPORATION
July 19, 1982

DATE OF ANNUAL GENERAL MEETING (AGM)
June 13, 2013

DIRECTOR INFORMATION as of June 13, 2013

Last Name, First Name, Middle Name:

CHUTE, JEAN K.

Physical Address:

3760 KIMATOUCHE ROAD
KELOWNA BC
CANADA V1W 4E6

Mailing Address:

3760 KIMATOUCHE ROAD
KELOWNA BC
CANADA V1W 4E6

Last Name, First Name, Middle Name:

LEWIS, RICKEY (RICK) M.

Physical Address:

12825 WOODLAND ROAD
PRINCE GEORGE BC
CANADA V2N 5B4

Mailing Address:

12825 WOODLAND ROAD
PRINCE GEORGE BC
CANADA V2N 5B4

Last Name, First Name, Middle Name:

NADEAU, JOHN

Physical Address:

7286 SPRUCE GROVE CIRCLE
WHISTLER BC
CANADA V0N 1B7

Mailing Address:

7286 SPRUCE GROVE CIRCLE
WHISTLER BC
CANADA V0N 1B7

Last Name, First Name, Middle Name:

NICHOLLS, ROSS

Physical Address:

114 - 999 BURDETT AVENUE
VICTORIA BC
CANADA V8V 3G7

Mailing Address:

114 - 999 BURDETT AVENUE
VICTORIA BC
CANADA V8V 3G7

Last Name, First Name, Middle Name:

RICHARDS, J. PAUL

Physical Address:

#62 - 18983 72A AVE
SURREY BC V4N 1A5

Mailing Address:

#62 - 18983 72A AVE
SURREY BC V4N 1A5

Last Name, First Name, Middle Name:

ROYSTON, RONALD W.

Physical Address:

2375 FOLKESTONE WAY
WEST VANCOUVER BC
CANADA V7S 3E1

Mailing Address:

2375 FOLKESTONE WAY
WEST VANCOUVER BC
CANADA V7S 3E1

Last Name, First Name, Middle Name:

SLOWSKI, DOUGLAS

Physical Address:

101 BONA VISTA PLACE
NANAIMO BC
CANADA V9T 5N4

Mailing Address:

101 BONA VISTA PLACE
NANAIMO BC
CANADA V9T 5N4

Last Name, First Name, Middle Name:

UNGER, MERVIN (MERV) W.

Physical Address:

6221 WATERBURY ROAD
NANAIMO BC
CANADA V9V 1N5

Mailing Address:

6221 WATERBURY ROAD
NANAIMO BC
CANADA V9V 1N5

Last Name, First Name, Middle Name:

WAN, KING R.

Physical Address:

3873 WEST 18TH AVENUE
VANCOUVER BC
CANADA V6S 1B4

Mailing Address:

3873 WEST 18TH AVENUE
VANCOUVER BC
CANADA V6S 1B4

Last Name, First Name, Middle Name:

WILSON, T. CRAIG

Physical Address:

28 - 15715 - 34TH AVE.
SURREY BC
CANADA V3S 0J6

Mailing Address:

28 - 15715 - 34TH AVE.
SURREY BC
CANADA V3S 0J6

St. John's Society (Inc. & Trust)
NANAIMO - 34
For the Twelve Months Ending 31 December 2012

	ACTUAL DEC	BUDGET DEC	MONTH to DATE				YEAR to DATE				YEAR to DATE			
			Act vs Bud	PRIOR YR DEC	Act vs Prior	2012 per Student	2011 per Student	ACTUAL 12/31/12	BUDGET 12/31/12	Act vs Bud	PRIOR YR 12/31/11	Act vs Prior	2012 per Student	2011 per Student
BUSINESS OPERATIONS														
# of GFA Students	137	195	(58)	244	(107)	0	0	3,547	4,171	(624)	4,412	(865)	0	0
# of OFA Students				7	(7)	0	0	118	208	(90)	202	(84)	0	0
Total # of Students	137	195	(58)	251	(114)	0	0	3,665	4,379	(714)	4,614	(949)	0	0
PRODUCT SALES														
Product Sales	3,133	2,066	1,065	2,576	557	0	0	18,765	24,343	(5,578)	27,927	(8,162)	0	0
Cost of Product Sold	176	1,222	(1,046)	1,631	(1,455)	0	0	9,446	14,407	(4,961)	18,512	(9,066)	0	0
Net Product Sales	2,957	846	2,111	945	2,011	22	4	9,318	9,936	(618)	9,415	(96)	3	2
Margin %	94%	41%	0%	37%	0%	0%	0%	50%	41%	0%	34%	0%	0%	0%
	2,957	846	2,111	945	2,011	22	4	9,318	9,936	(618)	9,415	(96)	3	2
TRAINING - GFA														
Training Revenue - GFA	24,689	19,105	5,583	26,269	(1,580)	0	0	399,258	484,752	(85,494)	447,738	(48,480)	0	0
Cost of Training - GFA	5,256	3,410	1,846	9,496	(4,242)	0	0	125,300	109,708	15,592	132,773	(7,472)	0	0
Net Training Revenue - GFA	19,433	15,696	3,737	16,771	2,662	142	69	273,958	375,044	(101,086)	314,965	(41,008)	77	71
Margin %	79%	82%	0%	64%	0%	0%	0%	69%	77%	0%	70%	0%	0%	0%
TRAINING - OFA														
Training Revenue - OFA	810		810	5,588	(4,778)	0	0	79,213	139,720	(60,507)	137,768	(58,555)	0	0
Cost of Training - OFA	1,669	18	1,671	3,872	(2,183)	0	0	43,521	43,474	47	56,617	(13,095)	0	0
Net Training Revenue - OFA	(879)	(18)	(861)	1,715	(2,594)	0	245	35,692	96,246	(60,555)	81,150	(45,459)	302	402
Margin %	(109%)	0%	0%	31%	0%	0%	0%	45%	69%	0%	59%	0%	0%	0%
Total Gross Revenue	28,632	21,474	7,458	34,433	(5,801)	0	0	497,235	648,815	(151,580)	613,432	(116,197)	0	0
Total Direct Costs	7,121	4,550	2,471	15,001	(7,880)	0	0	178,267	167,589	10,678	207,902	(29,634)	0	0
Total Net Revenue	21,511	16,524	4,987	19,432	2,079	157	77	318,967	481,226	(162,259)	405,531	(86,563)	87	88
Margin %	75%	78%	0%	56%	0%	0%	0%	64%	74%	0%	66%	0%	0%	0%
Admin Expense (also shown as % of Net Rev)														
Admin Staffing	4,056	9,627	(5,531)	10,651	(6,555)	0	0	78,309	115,645	(37,336)	114,475	(36,166)	0	0
	19%	58%	0%	55%	0%	0%	0%	25%	24%	0%	28%	0%	0%	0%
Ad & Promo	500	394	106	399	101	0	0	10,006	14,172	(4,166)	10,455	(448)	0	0
	2%	2%	0%	2%	0%	0%	0%	3%	3%	0%	3%	0%	0%	0%
Depreciation/Amortization	3,511	2,915	596	3,164	347	0	0	41,176	34,980	6,196	35,854	5,322	0	0
	16%	18%	0%	16%	0%	0%	0%	13%	7%	0%	9%	0%	0%	0%
Building & Maintenance	3,848	2,714	1,134	2,778	1,070	0	0	36,536	40,325	(1,789)	42,620	(4,083)	0	0
	18%	16%	0%	14%	0%	0%	0%	12%	8%	0%	11%	0%	0%	0%
Other Admin Exp	1,900	1,592	308	2,110	(210)	0	0	18,276	21,341	(3,065)	25,918	(7,643)	0	0
	9%	10%	0%	11%	0%	0%	0%	6%	4%	0%	6%	0%	0%	0%
Provincial Fee - Commercial	9,576	9,576	0	4,600	(4,976)	0	0	114,912	114,912	0	55,200	59,712	0	0
	45%	58%	0%	24%	0%	0%	0%	36%	24%	0%	14%	0%	0%	0%
Subtotal Admin Expense	23,431	26,818	(3,387)	23,702	(270)	171	94	301,215	341,375	(40,160)	284,522	16,693	82	62
Other Income/Revenue						0	0	688	7,865	(7,177)	9,845	(9,157)	0	0
Net Admin Expenses	23,431	26,818	(3,387)	23,702	(270)	171	94	300,527	333,510	(32,983)	274,677	25,850	82	62
	109%	162%	0%	122%	0%	0%	0%	94%	69%	0%	68%	0%	0%	0%
NET BUSINESS OPERATIONS	(1,920)	(10,294)	8,374	(4,270)	2,350	(14)	(17)	18,440	147,716	(129,276)	130,854	(112,413)	5	26
Net Adult Brigade	(757)	(2,309)	1,552	320	(1,077)	0	0	(4,900)	(7,827)	2,927	1,085	(5,906)	0	0
Net Cadet Brigade		61	(61)	500	(500)	0	0	505	1,634	(1,129)	1,850	(1,359)	0	0
Net Gaming/Grant Income		300	(300)	5	(5)	0	0	1,699	(350)	2,049	(415)	2,114	0	0
Net Therapy Dog	(5)	(68)	63	(39)	30	0	0	181	(623)	804	(1,290)	1,471	0	0
Net Community Services	(763)	(2,016)	1,253	788	(1,551)	(6)	3	(2,515)	(7,206)	4,691	1,241	(3,756)	(1)	0
	(4%)	(12%)	0%	4%	0%	0%	0%	(1%)	(1%)	0%	0%	0%	0%	0%
Net Surplus / (Deficit)	(2,683)	(12,310)	9,627	(3,482)	799	(34)	(31)	15,925	140,510	(124,585)	132,095	(116,169)	9	55
Remove: Net Gaming and Grants		300	(300)	5	(5)	0	0	1,699	(350)	2,049	(415)	2,114	0	0
As % of Net Surplus	0%	(2%)	0%	0%	0%	0%	0%	11%	0%	0%	0%	0%	0%	0%
Adjusted Net Surplus / (Deficit)	(2,683)	(12,510)	9,927	(3,487)	804	(53)	(45)	14,226	140,900	(126,674)	132,510	(118,283)	13	84

St John Society (BC & Yukon)
BRANCH / DEPT: NANAIMO - 34
Revenue and Expenditure
For the Twelve Months Ending 31 December 2012

UNAUDITED

	MONTH to Date				YEAR to Date				%CHANGE VS PRIOR		
	ACTUAL DEC	BUDGET DEC	ACT vs BUD	PRIOR YR DEC	ACT vs PRIOR	ACTUAL 12/31/12	BUDGET 12/31/12	ACT vs BUD		PRIOR YR 12/31/11	ACT vs PRIOR
COMMERCIAL OPERATIONS											
PRODUCT SALES											
Sales - Tests	3		3	71	(67)	607		607	549	58	11%
Sales - First Aid Kits	2,880	897	1,983	432	2,448	12,529	10,291	2,638	7,800	5,129	66%
Sales - Supplies	249	330	(81)	75	174	4,824	3,650	4,162	4,162	161	18%
Sales - Equipment		841	(841)	1,963	(1,965)	49	10,052	(10,043)	15,182	(15,131)	(100%)
Sales - Other						256		256	233	23	10%
	3,133	2,068	1,065	2,576	557	18,765	24,343	(5,578)	27,927	(9,162)	(33%)
Total Sales	3,133	2,058	1,065	2,576	557	18,765	24,343	(5,578)	27,927	(9,162)	(33%)
COST OF PRODUCT SOLD											
Cost of Sale - First Aid Kits	(65)	493	(558)	263	(328)	4,140	5,659	(1,519)	4,562	(852)	(17%)
Cost of Sale - Supplies	241	182	59	56	185	4,991	2,184	2,807	2,985	2,006	67%
Cost of Sale - Equipment		547	(547)	1,254	(1,254)	245	6,564	(6,319)	9,562	(9,317)	(97%)
Cost of Sale - Other				19	(19)	70		70	973	(903)	(53%)
	176	1,222	(1,046)	1,631	(1,455)	9,446	14,407	(4,961)	18,512	(9,066)	(59%)
NET PRODUCT SALES	2,957	846	2,111	945	2,011	9,318	9,936	(618)	9,415	(96)	(1%)
TRAINING REVENUE - GFA											
Training Revenue - EMM	1,748	3,458	(1,710)	3,066	(1,318)	30,811	52,689	(21,878)	45,074	(5,263)	(12%)
Training Revenue - CPR	2,344		2,344	1,810	534	32,207	20,671	11,536	20,076	6,130	24%
Training Revenue - OHSS	4,700		4,700	4,520	180	40,817	18,650	24,167	26,615	14,002	52%
Training Revenue - STD	3,056	3,082	26	3,570	(474)	83,256	107,249	(23,993)	99,715	(16,459)	(17%)
Training Revenue - Other	93	450	(357)	930	(835)	7,834	3,220	4,614	9,508	(1,624)	(17%)
Training Revenue - Online	869	371	498	994	(125)	10,330	17,272	(6,942)	12,843	(2,513)	(20%)
Training Revenue - IND	11,975	11,735	240	11,379	596	165,296	225,401	(71,105)	220,906	(55,100)	(24%)
Training Revenue - EMR						20,839	30,520	(9,681)	6,600	14,089	237%
	24,827	19,106	5,721	26,269	(1,442)	400,399	484,752	(84,353)	447,738	(47,339)	(11%)
Less Discount on Training	138		138			1,142		1,142		1,142	
Total GFA Revenue	24,689	19,106	5,583	26,269	(1,580)	399,256	484,752	(85,496)	447,738	(48,480)	(11%)
COST OF TRAINING - GFA											
Course Material - EMM		20	(20)			78	400	(322)	250	(172)	(60%)
Course Material - CPR				988	(988)	1,110	1,110	(1,110)	13	(100%)	
Course Material - OHSS				140	54	9,547	2,664	6,883	5,816	3,731	64%
Course Material - STD	194	178	16	140	54	5,922	3,762	2,160	6,723	(801)	(12%)
Course Material - Other	128	42	86	92	36	568	254	314	323	133%	
Course Material - Online	863	223	640	546	317	7,030	10,365	(3,335)	7,623	(742)	(9%)
Course Material - IND	273	211	62	73	201	3,256	4,520	(1,264)	7,115	(3,855)	(54%)
Course Material - EMR				(155)	155	(185)	10,189	(10,373)	218	(403)	(185%)
Exam Fee and Expenses - EMR						5,482	1,290	4,192	1,560	3,922	251%
Instructor Fee - GFA	4,269	2,325	1,944	4,819	(550)	74,728	60,482	14,246	83,812	(3,183)	(11%)
Instructor Fee - EMR						4,850	6,880	(1,930)	1,720	10,181	184%
Instructor Travel - GFA	221	110	111	152	68	2,918	1,320	1,598	2,218	329	32%
Instructor Travel - EMR						78		78		78	0%
Training Supplies - GFA	(691)	295	(986)	2,900	(3,591)	9,821	5,893	3,928	12,548	(2,727)	(22%)
Training Supplies - EMR						1,117	560	557	2,613	(1,496)	(57%)
	5,256	3,410	1,846	9,498	(4,242)	125,300	109,703	15,597	132,773	(7,472)	(6%)
NET GFA TRAINING REVENUE	19,433	15,696	3,737	16,771	2,662	273,958	375,044	(101,086)	314,965	(41,008)	(13%)
TRAINING REVENUE - OFA:											
Training Revenue - OFA 2/3	810		810	5,588	(4,778)	79,213	139,720	(60,507)	137,768	(58,555)	(43%)
	810		810	5,588	(4,778)	79,213	139,720	(60,507)	137,768	(58,555)	(43%)
COST OF TRAINING - OFA:											
Course Material - OFA 2/3	891		891	490	401	3,545	5,898	(2,353)	4,284	(739)	(17%)
Freight - OFA	50	6	84	90	50	505	72	533	49	558	1,126%
Instructor Fee - OFA				1,071	(1,071)	27,707	28,032	(325)	34,640	(6,933)	(20%)

St John Society (BC & Yukon)
BRANCH / DEPT: NANAIMO - 34
 Revenue and Expenditure
 For the Twelve Months Ending 31 December 2012

UNAUDITED

	MONTH to Date					YEAR to Date					% CHANGE VS PRIOR
	ACTUAL DEC	BUDGET DEC	ACT vs BUD	PRIOR YR DEC	ACT vs PRIOR	ACTUAL 12/31/12	BUDGET 12/31/12	ACT vs BUD	PRIOR YR 12/31/11	ACT vs PRIOR	
Instructor Travel - OFA		12	(121)	1,071	(1,071)	688	144	544	1,131	(443)	(39%)
Training Supplies - OFA	708		708	1,261	(533)	10,976	9,328	1,648	16,513	(5,537)	(34%)
	1,689	18	1,671	3,872	(2,183)	43,521	43,474	47	56,647	(13,096)	(23%)
NET OFA TRAINING REVENUE	(879)	(18)	(861)	1,715	(2,594)	33,691	36,246	(60,555)	81,150	(45,459)	(56%)
OTHER INCOME											
Other Income						404		404		404	269,147%
Rental Income						284	200	84	200	84	42%
Fundraising - Other						7,665		(7,665)			0%
						588	7,865	(7,177)	200	488	244%
ADMIN EXPENSES											
Salaries and Benefits	4,096	9,627	(5,531)	10,651	(6,555)	76,309	115,645	(37,336)	114,475	(38,166)	(33%)
	4,096	9,627	(5,531)	10,651	(6,555)	76,309	115,645	(37,336)	114,475	(38,166)	(32%)
Advertising	471	280	191	330	81	7,762	8,384	(622)	6,277	1,484	24%
Public Relations & Marketing	23	114	(89)	9	21	2,245	5,788	(3,543)	4,178	(1,933)	(46%)
	500	394	106	399	101	10,006	14,172	(4,166)	10,455	(449)	(4%)
Amortization	3,511	2,915	596	3,164	347	41,176	34,830	6,195	35,854	5,322	15%
Building Maintenance	2,660	1,647	1,033	1,540	1,140	23,899	25,595	(1,696)	28,038	(4,139)	(15%)
Maintenance - Office Equipment	265	335	(74)	258	6	83	819	(736)	595	(811)	(88%)
Insurance	503	728	(175)	793	(111)	11,384	13,409	(2,025)	13,181	(11)	0%
Utilities	3,848	2,714	1,134	2,778	1,070	38,556	40,325	(1,789)	42,620	(4,063)	(10%)
Bank Charges / Int on L/T Debt	220	221	(1)	300	(80)	3,259	3,466	(207)	4,730	(1,471)	(31%)
Information Technology	282		282	195	87	1,201	1,423	(192)	1,795	(593)	(33%)
Provincial Commercial Support Fee	9,576	9,576		4,800	4,975	114,912	114,912		55,200	59,712	108%
Meetings		68	(68)	30	(30)	826	816	(190)	1,005	(179)	(18%)
Postage	502	223	(223)	649	(649)	1,431	2,676	(1,245)	2,884	(1,453)	(50%)
Printing & Stationery	692	452	240	458	233	6,331	5,424	907	5,503	822	15%
Telephone	204	30	174	204		277	360	(83)	518	(241)	(46%)
Travel	11,476	11,158	308	6,710	4,766	133,188	136,253	(3,065)	78,007	55,180	71%
TOTAL ADMIN EXPENSES	23,431	26,818	(3,387)	23,702	(270)	301,215	341,375	(40,160)	281,411	19,804	7%
Gross Operational Revenue	28,632	21,174	7,458	34,433	(5,801)	497,923	656,680	(158,757)	513,632	(15,709)	(3%)
Total Direct Costs	7,121	4,650	2,471	15,001	(7,850)	178,267	167,589	10,678	207,502	(29,634)	(14%)
Net Revenue	21,511	16,524	4,987	19,432	2,079	319,656	489,091	(169,435)	405,731	(85,075)	(21%)
Total Admin Expenses	23,431	26,818	(3,387)	23,702	(270)	301,215	341,375	(40,160)	281,411	19,804	7%
NET CONTRIBUTION TO COMMUNI	(1,920)	(10,294)	8,374	(4,270)	2,350	18,440	147,716	(129,276)	124,320	(105,879)	(85%)

St. John Society (BC & Yukon)
BRANCH / DEPT: NANAIMO - 34
Revenue and Expenditure
For the Twelve Months Ending 31 December 2012

UNAUDITED

	MONTH to Date					YEAR to Date					% CHANGE VS PRIOR
	ACTUAL DEC	BUDGET DEC	ACT vs BUD	PRIOR YR DEC	ACT vs PRIOR	ACTUAL 12/31/12	BUDGET 12/31/12	ACT vs BUD	PRIOR YR 12/31/11	ACT vs PRIOR	
COMMUNITY SERVICES											
BRIGADE											
Donations		210	(210)			2,074	5,103	(3,029)	5,268	(3,214)	(61%)
Donations - Public Duty		120	(120)			4,500	4,980	(480)	3,075	1,425	46%
Fund Raising - Other						77		77		77	0%
Other Revenue				1,000	(1,000)				1,000	(1,000)	(100%)
		330	(330)	1,000	(1,000)	6,651	10,083	(3,432)	9,363	(2,712)	(29%)
Administration		71	(71)	180	(180)	58	1,792	(1,732)	1,950	(1,950)	(100%)
Communications						58		58		58	0%
Prov Community Service Support Fee	650	650		650		7,920	7,920			7,920	0%
First Aid Equipment		70	(70)			456	921	(465)	1,450	(994)	(68%)
Printing & Stationery		1,341	(1,341)			357	1,734	(1,377)	389	(31)	(8%)
Promotion & Awards		93	(93)			16	683	(667)	992	(977)	(98%)
Training & Competition		66	(66)			1,631	1,057	574	254	(254)	(100%)
Travel						398	39	359	810	362	95%
Uniform		277	(277)			773	773		185	(195)	(100%)
Vehicle Fuel	97		97		97	434	299	135	322	112	35%
Vehicle Insurance						(259)		(259)		(259)	0%
Vehicle Repair						26		26		26	0%
	757	2,578	(1,821)	180	577	11,046	16,276	(5,230)	6,418	4,628	72%
NET BRIGADE	(757)	(2,248)	1,491	820	(1,677)	(4,395)	(6,193)	1,798	2,946	(7,341)	(249%)
GRANTS AND GAMING											
Donations - Association		300	(300)	5	(5)	1,699	(330)	2,069	(415)	2,114	(509%)
Gaming Revenue - Direct Access	3,785	6,220	(2,431)	2,437	1,352	4,187	13,010	(8,823)	9,262	(5,075)	(55%)
Interest Earned - Short Term	8	30	(22)	2	6	101	380	(279)	53	46	92%
	3,797	6,550	(2,753)	2,444	1,353	5,987	12,960	(6,973)	8,900	(2,913)	(33%)
Gaming Expenditures	3,797	6,250	(2,453)	2,439	1,358	4,288	13,370	(9,082)	9,315	(5,027)	(54%)
NET GRANTS AND GAMING	300	(300)	6	(5)	(5)	1,699	(330)	2,069	(415)	2,114	(509%)
THERAPY DOG											
Fees						80	80		120	(40)	(33%)
Donations						180	178	2	521	(241)	(57%)
						260	258	2	641	(281)	(52%)
Administration	6	63	(57)	36	(30)	6	496	(490)	858	(862)	(99%)
Travel						25	117	(117)	240	(240)	(100%)
Supplies						48	206	(163)	228	(183)	(80%)
Uniform		5	(5)				60	(60)	514	(499)	(97%)
	6	68	(62)	36	(30)	79	881	(802)	1,631	(1,751)	(89%)
NET THERAPY DOG	(6)	(68)	62	(36)	30	181	(623)	804	(1,290)	1,471	(114%)
Therapy Dog Volunteer Hours				2,186	(2,186)				2,186	(2,186)	(100%)
NET COMMUNITY SERVIC	(763)	(2,016)	1,253	788	(1,551)	(2,515)	(7,205)	4,691	1,241	(3,756)	(303%)
Contribution from Commercial Operations	(1,920)	(10,294)	9,374	(4,270)	2,350	18,440	147,716	(129,276)	124,320	(105,879)	(85%)
Community Service Revenue	3,797	6,680	(2,883)	3,444	353	12,839	23,321	(10,482)	18,804	(5,965)	(31%)
	1,877	(3,414)	5,291	(820)	2,703	31,339	171,037	(139,698)	143,124	(111,785)	(78%)
Comm Service and Gaming Exp	4,560	8,896	(4,336)	2,650	1,905	15,414	30,627	(15,213)	17,563	(2,150)	(12%)
NET SURPLUS/(DEFIC)	(2,683)	(12,310)	9,627	(3,482)	799	15,925	140,510	(124,585)	125,561	(109,635)	(87%)

St. John Society (BC & Yukon)
 BRANCH / DEPT: NANAIMO - 34
 Revenue and Expenditure
 For the Twelve Months Ending 31 December 2012

UNAUDITED

	MONTH to Date					YEAR to Date					% CHANGE VS PRIOR
	ACTUAL DEC	BUDGET DEC	ACT vs BUD	PRIOR YR DEC	ACT vs PRIOR	ACTUAL 12/31/12	BUDGET 12/31/12	ACT vs BUD	PRIOR YR 12/31/11	ACT vs PRIOR	
Branch - Adult Division:											
Donations		110	(110)			874	1,725	(851)	2,154	(1,279)	(59%)
Donations - Public Duty		120	(120)			4,500	4,989	(489)	3,075	1,425	46%
Other Revenue				500	(500)				500	(500)	(100%)
		230	(230)	500	(500)	5,374	6,705	(1,331)	6,729	(354)	(6%)
Administration		71	(71)	180	(180)		1,554	(1,654)	1,779	(1,779)	(100%)
Communications						58		58		58	0%
Community Service Support Fee	660	660			660	7,920	7,920			7,920	0%
First Aid Equipment		70	(70)			406	921	(455)	1,450	(984)	(68%)
First Aid Supplies		1,341	(1,341)			357	1,355	(1,008)	20	336	1,724%
Printing & Stationery		93	(93)			18	699	(673)	455	(441)	(97%)
Promotion & Awards							550	(550)	254	(254)	(100%)
Training & Competition		27	(27)			1,006	564	442	367	639	174%
Travel						252	39	213	37	215	589%
Uniform							628	(628)	57	(57)	(100%)
Vehicle Fuel	97	277	(277)		97	434	202	232	225	209	93%
Vehicle Insurance						(259)		(259)		(259)	0%
Vehicle Repair						26		26		26	0%
	757	2,639	(1,782)	180	577	10,276	14,512	(4,237)	4,843	5,532	121%
Net Division Surplus / (Deficit)	(767)	(2,309)	1,552	320	(1,077)	(4,900)	(7,827)	2,927	1,086	(5,986)	(551%)
Adult Volunteer Hours				4,366	(4,366)				4,366	(4,366)	(100%)

St. John Society (BC & Yukon)
BRANCH / DEPT: NANAIMO - 34
 Revenue and Expenditure
 For the Twelve Months Ending 31 December 2012

UNAUDITED

	MONTH to Date					YEAR to Date					% CHANGE VS PRIOR
	ACTUAL DEC	BUDGET DEC	ACT vs BUD	PRIOR YR DEC	ACT vs PRIOR	ACTUAL 12/31/12	BUDGET 12/31/12	ACT vs BUD	PRIOR YR 12/31/11	ACT vs PRIOR	
Branch - Cadet Division:											
Donations		100	(100)			1,200	3,378	(2,178)	3,135	(1,935)	(62%)
Fund Raising - Other						77		77		77	0%
Other Revenue				500	(500)				500	(500)	(100%)
		100	(100)	500	(500)	1,277	3,378	(2,101)	3,635	(2,358)	(65%)
Administration							138	(138)	150	(150)	(100%)
First Aid Supplies							369	(369)	369	(369)	(100%)
Printing & Stationery									536	(536)	(100%)
Promotion & Awards						502		(502)			0%
Training & Competition		39	(39)			625	493	132	454	171	38%
Travel						147		147		147	0%
Uniform						145		(145)	138	(138)	(100%)
Vehicle Fuel						97		(97)	67	(67)	(100%)
		39	(39)			771	1,744	(973)	1,775	(1,003)	(57%)
Net Division Surplus / (Deficit)		61	(61)	500	(500)	506	1,534	(1,028)	1,860	(1,355)	(73%)
Cadet Volunteer Hours				2,707	(2,707)				2,707	(2,707)	(100%)

NANAIMO BRANCH
ST. JOHN AMBULANCE (BRITISH COLUMBIA AND YUKON)

Balance Sheet

For the Fiscal Year ended December 31, 2012

	2012	2011
<u>ASSETS</u>		
Current Assets		
Cash	1,874.48	1,999.36
Investments	0.00	0.00
Accounts Receivable	13,545.86	14,941.15
Inventory	7,025.05	3,571.79
	<u>22,445.39</u>	<u>20,512.30</u>
Capital Assets		
Land	0.00	0.00
Building	993,255.53	993,255.53
Leasehold Improvements	0.00	0.00
Office Furniture and Equipment	16,713.63	14,178.34
Training Equipment	41,192.61	41,192.61
Vehicles	20,589.94	2,546.50
Computers	15,279.02	15,279.02
	<u>1,087,030.73</u>	<u>1,066,452.00</u>
Less: Accumulated Depreciation	(309,942.64)	(268,766.62)
	<u>777,088.09</u>	<u>797,685.38</u>
Restricted Funds	<u>15,685.60</u>	<u>11,842.72</u>
	<u><u>815,219.08</u></u>	<u><u>830,040.40</u></u>
 <u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities		
Deferred Contributions - Gaming	15,685.60	11,842.72
Deferred Contributions - Registration	13,562.00	14,427.00
Due To / (From) Operating Fund	(414,477.46)	(399,615.84)
	<u>(385,229.86)</u>	<u>(373,346.12)</u>
Long Term Debt	49,589.42	68,055.54
Net Assets		
Opening Balance	1,135,330.98	1,002,173.76
Net Surplus / (Deficit) for the Period	15,528.54	133,157.22
	<u>1,150,859.52</u>	<u>1,135,330.98</u>
	<u><u>815,219.08</u></u>	<u><u>830,040.40</u></u>

NANAIMO BRANCH
ST. JOHN AMBULANCE (BRITISH COLUMBIA AND YUKON)
Statement of Revenues & Expenditures
For the Fiscal Year ended December 31, 2012

	General Fund	Brigade	Gaming Fund	Therapy Dog	Total
REVENUE					
Gaming - Bingo	\$ -		\$ -		\$ -
Gaming - Direct Access	-		4,496.20		4,496.20
Gaming - Interest Income / GST Rebate	-		101.15		101.15
Training Revenue	479,611.99				479,611.99
Sale of Kits and Supplies	18,764.62				18,764.62
Brigade Donations	0.00	6,651.47			6,651.47
Donations	0.00	1,698.80			1,698.80
Fundraising Income		0.00			-
Other Income	688.32	0.00			688.32
Therapy Dog Donations				260.00	260.00
United Way Grants	0.00				-
TOTAL REVENUE	499,064.93	8,350.27	4,597.35	260.00	512,272.55
EXPENSES					
Administration		7,920.00	-	5.93	7,925.93
Advertising	10,006.49		-		10,006.49
Amortization	41,176.02		-		41,176.02
Bank Charges and Interest	125.00		-		125.00
Brigade Supplies		2,453.80	-	25.14	2,478.94
Cost of Sales and Supplies	9,517.99		-		9,517.99
Fundraising Expenses		0.00			-
Gaming Expenditures	0.00		4,597.35		4,597.35
Insurance and Taxes	3,169.70		-		3,169.70
Meetings, conferences	626.35		-		626.35
Mortgage Interest	3,133.88		-		3,133.88
Office and Miscellaneous	116,226.04		-		116,226.04
Printing, Postage	6,551.46	15.77			6,567.23
Promotion and Awards		0.00			-
Rent	0.00		-		-
Repairs and Maintenance	23,898.90		-		23,898.90
Salaries and Benefits	72,827.59	4,698.55	-	783.09	78,309.23
Telephone and Utilities	17,714.98	58.03	-		17,773.01
Training Costs	170,287.92		-		170,287.92
Therapy Dog Program	0.00		-		-
Travel	277.27	398.27		0.00	675.54
Uniforms	0.00	0.00		48.00	48.00
Vehicle Fuel, Insurance, Repairs	0.00	200.49			200.49
TOTAL EXPENSES	475,539.59	15,744.91	4,597.35	862.16	496,744.01
NET SURPLUS / (DEFICIT) FOR THE PERIOD	\$ 23,525.34	\$ (7,394.64)	\$ -	\$ (602.16)	\$ 15,528.54

Volunteer Hours	<u>7,695.50</u>	<u>1,804.00</u>
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St. John Society (BC & Yukon)
NANAIMO - 34
For the Nine Months Ending 30 September 2013

	ACTUAL SEP	BUDGET SEP	MONTH to DATE Act vs Bud	PRIOR YR SEP	Act vs Prior	2013 per Student	2012 per Student	ACTUAL 09/30/13	BUDGET 09/30/13	YEAR to DATE Act vs Bud	PRIOR YR 09/30/12	Act vs Prior	2013 per Student	2012 per Student
BUSINESS OPERATIONS														
# of GFA Students	276	397	(121)	269	7	0	0	2,846	3,325	(479)	2,816	30	0	0
# of OFA Students	8	16	(8)	5	3	0	0	102	140	(38)	99	3	0	0
Total # of Students	284	413	(129)	274	10	0	0	2,948	3,465	(517)	2,915	33	0	0
PRODUCT SALES														
Product Sales	6,420	1,250	5,170	58	6,362	0	0	29,631	18,154	11,477	10,486	19,145	0	0
Cost of Product Sold	4,649	688	3,961	5	4,644	0	0	23,682	10,619	13,063	5,485	18,197	0	0
Net Product Sales	1,771	562	1,209	53	1,718	6	0	5,949	7,535	(1,586)	5,001	948	2	2
Margin %	28%	45%	0%	91%	0%	0%	0%	20%	42%	0%	48%	0%	0%	0%
	1,771	562	1,209	53	1,718	6	0	5,949	7,535	(1,586)	5,001	948	2	2
TRAINING - GFA														
Training Revenue - GFA	33,992	38,811	(4,819)	34,647	(655)	0	0	305,769	362,446	(56,677)	311,868	(6,099)	0	0
Cost of Training - GFA	9,001	10,019	(1,018)	9,008	(7)	0	0	90,316	91,044	(728)	97,602	(7,285)	0	0
Net Training Revenue - GFA	24,991	28,792	(3,801)	25,639	(648)	91	95	215,453	271,402	(55,949)	214,266	1,187	76	76
Margin %	74%	74%	0%	74%	0%	0%	0%	70%	75%	0%	69%	0%	0%	0%
TRAINING - OFA														
Training Revenue - OFA	4,542	10,440	(5,898)	4,146	396	0	0	65,175	94,850	(29,675)	67,920	(2,744)	0	0
Cost of Training - OFA	1,455	5,926	(4,471)	2,220	(765)	0	0	33,343	43,304	(9,961)	35,200	(1,857)	0	0
Net Training Revenue - OFA	3,087	4,514	(1,427)	1,926	1,161	386	385	31,832	51,546	(19,714)	32,719	(887)	312	330
Margin %	68%	43%	0%	46%	0%	0%	0%	49%	54%	0%	48%	0%	0%	0%
Total Gross Revenue	44,954	50,501	(5,547)	38,851	5,103	0	0	400,575	475,450	(74,875)	390,273	10,302	0	0
Total Direct Costs	15,106	16,633	(1,527)	11,234	3,872	0	0	147,341	144,967	2,374	138,287	9,054	0	0
Total Net Revenue	29,848	33,868	(4,019)	27,617	2,231	105	101	253,234	330,483	(77,249)	251,986	1,248	86	86
Margin %	66%	67%	0%	71%	0%	0%	0%	63%	70%	0%	65%	0%	0%	0%
Admin Expense (also shown as % of Net Rev)														
Admin Staffing	7,412	8,866	(1,454)	2,621	4,791	0	0	68,462	79,794	(11,332)	61,989	6,473	0	0
Ad & Promo	330	300	30	2,235	(1,905)	0	0	958	2,700	(1,742)	9,015	(8,057)	0	0
Depreciation/Amortization	3,285	3,149	136	2,836	449	0	0	29,565	28,341	1,224	27,980	1,585	0	0
Building & Maintenance	3,685	3,807	(122)	2,140	1,544	0	0	27,936	29,243	(1,307)	28,224	(288)	0	0
Other Admin Exp	1,074	1,449	(375)	1,115	(41)	0	0	12,612	13,545	(933)	13,671	(1,059)	0	0
Provincial Fee - Commercial	0%	0%	0%	9,576	(9,576)	0	0	0	0	0	86,184	(86,184)	0	0
Subtotal Admin Expense	15,786	17,571	(1,785)	20,523	(4,737)	56	75	139,533	153,623	(14,090)	227,062	(87,530)	47	78
Other Income/Revenue	100	1,980	(1,880)	4	96	0	0	899	4,309	(3,420)	288	601	0	0
Net Admin Expenses	15,686	15,591	95	20,519	(4,834)	56	75	138,644	149,314	(10,670)	226,774	(88,130)	47	78
Margin %	53%	46%	0%	74%	0%	0%	0%	55%	45%	0%	90%	0%	0%	0%
NET BUSINESS OPERATIONS	14,163	18,277	(4,114)	7,098	7,065	50	26	114,590	181,169	(66,579)	25,212	89,378	39	9
Net Adult Brigade	608	(23)	631	554	54	0	0	3,162	1,893	1,269	(2,311)	5,473	0	0
Net Cadet Brigade	(180)	(180)	0	0	0	0	0	860	2,155	(1,295)	6	655	0	0
Net Gaming/Grant Income	270	(270)	0	750	(750)	0	0	141	(149)	290	1,349	(1,208)	0	0
Net Therapy Dog	(138)	(138)	0	20	(20)	0	0	689	(600)	1,289	87	602	0	0
Net Community Services	608	(71)	679	1,324	(716)	2	5	4,852	3,299	1,553	(670)	5,722	2	0
Margin %	2%	0%	0%	5%	0%	0%	0%	2%	1%	0%	0%	0%	0%	0%
Net Surplus / (Deficit)	14,771	18,206	(3,435)	8,422	5,349	102	57	119,442	184,468	(65,026)	24,342	95,100	79	17
Remove: Net Gaming and Grants	270	(270)	0	750	(750)	0	0	141	(149)	290	1,349	(1,208)	0	0
As % of Net Surplus	0%	1%	0%	9%	0%	0%	0%	0%	0%	0%	6%	0%	0%	0%
Adjusted Net Surplus / (Deficit)	14,771	17,936	(3,165)	7,672	7,099	154	85	119,301	184,617	(65,316)	22,993	96,308	120	25

ST. JOHN'S SOCIETY (B.C. & YUKON)
Nanaimo
BUDGET 2014

BUSINESS OPERATIONS:

Product Sales

Sale of Texts	4200	34	00
Sale of First Aid Kits	4210	34	00
Sale of Supplies	4220	34	00
Sale of Other	4230	34	00
Sale of Equipment	4280	34	00

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
50	50	50	50	50	50	50	50	50	50	50	50	600
910	1,237	870	727	890	796	673	1,097	828	753	705	424	9,910
1,242	1,025	1,023	735	906	825	755	978	1,076	977	977	694	11,213
50	-	-	-	-	-	-	-	-	-	-	-	50
1,609	2,893	1,417	3,340	1,806	3,340	2,950	1,350	1,417	1,350	2,115	50	23,627
3861	5195	3360	4852	3652	5011	4428	3475	3371	3130	3847	1218	45,400
-	140	-	388	-	-	-	-	458	458	-	-	1,444

Less: Discounts

5247 34 00

Product Sales (Net of Discounts)

Cost of Product Sold

Cost of Sale - Texts	5200	34	00
Cost of Sale - First Aid Kits	5210	34	00
Cost of Sale - Supplies	5220	34	00
Cost of Sale - Other	5230	34	00
Cost of Sale Equipment	5280	34	00
Commission - FA Kits	5240	34	00

3,861	5,055	3,360	4,464	3,652	5,011	4,428	3,475	2,913	2,672	3,847	1,218	\$ 43,956
-	-	-	220	-	-	-	-	220	220	-	-	660
363	448	320	263	346	290	242	392	282	280	282	153	3,661
511	432	409	366	445	383	368	449	473	459	480	304	5,079
32	-	-	-	-	-	-	-	-	-	-	-	32
1,070	1,851	978	2,125	1,211	2,125	1,898	931	978	931	1,385	32	15,515
1,976	2,731	1,707	2,974	2,002	2,798	2,508	1,772	1,953	1,890	2,147	489	24,947

NET PRODUCT REVENUE

Margin %

1,885	2,324	1,653	1,490	1,860	2,213	1,920	1,703	960	782	1,700	729	\$ 19,009
49%	45%	49%	31%	45%	44%	43%	49%	28%	25%	44%	60%	42%

Training Revenue - GFA

Training Revenue - CPR	4010	34	00
Training Revenue - STD	4020	34	00
Training Revenue - OH&S	4100	34	00
Training Revenue - IND	4040	34	00
Training Revenue - Other	4030	34	00
Training Revenue - EMM	4000	34	00
Training Revenue - ONL	4070	34	00
Training Revenue - EMR	4080	34	00

2,319	2,271	3,855	3,666	1,542	1,740	4,611	3,948	2,151	2,288	1,845	1,404	31,838
5,745	10,440	6,360	10,980	6,750	9,660	3,490	6,360	7,800	4,500	4,270	1,860	78,215
3,680	7,360	3,680	7,360	3,680	3,680	3,680	3,450	3,680	4,140	3,450	2,760	50,600
20,224	19,868	19,868	19,238	16,145	14,935	9,730	9,100	17,441	19,416	19,214	10,735	195,914
-	-	-	-	-	-	-	-	-	-	-	-	-
3,312	3,312	3,312	3,312	3,312	5,520	2,208	3,312	4,600	3,680	3,680	1,196	40,756
1,306	1,435	1,375	1,475	1,256	1,156	871	971	1,086	1,000	961	1,687	14,579
-	-	-	5,100	-	-	-	-	-	5,100	-	-	10,200
38,586	44,686	38,450	61,131	32,685	36,691	24,990	27,141	36,758	40,122	33,420	19,642	421,902
658	1,195	116	1,195	116	668	116	116	1,265	1,514	752	668	8,391

Less: Discounts

5246 34 00

GFA Sales (Net of Discounts)

Cost of Training - GFA

Course Materials - EMM	5000	34	00
Course Materials - CPR	5010	34	00
Course Materials - OH&S	5050	34	00
Course Materials - STD	5020	34	00
Course Materials - IND	5040	34	00
Course Materials - Other	5030	34	00
Course Materials - ONL	5070	34	00
Course Materials - EMR	5080	34	00
Instructor Honoraria - CPR	5101	34	00
Instructor Honoraria - STD	5102	34	00
Instructor Honoraria - OHS	5110	34	00
Instructor Honoraria - OTH	5103	34	00
Instructor Fees - IND	5104	34	00
Instructor Honoraria - EMM	5100	34	00
Instructor Fees - EMR	5108	34	00
Instructor Travel	5112	34	00
Instructor Travel - EMR	5158	34	00
Training Supplies	5095	34	00
Training Supplies - EMR	5094	34	00
Exam Fees - EMR	5156	34	00
Exam Travel - EMR	5157	34	00

35,918	43,490	38,334	49,935	32,569	36,023	24,474	27,025	35,493	38,608	32,668	18,974	\$ 413,511
87	87	87	87	87	145	58	87	121	97	97	31	1,071
81	82	147	127	57	70	173	137	73	91	67	52	1,167
621	1,243	621	1,243	621	621	583	621	583	699	583	466	8,543
95	117	102	124	109	102	55	102	73	73	70	29	1,051
416	410	410	383	356	285	202	176	360	387	378	218	3,981
-	-	-	-	-	-	-	-	-	-	-	-	-
564	508	478	528	419	489	376	396	409	-	391	724	5,282
-	-	-	-	-	-	-	-	-	-	-	-	-
662	662	662	662	322	304	429	511	486	662	662	662	6,686
2,116	3,666	2,768	3,992	2,442	2,934	1,384	1,710	1,384	2,116	1,384	692	26,588
1,518	1,800	900	1,800	900	900	900	900	1,800	900	900	-	13,218
-	87	-	1,716	-	-	-	-	1,716	-	-	-	3,519
2,551	2,744	2,744	2,724	2,009	2,009	1,480	1,480	1,979	2,887	2,704	1,347	26,658
489	489	652	652	489	815	326	489	652	652	489	163	6,357
-	-	-	1,720	-	-	-	-	-	1,720	-	-	3,440
450	650	250	350	150	200	-	-	-	-	-	-	2,050
-	-	-	125	-	-	-	-	-	125	-	-	250
3,383	3,743	3,669	3,977	2,901	3,164	2,452	2,523	3,231	3,284	3,139	1,787	37,253
-	-	-	164	-	-	-	-	-	164	-	-	328
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
13,033	16,288	13,490	20,374	10,862	12,038	8,456	9,094	12,905	13,857	10,864	6,171	147,432

NET TRAINING REVENUE - GFA

Margin %

22,885	27,202	24,844	29,581	21,707	23,985	16,018	17,931	22,588	24,751	21,804	12,803	\$ 266,079
63%	61%	65%	58%	66%	65%	65%	66%	61%	62%	65%	65%	63%

Training Revenue - OFA

Training Revenue - OFA 2/3	4110	34	00
----------------------------	------	----	----

14,675	4,720	8,955	14,050	-	6,095	4,540	4,970	7,400	10,940	10,699	-	87,035
-	-	-	118	-	118	-	118	-	-	-	-	354

Less: Discounts

5246 34 00

Cost of Training - OFA

Course Material - OFA 2/3	5060	34	00
Examiner Travel - OFA 2/3	5112	34	00
Freight - OFA 2/3	5120	34	00
Instructor Fees - OFA 2/3	5111	34	00

14,675	4,720	8,955	13,932	-	5,977	4,540	4,852	7,400	10,940	10,699	-	\$ 86,681
399	160	239	399	-	160	120	160	200	320	320	-	2,477
206	103	103	206	-	103	103	103	103	206	103	103	1,442
383	153	230	383	-	153	115	153	191	306	306	-	2,373
4,826	1,338	2,413	3,751	-	2,613	2,413	1,338	2,413	2,613	3,751	-	27,469

St. John Society (PLC & TURON)
Nanaimo
BUDGET 2014

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
Examiner Fees - OFA 2/3	800	400	400	800	800	400	200	400	400	400	800	-	5,000
Instructor Travel - OFA 2/3	-	150	-	-	-	-	-	-	-	-	-	-	300
Training Supplies - OFA 2/3	815	309	489	798	-	326	245	309	408	635	635	-	4,969
	7,429	2,613	3,874	6,337	-	3,755	3,196	2,463	3,715	4,630	5,915	103	44,030
NET TRAINING REVENUE - OFA	7,246	2,107	5,081	7,595	-	2,222	1,344	2,389	3,685	6,310	4,775	-	42,651
Margin %	48%	45%	57%	55%	#DIV/0!	37%	30%	49%	50%	58%	45%	#DIV/0!	45%
Total Gross Revenue	54,454	53,265	50,649	68,331	36,221	47,011	33,442	35,352	45,806	52,230	47,205	20,192	544,148
Total Direct Costs	22,438	21,532	19,071	29,685	12,864	18,591	14,160	13,329	18,573	20,377	18,926	6,763	216,409
TOTAL NET REVENUE	32,016	31,733	31,578	38,646	23,357	28,420	19,282	22,023	27,233	31,853	28,279	13,429	327,739
Margin %	59%	59%	62%	57%	64%	60%	56%	62%	59%	61%	60%	67%	60%
ESTIMATED ADMIN EXPENSES (Based on 2013 YTD)													
Admin Staffing	7,312	7,312	7,312	7,312	7,312	7,312	7,312	7,312	7,312	7,312	7,312	7,312	87,744
Ad & Promo	162	162	162	162	162	162	162	162	162	162	162	162	1,944
Depreciation/Amortization	3,563	3,563	3,563	3,563	3,563	3,563	3,563	3,563	3,563	3,563	3,563	3,563	42,758
Building & Maintenance	3,187	3,187	3,187	3,187	3,187	3,187	3,187	3,187	3,187	3,187	3,187	3,187	38,244
Other Admin Exp	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	1,435	17,220
Subtotal Admin Expense	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	187,508
Other Income/Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Competition Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising - Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Grants - United Way	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Income/Operations	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal Other Income/Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
NET ADMIN EXPENSE	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	15,659	187,508
NET BUSINESS OPERATIONS	16,357	16,974	18,209	22,987	7,698	13,051	3,623	6,344	11,574	16,329	12,620	2,230	140,556



St. John Ambulance

Branch Executive Committee Contact List

For Ratification / Ratified by
St. John Society (British Columbia and Yukon)

BEC Members 2013 April 22

Branch: Nanaimo

Name and Home Address	BEC Position(s) Held			Occupation and Company	Work Phone	Home Phone	Cell Phone	Email
	Position	Date Appointed	Date Ceased					
Warren Cook 310-99 Chapel St Nanaimo, BC V9R 5H3	Chairperson	April 22 2013		Manager London Drugs	250 7535545	250 7140024		wcook@londondrugs.com
Vadim Fleigel 5331B Royal Seaview Nanaimo, BC V9T 0B9	Treasurer	May 2012		Accountant	250 6190930			Vadim.feigel@jasmith.com
Idonna Tollefson 212-1633 Dufferin Nanaimo, BC V9T 4T6	Secretary	May 2012		Retired		250 7140448		idonnat@shaw.ca
Peter Prescott 5384 Kenwill Dr. Nanaimo, BC V9T 5Z9	Director	Jan 2009		Retired		250 7518586		pl_prescott@shaw.ca
Marie Sutton 1480 Seaspray Blvd. Nanaimo, BC V9X 1P6	Director	Jan 1998		Retired		250 7223204		tmhutton@shaw.ca
Dick Stasuik 4950 Bella-Vista Cres. Nanaimo, BC V9V 1M5	Director	Jan 2000		Retired		250 7297394		sundragon@shaw.ca
Sandra Gaspardone 3663 Allsop Road Nanaimo, BC V9R 6X3	Therapy Dog Facilitator	Jan 1999		Retired		2507585018		gaspardone@shaw.ca
Kim Mitchell 2128 Brooklyn Pl. Nanaimo, BC V9R 7B6	Superintendent Of Adult Brigade	Jan 2008		Registered Nurse	250 6199127	250 6199127		kimdmitchell@shaw.ca



St. John Ambulance

Branch Executive Committee Contact List

For Ratification / Ratified by
St. John Society (British Columbia and Yukon)

Jeff Lott 1066 Palomino Place Nanaimo, BC V9R 5P5	Non Voting Member Prev. Chair	Jan 2007		Retired RCMP		250 7536775	2507136563	jeffsl@shaw.ca
Merv Unger 6221 Waterbury Rd. Nanaimo, BC V9V 1L5	Non Voting Prev. Chair	May 2001		Retired		250 7560399	250 6180416	Merv.unger@shaw.ca
Doug Slowski 101 Bonavista Pl. Nanaimo, BC V9T 5N5	Non Voting	Jan 2001		Retired		2507583863		dhsowski@shaw.ca

July 11 2013

**CITY OF NANAIMO
EVALUATION
PERMISSIVE TAX EXEMPTION
THREE YEAR REVIEW**

Name of Organization: The Port Theatre Society

Grant No. RPTE-04

Criteria:

**Meets
Criteria:**

Yes No

- the property must be recommended for a Permissive Tax Exemption in the following year; and
- the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;
- the organization can demonstrate a financial need;
- must adhere to all of the City of Nanaimo's bylaws and policies.

Statement of Purpose:

All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.

Amount Requested:

\$

Grant Awarded:

Yes No

Amount Recommended:

\$

Discussion:

Notes:



CITY OF NANAIMO
APPLICATION FOR PERMISSIVE
TAX EXEMPTION RENEWAL

Office Use

RPT-04

ORGANIZATION: <i>The Port Theatre Society</i>	DATE: <i>November 12, 2013</i>	
ADDRESS: <i>125 Front Street</i>	PRESIDENT: <i>Fred Jacklin</i>	
<i>Nanaimo, B.C.</i>	SENIOR STAFF MEMBER: <i>Bruce Halliday</i>	
<i>V9R 6Z4</i>	POSITION: <i>General Manager</i>	
	CONTACT: <i>bhalliday@porttheatre.com</i>	
TELEPHONE: <i>250-754-4555</i>	TELEPHONE: <i>250-754-4555 ext.305</i>	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: <i>Year-round facility operation, programming, ticket centre, community and commercial rentals for an 804 seat performing arts centre.</i>		
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: <i>Central Vancouver Island</i>		
NO. OF FULL TIME STAFF: <i>12</i>	NO. OF PART TIME STAFF: <i>40+</i>	
NO. OF COMMUNITY VOLUNTEERS: <i>approx 200</i>	NO. OF VOLUNTEER HOURS PER YEAR: <i>approx 10,000</i>	
NO. OF MEMBERS: <i>approx 1,650</i>	MEMBERSHIP FEE: <i>\$25. basic</i>	
CLIENTS SERVED, LAST YEAR: <i>88,194</i>	CLIENTS SERVED, THIS YEAR (PROJECTED): <i>96,000</i>	
B.C. SOCIETY ACT REG. NO.: <i>S-0025416</i>	REVENUE CANADA CHARITABLE REG. NO.: <i>13031 8330 RR0001</i>	
CURRENT BUDGET: <i>2013</i>	LEGAL DESCRIPTION OF PROPERTY: <i>Lot 1 Sec 1</i>	
INCOME <i>\$1,440,858</i>	<i>Plan V1P63076</i>	
EXPENSES: <i>\$1,425,244</i>	TAX FOLIO NUMBER: <i>85997.002</i>	
NEXT YEAR PROJECTED: <i>2014</i>		
INCOME: <i>\$1,604,148</i>	CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: <i>\$1,585,781</i>		
SIGNATURE: <i>[Signature]</i>	TITLE/POSITION: <i>General Manager</i>	DATE: <i>Nov. 12/13</i>

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).

1. Please describe the work of your organization in this community.

The Port Theatre Society is a community based, professional arts organization, with a mandate to stimulate economic and artistic activity in the central Vancouver Island region. We manage The Port Theatre for the City of Nanaimo through a co-management agreement. We manage the operations, the maintenance, all of the activity (approx. 220 events annually), capital planning and fundraising for capital improvements. We manage the staffing and the safety of visiting acts, our staff and the public, as well as ensuring that this municipally funded Arts Centre remains at top performance level.

2. What are your organization's specific priorities for the coming year?

The societies priorities for 2014 are to continue our work in attracting touring acts from across the country and internationally, as well as presenting artists that would not come to Nanaimo if we did not present them, along with continuing to offer subsidized rental rates to community users, NFP organizations and to continue developing community partnerships.

We will continue our efforts to complete this Community Performing Arts Centre through the construction of a facility with multiple rehearsal spaces and a 200 seat theatre as our focus.

3. How does your organization ensure that its services address continuing and emerging community needs?

As a performing arts organization we are actively involved in a multitude of partnerships with other arts organizations to continue to raise the awareness Arts and Culture in the central island. We have numerous ongoing community programs, Schools on Stage, EyeGo to the Arts and Theatre Angels to ensure accessibility.

4. Please describe the role of volunteers in your organization.

The Society has a volunteer roster of almost 200 with a 4-6 month waiting list. Our volunteers act as our ushers, offer office assistance and are a direct connection to our community. We utilize over 10,000 volunteer hours each year.

5. Please list grants applied for/received from other governments or service clubs.

Annually, we apply for funding from The Department of Canadian Heritage and the BC Arts Council to assist with presenting. In 2013 we received confirmation of 2 years funding from the Department of Canadian Heritage.

6. Please list other City of Nanaimo grants applied for and/or received, including Operating Funding, grants from other Committees, etc.

None at this time.

7. Please provide details of fees for service in your organization, and how costs and fees are determined.

- Theatre Rental.... The rental fees are published and are weighted and scaled to ensure community access. Most rentals are based on a minimum with a % of net sales. This allows for a community group to have very reasonable rent, starting at \$800 per day....Commercial clients pay a higher base and a higher %. Virtually all of our fees are scaled to help community users.
- Ticket Centre..... Fee for community groups for set-up and sales of tickets is \$275..commercial is \$375.
- Technical Services...All of our technical services are billed out at the actual pay rate plus 20% to cover statutory deductions and a portion of benefits.
- Front of House.... We do not charge for ushering staff. We charge community groups \$50 per show... and commercial clients \$200 per show for a Front of House Manager charge..

8. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.

N/A

9. Please describe your policy and treatment of: capital, reserve or special purpose funds, and year-end surpluses or deficits.

The Port Theatre Society operates using fund accounting. All operating surpluses and deficits are carried forward into the next fiscal year with possible reallocation of the various funds. We have a 10 year rotating capital plan that is currently funded through \$75,000 annually from the City and approx. \$60,000 annually from our Ticket Centre CDF revenue.

We currently have a Studio Theatre fund which we have used to design the future expansion.

10. Please describe current or planned approaches to self generated income.

Currently the city's management fee for operating the Port Theatre comprises approximately 24% of our operating budget. We self-generate approximately 76% of total operating income. Our direct payroll to residents of the region is almost \$1 million dollars.

11. What will the effect be if you do not receive a permissive tax exemption from the City of Nanaimo?

It would have a very negative effect on our ability to operate. We would respectfully request that all City-owned facilities be taxed and discussed in the same light.

12. How has the City's contribution been recognized?

There are no guidelines in the management agreement for recognition, although we acknowledge and thank the city at every opportunity.



BC Registry
Services

RECEIVED
MAR - 6 2013

REMINDER

①

Society Annual Report (Form 11)

Annual Report Fee: \$25.00

Change of Address: Additional \$15.00

2013 Annual Report

1. The information below is what we have on file. See last page for completion instructions.

THE PORT THEATRE SOCIETY
125 FRONT STREET
NANIAMO BC V9R 6Z4

OFFICE USE ONLY

ONLINE FILING AVAILABLE at www.bcregistryservices.gov.bc.ca
See the last page for details.

2. Incorporation Number: S-0025416 Access Code: 128008158
Business Number: 130318330BC0001

3. The date your 2013 Annual General Meeting was held is (YYYY/MM/DD): 2013/03/26
(If no Annual General Meeting was held, please write "NO MEETING HELD" in the date field above.)

4. The society's registered address in B.C. is (Must be a physical location; Post Office box only is not acceptable.)

125 FRONT STREET
NANIAMO BC V9R 6Z4

If your registered address has changed, make changes here.

5. The society's directors on file are listed below. Please make updates/changes below.
(Addresses must be physical locations; Post Office box only is not acceptable.)

NOTE

One director must be a
B.C. resident.

Draw line through name if director has ceased.

If directors have been added or director information has changed,
make changes here.

Last name: ADAMS

First name (include initials): FELICITY

Address (include postal code):

212-38 FRONT ST
NANAIMO BC V9R 0B8



Last name: FLANNAGAN

First name (include initials): KEN

Address (include postal code):

216 ROCKMOUNT PLACE
NANAIMO BC V9T 4H5

Last name: ~~HAYES~~

First name (include initials): ~~GLYNIS~~

Address (include postal code):

~~5314 WILLIAMSON ROAD
NANAIMO BC V9V 1L1~~

BALLARD

Jim

522 ARBUTUS AVE

NANAIMO, BC V9S 5E3

Last name: JACKLIN

First name (include initials): FRED

Address (include postal code):

602-225 ROSEHILL ST
NANAIMO BC V9S 1E1

Last name: SULLIVAN

First name (include initials): MARILYN

Address (include postal code):

3542 COUNTRY CLUB DR
NANAIMO BC V9T 1T9

Last name: VANSTONE

First name (include initials): JIM

Address (include postal code):

604 - 150 PROMENADE DR
NANAIMO BC V9R 6M6

Last name: WIDSTEN

First name (include initials): CHRIS

Address (include postal code):

100-319 SELBY ST
NANAIMO BC V9R 2R4

6. Please provide an email address that we may use for future communications.

K-harrison@porttheatre.com

7. Sign and certify this form.

I certify that this information is accurate and complete.

Signature: 

NOTE

This must be signed by a
current director, officer or
solicitor.

8. Return form and fee to BC Registry Services.

Mailing Address:

PO Box 9431 Stn Prov Govt
Victoria BC
V8W 9V3

Physical Address:

2nd floor, 940 Blanshard Street
Victoria BC
V8W 3E6

NOTE

Annual Report filing fee is
\$25.00.

If you updated your
registered address, add
\$15.00 for a total fee of
\$40.00.

Questions? Call 250 356-8609, or 604 775-1042 from Greater Vancouver area.

Please make your cheque payable to **Minister of Finance** and write your Incorporation Number on the cheque.

2

THE PORT THEATRE SOCIETY

FINANCIAL STATEMENTS

December 31, 2012

THE PORT THEATRE SOCIETY

INDEX TO FINANCIAL STATEMENTS

YEAR ENDED December 31, 2012

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Statement of Revenues and Expenditures	4
Statement of Changes in Fund Balances	5
Statement of Cash Flows	6
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INDEPENDENT AUDITORS' REPORT

To the Members

Report on Financial Statements

We have audited the accompanying financial statements of **The Port Theatre Society**, which comprise the balance sheet as at **December 31, 2012, December 31, 2011, and January 1, 2011**, and the statements of revenues and expenditures, changes in fund balances, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT

(Continued)

Basis for Qualified Opinion

In common with many not-for-profit organizations, the society derives revenue from donations and sponsorships, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the society and we were not able to determine whether any adjustments might be necessary to donations and sponsorships, excess of revenues over expenditures, assets, or fund balances.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of the society as at **December 31, 2012, December 31, 2011, and January 1, 2011**, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the *Society Act of British Columbia* we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.



CHURCH PICKARD
Chartered Accountants

Nanaimo, B.C.
March 13, 2013

THE PORT THEATRE SOCIETY

BALANCE SHEET as at December 31, 2012

	Operating Fund	Restricted Funds	Total December 31, 2012	Total December 31, 2011	Total January 1, 2011
Assets					
Current					
Cash and bank accounts	\$ 164,678	\$ 264,503	\$ 429,181	\$ 267,149	\$ 384,206
Box office bank account	410,808	-	410,808	329,653	272,576
Accounts receivable	26,832	-	26,832	73,927	23,149
Inventory - Note 2	11,128	-	11,128	9,665	10,388
Prepaid expenses and show costs	<u>15,487</u>	<u>-</u>	<u>15,487</u>	<u>25,700</u>	<u>28,482</u>
	628,933	264,503	893,436	706,094	718,801
Equipment - Note 3	<u>40,138</u>	<u>-</u>	<u>40,138</u>	<u>85,280</u>	<u>93,928</u>
	<u>\$ 669,071</u>	<u>\$ 264,503</u>	<u>\$ 933,574</u>	<u>\$ 791,374</u>	<u>\$ 812,729</u>

Liabilities and Fund Balances


Current

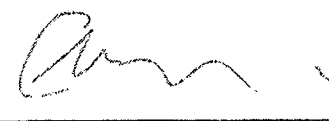
Accounts payable and accrued liabilities	\$ 79,497	\$ -	\$ 79,497	\$ 90,659	\$ 96,983
Wages and employee benefits payable	33,324	-	33,324	25,550	29,586
Deferred revenue - Note 5	<u>406,015</u>	<u>-</u>	<u>406,015</u>	<u>338,085</u>	<u>291,813</u>
	<u>518,836</u>	<u>-</u>	<u>518,836</u>	<u>454,294</u>	<u>418,382</u>

Fund balances

Opening balances	90,263	246,817	337,080	394,347	356,300
Excess of revenues over expenditures (expenditures over revenues)	<u>59,972</u>	<u>17,686</u>	<u>77,658</u>	<u>(57,267)</u>	<u>38,047</u>
	<u>150,235</u>	<u>264,503</u>	<u>414,738</u>	<u>337,080</u>	<u>394,347</u>
	<u>\$ 669,071</u>	<u>\$ 264,503</u>	<u>\$ 933,574</u>	<u>\$ 791,374</u>	<u>\$ 812,729</u>

Approved on Behalf of the Board:





(3)

ChurchPickard Chartered Accountants

THE PORT THEATRE SOCIETY

STATEMENT OF REVENUES AND EXPENDITURES

For the year ended December 31, 2012

	Operating Fund	Restricted Funds	Total 2012	Total 2011
Revenues				
Management fees - City of Nanaimo	\$ 474,474	\$ -	\$ 474,474	\$ 450,465
Port Presents - Note 10	321,249	-	321,249	329,659
Expense recoveries	212,450	-	212,450	227,119
Theatre rental	196,451	-	196,451	192,975
Box office fees and ticket phone charges	124,939	-	124,939	101,198
Capital contribution - City of Nanaimo				
- Note 6	-	100,000	100,000	100,000
Regional District of Nanaimo	66,902	-	66,902	65,270
Capital development income - Note 6	-	66,034	66,034	42,794
Endowment income - Note 9	57,695	-	57,695	45,103
Front of House - net of costs	52,213	-	52,213	52,299
Donations and sponsorships	46,411	-	46,411	43,129
Memberships	40,339	-	40,339	35,045
Interest and other	15,602	-	15,602	18,832
District of Lantzville	9,000	-	9,000	9,000
	<u>1,617,725</u>	<u>166,034</u>	<u>1,783,759</u>	<u>1,712,888</u>
Expenditures				
Wages and benefits	882,585	-	882,585	863,230
Port Presents - Note 10	305,666	-	305,666	421,503
Telephone and utilities	89,884	-	89,884	94,350
Building maintenance and supplies	66,991	-	66,991	74,303
Endowment contributions	57,695	-	57,695	45,105
Bank charges and interest	56,128	-	56,128	47,534
Office and supplies	22,863	-	22,863	33,490
Professional fees	16,000	-	16,000	18,000
Postage and printing	13,501	-	13,501	11,210
Computer supplies and support	11,151	-	11,151	11,484
Travel, conferences, and training	10,412	-	10,412	12,423
Volunteer, staff, and donor recognition	10,072	-	10,072	13,242
Advertising and marketing	7,393	-	7,393	10,539
Insurance	4,711	-	4,711	4,711
	<u>1,555,052</u>	<u>-</u>	<u>1,555,052</u>	<u>1,661,124</u>
Operating surplus before undernoted items	62,673	166,034	228,707	51,764
Amortization	(2,701)	-	(2,701)	(21,787)
Capital expenditures - Note 6	-	(105,907)	(105,907)	(84,979)
Loss on disposal of assets	-	-	-	(2,265)
Excess of revenues over expenses (expenses over revenues) before contribution of assets to City of Nanaimo	59,972	60,127	120,099	(57,267)
Contribution of assets to City of Nanaimo	-	(42,441)	(42,441)	-
Excess of revenues over expenditures (expenditures over revenues)	<u>\$ 59,972</u>	<u>\$ 17,686</u>	<u>\$ 77,658</u>	<u>\$ (57,267)</u>

(4)

ChurchPickard Chartered Accountants

THE PORT THEATRE SOCIETY

STATEMENT OF CHANGES IN FUND BALANCES

For the year ended December 31, 2012

	Externally Restricted Studio Theatre Fund (Note 7)	Internally Restricted Contingency Reserve Fund (Note 8)	Capital Development Fund (Note 6)	Operating Fund	Total 2012	Total 2011
Balance, beginning of the year	\$ 40,478	\$ 3,813	\$ 202,526	\$ 90,263	\$ 337,080	\$ 394,347
Revenues	-	-	166,034	1,617,725	1,783,759	1,712,888
Expenditures	-	-	(148,348)	(1,557,753)	(1,706,101)	(1,770,155)
Balance, end of the year	<u>\$ 40,478</u>	<u>\$ 3,813</u>	<u>\$ 220,212</u>	<u>\$ 150,235</u>	<u>\$ 414,738</u>	<u>\$ 337,080</u>

THE PORT THEATRE SOCIETY

STATEMENT OF CASH FLOWS

For the year ended **December 31, 2012**

	2012	2011
Cash provided (used):		
Operating activities		
Excess of revenues over expenditures (expenditures over revenues)	\$ 77,658	\$ (57,267)
Items not involving cash		
Amortization	2,701	21,787
Loss on disposal of assets	-	2,265
Contribution of capital assets to the City of Nanaimo	<u>42,441</u>	<u>-</u>
	122,800	(33,215)
Changes in non-cash operating accounts		
Decrease (increase) in accounts receivable	47,095	(50,778)
(Increase) decrease in inventory	(1,463)	724
Decrease in prepaid expenses	10,213	2,782
Decrease in accounts payable and accrued liabilities	(11,162)	(6,325)
Increase (decrease) in wages and employee benefits payable	7,774	(4,036)
Increase in deferred revenue	<u>67,930</u>	<u>46,272</u>
	<u>243,187</u>	<u>(44,576)</u>
Investing activities		
Purchase of equipment	<u>-</u>	<u>(15,404)</u>
Increase (decrease) in cash	243,187	(59,980)
Cash, beginning of the year	<u>596,802</u>	<u>656,782</u>
Cash, end of the year	<u>\$ 839,989</u>	<u>\$ 596,802</u>
Cash is defined as:		
Cash and bank accounts	\$ 429,181	\$ 267,149
Box office bank account	<u>410,808</u>	<u>329,653</u>
	<u>\$ 839,989</u>	<u>\$ 596,802</u>

THE PORT THEATRE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2012

1. Society operations

The society's mandate is to stimulate and enhance artistic, cultural, and economic activity of central Vancouver Island through the management and operation of The Port Theatre in Nanaimo, B.C. The society was incorporated under the *Society Act* of British Columbia and is a registered charity under the *Income Tax Act*.

2. Significant accounting policies

The society has elected to apply Canadian accounting standards for not-for-profit organizations.

These financial statements are the first financial statements for which the society has applied the Canadian accounting standards for not-for-profit organizations.

The financial statements for all periods presented were prepared in accordance with the Canadian accounting standards for not-for-profit organizations and provisions set out in First-Time Adoption, Section 1501, for first-time adopters of this basis of accounting.

The impact of adopting these standards was accounted for in net assets at the date of transition, January 1, 2011 (beginning of the first fiscal period for comparison purposes). However, because of the elections the society has chosen upon transition, no adjustments were required to be made to net assets at the date of transition.

- Fund accounting

The society uses the restricted fund method of accounting for revenues and expenditures.

- Equipment

Equipment is recorded at cost and amortized. Amortization on the piano is recorded on a straight-line basis over its estimated useful life of 40 years.

In the year of acquisition, amortization is recorded at one-half of this rate.

- Inventory

Inventory is recorded at the lower of cost or net realizable value. Cost is measured using the specific identification method.

- Revenue recognition

Revenue and contributions are recognized when amounts can be reasonably estimated and when collection is reasonably assured as follows:

- Operating government grants and fees not restricted in use are recognized when received or receivable. Such grants and fees, if contributed for a future period, are deferred and reported as deferred revenue until that future period.
- Other unrestricted revenue, including ticket sales, front of house, and theatre rental, are reported as revenue at the time the services or products are provided.

THE PORT THEATRE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2012

2. Significant accounting policies (continued)

- Contributed services

Volunteers contribute many hours per year to assist the society in carrying out the operations of the theatre. Because of the difficulty in determining fair market value, services contributed by volunteers are not recognized in these financial statements.

- Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

3. Equipment

	Cost	Accumulated Amortization	Net 2012	Net 2011
Piano	\$ 108,021	\$ 67,883	\$ 40,138	\$ 59,742
Computer hardware	-	-	-	22,964
Computer software	-	-	-	2,574
	<u>\$ 108,021</u>	<u>\$ 67,883</u>	<u>\$ 40,138</u>	<u>\$ 85,280</u>

4. Government remittances

The society has the following amount owing for government remittances at December 31, 2012. This amount is included in accounts payable and accrued liabilities.

HST	<u>\$ 10,655</u>
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5. Deferred revenue

	2012	2011
Pre-sold tickets	\$ 390,540	\$ 318,635
Rental deposits	12,225	13,950
Pre-collected show sponsorships	<u>3,250</u>	<u>5,500</u>
	<u>\$ 406,015</u>	<u>\$ 338,085</u>

THE PORT THEATRE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2012

6. Capital development fund/City of Nanaimo assets

- Capital development fund

This fund represents reserve funds for which revenue is derived from collections on each ticket sold and specific donations. The capital development fund can only be used for the building and theatre equipment owned by the City of Nanaimo. The City of Nanaimo provides an annual capital contribution to the society in the amount of \$100,000 which is also to be used towards the purchase of these assets.

- Contributions to theatre assets owned by the City of Nanaimo

During the year, the society made several purchases for the building and theatre equipment, totaling \$105,907. These items have been recorded as contributions to theatre assets owned by the City of Nanaimo, as they form an integral part of the theatre and its operations. The theatre also contributed \$42,441 in existing assets to the City in satisfaction of the terms of a new co-management agreement with the City effective January 1, 2012.

The society has contributed a total of \$998,785 in theatre assets since 2002. The City of Nanaimo has contributed a total of \$800,000 in theatre assets since 2005.

7. Studio theatre fund

The studio theatre fund represents funds donated specifically towards the design and development of the studio theatre.

8. Contingency reserve fund

This fund can be used for operating and capital expenditures.

9. Endowment fund

This fund is administered by The Nanaimo Community Foundation, and is invested with Nesbitt Burns Inc. The fund represents reserve funds for which revenue is derived from collections on each ticket sold and specific donations. The capital of the endowment fund is to be held in perpetuity. Income from the fund is calculated on an annual basis by the Nanaimo Community Foundation and is distributed to the society at the end of March each year. The society has contributed \$592,048 in total to December 31, 2012. The Vancouver Foundation matched the society's contributions in 2007 and 2008 with \$326,836 in total. The balance of the endowment fund at December 31, 2012 includes fund earnings and changes in the market value of the investments:

THE PORT THEATRE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2012

9. Endowment fund (Continued)

	2012	2011
Cash	\$ 39,946	\$ 34,737
Investments - fixed income, interest at 3.26 to 4.3%	392,000	350,000
Investment - mutual fund, at market value	<u>507,347</u>	<u>472,051</u>
	939,293	856,788
Endowment donation in accounts payable	<u>24,969</u>	<u>13,872</u>
Balance of endowment fund	<u>\$ 964,262</u>	<u>\$ 870,660</u>

10. Port Presents programming

The Port Presents programming supports the work of Canadian artists. The society promotes various shows during the year. The revenue for the Port Presents programming comes from ticket sales for the various shows, specific show sponsorships, and grants received to promote the programming.

During the year, the society received a grant of \$62,000 (2011 - \$62,000) from the Canada Arts Presentation Fund. This grant has been included in the Port Presents programming revenue, as the funds are designated to support the promotion of Canadian artists.

11. Co-management agreement - City of Nanaimo

The society entered into a new agreement with the City of Nanaimo to undertake the responsibility for the operation and maintenance of the the Port Theatre, effective January 1, 2012 for a five-year term expiring on December 31, 2017. This agreement grants the society the right to occupy the theatre. The terms provide an option to renew for a further five years on the same terms and conditions. The City of Nanaimo and the Port Theatre Society entered into an agreement dated for reference on April 30, 1996 that there would be a theatre constructed under the terms and conditions of the agreement. Operation of the theatre commenced in September 1998. The licence to occupy commenced in March 2000.

12. Contingent liabilities and commitments

The society entered into contractual commitments with artists and performers for shows. These commitments total \$33,200 (2011 - \$56,000) as at December 31, 2012, of which \$3,750 (2011 - \$12,094) has been paid in deposits.

THE PORT THEATRE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended December 31, 2012

13. Economic dependence

The society is economically dependent on funding from the City of Nanaimo.

14. Financial assets and liabilities

Unless otherwise noted, it is management's opinion that the society is not exposed to significant interest, currency, market, liquidity, or credit risks in relation to their financial assets and liabilities.

(3) (4)

The Port Theatre
General Operations Income Statement
January through October 2013

	Jan - Oct 13	YTD Budget	\$ Over Budget	Annual Budget	YE Forecast	
Ordinary Income/Expense						
Income						
4100 - Donations	24,224.79	26,600.00	(2,375.21)	41,200.00	37,924.79	
4300 - Front Of House Revenue	75,174.71	73,794.12	1,380.59	96,500.01	96,029.87	
4400 - Grants/Management Fees	521,303.20	485,405.20	35,898.00	566,065.84	601,963.79	8
4500 - Interest Earned	8,139.12	3,000.00	5,139.12	13,600.00	20,620.44	
4506 - Miscellaneous Income	770.53	1,000.00	(229.47)	1,500.00	1,064.53	
4600 - Memberships	36,446.76	30,100.00	6,346.76	34,500.00	40,846.76	
4700 - Programming	28,264.45	36,975.00	(8,710.55)	63,175.00	91,252.99	7
4800 - Recovered Wages	124,116.86	143,000.00	(18,883.14)	187,000.00	163,716.86	
4850 - Recovered Expenses	1,261.37	2,500.00	(1,238.63)	3,000.00	1,761.37	
4900 - Rental Revenue	159,486.86	170,300.00	(10,813.34)	220,100.00	204,336.66	
5100 - Sponsorship/Spotlight Rev	18,421.43	23,502.38	(5,080.95)	27,002.38	24,421.43	
5200 - Ticket Centre Revenue	180,100.41	145,475.00	34,625.41	187,215.00	219,615.41	
Total Income	1,177,710.29	1,141,651.70	36,058.59	1,440,858.23	1,503,554.90	
Gross Profit	1,177,710.29	1,141,651.70	36,058.59	1,440,858.23	1,503,554.90	
Expense						
6180 - Insurance	4,136.21	4,208.75	(72.54)	4,923.75	4,811.21	
6340 - Telephone	9,212.44	8,400.00	812.44	11,080.00	10,862.44	
7100 - Advertising	8,084.64	12,900.00	(4,815.36)	14,300.00	15,800.00	
7200 - Bank charges	55,590.35	37,500.00	18,090.35	47,800.00	68,890.35	
7300 - Building Services	114,033.57	122,189.90	(8,156.33)	145,600.00	145,794.10	
7400 - Computer Hardware/Software	15,745.96	12,990.00	2,755.96	14,315.00	19,999.96	
7500 - Concession Expense	34,796.11	42,200.00	(7,403.89)	54,460.00	46,436.11	
7800 - Office/Related	19,321.95	20,916.10	(1,594.15)	25,065.00	25,968.52	
7900 - Printing & Postage	13,263.08	17,100.00	(3,836.92)	22,600.00	21,663.08	
8000 - Professional Development	15,661.23	20,730.00	(5,068.77)	21,090.00	17,491.23	
8200 - Society Administration	24,641.36	33,900.00	(9,258.64)	38,000.00	28,280.15	
8300 - Programming Expenses	70,504.89	68,381.00	2,123.89	99,501.00	149,263.43	7
8400 - Technical Services	5,917.43	8,160.00	(2,242.57)	8,600.00	8,598.98	
8500 - Wages & Benefits	712,511.04	770,860.40	(58,349.36)	917,909.47	858,919.75	
Total Expense	1,103,420.26	1,180,436.15	(77,015.89)	1,425,244.22	1,422,779.31	
Net Ordinary Income	74,290.03	(38,784.45)	113,074.48	15,614.01	80,775.59	
Net Income	74,290.03	(38,784.45)	113,074.48	15,614.01	80,775.59	

Notes:

- 1- Membership revenue is higher than budgeted, likely due to member pre-buys for popular shows.
- 2- Programming revenue lower than budgeted amount (Cirque Ziva).
- 3- Credit card recoverable and ticket order charges revenue higher than budgeted amounts, bank charges expense correspondingly higher.
- 4- Timing issue.
- 5- AGM less expense than budgeted, audit discount, volunteer recognition lower than budgeted year to date.
- 6- Marketing Manager early leave & position unfilled for part of the year, lower actual part-time wages than budgeted, IT reallocated to 7400.
- 7- Programming updated for fall season.
- 8- Forecast includes 2013 portion of 13/14 CAPF grant (\$28,875) and BCAC (\$6,025) that wasn't budgeted for.

The Port Theatre
Schedule of Equity Account Balances
as of October 31, 2013

	Internally Restricted		Externally Restricted		
	Operating	CDF/City Assets	Contingency	Studio Theatre	Total Equity
Opening Balance - Dec 31, 2012:	150,236.77	220,211.63	3,813.00	40,478.00	414,739.40
Add Gross Income to October 31, 2013:	1,177,710.29	32,903.00			1,210,613.29
Add Capital Portion of City Grants to October/13		75,000.00			75,000.00
Less: Expenses to October 31, 2013:	(1,103,420.26)			(192.97)	(1,103,613.23)
Less: Contribution to City Assets to October 31, 2013		(89,237.08)			(89,237.08)
Net Incomes to October 31, 2013:	74,290.03	18,665.92	0.00	(192.97)	92,762.98
Fund Balances as of October 31, 2013:	224,526.80	238,877.55	3,813.00	40,285.03	507,502.38
Interfund Transfers As of October/13	(59,973.19)		59,973.19		
Balances after Interfund Transfers - October/13	164,553.61	238,877.55	63,786.19	40,285.03	507,502.38

Detail of Contribution to CDF/City Assets:

Deposit Safe	568.65
Source 4 Leko Lights	4,655.04
DMX Tester	408.50
Dell PC for HVAC System	641.85
Dimmers	468.96
Cables & Tablet PC for audio upgrade	1,514.88
Yamaha mixer (deposit)	29,468.00
Tech office chairs (2)	1,337.28
Computer backup project	5,099.09
Audio Upgrade	11,683.39
Stage floor upgrade	9,351.77
Carpet upgrade - Harmac room	5,980.50
Video upgrade	2,367.01
Workstations for Weblisteners	2,298.15
Versalite Decks (4)	3,048.64
Dish Table for glass wash room	568.44
Chain Motor Upgrade	593.19
Stage Drapes	3,203.24
Harmac Carpet Upgrade	5,980.50
	<u>89,237.08</u>

\$59,973.19 from operating to Contingency per Board motion June 12/13

The Port Theatre
Working Capital
As of October 31, 2013

Source: Balance Sheet as of October 31, 2013

	<u>October 2013</u>
Current Assets	
1125-1 • & 1130-1 • General Account	343,046.12
1125-2 • Payroll Clearing Account	0.00
1201 • Accounts Receivable	6,298.99
1206 • Accrue Interest Receivable - Endowment	0.00
1209 • City & Other Grants Receivable	0.00
1650 • GST Receivable	0.00
Total Current Assets	<u>349,345.11</u>
Current Liabilities	
3100 • Accounts Payable	17,836.17
3120 • Payroll Payable	22,092.31
3150 • Source Deductions Payable	6,618.95
3152 • MSP Payable	189.54
3155 • Vacation /Banked payable	4,202.57
3200 • GST Payable	3,062.02
2240 • PST Payable	82.27
2242 • Liquor Tax Payable	557.65
3202 • Withholding Tax Payable Payable	0.00
3210 • Socan Payable	1,953.57
3250-4 • Unearned 2013 Rental Deposits	11,375.00
3250-5 • Unearned 2014 Rental Deposits	7,425.00
3255 • Other Unearned Grants	20,625.00
3333 • Suspense	(228.48)
3315 • Unearned 2013 Show Sponsorship	2,500.00
3613 • Volunteer Tip Funds	601.69
3615 • Bar Staff Tip Funds	121.87
Total Current Liabilities	<u>99,015.13</u>
 Working Capital as of October 31, 2013:	 250,329.98
 Working Capital Ratio as of October 31, 2013:	 3.53

Notes: Payroll payable & Vacation/Banked payable adjusted at Year End

General Operations Cash in Bank:	
Total Cash in General Account per B.S.	597,967.20
Add Transfers to be made from Box Office as of October/13	
Event Settlements/Donations/Memberships/Bank Fees to Transfer	28,355.20
Less Endowment Funds in General Account	(4,113.70)
Less CDF/City Assets Fund	(238,877.55)
Less Studio Theatre Fund	(40,285.03)
Operating Cash Available in General Bank Account	<u>343,046.12</u>
 Trade Accounts Payable:	
Total Accounts Payable per B.S.	32,836.17
Less Non-Current Month A/P	(15,000.00)
	<u>17,836.17</u>

BALANCE SHEET

Oct 31, 13

ASSETS

Current Assets

Chequing/Savings

1010 - Petty Cash	5,100.00
1125 - Royal Bank - General Acct	
1125-1 - Royal Bank - General Account	27,172.47
Total 1125 - Royal Bank - General Acct	<u>27,172.47</u>

1130 - Island Savings

1130-1 - Island Savings - General Acct	570,794.73
1130-2 - Island Savings - Box Office	784,880.52
Total 1130 - Island Savings	<u>1,355,675.25</u>

Total Chequing/Savings 1,387,947.72

Accounts Receivable

1201 - Accounts Receivable	6,298.99
1203 - A/R Box Office	14,470.00
Total Accounts Receivable	<u>20,768.99</u>

Other Current Assets

1700 - Prepaid Expense - General	1,971.64
1705 - Prepaid Insurance	3,237.38
1800 - Inventory	11,128.41
Total Other Current Assets	<u>16,337.43</u>

Total Current Assets 1,425,054.14

Fixed Assets

2500 - Equipment	109,234.95
2505 - A/A Equipment	(67,883.00)
Total Fixed Assets	<u>41,351.95</u>

Other Assets

1710 - Prepaid Show Costs	
1710-5 - Prepaid 2013 Show Costs	8,125.70
1710-6 - Prepaid 2014 Show Costs	5,278.76
Total 1710 - Prepaid Show Costs	<u>13,404.46</u>

Total Other Assets 13,404.46

TOTAL ASSETS 1,479,810.55

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

3100 · Accounts Payable	17,836.17
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Total Accounts Payable	17,836.17
------------------------	-----------

Other Current Liabilities

2240 · PST Payable	82.27
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2242 · Liquor Tax Payable	557.65
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3120 · Payroll Payable	22,092.31
------------------------	-----------

3150 · Source Deductions Payable	6,618.95
----------------------------------	----------

3152 · MSP Payable	189.54
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3155 · Vacation /Banked payable	4,202.57
---------------------------------	----------

3200 · GST/HST Payable	3,062.02
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3210 · Socan Payable	1,953.57
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3220 · Endowment Contributions Payable	4,113.70
----------------------------------------	----------

3250-4 · Unearned 2013 Rental Deposits	11,375.00
----------------------------------------	-----------

3250-5 · Unearned 2014 Rental Deposits	7,425.00
----------------------------------------	----------

3251 · Unearned City Grants	80,659.80
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3255 · Other Unearned Grants	20,625.00
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3301 · Unearned Revenue - Ticket Sales	773,520.18
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3307 · A/P Accrual Account	15,000.00
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3315 · Unearned 2013 Show Sponsorship	2,500.00
---------------------------------------	----------

3333 · Suspense	(228.48)
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3613 · Volunteer Tip Funds	601.69
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3615 · Bar Staff Tip Funds	121.87
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Total Other Current Liabilities	954,472.64
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Total Current Liabilities	972,308.81
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Total Liabilities	972,308.81
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Equity

Retained Earnings	1,848,572.02
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3900 · Surplus - Administration	90,263.58
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3902 · Surplus - Studio Theatre Fund	40,477.70
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3904 · Contingency Reserve	63,785.85
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3909 · Surplus - CDF/City Assets Fund	220,211.63
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3999 · Retained Earning	(1,848,572.02)
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Net Income	92,762.98
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Total Equity	507,501.74
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TOTAL LIABILITIES & EQUITY	1,479,810.55
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**Port Theatre Society
2014 Budget - First Draft
as at November 1, 2013**

5

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2014 BUDGET	% of Totals	2013 BUDGET	% of Totals
CONSOLIDATED REVENUES																
Administration	68,661.92	75,731.92	83,341.92	77,061.92	90,751.92	85,811.92	49,201.92	117,101.92	58,841.92	77,201.92	93,091.92	87,641.95	964,443.10	60.0%	984,065.79	69.0%
Ticket Centre	16,370.00	16,680.00	18,940.00	21,840.00	21,865.00	18,910.00	7,230.00	9,330.00	11,905.00	25,110.00	30,230.00	20,360.00	218,770.00	14.0%	187,215.00	13.0%
Front of House	6,064.52	8,490.33	9,703.22	9,096.78	11,166.12	12,129.03	1,819.36	2,069.36	3,638.71	7,883.88	12,735.48	9,953.22	94,750.01	6.0%	97,500.01	7.0%
Membership	3,500.00	3,000.00	3,000.00	2,000.00	2,500.00	4,500.00	1,800.00	4,500.00	3,500.00	4,500.00	3,500.00	4,500.00	40,800.00	3.0%	34,500.00	2.0%
Fundraising	350.00	1,100.00	3,050.00	9,200.00	5,700.00	2,000.00	700.00	800.00	700.00	4,500.00	4,350.00	7,900.00	40,350.00	3.0%	43,200.00	3.0%
Marketing	3,809.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,809.52	0.0%	5,952.38	0.0%
Programming	0.00	44,125.00	9,000.00	2,000.00	18,000.00	0.00	0.00	0.00	0.00	62,800.00	14,000.00	91,300.00	241,225.00	14.0%	88,425.00	7.0%
TOTAL CONSOL. REV:	98,755.96	149,127.25	127,935.14	121,198.70	148,983.04	123,350.95	60,751.28	133,801.28	78,585.63	181,995.80	157,907.40	221,655.17	1,604,147.63	100.0%	1,440,858.18	100.0%
CONSOLIDATED EXPENSES																
Administration	102,222.01	69,010.42	90,526.26	75,706.53	77,615.50	80,262.84	66,496.44	95,746.85	74,608.14	68,867.90	72,203.07	74,701.92	947,067.92	60.0%	911,404.98	64.0%
Ticket Centre	21,424.65	12,457.38	13,061.38	14,605.38	14,453.38	12,837.38	10,469.38	14,876.65	11,765.38	14,789.38	15,805.38	16,841.38	173,387.10	11.0%	153,824.38	11.0%
Front of House	4,974.62	6,733.68	7,613.20	7,173.43	8,492.72	10,396.48	2,420.53	1,896.28	3,215.58	6,293.91	9,812.00	7,613.20	76,635.63	5.0%	77,913.89	5.0%
Stage Services	3,381.66	491.66	3,491.66	1,431.66	1,491.66	491.66	3,281.66	3,191.66	1,531.66	491.66	931.66	491.74	20,700.00	1.0%	11,600.00	1.0%
Building Services	12,958.33	11,298.33	13,698.33	12,498.33	12,948.33	14,098.33	17,658.33	14,748.33	15,523.33	11,298.33	13,948.33	11,423.37	162,100.00	10.0%	145,600.00	10.0%
Membership	750.00	750.00	0.00	0.00	0.00	500.00	600.00	0.00	750.00	750.00	0.00	0.00	4,100.00	0.0%	2,100.00	0.0%
Fundraising	0.00	0.00	500.00	3,000.00	0.00	0.00	0.00	0.00	0.00	4,500.00	0.00	0.00	8,000.00	1.0%	9,500.00	1.0%
Marketing	500.00	500.00	500.00	500.00	5,000.00	500.00	4,000.00	1,000.00	2,000.00	900.00	500.00	500.00	16,400.00	1.0%	13,800.00	1.0%
Programming	1,000.00	19,254.00	12,101.00	7,606.00	18,270.00	1,950.00	0.00	0.00	2,950.00	17,862.00	16,793.00	85,465.00	183,271.00	11.0%	99,501.00	7.0%
TOTAL CONSOL. EXPS	147,211.27	120,495.47	141,491.83	122,521.33	138,271.59	121,036.69	104,926.34	131,459.77	112,344.09	121,273.18	134,493.44	197,036.61	1,592,561.65	100.0%	1,425,244.25	100.0%
CONSOL SURPLUS	(48,455.31)	28,631.78	(14,456.69)	(1,322.63)	11,711.45	2,314.26	(44,175.06)	2,341.51	(33,758.46)	60,722.62	23,413.96	24,618.56	11,585.97		15,613.93	



Current Board of Directors Contact List - 2013

Felicity Adams	Treasurer	212-38 Front St Nanaimo BC V9R 0B8	(h) 250-753-7249 (w) 250-245-6405 holmscroft@shaw.ca
Jim Ballard	Director	522 Arbutus Ave. Nanaimo, BC V9S 5E3	(h) 250-753-5690 (w) 250-716-7001 jimballard@shaw.ca
Ken Flannagan	Director	216 Rockmount Place Nanaimo BC V9T 4H5	(h) 250-758-3112 (c) 250-816-3112 krflann@gmail.com
Fred Jacklin	President	602-225 Rosehill St Nanaimo BC V9S 1E1	(h) 250-740-0224 (w) 250-740-6356 (c) 250-739-0947 fred.jacklin@viu.ca
Marilyn Sullivan	Director	3542 Country Club Dr. Nanaimo BC V9T 1T9	(h/f) 250-758-9569 (c) 250-716-6110 marilynsullivan@shaw.ca
Jim Vanstone	Vice-President	604-150 Promenade Dr Nanaimo BC V9R 6M6	(h) 250-754-7751 (w) 250-754-3321 (f) 250-754-1148 vanstonej@shaw.ca jvanstone@rlr-law.com
Chris Widsten	Secretary	100- 319 Selby Street Nanaimo BC V9R 2R4	(w) 250-816-6000 chris@islandrent.com

[Type text]

**CITY OF NANAIMO
EVALUATION
PERMISSIVE TAX EXEMPTION
THREE YEAR REVIEW**

Name of Organization: The Nature Trust of British Columbia

Grant No. RPTE-05

Criteria:

**Meets
Criteria:**

Yes No

- the property must be recommended for a Permissive Tax Exemption in the following year; and
- the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;
- the organization can demonstrate a financial need;
- must adhere to all of the City of Nanaimo's bylaws and policies.

Statement of Purpose:

All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.

Amount Requested:

\$

Grant Awarded:

Yes No

Amount Recommended:

\$

Discussion:

Notes:



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPTe-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES,		PRESIDENT: JOHN WEST	
NORTH VANCOUVER, B.C. V7P-3R4		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 200 BUTTERTUBS DRIVE LOT A PL VIP63268, NANAIMO LAND DISTRICT	
INCOME: \$2,100,000			
EXPENSES: \$2,400,000		TAX FOLIO NUMBER: 16021.300	
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 	TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013	


NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO
APPLICATION FOR PERMISSIVE
TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:			
INCOME: \$2,100,000		LEGAL DESCRIPTION OF PROPERTY: 1780 JINGLE POT ROAD L 1, PLAN 28980, SECTION 1, NANAIMO LAND DISTRICT, 99 YEAR LEASE TO FISH & WILDLIFE BRANCH BUTTERTUBS SLOUGH-JINGLE POT RD	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:		TAX FOLIO NUMBER: 16007.500	
INCOME: \$2,100,000			
EXPENSES: \$2,400,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

 RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES,		PRESIDENT: JOHN WEST	
NORTH VANCOUVER, B.C. V7P-3R4		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
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TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1946 JINGLE POT ROAD LOT A, SEC 11, RGE 8, LD 31, PLN VIP85882, NANAIMO LAND DISTRICT	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05828.005	
EXPENSES: \$2,400,000		NEXT YEAR PROJECTED:	
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	
NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).			



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES,		PRESIDENT: JOHN WEST	
NORTH VANCOUVER, B.C. V7P-3R4		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 201 DOGWOOD ROAD SECTION 7, RANGE 7, MOUNTAIN LAND DISTRICT, EXC PL535R & EXC NO 4 RESERVOIR AS SHOWN ON PL UNDER NO 766-8562C WILDLIFE SANCTUARY	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05457.004	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

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CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPTE-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 250 DOGWOOD ROAD SECTION 7&8, RANGE 7, MOUNTAIN LAND DISTRICT, PORTION PARTS, PORTION: &PTS OF SEC 7 RGE8 - #4 RESEVOIR AS SHOWN ON PL UNDER #766-8562C	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05457.006	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 731 DOGWOOD ROAD L 4, PLAN 16149, SECTION 6, RANGE 8, MOUNTAIN LAND DISTRICT, EXC THOSE PTSINCL WITHIN BNDYS OF PLANS 18489 19566 & 24715 WILDLIFE SANCTUARY	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05762.101	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 787 NANAIMO LAKES ROAD PCL A, SECTION 5, RANGE 8, MOUNTAIN LAND DISTRICT, PORTION (DD 49323N), EXCEPT PLAN 8707 18489 24715 28135	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05761.005	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

R8TE-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 941 COLLEGE DRIVE S 7 R 8, MOUNTAIN LAND DISTRICT, EXC THE ELY 500 FT & EXC PT LYING WITHIN THE BNDY OF NO 4 RESERVOIR AS SHOWN ON PLAN DEPOSITED UNDER NO 766- 8562C WILDLIFE SANCTUARY	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 05765.003	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 900 RAINES ROAD SEC2&3, R6, NANAIMO LAND DISTRICT	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16174.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:		CURRENT YEAR TAXES (IF KNOWN): NONE	
INCOME: \$2,100,000			
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

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CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

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		SENIOR STAFF MEMBER: JASPER LAMENT	
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TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 901 RAINES ROAD SEC2&3, R6, NANAIMO LAND DISTRICT, THOSE PARTS LYING W OF E BRANCH OF NANAIMO RIVER	
INCOME: \$2,100,000			
EXPENSES: \$2,400,000		TAX FOLIO NUMBER: 16172.000	
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013

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CITY OF NANAIMO

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ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
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TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1050 RAINES ROAD S 2 R6, NANAIMO LAND DISTRICT, PORTION LYING E OF NAN RIV, EXCEPT PLAN PCL A	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16717.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 	TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS AND CURRENT FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT).



CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES,		PRESIDENT: JOHN WEST	
NORTH VANCOUVER, B.C. V7P-3R4		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY: THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1125 MAUGHAN ROAD PART W1/2, SEC2, NANAIMO LAND DISTRICT	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16178.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:		CURRENT YEAR TAXES (IF KNOWN): NONE	
INCOME: \$2,100,000			
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	

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CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

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ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4	PRESIDENT: JOHN WEST
	SENIOR STAFF MEMBER: JASPER LAMENT
	POSITION: CHIEF EXECUTIVE OFFICER
	CONTACT: CARL MACNAUGHTON
TELEPHONE: 604-924-9772	TELEPHONE: 604-969-3241

OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY:
 THE NATURE TRUST OF BC ACQUIRES AND MANAGES CONSERVATION LANDS THROUGHOUT THE PROVINCE, FOR FISH AND WILDLIFE HABITAT AND PUBLIC NATURE APPRECIATION.

GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:
 THE PROVINCE OF BRITISH COLUMBIA

NO. OF FULL TIME STAFF: 16	NO. OF PART TIME STAFF: 0		
NO. OF COMMUNITY VOLUNTEERS: 10	NO. OF VOLUNTEER HOURS PER YEAR: 1000		
NO. OF MEMBERS: NONE	MEMBERSHIP FEE: NONE		
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE	CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE		
B.C. SOCIETY ACT REG. NO.: S-9934	REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001		
CURRENT BUDGET:	LEGAL DESCRIPTION OF PROPERTY: 1141 FREW ROAD PARCELA DD35952-1, NANAIMO LAND DISTRICT		
INCOME: \$2,100,000	TAX FOLIO NUMBER: 16170.000		
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000	CURRENT YEAR TAXES (IF KNOWN): NONE		
EXPENSES: \$2,400,000			
SIGNATURE: 	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">TITLE/POSITION: CONSERVATION LAND MANAGER</td> <td style="width: 40%;">DATE: NOVEMBER 15, 2013</td> </tr> </table>	TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013
TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013		

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CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

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		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
		CONTACT: CARL MACNAUGHTON	
TELEPHONE: 604-924-9772		TELEPHONE: 604-969-3241	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1141 MAUGHAN ROAD PARCEL A(393611) S1, R8, NANAIMO LAND DISTRICT, PORTION (DD391611), CONTAINING 9 ACRES MORE OR LESS	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16175.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 	TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013	

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CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

Office Use

RPT-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: JOHN WEST	
		SENIOR STAFF MEMBER: JASPER LAMENT	
		POSITION: CHIEF EXECUTIVE OFFICER	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1145 MAUGHAN ROAD S2 R7, NANAIMO LAND DISTRICT, EXCEPT PLAN 37922 & PCL A	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16173.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 		TITLE/POSITION: CONSERVATION LAND MANAGER	
		DATE: NOVEMBER 15, 2013	
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CITY OF NANAIMO

APPLICATION FOR PERMISSIVE TAX EXEMPTION RENEWAL

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RITE-05

ORGANIZATION: The Nature Trust of British Columbia		DATE: NOVEMBER 15, 2013	
ADDRESS: 260-1000 ROOSEVELT CRES,		PRESIDENT: JOHN WEST	
NORTH VANCOUVER, B.C. V7P-3R4		SENIOR STAFF MEMBER: JASPER LAMENT	
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GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE PROVINCE OF BRITISH COLUMBIA			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
NO. OF MEMBERS: NONE		MEMBERSHIP FEE: NONE	
CLIENTS SERVED, LAST YEAR: ~100,000 VISITORS PROVINCE-WIDE		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 VISITORS PROVINCE-WIDE	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1201 MAUGHAN ROAD SECTION 1, RANGE 8, NANAIMO LAND DISTRICT, EXCEPT PLAN A(DD 39161), 32333, VIP62603	
INCOME: \$2,100,000		TAX FOLIO NUMBER: 16176.000	
EXPENSES: \$2,400,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,100,000		CURRENT YEAR TAXES (IF KNOWN): NONE	
EXPENSES: \$2,400,000			
SIGNATURE: 	TITLE/POSITION: CONSERVATION LAND MANAGER	DATE: NOVEMBER 15, 2013	

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Honourary Patron
The Honourable
JUDITH GUICHON, OBC
Lieutenant Governor of British Columbia

Chair of the Board
JOHN WEST

Directors of The Nature Trust
RON ANDERSON
PETER ARCESE, PhD
GREG BAY
ROSS BEATY
ROB BUTLER, PhD
DOUG CHRISTOPHER
SUSAN HANNON, PhD
DOUG JANZ
STEWART MUIR
DANIEL NOCENTE
ROD SILVER
BROOKE WADE

Directors Emeriti
CARMEN PURDY
GEOFF SCUDDER, DPhil

Advisory Board
DARYLL HEBERT, PhD
DON KROCSETH
GEORGE REIFEL
DICK RICHARDS
PETER SPEER
KIP WOODWARD

Chief Executive Officer
J. JASPER LAMENT, PhD

Development & Communications
DEBORAH KENNEDY

Finance Manager
LAURIE DESROSIER, CMA

Habitat Ecologist
MARIAN ADAIR

**The Nature Trust
of British Columbia**

#260-1000 Roosevelt Crescent
North Vancouver, BC V7P 3R4

Phone: 604-924-9771
Fax: 604-924-9772

Toll Free: 1-866-288-7878

Email: info@naturetrust.bc.ca
Website: www.naturetrust.bc.ca

Conserving BC's Natural Beauty
Charitable Organization Number
10808 9863 RR0001

November 15, 2013

Dianne Hiscock
Staff Liaison, Grants Advisory Committee
City of Nanaimo
455 Wallace Street,
Nanaimo, BC V9R 5J6

**RE: Application for Renewal of Permissive Tax Exemptions for Nature
Trust of BC owned properties within the City of Nanaimo (Years 2015-
2017)**

Ms. Hiscock,

In response to the City of Nanaimo's request for permissive tax exemption
applications, please find enclosed:

- Application for Permissive Tax Exemption Renewal, front pages for 16
individual land parcels owned by The Nature Trust of BC
- One Grant Questionnaire pertaining to all 16 land parcels
- Copy of most recent Society Act Annual Report (Form 11)
- Audited financial statements for 2012 and 2011
- 2013 Budget Summary
- Year to date financial statements 2013
- Proposed 2014 Budget Summary
- List of Directors
- 2012 Annual Report

These 16 parcels of land are situated within the Buttertubs Marsh, Morrell
Wildlife Sanctuary, and Nanaimo River Estuary. We are pleased to continue
our long-term partnership with the City of Nanaimo in managing these
conservation areas for wildlife and the people of Nanaimo.

Please contact me if further information is required.

Best regards,

Carl MacNaughton
Interior & Coastal Mainland
Conservation Land Manager

CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the work of your organization in this community.

The Nature Trust of British Columbia has been conserving habitat in the City of Nanaimo since 1975. To date, with a wide range of conservation partners, including the City of Nanaimo, we have acquired over 290 ha. (716 acres) of fish and wildlife habitat, which also provide a recreational and educational resource for the community.

2. What are your organization's specific priorities for the coming year?

In the coming year, The Nature Trust of British Columbia will continue to work with its conservation partners to manage its conservation holdings in a manner which will maintain or enhance habitat values, while ensuring that these conservation areas continue to provide safe opportunities for public enjoyment.

3. How does your organization ensure that its services address continuing and emerging community needs?

Conservation of natural habitat will always be a need for communities; providing a wide range of Ecological Goods & Services. We maintain our properties to ensure that they are safe for public visitation, where access is appropriate.

4. Please describe the role of volunteers in your organization.

The Nature Trust of British Columbia is fortunate to have a number of dedicated volunteers who perform a wide variety of services on our conservation holdings including property maintenance, wardening, event staging, and public education.

5. Please list grants applied for/received from other governments or service clubs.

The Nature Trust applies annually for a number of grants to assist with land management costs, including the Habitat Conservation Trust Foundation; Canada Summer Jobs, and the Habitat Stewardship Program for Species at Risk.

CITY OF NANAIMO GRANT QUESTIONNAIRE

6. Please list other City of Nanaimo grants applied for and/or received, including Operating Funding, grants from other Committees, etc.
None

7. Please provide details of fees for service in your organization, and how costs and fees are determined.
The Nature Trust of British Columbia does not charge fees for the public use of its conservation holdings.

8. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.
Not applicable

9. Please describe your policy and treatment of: capital, reserve or special purpose funds, and year-end surpluses or deficits.
The Nature Trust of British Columbia has dedicated funds in which only the interest can be used, with the Capital held in perpetuity. These funds, the Endowment Fund and the Land Management Fund, are separated as such on our Financial Statements. Any year-end surpluses or deficits are added to our Accumulated Surplus/Deficits account, which is included in our Fund Balance at the end of the year.

10. Please describe current or planned approaches to self generated income.
When acquiring lands, it is The Nature Trust of British Columbia's policy to actively pursue endowment funds for long-term land management on each property.

CITY OF NANAIMO GRANT QUESTIONNAIRE

10. What will the effect be if you do not receive a permissive tax exemption from the City of Nanaimo?

Without permissive tax exemption on these properties, funds diverted to tax

payments will no longer be available for conservation land management. With less

land management funds available, The Nature Trust and it's partners will be less able

to maintain habitat integrity and safety for public access.

11. How has the City's contribution been recognized?

The City of Nanaimo is listed as a Government Partner in our annual reports, as well

as on our website: <http://www.naturetrust.bc.ca/about-us/partners/government/>

The City and The Nature Trust of BC cooperate in on the ground management of

Buttertubs Marsh and the Nanaimo Estuary. As such, the City is recognized as a

partner and contributor in management plans and on interpretive signage.

Telephone: 250 356-8609

Ministry
of Finance
BC Registry Services

Mailing Address:
PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3
Location:
2nd Floor – 940 Blanshard Street
Victoria BC
www.fin.gov.bc.ca/registries

SOCIETY
ANNUAL REPORT
FORM 11 Section 68
Society Act
Filing Fee: \$25.00

IMPORTANT: Please read instructions on reverse before completing this form.

Page of

[illegible]

F CERTIFIED CORRECT - I have read this form and found it to be correct.
Signature of a current Director, Officer, or Society Solicitor

x Lennie Desrosiers

DATE SIGNED
YYYY / MM / DD
2013/05/06

THE NATURE TRUST OF BRITISH COLUMBIA

CONSOLIDATED FINANCIAL STATEMENTS

Years Ended December 31, 2012 and 2011



DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED ACCOUNTANTS & BUSINESS ADVISORS

VANCOUVER
1500 – 1140 W. Pender Street
Vancouver, BC V6E 4G1
TEL 604.687.4747 | FAX 604.689.2778

TRI-CITIES
700 – 2755 Lougheed Hwy.
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INDEPENDENT AUDITORS' REPORT

To the Members of The Nature Trust of British Columbia

We have audited the accompanying consolidated financial statements of The Nature Trust of British Columbia, which comprise the consolidated statements of financial position as at December 31, 2012, December 31, 2011 and January 1, 2011, the consolidated statements of operations and net assets and consolidated statements of cash flow for the years ended December 31, 2012 and December 31, 2011, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence that we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Nature Trust of British Columbia as at December 31, 2012, December 31, 2011 and January 1, 2011 and the results of its operations and its cash flows for the years ended December 31, 2012 and December 31, 2011 in accordance with Canadian accounting standards for not-for-profit organizations.

DMCL

Vancouver, Canada
April 19, 2013

DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED ACCOUNTANTS

PARTNERSHIP OF:

VANCOUVER Robert J. Burkart, Inc. James F. Carr-Hilton Ltd. Kenneth P. Chong Inc. Alvin F. Dale Ltd. David J. Goertz, Inc. Barry S. Hartley, Inc.
Reginald J. LaBonte Ltd. Robert J. Matheson, Inc. Rakesh I. Patel Inc. Brad A. Robin Inc. E.M. Yada FCA Inc. WHITE ROCK Michael K. Braun Inc.
Peter J. Donaldson, Inc. Harjit S. Sandhu, Inc. TRI-CITIES G.D. Lee Inc. Fraser G. Ross, Ltd. Brian A. Shaw Inc.

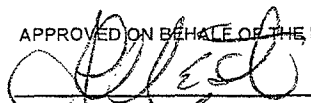
THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Financial Position

December 31, 2012 and 2011

	General Fund \$	Endowment Fund \$	Property Fund \$	Land Management Fund \$	Total 31-Dec-12 \$	Total 31-Dec-11 \$	Total 1-Jan-11 \$
ASSETS							
CURRENT ASSETS							
Cash	318,526	-	-	-	318,526	735,682	236,476
Accounts receivable	232,632	-	-	-	232,632	143,042	182,861
Prepaid expenses and deposits	44,542	-	-	-	44,542	125,587	67,428
	595,700	-	-	-	595,700	1,004,311	486,765
INVESTMENTS (Note 3 (b), 3 (i) and 4)	8,915,756	2,144,185	-	2,688,312	13,748,253	12,654,687	12,637,264
CAPITAL ASSETS (Note 5)	599,312	-	-	-	599,312	618,230	628,366
PROPERTY ACQUISITIONS (Note 7)	-	-	62,083,851	-	62,083,851	56,156,471	53,212,570
PROPERTIES UNDER LONG TERM LEASE (Note 6)	-	-	895,948	-	895,948	895,948	895,948
PACIFIC ESTUARY CONSERVATION PROGRAM PROPERTIES (Note 3(e))	-	-	17,168,789	-	17,168,789	17,168,789	17,168,789
	10,110,768	2,144,185	80,148,588	2,688,312	95,091,853	88,498,436	85,029,702
LIABILITIES							
CURRENT LIABILITIES							
Accounts payable and accrued liabilities	105,543	-	-	-	105,543	53,135	185,663
Deferred revenue (Note 9)	416,631	-	-	6,593	423,224	1,002,889	378,798
Current portion of promissory note (Note 11)	-	-	-	-	-	59,667	60,000
	522,174	-	-	6,593	528,767	1,115,691	624,461
LONG TERM DEBTS							
Promissory Note	-	-	-	-	-	-	59,667
FUND BALANCES	9,588,594	2,144,185	80,148,588	2,681,719	94,563,086	87,382,745	84,345,574
	10,110,768	2,144,185	80,148,588	2,688,312	95,091,853	88,498,436	85,029,702

APPROVED ON BEHALF OF THE BOARD:

 Director

 Director

- See Accompanying Notes -

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Operations and Net Assets

December 31, 2012 and 2011

	General Fund		(1)	Endowment Fund		Property Fund		Land Management Fund		Total		(1)
	2012	2011		2012	2011	2012	2011	2012	2011	2012	2011	
	\$	\$		\$	\$	\$	\$	\$	\$	\$	\$	
REVENUE												
Donations and grants (Note 7, 8)	1,919,434	1,403,811		276,369	269,740	5,883,442 (2)	2,989,951 (3)	439,087	150,650	8,518,332	4,814,152	
Investment income (Note 10)	692,745	395,562		-	-	-	-	-	-	692,745	395,562	
Rental and other income	399,489	418,652		-	-	-	-	-	-	399,489	418,652	
Changes in fair value of Investments	341,163	(119,109)		-	-	-	-	-	-	341,163	(119,109)	
	<u>3,352,831</u>	<u>2,098,916</u>		<u>276,369</u>	<u>269,740</u>	<u>5,883,442</u>	<u>2,989,951</u>	<u>439,087</u>	<u>150,650</u>	<u>9,951,729</u>	<u>5,509,257</u>	
OPERATING EXPENSES												
Salaries and benefits	786,684	652,651		-	-	-	-	-	-	786,684	652,651	
Administration expenses	649,753	692,676		-	-	-	-	-	-	649,753	692,676	
	<u>1,436,437</u>	<u>1,345,327</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,436,437</u>	<u>1,345,327</u>	
PROGRAM COSTS												
Land management												
Salaries and benefits	371,027	398,860		-	-	-	-	-	-	371,027	398,860	
General program costs	30,616	29,907		-	-	-	-	-	-	30,616	29,907	
Province-wide	155,388	167,882		-	-	-	-	-	-	155,388	167,882	
Okanagan	159,827	175,484		-	-	-	-	-	-	159,827	175,484	
Vancouver Island	53,851	54,507		-	-	-	-	-	-	53,851	54,507	
North and Central	13,053	22,292		-	-	-	-	-	-	13,053	22,292	
Kootenay	515,976	245,438		-	-	-	-	-	-	515,976	245,438	
Lower Mainland	28,213	30,181		-	-	-	-	7,000	2,208	35,213	32,389	
	<u>1,327,951</u>	<u>1,124,551</u>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,000</u>	<u>2,208</u>	<u>1,334,951</u>	<u>1,126,759</u>	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	588,443	(370,962)		276,369	269,740	5,883,442	2,989,951	432,087	148,442	7,180,341	3,037,171	
FUND BALANCE, beginning of year	9,103,756	9,643,593		1,867,816	1,598,076	74,161,541	71,157,640	2,249,632	1,946,265	87,382,745	84,345,574	
INTERFUND TRANSFER												
Promissory note repayment (Note 11)	(59,667)	(60,000)		-	-	59,667	60,000	-	-	-	-	
Other transfers	(43,938)	(108,875)		-	-	43,938	(46,050)	-	154,925	-	-	
FUND BALANCE, end of year	<u>9,588,594</u>	<u>9,103,756</u>		<u>2,144,185</u>	<u>1,867,816</u>	<u>80,148,588</u>	<u>74,161,541</u>	<u>2,681,719</u>	<u>2,249,632</u>	<u>94,563,086</u>	<u>87,382,745</u>	

(1) Restated - see Note 2.

(2) All of the \$5,883,442 was used to acquire property in the 2012 fiscal year (Note 7).

(3) All of the \$2,989,951 was used to acquire property in the 2011 fiscal year (Note 7).

- See Accompanying Notes -

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Cash Flow

December 31, 2012 and 2011

	2012	2011
	\$	\$
CASH PROVIDED BY (USED IN)		
OPERATIONS		
Excess of revenue over expenses	7,180,341	3,037,171
Items not involving cash:		
Realized cumulative changes in fair value of investments (Note 2)	-	119,109
Amortization	24,525	26,147
	7,204,866	3,182,427
Changes in non-cash working capital	43,864	(150,870)
Increase (decrease) in deferred revenue	(579,665)	624,090
	6,669,065	3,655,647
INVESTING ACTIVITIES		
Investment withdrawals	200,000	400,000
Investment purchases	(250,000)	(149,250)
Reinvestment of investment income	(1,043,566)	(387,280)
Purchase of properties (Note 7)	(5,987,380)	(3,003,901)
Disposition of properties	60,000	60,000
Purchase of capital assets	(5,608)	(16,010)
	(7,026,554)	(3,096,441)
FINANCING ACTIVITIES		
Promissory note repayment (Note 11)	(59,667)	(60,000)
	(59,667)	(60,000)
INCREASE (DECREASE) IN CASH	(417,156)	499,206
CASH, beginning of year	735,682	236,476
CASH, end of year	318,526	735,682

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

1. OPERATIONS

The Government of Canada created The Nature Trust of British Columbia (the "Trust") effective July 1, 1971. The Trust is incorporated under Part II of the Canada Business Corporations Act.

The Trust's objective is the conservation of British Columbia's natural habitat and biodiversity through land securement and management activities. The Trust holds its properties, capital, and accumulated income in a trustee capacity. The majority of the properties owned by the Trust have been leased or are in the process of being leased to federal, provincial or municipal authorities, and to non-government organizations under long-term leases for conservation purposes.

Under the provisions of Section 149.1(1) (b) of the Income Tax Act, the Trust is classified as a "Charitable Organization", and is accordingly exempt from income and capital taxes.

2. ADOPTION OF ACCOUNTING STANDARDS FOR NOT-FOR-PROFIT ORGANIZATIONS

These financial statements were prepared in accordance with Part III of the CICA Handbook – Accounting ("Part III").

The Trust's first reporting period using Part III is for the year ended December 31, 2012. As a result, the date of transition to Part III is January 1, 2011. The Trust presented financial statements under its previous Canadian generally accepted accounting principles ("CGAAP") annually to December 31st of each fiscal year up to, and including, December 31, 2011.

As these financial statements are the first financial statements for which the Trust has applied Part III, the financial statements have been prepared in accordance with the provisions set out in Section 1501 of Part III, First-time Adoption by Not-for-Profit Organizations.

The Trust is required to apply Part III effective for periods ending on December 31, 2012 in:

- a) Preparing and presenting its opening consolidated statement of financial position at January 1, 2011; and
- b) Preparing and presenting its consolidated statement of financial position for December 31, 2012 (including comparative amounts for 2011), consolidated statement of operations and net assets, and consolidated statement of cash flows for the year ended December 31, 2012 (including comparative amounts for 2011) and disclosures (including comparative information for 2011).

After applying the new accounting recommendations the Trust identified one item that required an adjustment. In 2011 there was an unrealized loss in the fair market value of the Trust's investment portfolio in the amount of \$119,109. This amount was previously reported in the general fund statement of changes in net assets. Under the new recommendations this item is to be reported in the statement of operations. Accordingly, the 2011 comparative financial statements have been restated to report this change in fair value of \$119,109 in the statement of operations. There was no change to fund net assets or cash flow.

3. SIGNIFICANT ACCOUNTING POLICIES

These consolidated financial statements are prepared in accordance with Canadian generally accepted accounting principles for not-for-profit organizations.

The accounting policies of the Trust are as follows:

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

3. SIGNIFICANT ACCOUNTING POLICIES – Cont'd

(a) Basis of accounting

These consolidated financial statements include the accounts of the Trust and the assets, liabilities, net assets, revenues, expenses and other transactions of White Lake Basin Holdings Ltd., 0772995 B.C. Ltd. and 0925311 B.C. Ltd., which are controlled by the Trust.

(b) Investments

The Trust's investment activities are governed by an endowment fund investment policy as approved by the Board of Directors. This policy has guidelines as to asset categories and mix in accordance with the investment and risk philosophy of the fund. Investment managers of the fund are selected by the Trust's Audit, Finance and Investment committee and continually monitored for performance.

(c) Capital assets

Capital assets are stated at cost less accumulated amortization. Building consists of three suites in a strata title office building. Amortization is provided on a declining-balance basis using the following annual rates:

<u>Asset</u>	<u>Rate</u>
Building	2.5%
Furniture and equipment	20%
Computers	30%
Vehicles	30%

(d) Trust property acquisitions

Trust property purchased is recorded at cost. Property donated is recorded at the fair market value on the acquisition date.

(e) Pacific Estuary Conservation Program property acquisitions

The Trust holds title on behalf of all participants to properties acquired through the Pacific Estuary Conservation Program. Properties are recorded at cost.

(f) Fund accounting

(i) General Fund

The general fund accounts for the Trust's unrestricted resources and administrative functions. The balance at year end represents the original capital contributed by the Government of Canada on July 1, 1971 in the amount of \$4.5 million, the Trust's investment in capital assets, changes in fair value on financial instruments, and accumulated operating surpluses and deficits.

(ii) Endowment Fund

The endowment fund was established in 2008 to ensure that the Trust maintains a sufficient capital base for its long term operating and property acquisition needs. This is a restricted fund, with only investment income generated from the endowment capital to be used by the Trust to fund these purposes, with the capital to be held in perpetuity.

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

3. SIGNIFICANT ACCOUNTING POLICIES – Cont'd

(iii) Property Fund

The property fund accounts for the accumulated cost of land acquisitions. It includes land acquired for cash, land donated, land acquired pursuant to long term leases, and certain properties acquired through the Pacific Estuary Conservation Program.

(iv) Land Management Fund

The land management fund was established to support the management and maintenance of properties the Trust has acquired to ensure that the long-term ecological and habitat values for which they were acquired are achieved. Contributions to the fund are designated by donors. Also included are funds contributed from the Forest Renewal BC program, which originated under an agreement signed in 1998 with the Trust to ensure the on-going management of properties secured under the agreement. This is a restricted fund, with only investment income generated from the capital to be used by the Trust to fund these purposes, with the capital to be held in perpetuity.

(g) Revenue recognition

The Trust follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expense or property acquisition cost is incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income is recorded on an accrual basis which includes cash dividend and interest income, reinvested distributions from pooled mutual fund investments and realized gains and losses on sale of investments.

Unrealized appreciation and depreciation in the fair value of investments is recognized as changes in fair value of investments.

Endowment contributions are recorded as direct increases in net assets for capital.

(h) Use of estimates

The preparation of the consolidated financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Actual results could differ from those estimates.

(i) Financial instruments

The Trust initially measures its financial assets and liabilities at fair value with transaction costs expensed when incurred. The Trust subsequently measures its financial assets and liabilities at amortized cost, except for investments in quoted active markets, which are measured at fair value. Changes in fair value are recognized in the consolidated statement of operations and net assets.

Financial assets of the Trust include cash and investments, accounts receivable and prepaid expenses.

Financial liabilities of the Trust include promissory notes payable, accounts payable and accrued liabilities and deferred revenue are classified as other financial liabilities.

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

3. SIGNIFICANT ACCOUNTING POLICIES – Cont'd

The Trust performs an annual test for impairment on its financial assets. Impairment is recognized by a direct reduction to the carrying value of the asset with the loss recognized in the consolidated statement of operations and changes in net assets. When the event that caused the impairment reverses or improves in the future, the loss will be reversed to the extent of the improvement. The amount of the reversal is recognized in the consolidated statement of operations and net assets.

Unless otherwise noted, it is management's opinion that the Trust is not exposed to significant interest or credit risks arising from these financial instruments.

(j) Contributed assets

The Trust receives shares and land donated from contributors. These contributions are recorded at fair market value when received.

4. INVESTMENTS

All investments are measured at fair value which is readily available from published price quotations in the active market.

	2012		2011	
	\$		\$	
	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>
Bond Fund	4,097,591	4,176,834	4,146,635	4,209,170
Canadian Equities	5,875,774	6,335,756	5,632,960	5,402,454
US Equities	2,667,246	3,125,663	2,884,198	2,933,063
Term Deposits	<u>110,000</u>	<u>110,000</u>	<u>110,000</u>	<u>110,000</u>
	<u>12,750,611</u>	<u>13,748,253</u>	<u>12,773,793</u>	<u>12,654,687</u>

5. CAPITAL ASSETS

	2012		2011	
	\$		\$	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net</u>	<u>Net</u>
Land	245,150	-	245,150	245,150
Building	383,795	96,481	287,314	294,596
Furniture and equipment	293,359	240,775	52,584	59,156
Vehicles	<u>56,966</u>	<u>42,702</u>	<u>14,264</u>	<u>19,328</u>
	<u>979,270</u>	<u>379,958</u>	<u>599,312</u>	<u>618,230</u>

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

6. PROPERTIES UNDER LONG-TERM LEASE

The Trust has acquired lease interests in two Crown properties. Under certain conditions, the Crown leases extend into perpetuity. The acquisition cost of these properties has been recorded as properties under long-term lease.

7. PROPERTY ACQUISITIONS

	Acquisition Cost \$	External Funding \$	Net Cost (Funding) \$
2012			
Property Fund assets at December 31, 2011	<u>74,221,208</u>		
Additions			
Mount Maxwell ER (Burgoyne Bay)	15,108	27,500	(12,392)
Twin Lakes	2,986,540	2,934,288	52,252
Riverside Wetlands	59,103	50,101	9,002
LeMaster addition	289,260	283,000	6,260
Shoreacres Beach	247,701	243,673	4,028
Okanagan Falls Grasslands	462,177	415,380	46,797
Little Levin Lake	131,417	129,075	2,342
Northey Lake Farm	1,794,636	1,794,636	-
Other	<u>1,438</u>	<u>5,789</u>	<u>(4,351)</u>
	<u>5,987,380</u>	<u>5,883,442</u>	<u>103,938</u>
	Original Cost \$	Gain (loss) on disposal \$	Net Proceeds \$
Disposals			
Gabriola Island (Note 11)	<u>(60,000)</u>		<u>(60,000)</u>
Net cost (surplus)			43,938
Property Fund assets at December 31, 2012	<u>80,148,588</u>		

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

7. PROPERTY ACQUISITIONS AND FUNDING – Cont'd

<u>2011</u>	<u>Acquisition Cost \$</u>	<u>External Funding \$</u>	<u>Net Cost (Funding) \$</u>
Property Fund assets at December 31, 2010	<u>71,277,307</u>		
Additions			
Fraser River – Phase III	-	25,422	(25,422)
Columbia River – Phase II	43,920	35,000	8,920
Mount Maxwell ER (Burgoyne Bay)	1,047,838	1,026,862	20,976
Silvertip Ranch	1,163,953	1,163,953	-
Rock Creek – Phase V	220,285	219,914	371
McPhee Meadows	520,896	518,800	2,096
Other	<u>7,009</u>	<u>-</u>	<u>7,009</u>
	<u>3,003,901</u>	<u>2,989,951</u>	<u>13,950</u>
	<u>Original Cost \$</u>	<u>Gain (loss) on disposal \$</u>	<u>Net Proceeds \$</u>
Disposals			
Gabriola Island (Note 11)	<u>(60,000)</u>		<u>(60,000)</u>
Net cost (surplus)			(46,050)
Property Fund assets at December 31, 2011	<u>74,221,208</u>		

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

8. DONATIONS AND CONTRIBUTIONS – GENERAL FUND

Donations and Grants	2012 \$	2011 \$
Donations received from		
Individuals	397,724	708,464
Bequests	245,888	132,770
Corporations and other organizations	251,175	781,352
Transferred to deferred revenue (Note 9)	(133,054)	(790,167)
	<u>761,733</u>	<u>832,419</u>
Program grants		
Grants received	1,251,923	517,041
Transferred to deferred revenue (Note 9)	(904,488)	(517,041)
Transferred from deferred revenue (Note 9)	<u>810,267</u>	<u>571,392</u>
	<u>1,157,702</u>	<u>571,392</u>
Total donations and program grants – General Fund	1,919,434	1,403,811

9. DEFERRED REVENUE

	2012 \$	2011 \$
Balance, beginning of year	<u>1,002,889</u>	<u>378,799</u>
Increases		
Donations (Note 8)	133,054	790,166
Grants (Note 8)	904,488	517,041
Other	<u>401,801</u>	<u>152,249</u>
	<u>1,439,343</u>	<u>1,459,456</u>
Decreases		
Program expenditures (Note 8)	810,267	571,392
Transferred to acquisition funding	1,063,686	220,276
Transferred to Kootenay Conservation Program Account	98,886	-
Transferred to other income	<u>46,170</u>	<u>43,698</u>
	<u>2,019,009</u>	<u>835,366</u>
Balance, end of year	<u>423,224</u>	<u>1,002,889</u>

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

10. INVESTMENT AND OTHER INCOME

a) Vancouver Foundation

The Trust is the beneficiary of the income from The Nature Trust of British Columbia Fund held by the Vancouver Foundation. The capital and income funds held by the Vancouver Foundation on behalf of the Trust, which are not reflected in these financial statements, amount to \$278,191 and \$3,167 respectively at December 31, 2012 (2011 - \$271,941 and \$3,071). Included in investment income is \$12,563 (2011 - \$12,128) in respect of this fund. The fair market value of the fund on December 31, 2012 was \$341,010 (2011 - \$324,982).

b) Investment income consists of the following:

	2012	2011
	\$	\$
Miscellaneous interest income	57	72
Portfolio investment income	680,125	383,362
Vancouver Foundation	<u>12,563</u>	<u>12,128</u>
	<u>692,745</u>	<u>395,562</u>

c) British Columbia Government Endowment Fund

In April of 2008 the British Columbia government announced the creation of a \$6 million Conservation Land Operating Account on behalf of The Trust. The account will be administered by the Habitat Conservation Trust Foundation and investment income generated from the account will be used to fund conservation land management projects. 2012 was the first year The Trust was granted a payment from this account, totalling \$344,335, which represented payment of investment income for the past two years.

11. PROMISSORY NOTE PAYABLE

	2012	2011
	\$	\$
Gabriola Island		
Promissory note on property acquisition, interest free, principal due on June 12, 2013.	<u>-</u>	<u>59,667</u>
	<u>-</u>	<u>59,667</u>

12. FUNDS HELD IN TRUST

The Trust was appointed as administrator for the Vancouver Island Conservation Land Management Program and the Kootenay Conservation Program. The Trust holds funds in trust for these programs in the amount of \$80,257 and \$89,284 respectively, (2011 - \$126,860; \$0), which are excluded from the Trust's statement of financial position.

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2012 and 2011

13. COMMITMENTS

The Trust has outstanding long-term operating leases with respect to four vehicles it operates. The lease payments due over the next three years are as follows:

2013	38,842
2014	30,065
2015	1,108
	<u>\$ 70,015</u>

14. BANK LINE OF CREDIT

In 2008 the Trust established a line of credit with a total borrowing facility of \$500,000, bearing interest at the bank's prime lending rate payable monthly and secured by certain investments held by the Trust. The line of credit was established to meet short term funding obligations.

15. CONTINGENCY

In 2009 an action was commenced by way of a petition brought by certain petitioners under the *Partition of Property Act* to apply for a partition of certain property located on Savary Island and jointly owned by the petitioners and the Trust. On February 3, 2010, the petition was heard, and an eight or four lot partition was ordered with the terms requiring each party to share in the costs of the subdivision. This ruling was subsequently appealed by the Trust which resulted in the original decision being upheld. The petitioners submitted an application for a four lot subdivision under the *Land Title Act* on November 4, 2010. The Preliminary Layout Approval (PLA) was issued by the Provincial Approving Officer (PAO) on January 23, 2012. During 2012 the Trust and the petitioners were in discussions with respect to alternative arrangements for the subdivision, which may permit less costly alternatives or a more efficient conclusion to the conditions of the PLA. The petitioners request to the PAO for an extension of the PLA has been granted and will now expire on January 30, 2014. The Trust's proportionate share of the subdivision costs are expected to be approximately \$750,000. To date the Trust has incurred legal and other professional support expenses of \$352,434 in respect of this matter. These expenses have been reported in the statement of operations as a period expense.

In July of 2010, a further action was commenced by the same petitioners on a separate Savary Island property under the *Partition of Property Act*, which is now being settled out of court.

16. LIFE INSURANCE POLICIES

The Trust is the owner of several life insurance policies with an insured value of approximately \$2,251,700 (2011 - \$2,431,700). The Trust owns one policy in respect of which it makes the annual premium payment which is approximately \$23,000. For the remaining policies the policy donors pay the annual premiums. The total cash surrender values associated with these policies is nominal and have not been included the Trust's statement of financial position.

THE NATURE TRUST OF BRITISH COLUMBIA

Directors at April 19, 2013

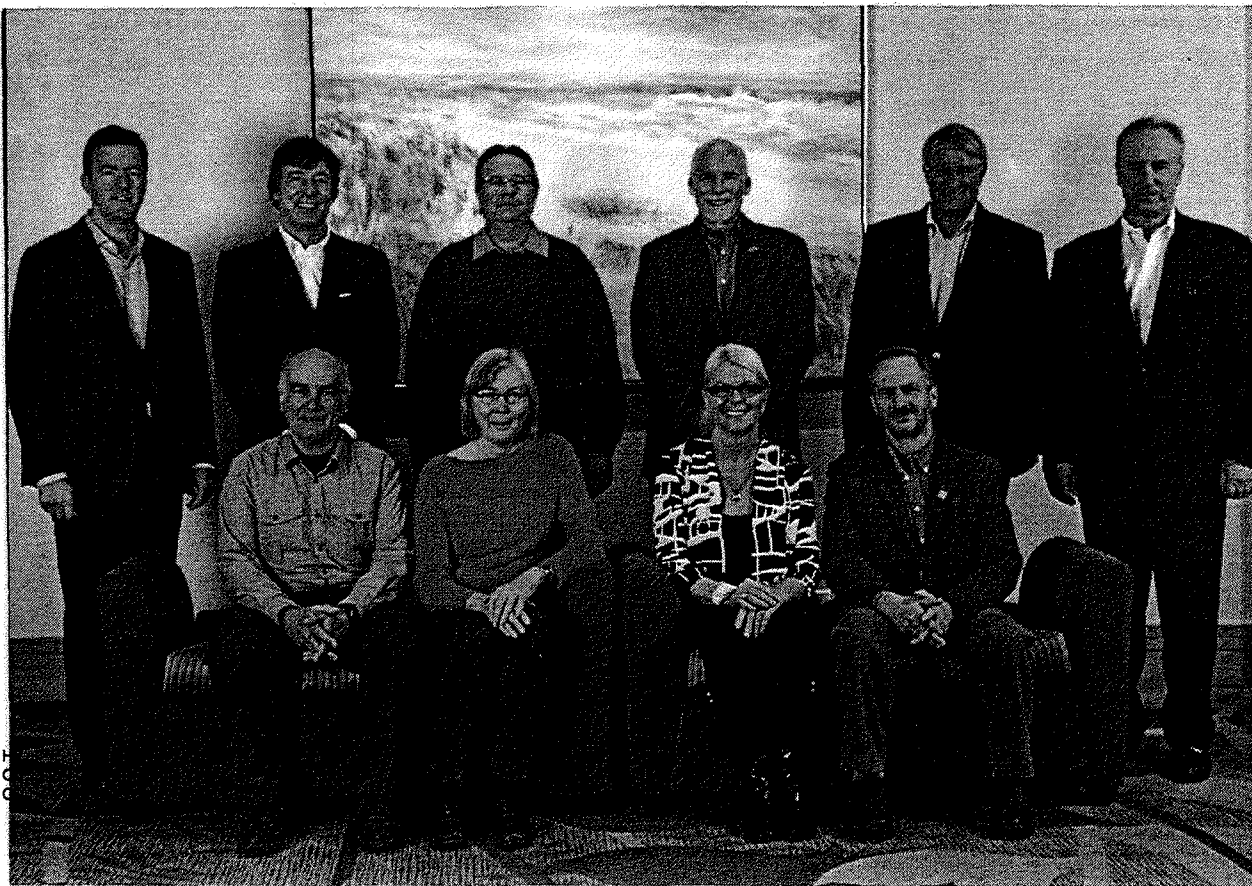
LAST NAME	FIRST NAME	RESIDENTIAL ADDRESS	POSTAL CODE
Anderson	Ron	3953 West 38 Avenue, Vancouver, BC	V6N 2Y7
Arcese	Peter	8200 Seafair Drive, Richmond, BC	V6T 1Z4
Bay	Greg	4688 Headland Drive, West Vancouver, BC	V7W 3J3
Beaty	Ross	2588 West 34 th Avenue, Vancouver, BC	V6N 2J2
Butler	Rob	842 Ladner Street, New Westminster, BC	V3L 4W4
Christopher	Douglas A.	1770 Queens Ave, West Vancouver, BC	V7V 2X7
Hannon	Susan	154 Reginald Hill Road, Salt Spring Island, BC	V8K 1V7
Muir	Stewart	172 Concord Street S, Ottawa, ON	K1S 0Z6
Janz	Doug	741 Quail Place, Nanaimo, BC	V9T 5R2
Nocente	Daniel	5840 Newton Wynd, Vancouver, BC	V6T 1H5
Silver	Rod	4065 Beam Crescent, Victoria, BC	V8N 5Y7
West	John	5561 Olympic Street, Vancouver, BC	V6N 1Z4



Nature & Water

The Nature Trust of British Columbia

2012 Annual Report



Honourary Patron

The Honourable Steven L. Point, OBC
Lieutenant Governor of British Columbia

Board of Directors 2012

Doug Christopher, Chair
Peter Arcese, PhD
Greg Bay
Ross Beaty
Rob Butler, PhD
Susan Hannon, PhD
Heather Holden, PhD
Stewart Muir
Daniel Nocente
Carmen Purdy
Rod Silver
Jim Walker
John West
Robin Wilson

Advisory Board

Dr. Daryll Hebert
Don Krogseth
George Reifel
Dick Richards
Peter Speer
Kip Woodward



Carmen Purdy



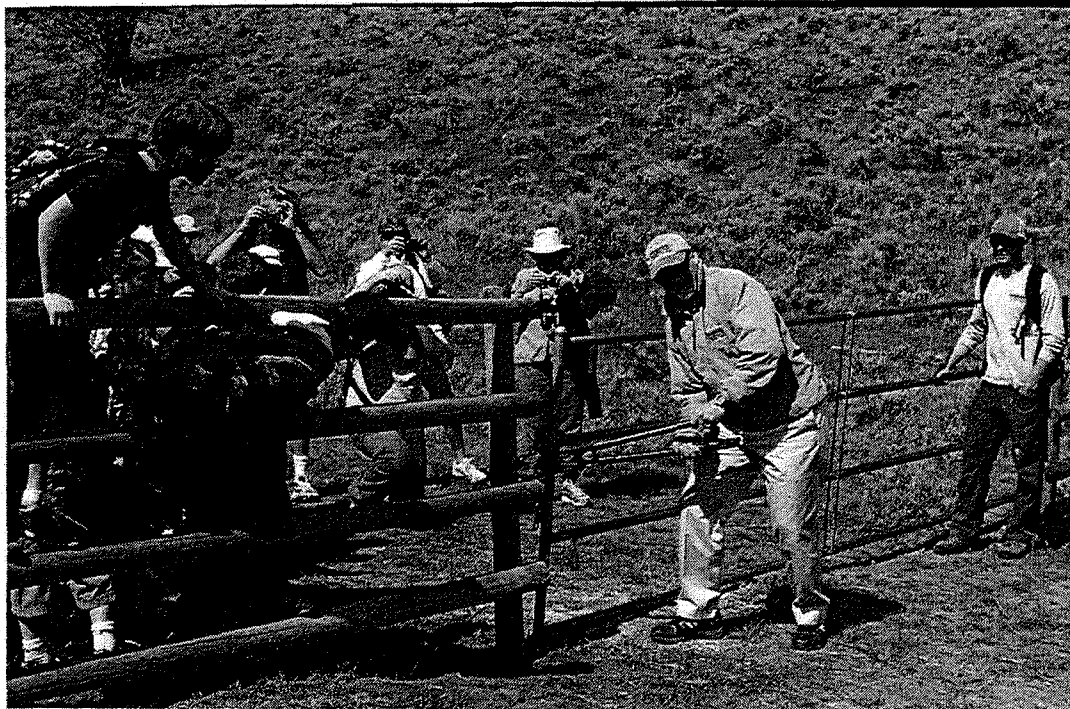
Jim Walker

Carmen Purdy and Jim Walker retired from The Nature Trust of British Columbia Board in 2012.

Carmen served on the Board for 20 years and has been actively involved in wildlife and land use issues across British Columbia for over 40 years.

Jim served on the Board for 10 years. He is known for his expertise in wildlife management and land-use management. He has held several senior positions with the provincial government.

The Nature Trust of BC acknowledges Carmen and Jim for their dedicated service and their passion for conservation.



2012 was action packed—a year to celebrate! The Nature Trust of British Columbia continued to deliver on our mandate to conserve BC's natural diversity of plants and wildlife through the securement and management of ecologically significant land which is most at risk of being lost.

Our year began with the closing of one of the most significant land acquisitions in our organization's 42-year history: Twin Lakes. This is one of BC's top priority conservation properties with 2,000 acres (810 hectares) of grasslands, forest and wetlands located in close proximity to our White Lake Biodiversity Ranch. This acquisition doubled our conservation holdings in the area. One beautiful day in May I was honoured to join over 200 people to celebrate and

tour the property. Now we are busy preparing a management plan to guide our conservation efforts to maintain, restore and enhance this and adjoining properties.

Other conservation highlights included the donation of Northey Lake – Black Creek Wetlands on Vancouver Island, the Okanagan Falls Grassland property and the Little-Levin Lake property in the Peace River. We worked with the Regional District of Nanaimo to raise funds for a beautiful 85-acre (34 hectare) property near Nanoose Bay now called Moorecroft Regional Park. One very memorable experience was the dedication of the Slocan River property now called the Kieran Galbraith Memorial Park in memory of a young man who

A Year to Celebrate

loved to kayak on this river.

Considerable thought and time was committed to defining our agreement on leased lands with the Province. Approximately 60% of Nature Trust properties are leased to the Province and The Nature Trust performs land management on these properties. I would like to thank all the parties involved who brought this agreement to a conclusion. This was an example of collaborative partnership in action which has been at the core of The Nature Trust's success since our inception.

Under the guidance of our land management team, our Conservation Youth Crews provided young people with summer employment while performing important on-the-ground activities.



Engaging the next generation in our land conservation work is one of The Nature Trust's goals.

Our new website was launched with a fresh look and features current activities. We encourage you to visit our site at www.naturetrust.bc.ca.

Our financial philosophy has always been to operate in a fiscally responsible manner. We are grateful for donor dollars and respect the need to manage these funds prudently. We have a "no mortgage" policy and guided by our investment committee and portfolio managers, our endowment helps sustain the organization.

Our fundraising program is a reflection of our donors' kindness. Annual donations are critical to meet our operating commitments. Yet these are the hardest dollars to raise. To those who make The Nature Trust part of your annual philanthropic plans, Thank You!

Our fundraising events took us to Kelowna for Earth Wind Fire, Nanose Bay for Tastes of Land and Sea and Vancouver for our Nature and Water Gala. We were delighted so many of you could join us. These events were a tremendous opportunity to showcase the work of The Nature Trust and have some fun raising needed dollars.

I would like to express my gratitude to those who remembered The Nature Trust with a gift in their will. We are very honoured to receive these bequests and to create a lasting legacy through our land conservation work.

Our board and staff participated in festivals across the province with presentations and guided tours at the Brant Wildlife Festival on Vancouver Island, Meadowlark Festival in the Okanagan and Wings over the Rockies in the Kootenay.

My appreciation to our staff who delivered an outstanding year. And it is with pleasure that we welcomed Dr. Jasper Lament to the position of Chief Executive Officer.

I wish to thank the board. It has been a privilege to serve The Nature Trust of British Columbia as chair. Our many achievements over the past two years would not be possible without your thoughtful guidance and professional expertise.

During my chairmanship, the work of The Nature Trust has become even more imperative to me. We live in a beautiful province and only by protecting habitat will we ensure that BC continues to be a special place for future generations. Please join me with a gift of support to The Nature Trust of British Columbia.

—Doug Christopher, Chair of the Board



"Please accept my donation to aid in your projects. While I no longer live in BC, it is my home province and I would like to help keep the 'Beautiful' in Beautiful British Columbia."

—Maureen Dodge

Annual donations to The Nature Trust of British Columbia support our conservation work across the province.

Nature Trust Properties

The Nature Trust of BC's mandate is to:

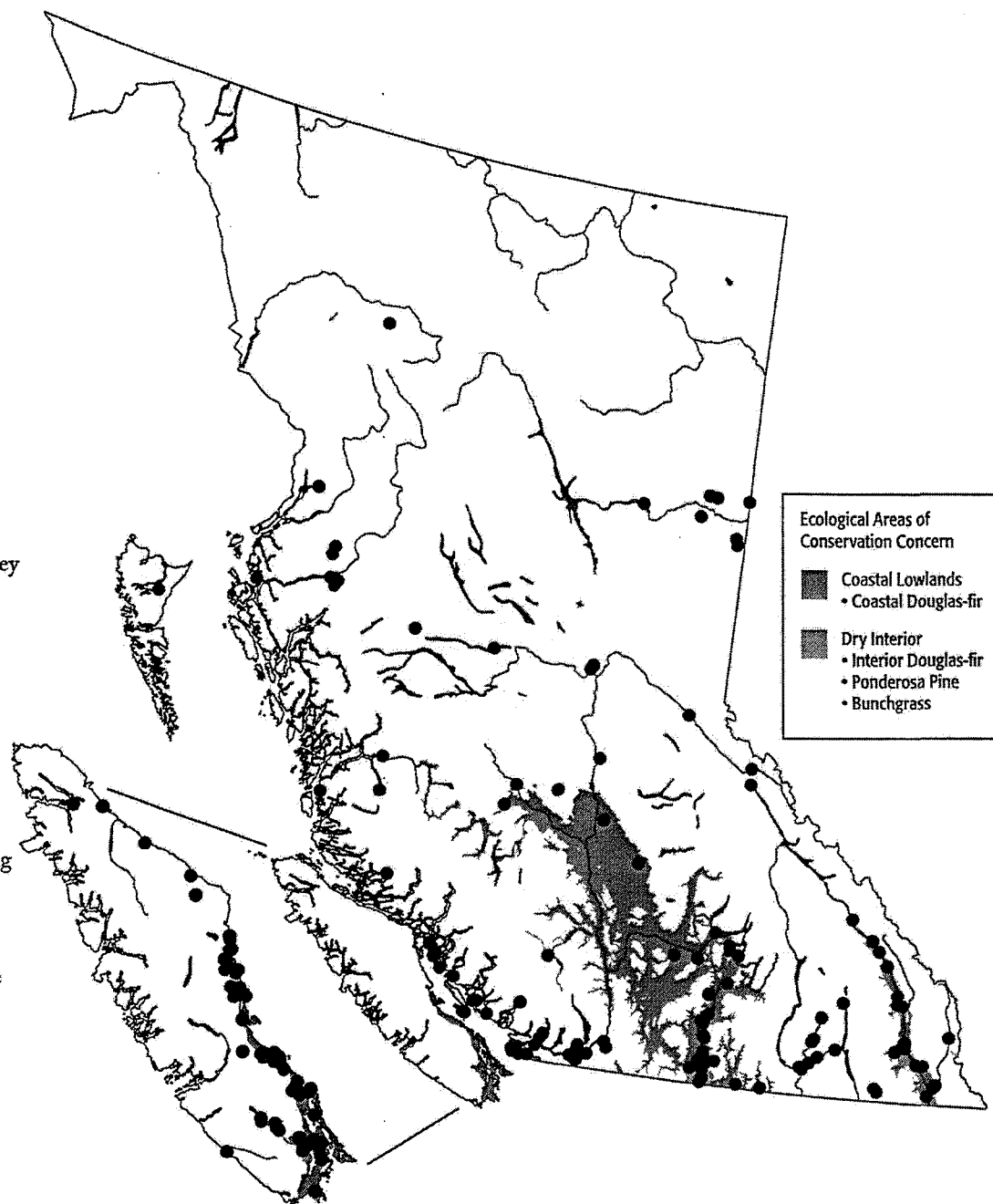
- Secure habitats of high biodiversity values and at greatest risk of being lost; and
- manage conservation lands as part of landscapes to ensure ecosystem resilience and connectivity

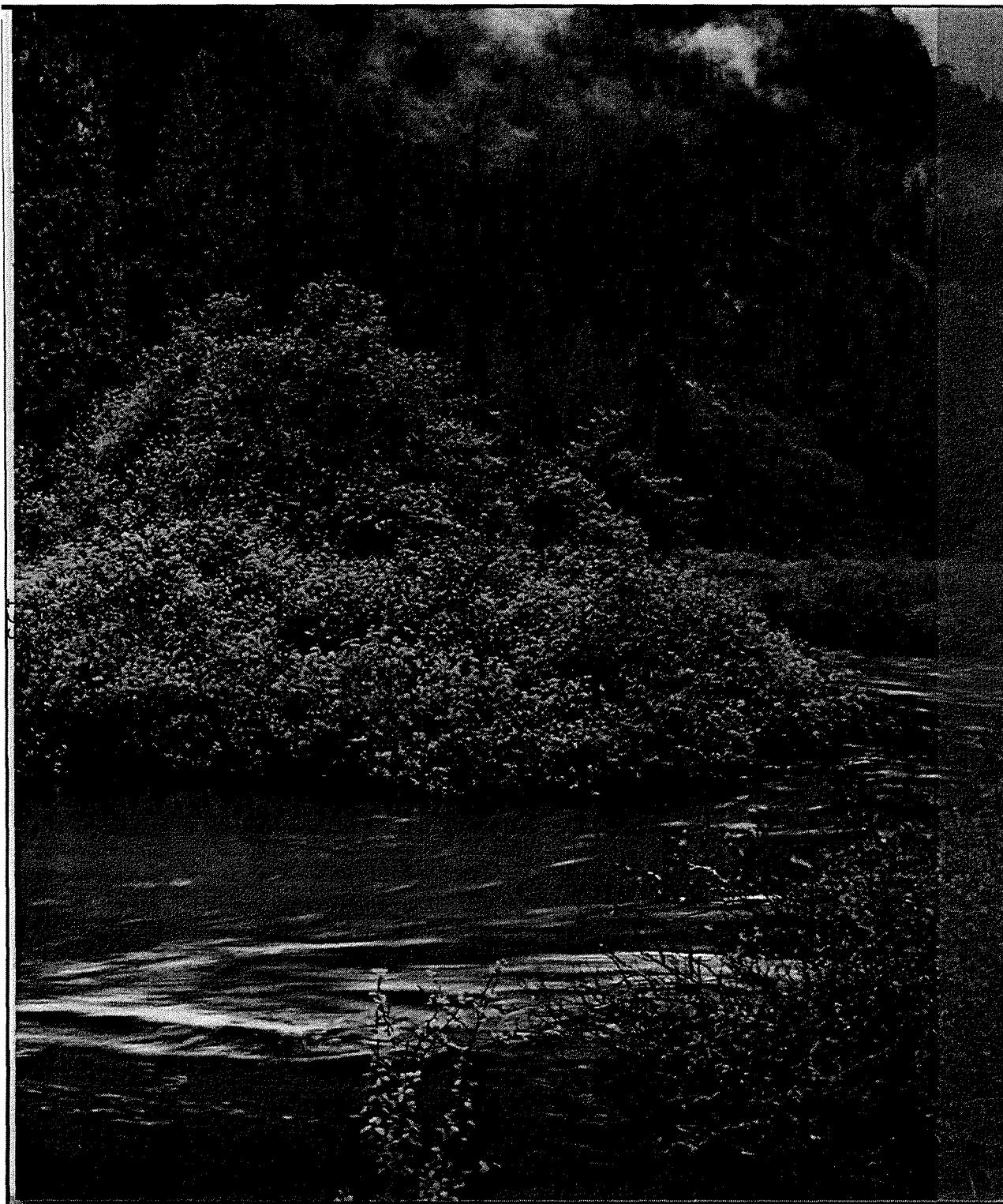
Approximately 6% of the land base in BC is privately owned. This may seem like a small amount of land but there is a disproportionate number of species and ecosystems at risk in the low elevation areas such as valley bottoms and coastal lowlands where most of the private land is located. Perhaps not surprising because this is where most of the people live.

This is where The Nature Trust plays a significant role to acquire and manage private land for conservation. We work in partnership with other conservation organizations and various levels of government to put together land assemblages that will conserve functioning ecosystems and ecological processes.

The priority regions (or biogeoclimatic ecosystem classification zones) for The Nature Trust and where we proactively identify candidate properties to secure are:

- Coastal Douglas-fir—ranked exceptional/high
- Bunchgrass – ranked high
- Ponderosa Pine – ranked high
- Interior Douglas-fir—ranked high/medium



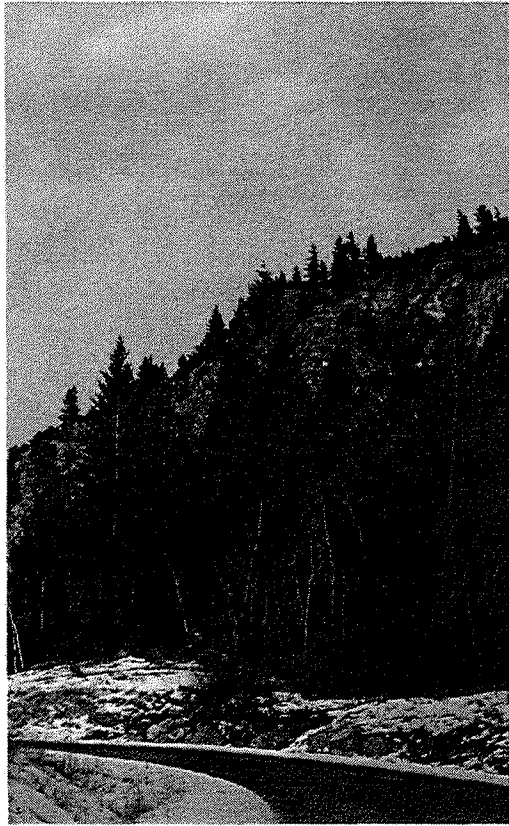


"As a property owner in the Twin Lakes area, I appreciate the beauty of the Okanagan and recognize the importance of conserving these unique natural surroundings. I would like to express my gratitude to The Nature Trust of BC for many years of conservation work and for securing the Twin Lakes Ranch Conservation Area—2,000 acres of land that will remain in its natural state in perpetuity. I hope you will join me in supporting The Nature Trust of British Columbia."

—Dave Brown, Contact Printing

Corporate support of The Nature Trust of British Columbia helps us to achieve our conservation goals.

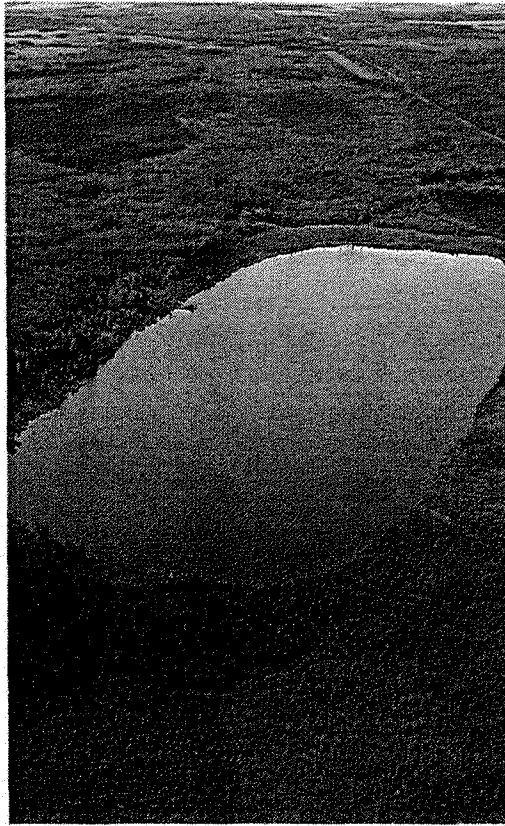
2012 Projects



LeMaster Addition

- 9.1 hectares (22.5 acres)
- Located adjacent to The Nature Trust Columbia Lake Eastside-LeMaster property and East Side Columbia Lake Wildlife Management Area in the Kootenay.

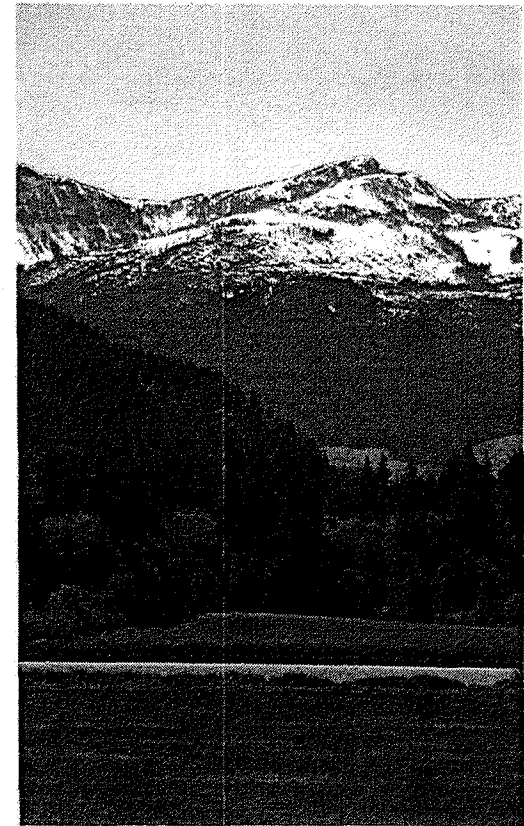
This property protects critical wildlife corridors and winter range for elk and bighorn sheep. The Nature Trust is very grateful for the donation of this property by Wendy and Blake Hiebert.



Little-Levin Lake Conservation Area

- 64.9 hectares (160 acres)
 - Located north of Fort St. John
- This property features a lake, associated wetlands, muskeg and mixed forest. Margaret and Jim Little donated this property through the Federal Ecological Gifts Program.

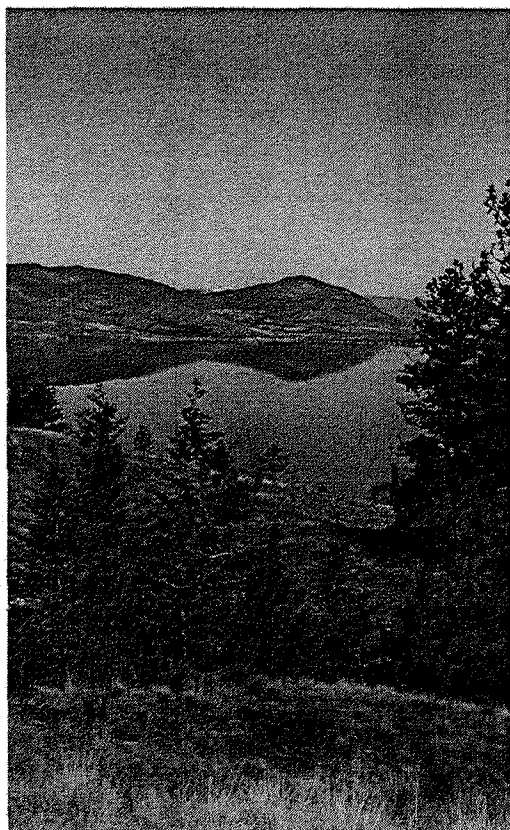
For information on the Federal Ecological Gifts Program, visit the Environment Canada website www.ec.gc.ca



Northey Lake – Black Creek Wetlands

- 92.7 hectares (229 acres)
- Located in the Black Creek watershed on Vancouver Island

This property includes critical wetland, riparian, lake and upland forest as well as agricultural land. Oscar Kreutziger donated this property through the Federal Ecological Gifts Program.



Okanagan Falls Grasslands

- 7 hectares (17.3 acres)
- Located adjacent to the Okanagan Falls Biodiversity Ranch near Okanagan Falls

This property features a variety of habitats, including antelope brush, ponderosa pine forest and grasslands. Deb and Wayne Young generously donated this property through the Federal Ecological Gifts Program.

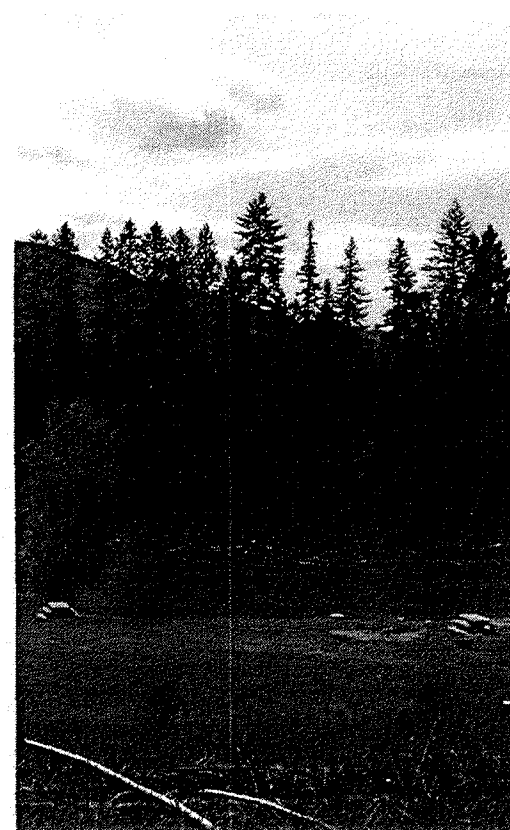


Riverside Wetlands

- 27 hectares (66.7 acres)
- Located on the Lillooet River near Pemberton

This property features wetland and riparian habitats in addition to Douglas-fir and Western Hemlock.

Partners were Ducks Unlimited Canada, Fish & Wildlife Compensation Program and Squamish-Lillooet Regional District.

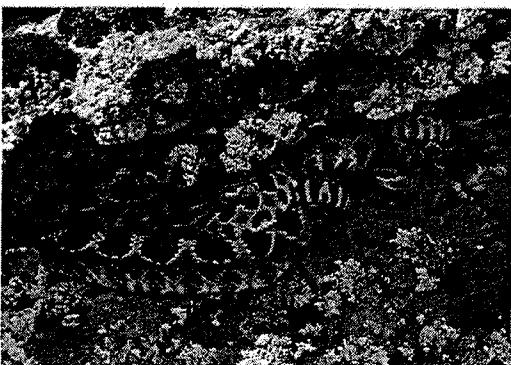
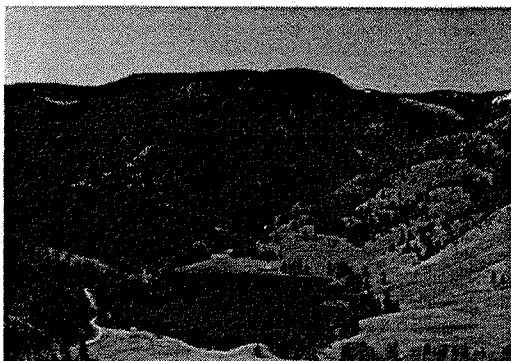


Shoreacres Beach

- 0.6 hectare (1.6 acres)
- Located along the Slocan River near Shoreacres in the West Kootenay

This property includes grass parkland, mixed forest and riparian habitat. It was dedicated as Kieran Galbraith Memorial Park.

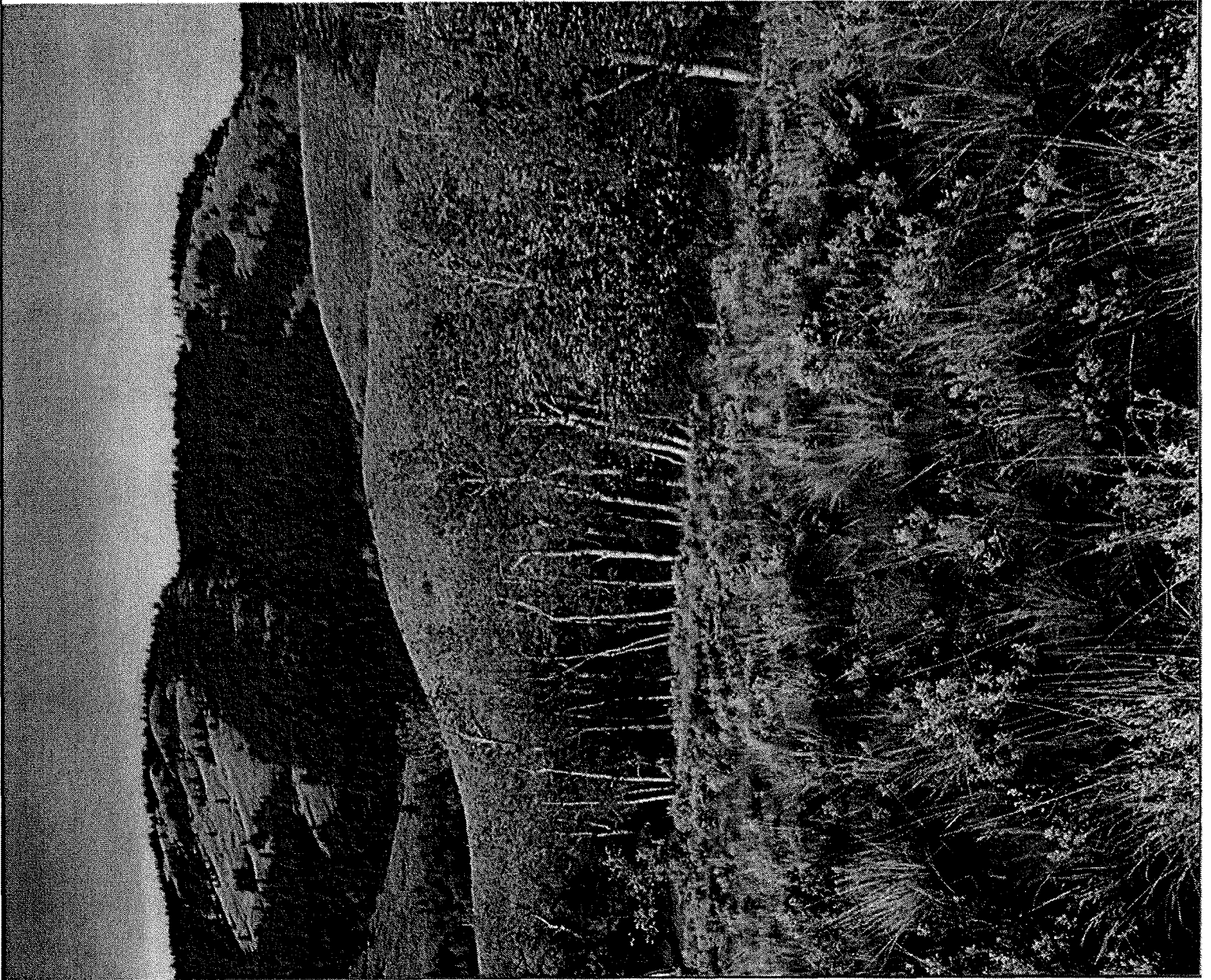
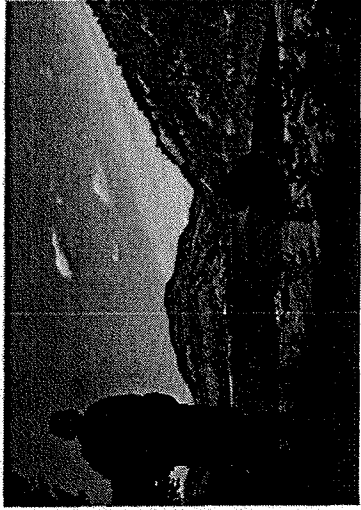
Partners were Shaw Communications, George Galbraith and many other kind donors.

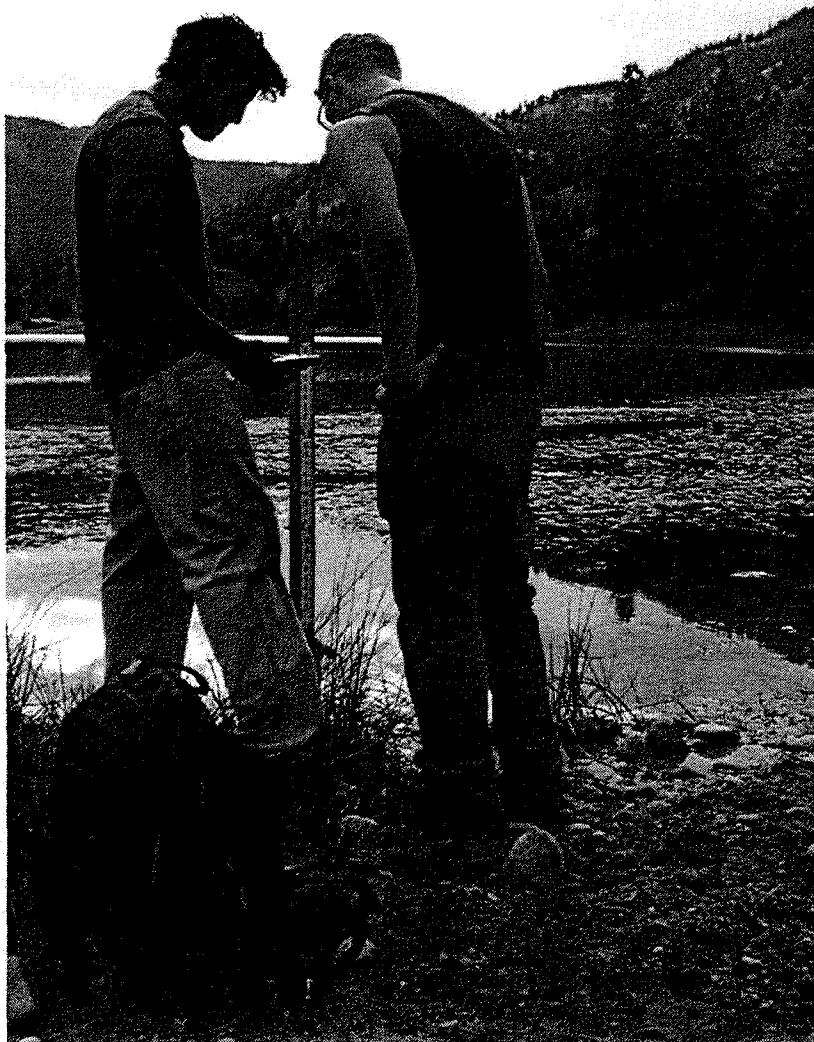


Twin Lakes Ranch Conservation Area

- 810 hectares (2,000 acres)
- Located south of Penticton and adjacent to the White Lake Biodiversity Ranch

This property features grassland and riparian habitats. Partners include the BC Conservation Foundation, Habitat Conservation Trust Foundation, Ministry of Transportation and Infrastructure, many individual donors, and Government of Canada through the Natural Areas Conservation Program as facilitated by the Nature Conservancy of Canada.





Land Management

Since 1971 The Nature Trust of BC has secured over 70,000 hectares (170,000 acres) of land across the province. While land acquisition has been a tremendous success, an equally important accomplishment has been the management of these conservation properties. We need to ensure that the integrity of habitat values identified in long term management objectives for a particular property is maintained or achieved. To meet these objectives, The Nature Trust of BC has regional land managers on Vancouver Island, in the South Okanagan and the East Kootenay. This team identifies what needs to be done and coordinates field work with the assistance of Conservation Youth Crews and volunteers such as naturalist and stewardship groups.

Most of the on-the-ground land management activities are completed by the Conservation Youth Crews each summer. In 2012, crew members worked on 80 properties across the province. Tasks included:

- Habitat restoration
- Fence construction to protect habitat values
- Wildlife research and habitat monitoring
- Trail and infrastructure maintenance and inspection
- Community outreach
- Rubbish removal

SPONSORS

HSBC Bank Canada was the title sponsor for the seventh year. Other sponsors include BC Ministry of Forests, Lands and Natural Resource Operations, Ducks Unlimited Canada, Fish & Wildlife Compensation Program, the Habitat Conservation Trust Foundation, HRSDC, Shell Canada, and The Tony Cartledge Fund.



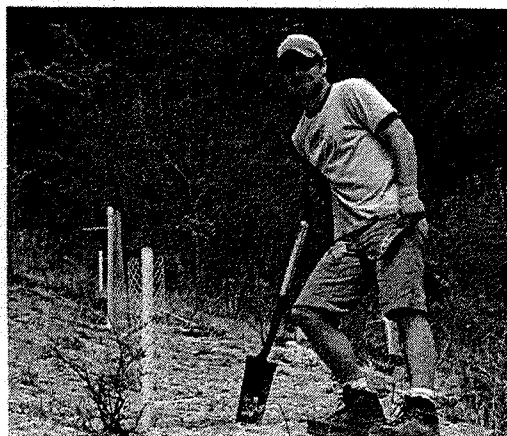
Steve Godfrey, Vancouver Island

"Exploring a property for the first time is my favourite activity on the crew. It's always great to witness the results of land conservation directly by discovering new habitat and learning a little bit more about an area's ecosystem as a whole."



Jordan Pryce, Okanagan

"I have learned to do many things such as photo-monitoring which we use to analyze plant diversity, building fences which helps maintain ecological biodiversity, and plant and animal identification."



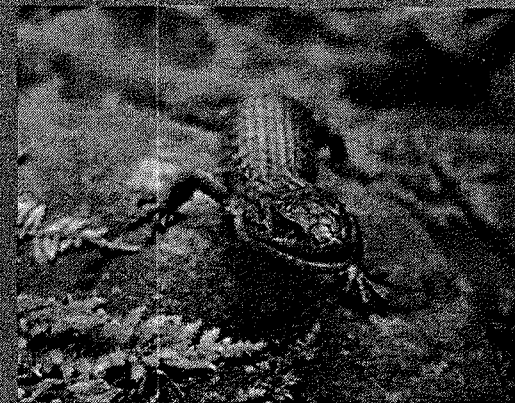
Joe Strong, Kootenay

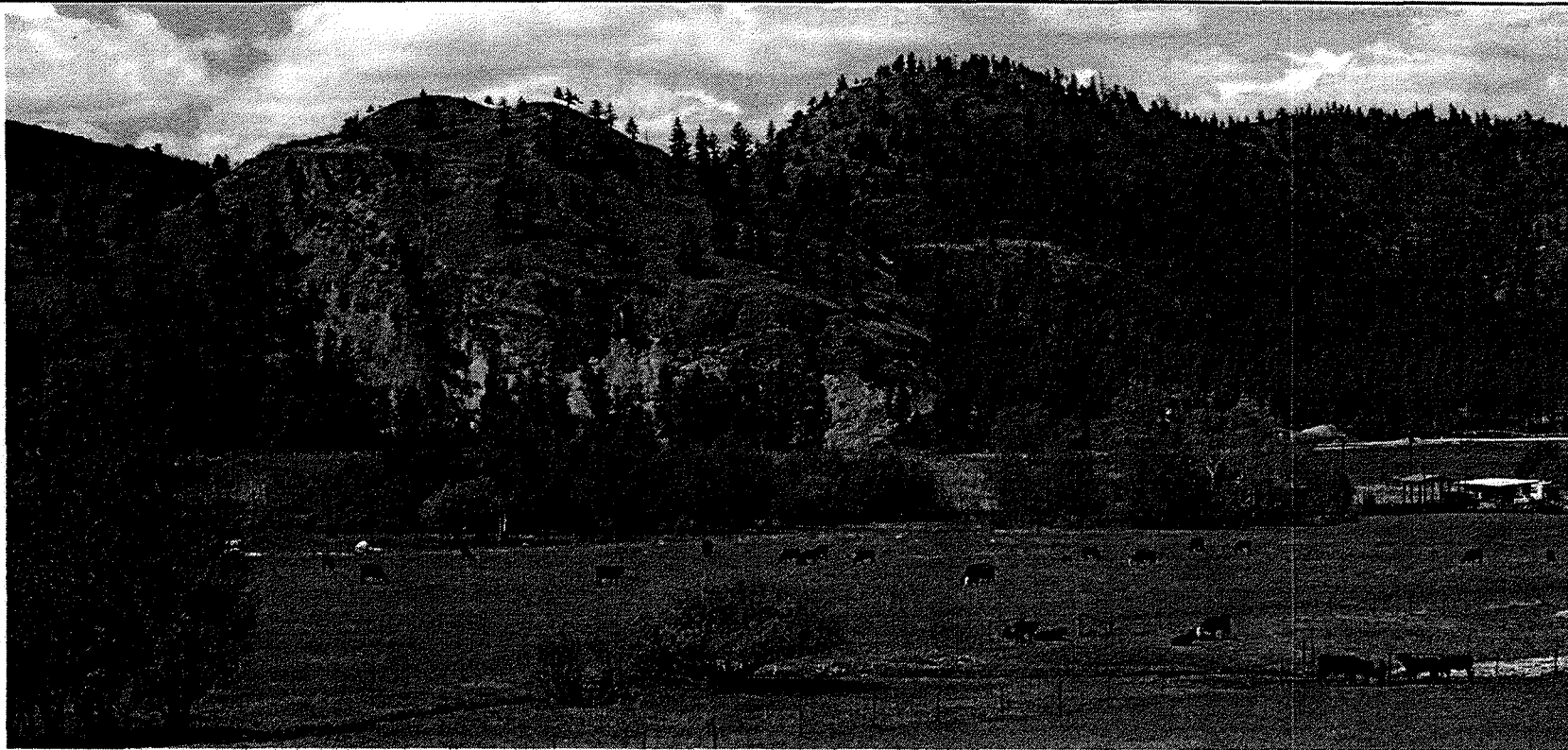
"I feel like every day I am contributing to the local community. We provide areas for the public to recreate, and we also help to manage for more diversity and strive to bring the properties back to their historic ecosystems."



Allison Nichols, Lower Mainland

"I wanted to find a summer job where I could work directly with the environment as well as one that would help me reach my goal towards a future career in the environmental sector."





Okanagan Falls Biodiversity Ranch

In the 1990s and 2000s, The Nature Trust of British Columbia acquired two active ranch operations at Okanagan Falls as part of its program to conserve the sensitive grassland ecosystems of the South Okanagan (one of the most threatened ecosystems in Canada) and demonstrate innovative conservation land management strategies. This complex of conservation lands totals 111,000 acres (44,914 hectares) under varying tenures, including private land, leased land, and Crown land grazing license.

Our primary goal is to maintain and restore to as natural a state as possible the grassland and associated habitats. Our premise is that a healthy, unfragmented landscape will support a diverse, thriving community of native plant and animal species

as well as a viable domestic livestock ranching enterprise. We accomplish this through partnerships, scientific research, and practical knowledge in management planning.

Given the unconventional nature of this conservation project, it requires the participation of open-minded, enthusiastic, ranching partners such as Ryan and Erin Culligan who took over the ranch in 2009. The Culligans were originally from Saskatchewan and they wanted to start their own cattle ranching business. Ryan grew up on a working ranch and brought valuable experience and knowledge while Erin is a trained veterinarian and has worked with animals all her life. Their plan is to build from 250 head of cattle to 500 over five years.

Erin: *I think it's really neat how The Nature Trust purchases land for the sake of conservation and how we can intertwine with them as a ranching family. And so we can work in the cattle business and be conservationists at the same time. We can partake in the conservation part as far as the rangeland is concerned with the proper management of our cows and pastures accordingly and just looking after our grass. And taking into account the wildlife that runs here and moving our cows accordingly to their patterns.*

Ryan: *I think any rancher wants to see his grasslands healthy and his crops grow. You need to for your livelihood. And healthy grasslands make better production off the land with your livestock and that's our living.*



Erin: *Ranching in this day and age, especially for a young couple like Ryan and I, is very difficult. It's hard to get into. It's hard to stay afloat. Because of this opportunity with The Nature Trust I think we stand a pretty good chance. Every day is a challenge. We're happy to face every day.*

Ryan: *It's a great feeling to see what you've planted or you've built grow. That's probably the best part of it.*

The Culligans plan to ranch here for at least the next 25 years—and hope to pass the job onto their children. In the meantime, they'll work with The Nature Trust to preserve and protect the biodiversity of the Okanagan Valley.



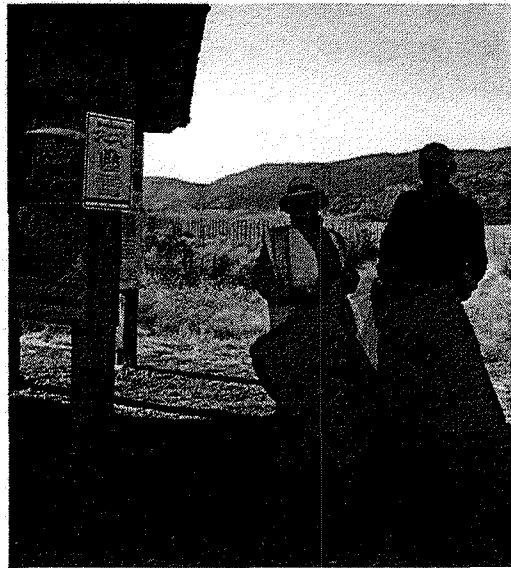
Stewardship Groups



The Arrowsmith Naturalists and other volunteers ready to plant over 150 native trees at the Englishman River Estuary on Vancouver Island.



The Chilliwack Field Naturalists do monthly work parties on the Camp Slough property.




The South Okanagan Naturalists' Club did a roadside clean-up through the White Lake Basin Biodiversity Ranch.



Lake Windermere District Rod & Gun Club working on the Hoodoos property in the East Kootenay



South Okanagan Naturalists' Club



"With a little help from The Nature Trust even someone on an Old Age Security pension can buy important bits of land all over the province; and solve a reluctant consumer's dilemma."

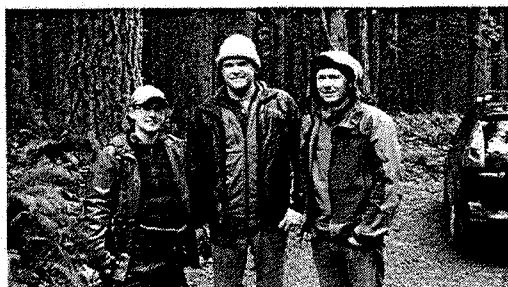
—Ted Kay

The Nature Trust of British Columbia is delighted to receive gifts in honour of special occasions, holidays and other memorable events.

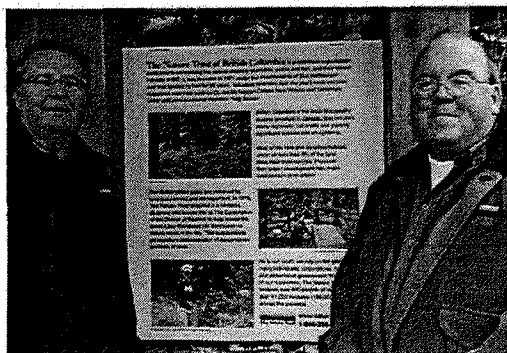
The Nature Trust at Community Events



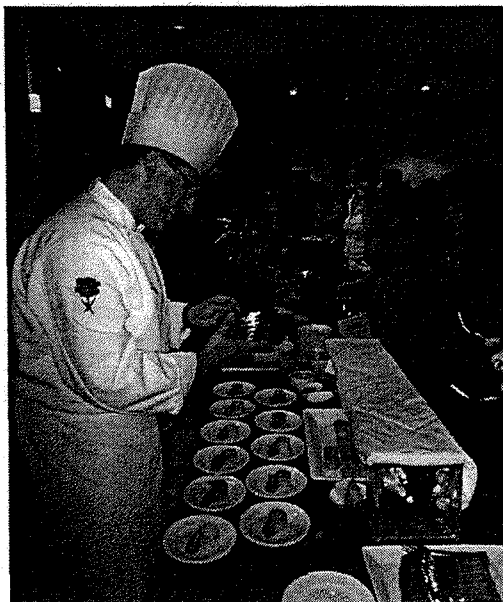
Brant Wildlife Festival: Spring Break Nature Camp



Fraser Valley Bald Eagle Festival



Swan Lake Christmas Hill Nature Sanctuary



Earth Wind Fire



Brant Wildlife Festival: Brant in the Bay celebration



Scout Island Nature Centre spring program



Tastes of Land & Sea fundraiser



Brant Wildlife Festival: Herring Spawn Tour



Earth Wind Fire



Tastes of Land & Sea fundraiser



Kieran Galbraith Memorial Park dedication



Nature & Water Gala



Burgoyne Bay Celebration



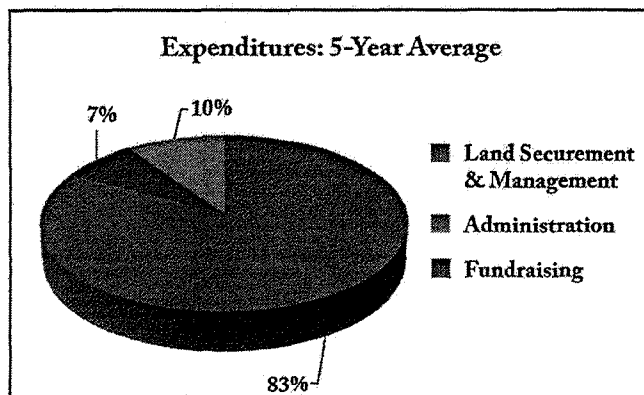
Tastes of Land & Sea fundraiser

Our Business

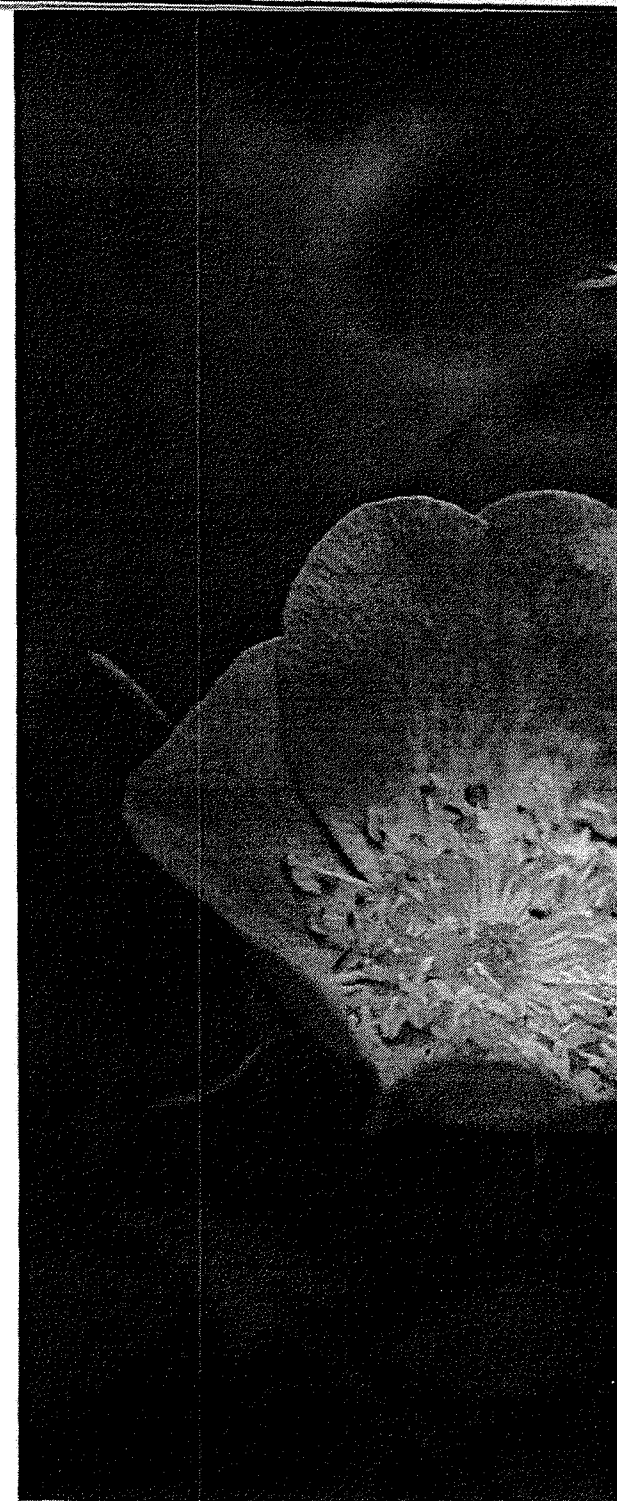
In 2012 we secured \$5,987,000 in property holdings and spent a further \$1,328,000 on land management. We received generous financial support from our donors and partners who contributed \$8,518,000 to The Nature Trust of British Columbia during the year. We were also able to increase our net assets by \$6,594,000, while contributing \$276,000 to our endowment fund.

December 31, 2012 and 2011	2012 \$	2011 \$
ASSETS		
Cash and receivables	596,000	1,004,000
Investments	13,748,000	12,655,000
Capital assets	599,000	618,000
Properties	80,149,000	74,221,000
	95,092,000	88,498,000
LIABILITIES		
Current	106,000	53,000
Deferred revenue	423,000	1,003,000
Promissory notes		69,000
Net assets	94,563,000	87,383,000
	95,092,000	88,498,000
INCREASE IN NET ASSETS	6,594,000	3,468,000

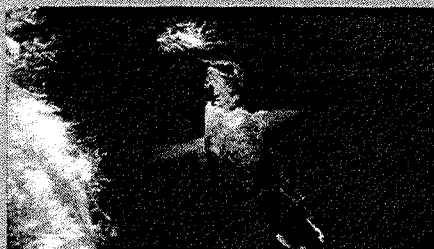
This statement has been derived from the complete audited financial statements for the years ended December 31, 2012 and 2011.



Over the past 5 years we have spent 17% of donated funds on administration and fundraising. This means 83 cents of every dollar donated goes to the protection of nature in BC.



Leaving a gift in your Will to The Nature Trust of British Columbia is a very special way to leave a lasting legacy to nature and reflect your commitment to land conservation. The Nature Trust was very honoured to receive estates and donations in memory from kind donors in 2012.



Estates

Marilyn Dutton
Charles Evered Poole
Janet Wright

"Planning a charitable gift can bring the family together in the selection of the appropriate cause, which echoes the family's values and aspirations. With a gift to The Nature Trust of British Columbia, those echoes may include the sounds of a grandchild's laughter carried across the golden grassy meadows to the ever-listening hills."

—Andrew MacKay, Alexander Holburn Beaudin + Lang LLP

In Memory

Harvey Baltzer	Kieran Galbraith	Hume McLennan
Dr. Bert Brink	Dennis Goddard	Marjorie Mitchell
Forbes Brown	John Graham	Laurie New
Don Burbidge	David Graham	Norman Pursell
Donald McEwen Carpenter	John Hebron	Ron B. Reed
Michael Clements	John W. Husted	Vasant Saklikar
Marilyn Dutton	Roland "Roly" Keller	Josephine Leontina Skuce
James Heighton Dwyer	Leo Lannon	John Newton Woodworth
Angela Evans	Carey Douglas McAllister	Uncle Dick
Charles "Dick" Farnsworth	Art McCarville	

Individual Donors

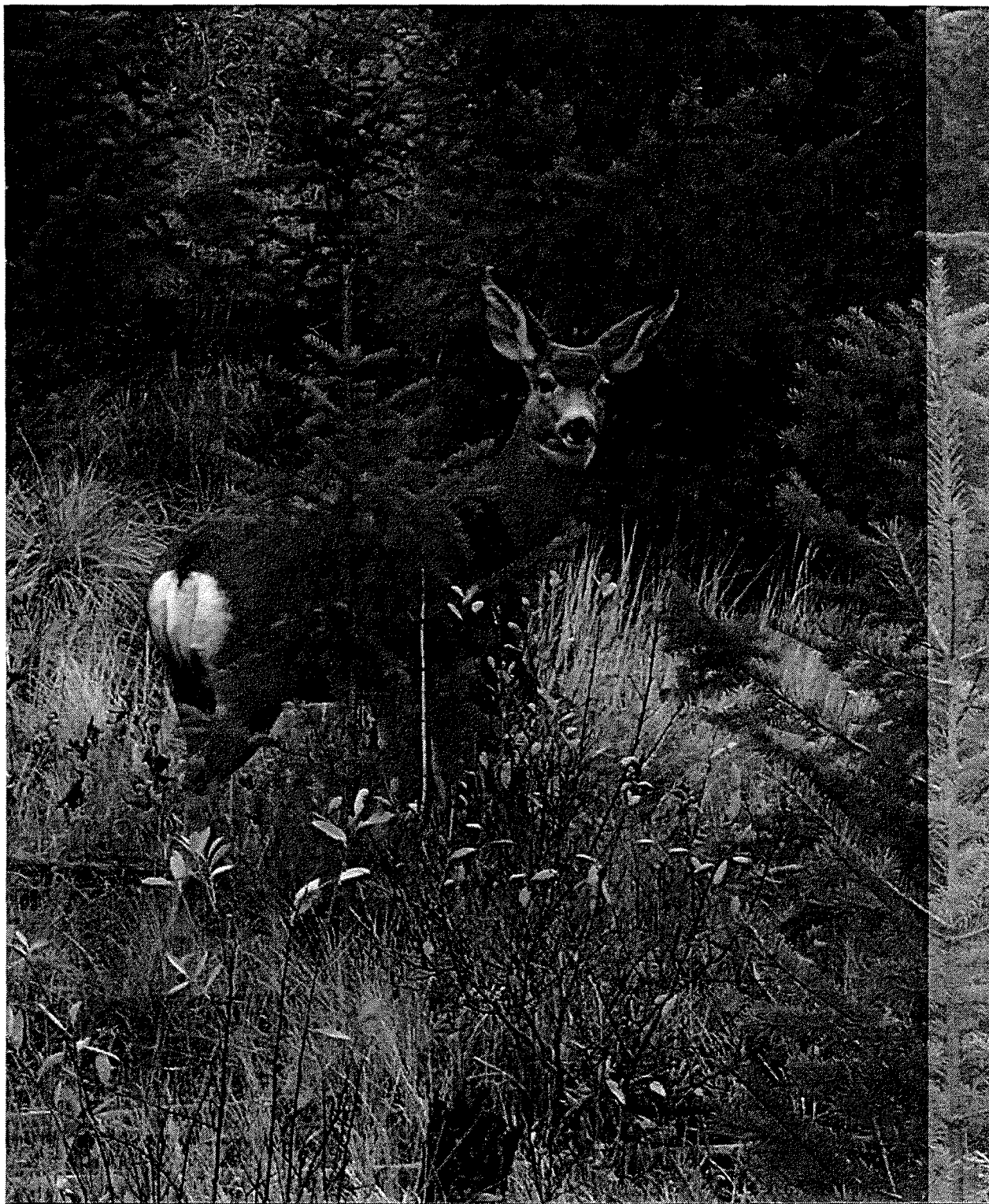
Our achievements are shared with many individuals who care about conservation as much as we do. We want to thank individual donors in 2012.

Ian Adam	Brian Bindon	Vicki Cochran	Bob & Louise Dyer	Vicki Gourlay
Judith Albert	Verena Blatter	Norman & Carol Cole	Linda Dymond	Jill & Peter Goyert
David & Diana Aldcroft	Gerard & Trudy Bloem	Barbara Condon	Lilian Edey	Andrew & Melanie Graham
Lindsay Allen	Ellen Bond	Dan & Sara Jane Connal	Eileen Edgar	Connie Graham
Tod & Teresa Alstad	Rita Borkowsky	Harold & Joan Copping	Barbara Elliott	Tom Grainger
Joan Alston-Stewart	Fred Bourcier	Dr. Brent Corlazzoli	Shirley Embra	Dr. Gillian Graves
Gary Anaka	Dan & Ursula Bowditch	Lillie Cornwallis Bate	Bob & Roxy Engle	Dan & Sandy Gray
Elizabeth Anderson	Keith Bower	R.A. Costanzo	Susan Entwistle	Dr. Vicki A. Green
Ron & Diane Anderson	David Boyd	James Coutts	Jan Farish	Arnold & Elizabeth Greenius
Muriel Andrews	Marion Boyle	Hans Couvreur	Maureen Fauman	Billy Griffith
Mark & Kathie Angelo	Tom Bradley	Cynthia Crampton	Sharon Fenton	Stephen Griffiths
Linda Annis	Val & Dick Bradshaw	Diane Crossley	John & Eileen Fiell	Joseph Grosso
Peter Arcese	Dr. Bruce Brandhorst & Dr. Elaine Golds	Beryl Cunningham	Neil Findlay	Sarah & Dustin Gumpinger
June Argyle	Barry Brandow	Margaret Cuthbert	Alan & Joan Finnie	John & Wendy Gunson
William S. Armstrong	Tyee Bridge	E. Laurenda Daniells	Brenda Fischer	Dianne Haag
Theresa Arsenaault	Bob Broadland	Bill Davidson	Margaret Fisher	Larry & Wendy Hancock
John Ashby	Peter Broomhall & Sherry Loof	Louis & Edith Davidson	Stephen Fitterman	Susan Hannon
Rick & Libby Avis	Wayne Brown	Arthur Davies	Jay Fleming	Beryl Hargood-Ash
Diane & Grant Ayling	Georgina Brunette	Dr. Joyce Davies	Alan & Bette Flowerdew	James Harkness
Steve & Kanya Baillie	Dr. Fred Bunnell	Judith Davis	Joyce Folbigg	Margaret Harney
Joan Baker	Ellen Burdett	Lyndis Davis	Laurie Fredricksen	Merrion Harrison
Sara Baker	Dr. Glen Burgoyne	Peter Dawe	Barbara Freitas	Rhys Harrison
Jim & Nancy Balcom	Dali-Alexandre Burlington	Bob & Bonna Dawson	Francois & Nina Freyvogel	Christopher Harvey
Donald Ball	Angela Burnett	Barbara De Leebeeck	Alana Fulton	John & Mae Harvey
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