## AGENDA GRANTS ADVISORY SUB-COMMITTEE TO BE HELD ON WEDNESDAY, 2017-FEB-15 AT 2:00 P.M. BOARD ROOM, 411 DUNSMUIR STREET

Pg. 8

- 1. CALL TO ORDER:
- 2. INTRODUCTION OF LATE ITEMS:
- 3. ADOPTION OF AGENDA:

## 4. ADOPTION OF MINUTES:

(a) Minutes of the Grants Advisory Committee Meeting held in the Board *Pg. 4-7* Room, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-FEB-01 at 2:00 p.m.

## 5. **INFORMATION ITEMS:**

(a) 2017 Grants Committee Budget

## 6. **RENEWAL APPLICATIONS:**

#### (a) RPTE-18 Nanaimo Disability Resource Centre Society Pg. 9-53 **Municipal Portion** Folio Address of 2017 Taxes 1. 07498.216 #1-4166 Departure Bay Road \$ 2,133 (Property leased from Turriff Holdings Ltd. / Katepwa Holdings Ltd.) 2. #2-4166 Departure Bay Road 07498.217 870 (Property leased from Turriff Holdings Ltd. / Katepwa Holdings Ltd.) Total \$ 3,003 (b) RPTE-19 Nanaimo Child Development Centre Society Pg. 54-78 Folio 85047.002 at 1135 Nelson Street (Property Leased from VIHA) Municipal portion of 2017 taxes: \$26,866

#### (c) **RPTE-20** Nanaimo Association for Community Living Pg. 79-104

Folio 86175.000 at 83 Victoria Crescent Municipal portion of 2017 taxes: \$19,701

#### (d) RPTE-21 Nanaimo Travellers Lodge Society Pg. 105-138

Pg. 139-167

Pg. 168-194

	Folio	<u>Address</u>	Municipal Portior of 2017 Taxes			
1. 2.	86160.000 05955.010	1298 Nelson Street 1917 Northfield Road Total	\$ 21,646 29,235 \$ 50,881			

## (e) RPTE-22 Vancouver Island Mental Health Society

Address Municipal Portion Folio of 2017 Taxes 05438.015 2332 Brackenwood Place \$ 1,563 1. 2. 05438.020 2330 Brackenwood Place 1,563 3. 05536.100 2352 Rosstown Road 2,358 07281.000 3793 Norwell Drive 1,691 4. Total \$ 7,175

## (f) RPTE-23 Nanaimo Literacy Association [Literacy Central Vancouver Island]

Folio 84474.000 at 19 Commercial Street (Property Leased from Nash Hardware Ltd.) Municipal portion of 2017 taxes: \$5,313 <u>and</u> requesting a cash-in-lieu of 2017 taxes in the amount of \$5,000 (estimated value).

## (g) **RPTE-24** Options for Sexual Health Pg. 195-220

Folio 81611.007 at #206 – 285 Prideaux Street (Property Leased from the City) Municipal portion of 2017 taxes: \$2,466

## (h) **RPTE-25** Nanaimo Youth Services Association Pg. 221-243

Folio 86055.000 at 290 Bastion Street Municipal portion of 2017 taxes: \$10,214

(i)	RPTE-26	Tillicun [Tillicu	Pg. 244-376				
	<u>Folio</u>		<u>Address</u>			pal Portion 7 Taxes	
	<ol> <li>81676.</li> <li>16905.</li> <li>17364.</li> <li>17364.</li> </ol>	.000 .001 .002	602 Haliburton S 927 Halliburton S 479 Tenth Stree 477 Tenth Stree Total	Street t	\$	9,516 8,932 5,344 7,496 31,288	
(j)	RPTE-27	Royal 808 (Th	Canadian underbird) Win	Air g	Force	Association	Pg. 377-394
	Folio 16000. (Property Le Municipal po	ased from		9			
(k)	RPTE-28	Mid-Isla	and Intergroup	Society			Pg. 395-406
	(Property Le	ased from	12 – 285 Prideau the City) 17 taxes: \$396	x Street			
(I)	RPTE-29	Nanaim	o Theatre Grou	р			Pg. 407-425
			73 Rosstown Roa 17 taxes: \$6,45				

## 7. **NEXT MEETING:**

The next meeting is scheduled for 2017-MAR-01 at 2:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

## 8. ADJOURNMENT:



## MINUTES GRANTS ADVISORY SUB-COMMITTEE MEETING HELD WEDNESDAY, 2017-FEB-01, 2:00 P.M. BOARD ROOM, 411 DUNSMUIR STREET

#### **MEMBERS PRESENT:**

Councillor I. Thorpe, Chair D. Appell (arrived at 2:08 p.m.) V. Alcock-Carter B. Anderson S. Pachkowsky

#### MEMBERS ABSENT:

Councillor W. Pratt B. Sparkes

#### **STAFF PRESENT:**

D. Hiscock, Manager of Revenue Services T. Wilkinson, Recording Secretary

## 1. CALL TO ORDER:

The meeting was called to order at 2:08 p.m.

## 2. INTRODUCTION OF LATE ITEMS:

(a) Diane Hiscock, re: revised application forms for Other Grants and Security Check Fee Grants.

## 3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

#### 4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Sub-Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2017-JAN-18 at 2:05 p.m. be adopted as circulated. The motion carried unanimously.

## 5. **INFORMATION ONLY ITEMS**:

(a) Diane Hiscock, confirmed that the revised application forms for Other Grants and Security Check Fee Grants were ok with the Committee.

It was moved and seconded that the Committee approve the revised forms and update the City's website.

## 6. <u>RENEWAL APPLICATIONS:</u>

## (a) Nanaimo Foodshare Society (RPTE-06)

It was moved and seconded that the Nanaimo Foodshare Society remains on the City's Permissive Tax Exemption Bylaw for property at 271 Pine Street, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (b) <u>BC SPCA Nanaimo & District (RPTE-07)</u>

It was moved and seconded that the BC SPCA Nanaimo & District remains on the City's Permissive Tax Exemption Bylaw for property at 154 Westwood Road receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (c) <u>Nanaimo 7-10 Club Society (RPTE-08)</u>

It was moved and seconded that the Nanaimo 7-10 Club Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #201 - 285 Prideaux Street, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (d) Boys and Girls Clubs of Central Vancouver Island (RPTE-09)

It was moved and seconded that the Boys and Girls Clubs of Central Vancouver Island remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 20 Fifth Street
- 2491 Bowen Road (property leased from the City)
- 1400 Cranberry Avenue (property leased from the City)

receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

(e) <u>Nanaimo Squash Club (RPTE-10)</u>

It was moved and seconded that the Nanaimo Squash Club Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 256 Wallace Street, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (f) Nanaimo Community Hospice Society (RPTE-11)

It was moved and seconded that the Nanaimo Community Hospice Society remains on the City's Permissive Tax Exemption Bylaw for property at 945 Waddington Road, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (g) <u>Nanaimo District Senior Citizens' Housing Development Society (RPTE-12)</u>

It was moved and seconded that the Nanaimo District Senior Citizens' Housing Development Society remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 1221 Kiwanis Crescent
- 1233 Kiwanis Crescent
- 1234 Kiwanis Crescent
- 1237 Kiwanis Crescent

receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (h) <u>Nanaimo Citizens Advocacy Association (RPTE-13)</u>

It was moved and seconded that the Nanaimo Citizens Advocacy Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #114 - 285 Prideaux Street, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (i) <u>Protection Island Neighbourhood Association (RPTE-14)</u>

It was moved and seconded that the Protection Island Neighbourhood Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at A7 Pirates Lane, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (j) <u>St. John Society (British Columbia & Yukon) [St. John Ambulance] (RPTE-15)</u>

It was moved and seconded that the St. John Society (British Columbia & Yukon) [St. John Ambulance] remains on the City's Permissive Tax Exemption Bylaw for property it leases at 2250 Labieux Road, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (k) Crisis Pregnancy Centre of Nanaimo Society (RPTE-16)

It was moved and seconded that the Crisis Pregnancy Centre of Nanaimo Society remains on the City's Permissive Tax Exemption Bylaw for property at 1717 Kerrisdale Road, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## (I) McGirr Sports Society (RPTE-17)

It was moved and seconded that the McGirr Sports Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 6175 McGirr Road, receiving exemption from taxes for the year 2018 and until the next review. The motion carried unanimously.

## 7. <u>NEXT MEETING:</u>

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2017-FEB-15 at 2:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

## 8. <u>ADJOURNMENT:</u>

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

Chair

Date

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# GRANTS ADVISORY COMMITTEE 2017 Grant Applications

			Actual						
	2012	2013	2014	2015	2016	2017	2017	2017	Remaining
	Grant	Grant	Grant	Grant	Grant	Request	Recommend	Awarded	Budget
Other Grants (275000 - 1334)									<b>7,000.00</b> 7,000.00 7,000.00 7,000.00 7,000.00 7,000.00 7,000.00
Subtotal - Other Grants	3,897.42	1,443.62	4,001.47	4,026.23	4,051.46	0.00	0.00	0.00	7,000.00
Permissive Tax Exemptions Cash Grant (275000 - 1332)									<b>5,000.00</b> 5,000.00 5,000.00 5,000.00 5,000.00 5,000.00
Subtotal - PTE Cash Grants	0.00	4,022.91	5,266.99	0.00	0.00	0.00	0.00	0.00	5,000.00
Security Check Grants (275000 - 1329)									<b>2,000.00</b> 2,000.00
Subtotal - Security Check Grants	490.00	495.00	500.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Totals							****		
*At the 2016 FED 22 Committee of the Mindle Martine Council encound the event						047 D. (			44,000,00

\*At the 2016-FEB-22 Committee of the Whole Meeting, Council approved the grant for Nanaimo Volunteer & Information Centre Society for their volunteer luncheon at Beban Park in advance until the end of their term (October 2018). The Society will continue to send a letter of request to the Grants Advisory Sub-Committee each year prior to the event. A new application must be submitted in 2019. 2017 Budget14,000.00Add: Transfer from Council Contingency14,000.00Add: Transfer from Council ContingencyAdd: Transfer from Prior YearLess: Grants Awarded0.00Remaining Budget14,000.00



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

Name of Organization: Nanaimo Disability Resource Centre Society								
			Grant No. RPTE-	18				
Criteria:		ets eria:	Statement of Purpose:					
<ul> <li>&gt; 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;</li> <li>&gt; services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>&gt; exemptions are not given to services that are</li> </ul>	Yes	No	All buildings and properties that receive PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicab category.					
<ul> <li>otherwise provided on a private, for profit basis; and,</li> <li>must adhere to all of the City of Nanaimo's bylaws and policies.</li> </ul>								
Amount Requested:	\$							
Grant Awarded:	Yes	No	Amount Recommended:	\$				
Discussion:								
· · · · · · · · · · · · · · · · · · ·								
Notes:								
, <u> </u>								



## CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION



ORGANIZATION: Nanaimo Disability Resource Centre S	December 2nd, 2016					
ADDRESS:		PRESIDENT: Sharon Thomson				
#2 - 4166 Departure Bay Road		SENIOR STAFF MEMBER: Ken Kaminski				
Nanaimo, BC V9T 5W9		Executive Dire	ctor			
		ken@ndrc.	info			
(250) 758-5547		TELEPHONE: (250) 758-55	47			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:	an throug	h North Island. Nanaimo area	Computer Training			
NO. OF FULL TIME STAFF: 1	NO. OF PART TIME STAFF:					
NO. OF COMMUNITY VOLUNTEERS:	NO. OF VOLUNTEER HOURS PER YEAR: 2500					
CLIENTS SERVED, LAST YEAR: 5600 permits + 250 stud	CLIENTS SERVED, THIS YEAR (PROJECTED): 5600 + 270 students					
B.C. SOCIETY ACT REG. NO.: S-0025958		REVENUE CANADA CHARITABLE REG. NO.: 128031721-RR 001				
CURRENT BUDGET: 2016-2017		Strata Lot 1, Section 5 LEGAL DESCRIPTION OF PROPERTY: Wellington Land Distri				
INCOME \$208,900			Strata Plan VIS2524			
<sup>EXPENSES:</sup> \$191,650		07498.216 8 TAX FOLIO NUMBER: NDRC pays				
NEXT YEAR PROJECTED: 2017-2018		folios (see a				
INCOME: \$192,720			41.47% of \$12,252=			
<sup>EXPENSES:</sup> \$192,485		CURRENT YEAR TAXES (IF KNOWN):	approx \$5,232			
SIGNATURE: TIT	LE/POSITIO	Executive Director	Dec 2, 2016			
NOTE: YOUR ORGANIZATION'S MOST REG YEAR-TO-DATE FINANCIAL STATEMENTS MUST BALANCE SHEET AND INCOME STATEMENT), AS (FORM 11).	Т ВЕ АТТ	ACHED TO THE APPLICATIO	N FORM (INCLUDING A			

DEC 2 2 2016

## CITY OF NANAIMO GRANT QUESTIONNAIRE

- Please describe the Purpose or Mandate of your organization in this community.
   "See attachment"
- Please list the programs and services provided by your organization.
   "See attachment"
- Are you planning to change or add to current programs and services in the future?
   "See attachment"

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

"See attachment"

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5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

"See attachment"

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## CITY OF NANAIMO GRANT QUESTIONNAIRE

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

"See attachment"

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

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8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.
"See attachment"

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

"See attachment"

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## CITY OF NANAIMO GRANT QUESTIONNAIRE

10. Is there any other information about your organization that you would like to provide to support your application?

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"See attachment"

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

\_\_\_\_\_

"See attachment"

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

#### 1. Please describe the Purpose or Mandate of your organization in this community.

The purposes of the society are:

- a. To identify the needs of persons with disabilities and the availability of community resources to meet those needs;
- b. To promote and enable persons with disabilities to take responsibility for development and management of personal and community resources;
- c. To promote awareness in the community of the philosophy of living independently;
- d. To provide the following services and programs:
  - i. Information and Referral Service,
  - ii. Individual and Group Advocacy,
  - iii. Activities and programs according to the needs and interests of the community.

#### 2. Please list the programs and services provided by your organization.

We issue accessible parking permits to persons with disabilities, provide an information distribution and referral services, provide **free** technology training to seniors and persons with disabilities including computers, tablets mobile phones, pedestrian GPS and other accessible hardware and software. These services are available to the blind or low vision and deaf or hard of hearing persons.

#### 3. Are you planning to change or add to current programs and services in the future?

Not at the present time.

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

NDRC is volunteer driven. We have approximately 35 active volunteers at any given time. They provide all of our reception duties and issue accessible parking permits. Volunteers also assist in our computer classes so that students with higher needs can have more individual sessions whether at our classrooms or at outreach locations. Our board of directors, resource coordinator and people involved with special projects are also volunteers.

(OVER)

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

#### Previous years:

BC Government Community Gaming Grants (annual) City of Nanaimo (several) Hub City Lions Women of the Moose First West Foundation Decoda (BC Literacy) Royal Bank of Canada BC Ferries Union

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

All of our computer classes are free to participants. Our referral and resource directory are free. The fee for issuing parking permits is \$23.00 per permit which covers the costs of staff, database maintenance, office supplies, copying, postage, credit card fees and handling. All surplus is used to fund our free computer training programs. Our fees are consistent with other provincial issuing offices.

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

We are not a part of a larger organization.

# 8. If you lease or rent out part of your premises: please note the amount of space rented

(sq. ft.), total square feet of the premises, name of organization renting the space, and the annual rent received.

We do not lease or rent out part of our premises

#### 9. Please describe current or planned approaches to self-generated income.

Our parking permit program generates some income as do donations. Occasionally we provide other organizations (e.g. Claytree, Work Safe BC) with services to assist with their programs and charge a small fee for those services. We anticipate community fund-raising events and have created donation and planned giving opportunities.

# **10.** Is there any other information about your organization that you would like to provide to support your application?

Please see enclosed Brochures, our 2015-2016 Computer School Summary, program descriptions and "Who Are We?"

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

We will acknowledge the City of Nanaimo as sponsors in all our promotional brochures, presentations, on our website, social media and in-office monitor displays.

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Financial Statements Year Ended March 31, 2016

(Unaudited - See Notice To Reader)

## NANAIMO DISABILITY RESOURCE CENTRE SOCIETY Index to Financial Statements Year Ended March 31, 2016 (Unaudited - See Notice To Reader)

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Statement of Revenues and Expenditures	3
Statement of Changes in Net Assets	4
Statement of Cash Flows	5
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CHARTERED PROFESSIONAL ACCOUNTANTS LTD. Unit C, 5107 Somerset Drive Nanaimo, BC V9T 2K5

t: 250.758.5557 · f: 250.758.5720 e: info@kmacpa.ca · w: www.kmacpa.ca

## NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of Nanaimo Disability Resource Centre Society as at March 31, 2016 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Nanaimo, British Columbia

June 17, 2016

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KMA CHARTERED PROFESSIONAL ACCOUNTANTS LTD.

## Statement of Financial Position

March 31, 2016

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(Unaudited - See Notice To Reader)

	and a company of the second	2016	 2015
ASSETS			
CURRENT Cash Short-term investments <i>(Note 3)</i> Accounts receivable Inventory Prepaid expenses Restricted cash	\$	8,690 25,434 1,397 1,519 1,230 16,544	\$ 31,346 25,270 1,681 4,508 1,232 10,477
		54 <b>,81</b> 4	74,514
PROPERTY, PLANT AND EQUIPMENT (Note 4)		3,432	 4,939
	\$	58,246	\$ 79,453
LIABILITIES AND NET ASSETS CURRENT			
Accounts payable	\$	7,193	\$ 6,353
NET ASSETS	<u></u>	51,053	 73,100
	\$	58,246	\$ 79,453

\_\_\_\_\_ Director

Director

See notes to financial statements

## **Statement of Revenues and Expenditures**

## For the Year Ended March 31, 2016

(Unaudited - See Notice To Reader)

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	 Budget 2016	 Total 2016	 Total 2015
REVENUE EATI Bingo and Casino Sales of parking permits Donations Membership fees Nanaimo Volunteer & Info Training Interest revenue	\$ 62,500 126,040 16,500 150 6,000 	\$ 21,500 128,425 6,862 125 6,000 161 163,073	\$ 2,718 40,000 120,245 14,710 211 - - 270 178,154
EXPENSES Accounting fees Advertising and promotion Amortization Business taxes, licences and memberships Delivery, freight and express Equipment rentals Insurance Interest and bank charges Office Bookkeeping Photocopying Volunteer appreciation Meetings and conferences Parking permits Rental Repairs and maintenance Salaries and wages Telephone Travel Utilities	 2,800 2,000 480 7,000 2,900 2,300 2,400 6,600 1,800 1,200 1,200 1,500 2,000 128,600 2,800 700 2,600	2,383 339 1,507 270 7,048 2,822 2,111 1,991 5,401 - 1,891 1,196 153 2,989 30,783 1,543 116,645 2,674 810 2,564	2,771 2,515 3,199 40 6,783 2,816 1,978 2,163 4,185 966 1,633 1,072 1,361 3,508 31,518 100 115,162 2,683 233 2,361
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	\$ 200,680	\$ <u>185,120</u> (22,047)	\$ <u>187,047</u> (8,893)

See notes to financial statements

## NANAIMO DISABILITY RESOURCE CENTRE SOCIETY Statement of Changes in Net Assets

## Year Ended March 31, 2016

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(Unaudited - See Notice To Reader)

	_	2015 alance	rev	ficiency of enue over xpenses	Cor	ntributions	W	ithdrawals	 2016 Balance
Unrestricted Net Assets	\$	57,684	\$	(26,607)	\$	-	\$	-	\$ 31,077
Restricted Gaming Acct.		10,477		6,067		-		-	16,544
Invested in Equipment		4,939		(1,507)					3,432
	\$	<u>73,100</u>	\$	(22,047)	\$	<b>1</b> .	\$	-	\$ 51,053
		2014 alance	Deficiency of revenue over expenses		Col	ntributions	W	ithdrawals	2015 Balance
Unrestricted Net Assets	\$·	<b>53,</b> 373	\$	9,069	\$	-	\$	(4,758)	\$ 57,684
Restricted Gaming Acct.		25,240		(14,763)		-		-	10,477
Invested in Equipment	<u></u>	3,380		(3,199)		4,758			4,939
	\$	81,993	\$	(8,893)	\$	4,758	\$	(4,758)	\$ 73,100

See notes to financial statements

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## Statement of Cash Flows

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## Year Ended March 31, 2016

(Unaudited - See Notice To Reader)

	· ·····	2016	 2015
OPERATING ACTIVITIES Deficiency Of Revenue Over Expenses Item not affecting cash:	\$	(22,047)	\$ (8,893)
Amortization of property, plant and equipment	<u> </u>	1,507 (20,540)	 <u>3,199</u> (5,694)
Changes in non-cash working capital: Accounts receivable Inventory Accounts payable Prepaid expenses		284 2,989 840 2	 (118) (1,749) (1,045) (76)
		4,115	 (2,988)
Cash flow from operating activities		(16,425)	 (8,682)
INVESTING ACTIVITY Purchase of property, plant and equipment		<b>B</b>	 (4,758)
Cash flow from (used by) investing activity		<b>e</b>	 (4,758)
DECREASE IN CASH FLOW		(16,425)	(13,440)
Cash - beginning of year		67,093	 80,533
CASH - END OF YEAR	(constant)	50,668	67,093
CASH CONSISTS OF: Cash Short-term investments Restricted cash	\$	8,690 25,434 16,544	\$ 31,346 25,270 10,477
	\$	50,668	\$ 67,093

See notes to financial statements

#### Notes to Financial Statements

#### Year Ended March 31, 2016

(Unaudited - See Notice To Reader)

#### 1. PURPOSE OF THE SOCIETY

Nanaimo Disability Resource Centre Society (the "society") is a not-for-profit organization incorporated provincially under the Society Act of British Columbia. As a registered charity the society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Society operates to provide assistance to mentally and physically handicapped people of Nanaimo and surrounding areas to enable them to be more independent.

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of Accounting

The Society's financial statemeths have been prepared using the following significant accounting policies:

#### Revenue recognition

Nanaimo Disability Resource Centre Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are 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. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Donations can be received as cash, services or materials and are recorded at fair market value when it can be reasonably estimated. Each year, the Society benefits from volunteered time from its supporters. Due to the difficulty in determining the fair value of the contributed services, these services are not recognized in these financial statements.

#### Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis. Cost represents the purchase price of the parking permits.

(continues)

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#### Notes to Financial Statements

#### Year Ended March 31, 2016

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(Unaudited - See Notice To Reader)

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Property, plant and equipment

Property, plant and equipment is stated at cost or deemed cost less accumulated amortization. Property, plant and equipment is amortized over its estimated useful life on a declining balance basis at the following rates and methods:

Computer equipment	3 years	straight-line method
Furniture and equipment	3 years	straight-line method
Leasehold improvements	lease term plus renewal	straight-line method

The society regularly reviews its property, plant and equipment to eliminate obsolete items. Government grants are treated as a reduction of property, plant and equipment cost.

Property, plant and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

#### Accounts Receivable

Accounts receivable are shown net of allowance for doubtful accounts

#### Use of Estimates

The preparation of the financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the year. Actual results could differ from these estimates. Significant areas requiring the use of management estimates relate to the determination of accruals, contingencies and amortization. These estimate and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the years in which they become known.

#### 3. SHORT-TERM INVESTMENTS

Short-term investments of the current year consist of the following:

		2016		2015
Royal Bank of Canada GIC, maturing February 28, 2016, with interest at 0.65% Royal Bank of Canada GIC, maturing February 28, 2017,	\$	-	\$	25,270
with interest at 0.50%	\$ - \$ \$			
	\$	25,434	\$	25,270

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## Notes to Financial Statements

### Year Ended March 31, 2016

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(Unaudited - See Notice To Reader)

#### 4. PROPERTY, PLANT AND EQUIPMENT

		Cost		cumulated	Ne	2016 t book alue	2015 Net book value	
Computer equipment Furniture and fixtures Leasehold improvements	\$	12,205 15,534 4,100	\$	11,643 15,534 1,230	\$	562 - 2,870	\$	1,249 3,690
	<u>\$</u>	31,839	\$	28,407	\$	3,432	\$	4,939_

#### 5. UNRESTRICTED NET ASSETS

The funds are used for the day-to-day operations of the Society.

#### 6. RESTRICTED GAMING ACCOUNT

Disbursements from this account are restricted to the specific expenditures as approved by the Gaming Policy and Enforcement Branch of British Columbia.

#### ASSET

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Current Assets PayPal Holding Royal Bank - General Account Royal Bank - Gaming Account Parking Permit Float Petty Cash Royal Bank GIC (general) Total Cash Payroll Advances Total Receivable Prepaid Insurance Inventory: Parking Plackards Total Current Assets	3.74 20,856.93 42,792.93 70.00 100.00 25,434.00 1,300.00	89,257.60 1,300.00 1,759.20 1,518.55 93,835.35
Capital Assets Furniture & Equipment Accum Amortization Furn.& Equipment Net Furniture/Equipment Computers Accum. AmortComputers Net - Computers Leasehold improvements Accum Amort - Leasehold improvem Net Leasehold improvements Total Capital Assets	15,533.80 -15,533.80 12,205.23 -11,642.50 4,100.00 -1,230.00	0.00 562.73 2,870.00 3,432.73 97,268.08
LIABILITY		
Current Liabilities Accounts Payable AccountsPayable G/L AMEX Vacation payable WCB Payable HST-50% amount paid on purchases Total Current liabilities		74.09 3,000.00 1,943.33 2,314.16 1,398.41 -485.33 8,244.66
TOTAL LIABILITY		8,244.66
EQUITY		
Members Equity Equity In Capital Assets Revenue Over Expense Previous Year Unrestricted Net Assets Restricted Gaming Account Current Earnings Total Members Equity TOTAL EQUITY		3,380.00 -30,939.30 53,373.07 25,240.00 37,969.65 89,023.42 89,023.42
LIABILITIES AND EQUITY		97,268.08

Nanaimo Disabilty Resource Centre Income Statement Apr 01, 2016 to Dec 15, 2016

## REVENUE

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Grants City Of Nanaimo Grant First West	2,500.00 2,200.00	
Total Grants		4,700.00
Total		4,700.00
		·
General Revenue		05 500 00
Sales of Parking Permits		95,592.00 6.00
Decals Laminating		58.00
Donations		5,417.00
Membership Fees		140.00
Travel Reimbursement		-108.00
Reimbursement of Wages		2,620.80
Reimbursement of Employers' PR		203.64
Total General Revenue		103,929.44
Gaming Revenue Gaming Revenue		60,500.00
Total Gaming Revenue		60,500.00
Total Gaining Revenue		
TOTAL REVENUE		169,129.44
EXPENSE		
Deutell Experies		
Payroll Expenses Wages & Salaries		72,514.88
El Expense		1,891.26
CPP Expense		2,043.01
WCB Expense		1,055.56
Total Payroll Expense		77,504.71
General & Administrative Expen		0 575 00
Accounting & Legal Contract Labour		2,575.00 1,956.00
Cash Short/Over		23.00
Computer expense		1,669.85
Courier & postage		4,351.44
Credit Card fees		0.56
Dues,fees,licences		416.70
Equipment Rental		1,875.91
Fundraising		141.45
Furniture & Equipment		155.42
Insurance		1,581.45
Interest & Bank Charges		1,275.57 26.25
Bank Charges Gaming Account Janitorial		914.85
Meetings		46.51
Memberships		10.00
Office Supplies		1,759.10
Photocopying		486.08
Parking Plackards		7,731.78
Software & Media expense		328.79
Renovations		14.22
Rent Telephone & Communications		21,724.84 1,797.29
Utilities		1,390.56
Volunteer Expenses/Appreciation		1,219.47
Repairs & Maintenance		182.99
Total General & Admin. Expenses		53,655.08
TOTAL EXPENSE		131,159.79

Nanaimo Disabilty Resource Centre Income Statement Apr 01, 2016 to Dec 15, 2016

NET INCOME

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37,969.65



## **SOCIETY ANNUAL REPORT**

(FORM 11)

Filing Fee \$25.00

# **Annual Report**

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1. Registration Number

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S-0025958

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2. Name of Society

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Nanaimo Disability Resource Centre Society

FILE O To file your BC Society Annual Report online, contact access code mailed to the Registered Office of the soc www.bcregistryservices.gov.bc.ca to file online. Did you know? A new Societies Act will come into Reports will be required to file online.	BC Registry Services a ciety. Once the access	code has been received, go to
PLEASE PR	INT CLEARLY	
3. Annual General Meeting Date		·····
Date your Annual General Meeting was held:	September 20, 20 (YYYY/MM/DD)	116
<ul> <li>The date of the Annual General Meeting must be during If no Annual General Meeting was held, write "NO MEE NO MEETING HELD cannot be submitted for the currer no Annual General Meeting held.</li> <li><b>4. Registered Office Address (Location of Rec</b> Is this a change to your registered address from the submitted for the currer here.</li> </ul>	TING HELD" in the dat nt year until the year is cords) – Additiona	e field above. over. Directors cannot be changed if I \$15.00 for Address Updates
Physical Address Required. (Post Office Box alone will not be accepted.)	Mailing Address (If different from physical	· ·
#2 - 4166 Departure Bay Road		
Nanaimo, BC		
V9T 4B7		
5. Society Email Address		
admin@ndrc.info		OFFICE USE ONLY
Enter one email address. Email address may be used as a contac	ot for this form.	
<i>(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</i>	AGE 1	-
REG 731B Rev. 2016 / 02 / 01		

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## SOCIETY ANNUAL REPORT (FORM 11)

Filing Fee \$25.00

6. Society Directors

- One director must be a B.C. resident. This requirement does not apply to extraprovincial societies.
- Director addresses must be a physical address. Post Office Box alone is not accepted.
- Full names of directors are required, initials only are not accepted.

Last Name	First Name	Residential Address (Must be a physical address)	Postal Code
Themson	Sharon	1742 Wilkinson Road, Nanaimo, BC	V9X 1V6
Bedford	Thomas	B0x 67, 2124 Point Gray Road,Nanaimo, BC	VOR 1M0
Dafoe	Chris	1318B Fairwood Drive, Nanaimo, BC	V9T 1G5
Read	Barbara	125 Juniper Street, Nanaimo, BC	V9X 1X2
Milliser	Kathryn	795 Franklyn Street, Nanaimo, BC	V9R 2Y3
Hicks	Hermine	216 View Street, Nanaimo, BC	V9R 4N7
Moore	Mit	1748 Flagstone Road, Nanaimo, BC	V9X 1Y1

XECUTIVE DIRECTOR

Sign here. I certify that this information is accurate and complete.

2016

Date Signed (YYYY/MM/DD)

# NDRC Budget 2016-2017

Approved Nov 17, 2016		ACTUAL	<u> </u>	pproved	
			Budget		
		2015-16		2016-17	
REVENUE	 				
Grants					
First West Foundation			\$	2,200	
Volunteer Nanaimo	\$	6,000			
NDRC Fundraising			\$	5,000	
Other Grants	\$	÷ .			
Sub-Total	\$	6,000	\$	7,200	
General Revenue					
Sales of Parking Permits	\$	128,375	\$	128,000	
Hiring Credit	\$	426			
Laminating	\$	50	\$	~	
Donations	\$	6,861	\$	6,000	
Membership Fees	\$	125	\$	100	
Interest Revenue - Gen Account	\$	164	\$	100	
Interest Revenue - Gaming Acct	\$	_	_		
Sub-Total	\$	136,001	\$	134,200	
Gaming Revenue					
Gaming Revenue					
Basic Computing	\$	21,500	\$	27,000	
Inmtermediate Computing			\$	12,000	
Specialized training			\$	4,500	
Outreach			\$	5,500	
iscal 2015-16 Reconsideration Grant			\$		(Not received until Fiscal 2016-2017)
Sub-Total	\$	21,500	\$		- -
TOTAL REVENUE	\$	163,501	\$	208,900	
EXPENSES					
Payroll Expenses					
Wages & Salaries	\$	107,393	\$	115,000	
El Expense	\$	2,383	·		
CPP Expense	\$	2,960			
WCB Expense	\$	1,398			
Sub-Total	\$	114,134	\$	115,000	
General & Administrative Exp					
Accounting & Legal	\$	2,382	\$	2,600	

# NDRC Budget 2016-2017

Approved Nov 17, 2016		ACTUAL	Approved		
			Budget		
	2015-16			2016-17	
Advertising & Promotions	\$	339	\$	1,500	
Amortization	\$	1,506	\$	1,500	
Contract Labour	\$	2,511	\$	4,000	
Computer expense	\$ \$ \$ \$ \$ \$	1,375	\$	1,500	
Courier & postage	\$	7,047	\$	7,000	
Dues,fees,licences	\$	270	\$	350	
Equipment Rental	\$	2,822	\$	2,900	
Furniture & Equipment	\$		\$	500	
Insurance	\$	2,110	\$	2,300	
Interest & Bank Charges	\$	1,966	\$	2,200	
Bank Charges Gaming Account	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	30	\$	100	
Janitorial	\$	1,454	\$	1,500	
Meetings	\$	153	\$	400	
Office Supplies	\$	3,505	\$	3,500	
Photocopying	\$	1,891	\$	1,800	
Parking Placards	\$	2,989	\$	3,000	
Software & Media expense	\$	519	\$	300	
Rent	\$	30,782	\$	31,000	
Permissive Tax Exemption					
Telephone & Communications	\$	2,673	\$	2,800	
Training/Seminars	\$	-	\$	500	
Travel	\$	809	\$	800	
Misc.Expense		·	\$	100	
Utilities	\$	2,564	\$	2,600	
Volunteer Exp/Appreciation	\$	1,195	\$	1,300	
Office Renovations (As required)	\$		\$	300	
Repairs & Maintenance	\$ \$	88	\$	200	
Criminal Checks	\$	-	\$	100	
Sub-Total	\$	70,980	\$	76,650	
Total Revenue	\$	163,501	\$	208,900	
Total Expenses	\$	185,114	\$	191,650	
Net Income	()	21,613.00)	:	17,250.00	

#### 11/28/2016

C:\Users\Ken\Box Sync\NDRC ED\Accounting\BUDGET STUFF\[APPROVED BUDGET 2016-17.xlsx]NDRC Abridged



## Nanaimo Disability Resource Centre

Charitable Organization # 128031721-RR 0001

## WHO ARE WE?

The Nanaimo Disability Resource Centre (NDRC), established in 1990, is a registered charity providing services to persons with disabilities in the Nanaimo, Mid-Island and North Vancouver Island region. Our trained staff and volunteers focus on individual goals, needs and potential and then recommend programs and services that will help persons living with a disability to participate more fully in the community.

We have one full-time and three part-time staff members and we rely on our large volunteer base of approximately fifty persons to assist us with our various programs. Collectively our volunteers contribute more than 4000 hours a year to our operations. Since the majority of our Board of Directors, staff, and volunteers live with disabilities, we understand and respond to the needs of persons living with a disability.

#### **Disability Parking Permits**

NDRC issues Disability Parking Permits. These parking permits allow persons who are unable to walk more than 100 metres without difficulty to use designated "Disabled Parking Only" sites. Income from the Parking Permits is used to fund the Parking Permit program plus deficits in other program budgets. Since 1994 over 72,000 permits have been issued. Currently over 13,500 permits are active.

#### Information and Referral

Providing information and maintaining a resource directory has been an integral part of NDRC's programs since 1990. We provide disability-related information on services and resources provided by local, provincial, and federal governments. Our program coordinator knows the resources available in our community, who to contact, how to get information or application forms for these services, and how to access social programs such as housing, transportation and health services. NDRC maintains a large number of associated pamphlets, brochures, and forms in our office for the convenience of our clients. Our

Updated Aug 2016

#2- 4166 Departure Bay Road Nanaimo, BC V9T 4B7 Tel: (250) 758-5547 Fax: (250) 758-5504 Email: Info@ndrc.info Web: www.ndrc.info extensive Resource Directory is on our website at www.ndrc.info with links to services. offered to persons with disabilities.

#### Computer School:

Established in the early 1990's, our Computer School has operated continuously for over twenty years. For people with disabilities, having basic computer skills can open doors and help people overcome barriers to independence. Our programs are available at no cost to anyone who self identifies as having any type of disability. Over the years, we have upgraded our computers and course content many times. We now also offer training for iPads, other tablets, and smartphones. NDRC Computer School programs are partially funded by BC Ministry of Housing and Social Development - Community Gaming Grants.

Learning new computer skills, accessing information, and communicating with friends and family locally and around the world, can be life-changing for anyone living with a disability. Confidence and self-reliance, increased employability, and community involvement are achieved when students acquire new knowledge and skills. Our small classes and our private lessons provide a supportive environment designed to meet each student's particular learning needs.

# All computer training is free to anyone who self-identifies as having a disability.

#### **Basic Computer Training**

Once a student's skill level and goals have been assessed, a personalized course is designed to meet his or her goals, skills, and needs. We offer lessons in how to turn a computer on, what is a "mouse", working with Microsoft and Google applications, basic Internet use, basic website development, and typing skills.

#### Intermediate Computer Training

Students who cannot participate in our group classes, and students with goals not covered in the Basics program, can enroll in our Intermediate Computer Training which is delivered in individual sessions tailored to the student's specific needs.

Updated Aug 2016

#2- 4166 Departure Bay Road Nanaimo, BC V9T 4B7

Tel: (250) 758-5547 Fax: (250) 758-5504 Email: Info@ndrc.info Web: www.ndrc.info

#### **Specialized Technology Training**

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NDRC has been providing technology training for blind and low vision, and deaf and hard of hearing students since 2009. After assessing a student's requirements, individualized sessions are designed by NDRC trainers. Most of our trainers for the Blind and low Vision students are blind themselves. Students learn to use specially designed software such as screen magnifiers and readers and speech recognition. They also receive training on any assistive devices they may acquire. Our deaf and hard of hearing trainers facilitate lessons using white boards and American Sign Language interpreters.

#### Computer Tutor at Home - Not currently offered due to lack of volunteers

NDRC has provided free at-home computer instruction to persons with serious mobility issues since 2009. Persons with isolating disabilities are truly cut off from friends, family and community. Learning to use their home computer to communicate can significantly enhance their life experience. We use trained computer-knowledgeable seniors as tutors. They visit the students, assess their needs and goals, and create a plan tailored to them. At least six tutoring sessions are provided which may include: basic computer skills, document creation, processing and printing, Internet searching, email and attachments, assistive devices and software information.

#### **Inclusion and Outreach**

NDRC received funding to reach out to organizations where persons with disabilities gather. The purpose is to offer free computer skills training to persons who congregate at these centres. Topics taught include email, basic computer usage, social media, ordering groceries, receiving and sending photographs and word processing. Our goal is to further reduce social isolation of the clients of these centres.

Trainers visit the partner organizations to deliver this program, often recruiting the more advanced as volunteers to assist in the training. To date we have formed partnerships and delivered training at Claytree Society, Columbian House, Nanaimo Association for Community Living, Canadian Mental Health Association (Phoenix Centre), Nanaimo Brain Injury Society, and Vancouver Island Regional Library.

Updated Aug 2016

#2- 4166 Departure Bay Road Nanaimo, BC V9T 4B7

Tel: (250) 758-5547 Fax: (250) 758-5504 Email: Info@ndrc.info Web: www.ndrc.info

# 2015-2016 Computer School Summary

### Basic Computer School

This year we shortened our classes to 90 minutes from 120minutes. We found that most people we leaving early, or unable to absorb much after the first hour. In an effort to help more people, we also reduced the number of session to 20 from 24. This reduction in our wait list has allowed me to call back in students who needed more help for a new set of classes. The 'repeat' students are offered a set of 10 classes. In the 2015/2016 year, we taught 89 students.

### Instruction: Five 1.5-hour classes weekly.

#### Class format & attendance:

5 general computer classes were held each week. Each class has 4 students at a time, students are permitted to enroll in one class per week.

Class format allows for continual enrollment: As one student finishes, another takes his or her place. This allows for a dynamic class as each class will have beginner, intermediate, and advanced students. Peer tutoring and group discussions are encouraged.

Due to the nature of our students, absences due to medical reasons are very common. When a student has to be away, the spot is filled by a 'graduated' student who requires more help. Graduates are encouraged to contact the instructor if they are having difficulties at home and, within reason, we try to accommodate them.

#### **Curriculum:**

Class 'completion' is based on achieving goals with a maximum of 20 classes. The curriculum is dynamic. Instruction topics, humorous posters, and keywords to stimulate discussion are posted around the classroom.

Often, students will bring in their own electronics such as printers/scanners, cameras, SD cards, MP3 players, tablets, and cell phones.

### iPad Drop In Class

Every Wednesday afternoon, we offer a 90 minute iPad drop in class. iPad students sit in on a group discussion about general usage; applications such as Skype, Facetime, and Hangouts; trouble shooting; Email; etc The iPad class is a drop in class and can have anywhere from 3-10 students. We have a great set of constant volunteers for the iPad class as well. In the 2015/2016 year, we taught 33 students.

### One-on-One Computer School

Six 2-hour classes were taught weekly. We said goodbye to Jeffrey at the end of the year. In the 2015/2016 year, Jeffrey taught 19 students.

#### Class format, attendance & student demographic:

Students attend the course for 6-8 weeks, meeting once a week for 2 hours. The length of the course varied depending on each student's learning objectives and skill level. While some students require the full 8 weeks to complete their learning objectives, other students accomplish their goals sooner.

Skill levels among participating students vary. Some students may have a very low skill level but require one-on-one support. Other students have a solid knowledge of the OS and would like to build on learning intermediate skills. In the past, this course was reserved for advanced students or for students who had completed the Basic Computer Skills Course. We relaxed this restraint. All students are eligible to attend this course.

#### Curriculum:

Class 'completion' is based on achieving goals with a maximum of 8 sessions/16 hours of instruction.

Students set their own goals and learning objectives within the Internet Skills Course curriculum and are encouraged to review and reassess goals regularly. Subjects covered by the curriculum are diverse, from the very basic understanding of the browser definitions, emailing and attachments, to intermediate studies such as creating job searches, completing online applications, social networking, and blogging.

### Blind & Low Vision Technology Training

We still have our two primary BLV trainers, Aedan Staddon and Simon Jaeger. On occasion Christina Young teaches BLV classes as well. Combined, they taught 12 students in the 2015-2016. Each student comes to us with his/her own special requirements and goals and each receives a personalized program. Each student receives individual coaching with a trainer either at the NDRC or in their own home. Class format and length is tailored to suit the needs of each individual.

### Curriculum

Course content is very flexible; as is the length of time each student spends with us. Common instruction topics include: Windows and Mac general usage, Magnification systems (software & hardware), Talking Screen Readers (NVDA, JAWS, System Access, ZoomText), Victor Reader Stream, Apple devices, Note Takers (PAC Mate, Maestro), Smart phones in general and smart phone applications for the blind, Handheld GPS systems, Braille Displays

### Deaf & Hard of Hearing Technology Training

We expanded our training to include one on one training for people who are deaf or extremely hard of hearing. People with these disabilities cannot learn in a loud group environment. We make use of white boards, and volunteer translators to facilitate the lessons. Christina Young currently teaches these classes.

# Neil Squire Youth Internship

We were very fortunate to have a Youth Intern from Neil Squire for 5 months. This is a federally funded program to give more youth experience with working with people with disabilities. We hired Randi Rundel in October and she finished in March. Randi taught one on one classes, helped students in their homes, assisted in the group classes, helped out on front desk processing parking permits, and generally assisted with office administrative tasks.

### Seniors Online

We partnered with Volunteer Nanaimo to coordinate a youth teaching seniors project funded by New Horizons. Youth volunteers were recruited to teach seniors computer, tablet, & cell phone skills. By the end of the project, approximately 40 seniors were assisted.

# **Technology Outreach**

The goal of our Technology Outreach for Social Inclusion program was to partner with four organizations serving persons with disabilities, bringing our in house technology training program to them at no cost. We completed this program last year. Overall, we taught 102 individual students!

We partnered with:

- Nanaimo Brain Injury Society serving people with brain injuries
- Phoenix Centre serving people recovering from mental illnesses
- Columbian Center Society serving people with psychiatric disabilities,
- Nanaimo Association for Community Living serving people with developmental disabilities,
- Clay Tree Society Estevan Program serving adults with developmental disabilities,
- Clay Tree Society Arbutus Program serving adults with developmental disabilities, and

# Computer School Hardware

A list of the Computer School's hardware:

- 4 desktop computers running Windows 10
- 1 touchscreen laptop running Windows 10, JAWS, and NVDA
- 1 laptop running Windows 10
- 1 iPad 3
- 1 iPad 2
- 1 Acer Tablet

• 2 desktops running Windows 10 for instructor use

# 2016 - 2017 Update

### First West Grant for Outreach

We are thrilled to have been awarded a \$2200 grant from First West Foundation in partnership with Vancouver Island Regional Library to teach adults with disabilities and seniors how to use computers, cell phones, or other devices important in their lives. We completed a 14 week summer session and have just started a 10 week fall session.

# Neil Squire Youth Internship

Neil Squire Society has offered two youth interns this year. Last year we had 1 intern for 900 hours whereas this year we have two interns to share 900 hours. We conducted interviews and have selected two young ladies. The structure of the program is much more rigid this year. One full time intern will be working with assistive technology, including teaching and researching solutions for our students. One part time intern will be looking at improving our website, Facebook page, and basically revamping our online presence. Both interns will be assisting with parking permits and administrative duties.

# Technology Outreach

We received funding from BC Gaming Grants to continue our Technology Outreach. We have been going to CMHA monthly and will be investigating more locations as soon as our youth interns have settled in.

### **Basic Computer Training**

#### **Delivered Since 1993**

### **Grant Funds Utilization**

Grant funds will be used for wages and general administration expenses such as rent, accounting, advertising, communications, office supplies, etc.

#### **Anticipated Number of Participants 120**

Activities and delivery of the program: Basic Computer Training offers free in-house computer skills instruction to persons with disabilities including persons with motor, visual, hearing, and cognitive challenges. Basic computer skills are essential for independent living in today's world. The purpose of the Basic Computer program at NDRC is to enhance the independent living and vocational skills for individuals who are otherwise unable to access computer technology training. As far as we know, we are the only place in our community where a person with a disability can receive personalized computer training in a small class for no fee.

An individualized curriculum is designed for each student based on their needs, goals and abilities. Some students focus on skills to enhance employability such as using Word and Excel, navigating employment and related websites, or creating a simple business website or blog. Other students might focus on skills such as email, navigating the Internet safely, keeping in touch with family and friends via social networking or VOIP software such as Skype, or using Picasa to manage their photos. We even teach some students how to use their cell phone, digital camera, or GPS.

Each student receives 20 ninety minute weekly sessions. Seven classes of four students are held each week. Classes are dynamic and interactive offering outstanding training in a non-threatening environment. Students learn from each other as well as from the instructor and from our 12 volunteers. 89 students completed the program during our previous fiscal year.

**Community Benefit:** Our students gain necessary skills to secure a job, volunteer in the community, or return to school for more education. Because most employers today are seeking candidates with computer skills, many students are re-training to qualify for this type of employment. Some students taking this course already have word processing skills but know little about the Internet. For these people, a few basic Internet lessons will make them job ready.

Internet skills open up many avenues of communication such as staying in contact with family and friends, shopping for groceries on-line, or banking from home. Each student who learns to use the Internet is able to research information on-line, including community events, employment opportunities, personal interests, politics and local, provincial and world news. These activities help them to be part of their community rather than be socially isolated.

Our services are very much in demand within our community because the quality of education is excellent, the classes are small with plenty of individual tutoring and there are no fees.

Accessibility: Our classes are open to all adults and young adults with a disability---physical or cognitive. There are no barriers to enrolling in this course such as pre-qualification or fees. Our facility is

completely wheelchair accessible.

**Sustainability:** As long as there are persons with disabilities in this community, NDRC will continue to provide computer training that enables them to communicate with friends and family, gain employment, or become a volunteer in the community. Our instructors are continually working to maintain best practices and to ensure the course content is relevant and current. This is extremely important to students who will be returning, newly- skilled, to the community.

### Our courses are in such demand that we have maintained a waiting list since the early 1990's. Our present wait-list extend to January, 2017

**Community Support:** Non-profit and government agencies that work with persons living with disabilities know about our programs and show their support by continuing to refer students to us for computer training. Students are often referred by other agencies such as WorkBC, Nanaimo Association for Community living, Vancouver Island University, Volunteer Nanaimo, and Opportunities Fund for Persons with Disabilities, Triumph Vocational Services, and Supporting Employment Transitions. Satisfied students (word of mouth) and community workers are a major source of our new students.

### Intermediate Computer Training

### **Delivered Since 1997**

### **Grant Funds Utilization**

Grant funds will be used for wages and general administration expenses such as rent, accounting, advertising, communications, office supplies, etc.

### Anticipated number of participants 45

Activities and delivery of the program: The Intermediate Computer Training program is an extension of the Basic Computer Training program. It too delivers **free** in-house computer skills instruction to persons with disabilities but it focuses on persons who request more advanced topics than are offered in the Basic Computer program or whose cognitive or emotional challenges prevent them from learning in the Basic Computer group setting. Individual computer instruction, in a quiet, private environment, enables the student to gain independent living and vocational skills they are otherwise unable to acquire.

A personalized curriculum is designed for each student based on their needs, goals and abilities. Some students focus on skills to enhance employability such as word processing or spreadsheets, navigating employment and related websites, or creating a simple business website or blog. Other students focus on more basic skills such as email, navigating the Internet safely, keeping in touch with family and friends using social networking or Skype, or using Picasa. We even teach some students how to use their cell phone, digital camera, or GPS units.

Each student receives up to eight two-hour weekly sessions. Classes are dynamic and interactive offering outstanding training in a non-threatening environment.

# As far as we know, we are the only place in our community where a person with a disability can get individual computer training for free.

**Community Benefit:** Our students gain necessary skills to secure a job, volunteer in the community, or return to school for more education. Because most employers today are seeking candidates with computer skills, many students are re-training to qualify for this kind of employment.

Some students taking this course already have word processing skills but know little about the Internet. For these people, a few basic Internet lessons will make them job ready. Internet skills open up many avenues of communication such as staying in contact with family and friends, shopping for groceries on-line, or banking from home. Each student who learns Internet usage is able to research information on-line including community events, employment opportunities, personal interests, politics, and local, provincial and world news. These activities help them to be part of their community rather than be socially isolated.

Our services are very much in demand within our community because the quality of education is excellent, the training is individualized, and there are no fees.

**Accessibility:** Our classes are open to all adults with a disability—physical or cognitive. There are no barriers to enrolling in this course such as pre-qualification or fees. Our facility is completely wheelchair accessible.

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**Sustainability:** As long as there are persons with disabilities in our community, NDRC will continue to provide computer training that enables persons with disabilities to communicate with friends and family, to gain employment, or to become a volunteer. Our instructors are continually working to maintain best practices and to ensure the course content is relevant and current. This is extremely important to students who will be returning, newly-skilled, to the community.

**Community Support:** Non-profit and government agencies that work with persons living with disabilities know about our programs and show their support by continuing to refer students to us for computer training. Students are often referred by other agencies such as WorkBC, VIRL, Nanaimo Association for Community living, Vancouver Island University, Volunteer Nanaimo, Opportunities Fund for Persons with Disabilities. Satisfied students (word of mouth) and community workers are a major source of our new students.

### Specialty One-On-One Technology Training

### Delivered Since 2010

### **Grant Funds Utilization**

Grant funds will be used for wages and general administration expenses such as rent, accounting, advertising, communications, office supplies, etc.

#### **Anticipated Number of Participants 25**

Activities and delivery of the program: The Blind and Low Vision Technology Training program offers free in-house computer skills instruction and assistive device training to the blind and partially sighted. Our training has had a major impact on the lives of our students as they gain skills that sighted people take for granted.

An individualized curriculum is designed for each student based on their needs, goals and abilities. Students learn to send and receive e-mails and text messages, create documents, download and listen to books and music, use smartphones to read labels in stores and travel independently. Our trainers, with the assistance of our volunteers, offer outstanding training in a safe, supportive environment. Each student receives as many weekly two-hour sessions as necessary to give them the skills they need. Currently our four trainers, some blind or partially-sighted themselves, have expertise in PC or MAC computers, tablets, screen readers, handheld pedestrian GPS units, smartphone applications, document scanners and readers, braille note takers, talking book players and magnification software or devices.

As far as we know, we are the only place in our community where a person with a visual disability can get personalized individual computer training for free. We have 5 paid part time trainers.

**Community Benefit:** Our students gain the necessary skills to communicate with friends, family and community.

Learning to travel around the city using the transit system and a handheld GPS device can be lifechanging. Being able to search the internet allows students to get information on personal interests, medical issues, politics, and local, provincial and world events. Some of our students have used their skills to take online courses and others have used their computer skills in a volunteer position. All of these activities help our students to be an active part of the community rather than be socially isolated. Our services are very much in demand within our community because the quality of education is excellent, the training is personalized, and there are no fees.

Accessibility: Our classes are open to all adults with a visual disability. There are no barriers to enrolling in this course such as pre-qualification or fees. Our facility is completely wheelchair accessible.

**Sustainability:** As long as there are persons with visual disabilities in our community, NDRC will continue to provide computer training that enables them to communicate with friends and family, to be involved in the community and to travel independently within it. Our instructors are continually working to maintain best practices and to ensure the course content is relevant and current.

**Community Support:** Non-profit and government agencies that work with persons living with disabilities know about our programs and show their support by continuing to refer students to us for computer training. Students are referred by Canadian National Institute for the Blind, Equipment and Assistive Technology Initiative, Volunteer Nanaimo, Nanaimo Regional General Hospital, regional eye specialists, Vancouver Island University, Opportunities Fund for Persons with Disabilities, and Supporting Employment Transitions. Satisfied students (word of mouth) and community workers are a major source of our new students.

### **Outreach Technology Training for People with Disabilities**

### Delivered Since 2013

#### Grant Funds Utilization

Grant funds will be used for wages and general administration expenses such as rent, accounting, advertising, communications, office supplies, etc.

### Anticipated Number of Participants 50

### **Activities and Delivery**

In 2013, we realized that transportation to our classrooms can be a major hurdle, preventing some groups and individuals from attending classes. Since 2013, we have been providing a portable, no-cost computer school to other non-profit organizations who assist people with disabilities. In the last fiscal year we provided outreach training to 102 students.

Two primary trainers and often, trained volunteers, teach the students. Where needed, we also supply computers such as laptops, tablets, and assistive devices. Students are encouraged to bring their own devices such as laptops, tablets, cell phones, GPS, or other assistive devices.

Topics taught vary, including social tasks such as email, basic computer usage, and social media; useful tasks such as checking medical records on-line, ordering groceries to be delivered, and paying bills; work related skills such as word processing for resume building, Internet skills for job searches, and on-line applications for jobs and volunteer positions.

Sessions consist of weekly 60-90 minute classes. Each session runs from 6-12 weeks, depending on the target group's needs.

In addition to giving students access to employment and volunteer opportunities, we would be reducing social isolation that many people with disabilities face. Students may learn to communicate digitally with family and friends, including sharing photos and life events.

Students may also learn how to research and access information about community events and organizations, medical information, and peer support groups

Computer Literacy is listed as one of the 9 essential life skills by many organizations. People living without the skills to e-mail, perform on-line research, text, or use Facebook are in the minority. People with disabilities fight stigmatization and face situations which make it difficult to travel about town or participate in social groups. Giving people a way to interact socially online offers solutions for many of these issues, and can make visible disabilities less debilitating.

In today's world, sharing pictures on Facebook, Pinterest or Instagram are a major part of our culture. Everyone should have the opportunity to learn these skills and to decide whether or not to participate. RRS feeds, on-line music (YouTube), and buying or selling on-line are a part of everyday life for most people. Even the news is now accessed more regularly on-line, than by watching television or reading a newspaper. Job opportunities are most often accessed and applied for on-line.

In addition to the benefits directly felt by the students, the partnering organizations also benefit directly

as their staff who assist their clients also ask questions to update their skills. A hurdle we often see is that organizations often do not have qualified trainers of their own for teaching safe, sensible, fun, and useful technology skills.

### **Community Benefit**

Our students gain necessary skills to reduce social isolation, maintain independence, secure a job, volunteer in the community, or return to school for more education. Because most employers today are seeking candidates with computer skills, many students are re-training to qualify for this type of employment.

Internet skills open up many avenues of communication such as staying in contact with family and friends, shopping for groceries on-line, or banking from home. Students who learn to use the Internet are able to research information on-line, including community events, employment opportunities, personal interests, politics and local, provincial and world news. These activities help them to be part of their community rather than be socially isolated.

Our services are very much in demand within our community because the quality of education is excellent, the classes are small with .plenty of individual tutoring and there are no fees.

#### Accessibility

This program is even more accessible than our other training programs. It was developed to address transportation issues and anxiety issues that affect many people with disabilities in our community.

Our classes are open to all adults with a disability requiring specialized training. There are no barriers to enrolling in this course such as pre-qualification or fees.

### Sustainability

As long as there are persons with disabilities in this community, NDRC will continue to provide technology training that enables them to communicate with friends and family, obtain employment, or become a volunteer in the community. Our instructors are continually working to maintain best practices and to ensure the course content is relevant and current. Our courses are in such demand that we have maintained a waiting list since 1994.

This program was initially funded by Disability Alliance BC. However we currently do not have a source of funding for this program.

#### **Community Support**

Non-profit and government agencies that work with persons living with disabilities are familiar with our programs and show their support by continuing to refer students to us for computer training. Students are often referred by other agencies such as WorkBC and other vocational services, Nanaimo Association for Community living, Vancouver Island University, Volunteer Nanaimo, Opportunities Fund for Persons with Disabilities, and assisted living programs. Satisfied students (word of mouth) and community workers are a major source of our new students.

Nanaimo Disability Resource Centre is a registered charity offering free programs and services to promote greater independence and community participation for person with disabilities.

"Thank you for your program. It is a great service to all of us who have gone from hale and hearty to limping and lagging" - Nanaimo, BC Monday - Friday 8:30am - 4:00pm

#2 - 4166 Departure Bay Rd Nanaimo, BC V9T 4B7



# Parking Permits



Parking Permits allow persons living with a disability, or people who have difficulty walking more than 100 meters, to use the designated "accessible parking only" sites. What types of parking permits are there?

- **Permit for a Permanent Disability:** Valid for three years; Renewable.
- Permit for a Temporary Disability: Valid for 6 months or one year based on your medical professional's assessment.
- Your medical professional determines what permit you are
- issued; NDRC cannot change this
- designation.

Why is there a fee for the permit?

There is a processing fee for both permanent and temporary accessibility parking permits. The processing fee goes towards keeping our non-profit organization operational. Payments can be made by cash, cheque, money order, debit, or credit card. Payments by credit card can be processed by telephone. Any fee incurred in obtaining a medical professional's signature is the sole responsibility of the applicant and not included in our processing fee.

# How do I Apply?

Application forms for Parking Permits are available at NDRC, doctor's offices and clinics. They are also available online at www.ndrc.info. Complete side A with your contact information and have your doctor complete side B, authorizing the application. Organization applications are also available.

You may then choose to either:

- Bring the completed application together with the fee to NDRC or have someone bring them in for you. The permit will be issued within 10-15 minutes. OR
- Mail the completed application and fee to NDRC. We will process it and mail it out within two business days.



# How do I renew my Parking Permit?

All permits have an expiry date. NDRC will mail or email you a renewal notice approximately one month before your permit expires.

> Renewing a Permit for a Permanent Disability

Please sign the renewal letter and return it to us with the renewal fee. A doctor's authorization is not required for renewal.

> Renewing a Permit for a Temporary Disability

If you require the use of a parking permit beyond the expiry date, you must take the renewal letter to your medical professional for a new authorization. Return the renewal letter with the fee to NDRC.

# Change of address:

It is the responsibility of the Parking Permit holder to advise NDRC of any changes to your mailing address, phone number, and/or email.

Having a Parking Permit is a Privilege not a Right. Please Remember Not all Disabilities are Visible.

# Become a Member Or Make a Donation

Yes, I would like to help! Please accept my membership:

Individual Membership—\$5.00 And/or Donation \$

Tax Receipts Available for Donations of \$20 or more Name:\_\_\_\_\_\_\_ Address:\_\_\_\_\_\_\_ City:\_\_\_\_\_Province:\_\_\_\_\_ Postal Code:\_\_\_\_\_\_ Phone:

Drop off or mail to: Nanaimo Disability Resource Centre #2-4166 Departure Bay Rd, Nanaimo, BC V9T 4B7 7kank you for your support!

Thank you to our sponsors

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CITY OF NANAIMO

Gaming Commission

Nanaimo Disability Resource Centre is a registered charity offering services and free programs to promote greater independence and community participation for person with disabilities

Monday - Friday 8:30am - 4:00pm

#2 - 4166 Departure Bay Rd Nanaimo, BC V9T 4B7

250-758-5547

parking@ndrc.info

www.ndrc.info

NDRC PATHWAYS TO INDEPENDENCE

**Programs**!

and

Services

# **Information and Referrals**

One way we help persons with disabilities and their caregivers is by providing information on services available federally. provincially, and in the Nanaimo area. We do this through our **Resource Directory which can** be found on the main page of our website (www.ndrc.info). It lists the many services offered by organizations, businesses and ministries. We also have pamphlets and brochures available in our office. We work hard to find answers to the questions we are asked through phone, email, and by walk-ins. We always let the client know any information we have discovered - even if no solution was found.

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# Accessibility Parking Permits

Parking permits allow individuals who have mobility disabilities to park in designated parking spaces. Apply by completing an application and have it authorized by a medical professional. He or she will decide whether you need a permanent parking permit (3 years, renewable) or a temporary parking permit (6 months or 1 year). Applications are available in doctor's offices, clinics, at the NDRC office or online at www.ndrc.info. There is a processing fee, which goes towards fund our free programs.

PERMIT NUMBER

REGOGNIZED IN THE PROVINCE OF HITISH COLUMBIA UNTIL THE LAST DAY OF

2019 2020 2021 2022 2023 2024

AUG

OCT

NOV

DEC

NΑ

FEB

MAR

APR

MÁY

JUN

# Computer and Technology Training

Computer school is a great way to learn new skills that you can use in everyday life. NDRC offers FREE computer classes to people with disabilities and to seniors. In these classes, we will teach you many things.

from computer basics to smartphones and tablets. We also offer specialized classes for persons who are blind or low vision, and people who are deaf or hard of hearing. If you would like to learn more about the classes we offer, contact:

> Christina 250-758-5547 christina@ndrc.info



"NDRC has played a major role in helping me to maintain my independence. For this I am very grateful." - Helen

# rigessing a

I am thrilled by the services offered at the Centre. I have learned so much and I love all the trainers." - Wendy and Jayla (dog-guide)

# Thank you to our sponsors

BRITISH COLUMINA Gaming Commissio

FIRSTWEST

Monday - Friday 8:30am - 4:00pm

#2 - 4166 Departure Bay Rd Nanaimo, BC V9T 4B7

250-758-5547

# christina@ndrc.info

www.ndrc.info



Free Computer and Technology Training

# Our FREE technology classes are open to all adults with a disability and





# Benefits of Classes at NDRC:

• Classes are FREE.

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- Small classes are dynamic and interactive, offering outstanding training in a non-threatening environment.
- NDRC is a wheelchair accessible facility.
- Students focus on skills that are important to them.

# **Employment Skills**

Our students may gain necessary skills to secure a job, volunteer in the community, or return to school for more education. The purpose of the Basic Computer program is to enhance the independent living and vocational skills for individuals with disabilities. Students learn from each other as well as from the instructor and volunteers. Students can focus on the skills that are important to them.

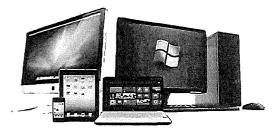
- Each student receives 20 weekly classes of 90 minutes
- Small classes of four students
- Personalized curriculum

# Internet Skills open avenues of communication such as:

- Staying in contact with friends and family
- Shopping for groceries online
- Banking from home
- Researching information
- Checking community events
- Looking up personal interests
- And finding local, provincial and world news articles

# Blind and Low Vision

Our trainers, most blind or partiallysighted themselves, have expertise in PC and Apple computers, tablets, screen readers, talking GPS, cell phones, document scanners and readers, braille note takers, talking book players, and magnification software or devices.





# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Nanaimo Child Development Centre Society								
			Grant No. RPTE-	19				
Criteria:	1	ets eria:	Statement of Purpose:					
<ul> <li>&gt; 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;</li> <li>&gt; services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>&gt; exemptions are not given to services that are otherwise provided on a private, for profit</li> </ul>	Yes	No	All buildings and properties that receive PTE must be reviewed every three years ensure that they continue to meet t specific criteria set out in their applicat category.					
basis; and, > must adhere to all of the City of Nanaimo's bylaws and policies.								
Amount Requested:	\$							
Grant Awarded:	Yes	No	Amount Recommended:	\$				
Discussion:								
Notes:								



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# CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

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Office Use	
RPTE-	
19	

organization: Nanaimo Child Development Centre		DATE: December 5, 2016						
address: 1135 NELSON STREET		PRESIDENT: 7 MICHAEL ROBINSON						
NANAIMO	<del></del>	SENIOR STAFF MEMBER: SCOTT BRADFORD						
v9s 2K4		POSITION: EXECUTIVE DIRECTOR						
		CONTACT: SCOTT BRADFORD						
TELEPHONE: 250-753-0251		теlephone: 250-753-0251 Х-2-	76					
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: NANAIMO, LADYSMITH, GABRIOLA AND PRC	DTECTION ISI	.AND						
NO. OF FULL TIME STAFF: 23		NO. OF PART TIME STAFF: 52						
NO. OF COMMUNITY VOLUNTEERS: 267	· · · · ·	NO. OF VOLUNTEER HOURS PER YEAR: 6,183						
CLIENTS SERVED, LAST YEAR: 1,200		CLIENTS SERVED, THIS YEAR (PROJECTED): 1,200						
B.C. SOCIETY ACT REG. NO.: s-0007674		REVENUE CANADA CHARITABLE REG. NO.: 11905 0755 RR0001						
CURRENT BUDGET:		· · · · · · · · · · · · · · · · · · ·						
INCOME \$4,466,389		LEGAL DESCRIPTION OF PROPERTY: LOT A SECT 1 NDPLAN 2124R TAX FOLIO NUMBER: 250 – 85047.002						
EXPENSES: \$4,517,559 NEXT YEAR PROJECTED:								
INCOME: \$4,500,000 EXPENSES:		CURRENT YEAR TAXES (IF KNOWN)	):Unknown					
\$4,500.000 SIGNATURE:	TITLE/POSITIC	 N:	DATE:					
	EXECUTIV	EDIRECTOR	DECEMBER 15, 2016					
NOTE: YOUR ORGANIZATION'S MOST YEAR-TO-DATE FINANCIAL STATEMENTS M BALANCE SHEET AND INCOME STATEMENT (FORM 11).	MUST BE AT	TACHED TO THE APPLICATI	ON FORM (INCLUDING A					

- DEC 222016

# CITY OF NANAIMO GRANT QUESTIONNAIRE

### 1. Please describe the Purpose or Mandate of your organization in this community.

The NCDC provides support, assessment and therapeuticservices to 1,200 children and their families in Ladysmith, Nanaimo, Lantzville, Gabriola Island and Protection Island areas each year. The NCDC offers specialized assessments to children who live in the areas listed above as well as Duncan, Ucluelet, Tofino, Parksville and Qualicum Beach, who are thought to have Complex Developmental & Behavioural Conditions.

2. Please list the programs and services provided by your organization.

**<u>Early Intervention Program</u>**: (for children from birth to school entry). This includes most of our therapy programming.

Infant Development Program Occupational Therapy Program Physiotherapy Program Speech Language Pathology Program Family Development Program

### School Age Therapy Program:

We provide physiotherapy and occupational therapy for children meeting School District 68 Criteria for service. There is no cost to access these services as they are funded by the Province.

- Are you planning to change or add to current programs and services in the future?
   We will continue to work on expanding programs particularly in the mental health and family support areas.
- 4. Please describe the role of volunteers in your organization.

Volunteers work in all areas of the CDC, such as the following:

**Special Events Volunteers:** Silly Boat Regattain July or gift wrapping in December at Woodgrove Centre and many other Third Party fundraisers.

**Preschool:** Colouring teaching material, assisting with snack time, preparing art material, and working directly with children in areas such as reading and telling stories, and general support of Preschool staff.

Therapy: Cleaning toys and equipment, preparing therapy materials.

Administration: Greeting and assisting families, answering phones, general office work (photocopying).

### **Other Areas:**

IT, HR, policy development. We welcome volunteers with many differing types of expertise.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

The CDC receives over \$550,000 in the way of donations and grants from community groups, foundations, fundriaisng activities and donors. All funds go to provide additional staff, facility upgrades, specialized equipment for children and community support.

City of Nanaimo grants – none RDN grants – none Other government grants – Community Gaming Grant \$85,000

Service Clubs Rotary Club (Daybreak) BPO Elks Lodge #26 Gyro Club of Nanaimo Kinette Club of Namaimo Kinsmen Club of Nanaimo Knights of Columbus Lions Club – Protection Island Nanaimo Lions Club Rotary Club of Nanaimo Royal Cdn Legion #10 Young Professionals of Nanaimo Service Clubs Gaming donations (\$20,203)

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# CITY OF NANAIMO GRANT QUESTIONNAIRE

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

Our services are provided free of charge. There are two exceptions.

- 1. Families who qualify for extended therapies apply to the At Home Program of the provincial government. A fee for extra therapy service is paid by the At Home Program, their billing rates are \$80.00 per hour. There are approximately 25 families on the caseload accessing this service.
- 2. Preschool: parents pay the basic space fee and may qualify to be subsidized by the provincial government. Fees are \$125.00 for two days per week and \$185.00 per week.
- 7. 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

- If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.
   N/A
- 9. Please describe current or planned approaches to self generated income.

We fundraise \$550,000 per year to support reduced wait times for children with developmental delays who are a on waitlist. Fundraising provides for 5.5 FTEs across the organizations.

# CITY OF NANAIMO GRANT QUESTIONNAIRE

10. Is there any other information about your organization that you would like to provide to support your application?

NCDC is celebrating 50 years serving the community in 2017.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

We would acknowledge on our website, in our annual report and at our Donor Recognition luncheon.

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY Financial Statements Year Ended March 31, 2016

- MOORE CARGILL -

### Index to Financial Statements

Year Ended March 31, 2016

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INDEPENDENT AUDITOR'S REPORT	2 - 3
FINANCIAL STATEMENTS	
Statement of Revenues and Expenditures	4
Statement of Changes in Net Assets	5
Statement of Financial Position	6
Statement of Cash Flow	7
Notes to Financial Statements	8 - 10

# - MOORE CARGILL -

### MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements of Nanaimo Child Development Centre Society have been prepared in accordance with Canadian accounting standards for not for profit organizations. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of Nanaimo Child Development Centre Society reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Board of Directors is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Board carries out this responsibility principally through its Finance Committee. The Finance Committee is appointed by the Board and meets periodically with management and the members' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Finance Committee reports to the Board of Directors prior to its approval of the financial statements. The Committee also considers, for review by the Board and approval by the directors, the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the members by Moore Cargill, in accordance with Canadian generally accepted auditing standards.

Executive Director

Nanaimo, British Columbia June 21, 2016

Chartered Professional Accountants

Phone (250) 758-2724 Fax (250) 758-4043

### INDEPENDENT AUDITOR'S REPORT

To the Members of Nanalmo Child Development Centre Society

We have audited the accompanying financial statements of Nanaimo Child Development Centre Society, which comprise the statement of financial position as at March 31, 2016 and the statements of revenues and expenditures, changes in net assets and cash flow 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 qualified audit opinion.

(continues)

Independent Auditor's Report to the Members of Nanalmo Child Development Centre Society (continued)

#### Basis for Qualified Opinion

In common with many not-for-profit organizations, Nanaimo Child Development Centre Society derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of Nanaimo Child Development Centre Society. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended March 31, 2016, current assets and net assets as at March 31, 2016.

### 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 Nanaimo Child Development Centre Society as at March 31, 2016 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations. As required by the BC Society Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

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Nanaimo, British Columbia June 21, 2016

MOORE CARGILL Chartered Professional Accountants

# Statement of Revenues and Expenditures

For the Year Ended March 31, 2016

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		2016		2015
REVENUES				
Ministry of Children and Family Development (Note 10)	\$	3,271,629	\$	3,361,373
Vancouver Island Health Authority	Ψ	481,803	¥	506,803
Fundralsing activities		275,360		276,83
Fee for service		130,411		130,06
Community Gaming Grants		105,203		112,97
Nanaimo Ladysmith Public Schools		92,365		91,00
Grants		73,375		52,86
Interest		8,828		14,03
Provincial Health Services Authority - BC Early Hearing Program		1,425		3,77
Miscellaneous	····	828		10,83
		4,441,227		4,560,56
XPENDITURES				
Accreditation and electronic record management		9,333		11,38
Advertising and promotion		10,976		6,88
Amortization (Notes 3, 4)		48,050		48,50
Bad debts		819		3,81
Business taxes, licenses and memberships		8,022		8,06
Clinical assessments		280,424		292,38
Computer support and maintenance		12,150		12,68
Employee benefits		521,893		496,02
Fundraising activities		37,099		33,77
Insurance		13,000		12,66
Postage		9,926		9,74
Professional development		17,130		24,12
Professional fees		10,999		13,02
Recruitment		2,437		2,28
Repairs and maintenance		35,602		99,49
Salaries and wages		3,006,704		2,931,71
Scholarship		500		50
Supplies		82,529		66,02
Supported Child Development - external support services		345,445		371,60
Travel		44,891		47,22
Utilities		51,153	-, ·	54,46
		4,549,082		4,546,38
XCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$	(107,855)	\$	14,176

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### Statement of Changes in Net Assets

Year Ended March 31, 2016

	U	restricted		Internally Restricted	nvested in tangible pital assets	 2016	2015
NET ASSETS - BEGINNING OF YEAR	\$	279,238	69	296,973	\$ 1,311,777	\$ 1,887,988 \$	5 1,873,812
Excess (deficiency) of revenues over expenditures		1,285		(63,351)	(45,789)	(107,855)	14,176
Purchase of tangible capital assets		(57,473)		-	57,473	~	_
Allocation of net assets for future asset replacement		(48,050)			 48,050	 54	-
NET ASSETS - END OF YEAR	\$	175,000	\$	233,622	\$ 1,371,511	\$ 1,780,133 \$	1,887,988

The accompanying notes are an integral part of these financial statements.

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- MOORE CARGILL -

### Statement of Financial Position

March 31, 2016

		2016	an a	2015
ASSETS				
CURRENT				
Cash	\$	1,247,460	\$	1,246,415
Accounts receivable	·	27,288	•	81,151
Goods and services tax recoverable		4,070		3,885
Prepaid expenses	×	46,560		1,585
		1,325,378		1,333,036
TANGIBLE CAPITAL ASSETS (Notes 3, 4)		975,545		966,121
RESTRICTED CASH (Note 5)		63,815		63,750
	\$	2,364,738	\$	2,362,907
LIABILITIES AND NET ASSETS CURRENT				
Accounts payable	\$	86,432	\$	76,547
Wages payable		260,476	•	236,673
Employee deductions payable		68,857		33,739
Deferred revenue (Note 8)		168,840	·	127,960
		584,605		474,919
NET ASSETS				
Unrestricted		175,000		279,238
Internally restricted (Note 7)		233,622		296,973
Invested in tangible capital assets (Note 6)		1,371,511		1,311,777
		1,780,133		1,887,988
	\$	2,364,738	\$	2,362,907

ON BEHALF OF THE BOARD

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The accompanying notes are an integral part of these financial statements.

- MOORE CARGILL -

### Statement of Cash Flow

Year Ended March 31, 2016

		2016		2015
OPERATING ACTIVITIES				
Excess (deficiency) of revenues over expenditures Item not affecting cash:	\$	(107,855)	\$	14,176
Amortization of tangible capital assets		48,050		48,504
		(59,805)		62,680
Changes in non-cash working capital:				
Accounts receivable		53,863		1,440
Accounts payable		9,884		(49,738)
Deferred revenue		40,880		(101,347)
Prepaid expenses		(44,975)		1,849
Goods and services tax recoverable		(185)		490
Wages payable		23,803		21,666
Employee deductions payable		35,118		2,068
		118,388		(123,572)
Cash flow from (used by) operating activities		58,583		(60,892)
NVESTING ACTIVITY				
Purchase of tangible capital assets		(57,473)		(28,474)
NCREASE (DECREASE) IN CASH FLOW		1,110		(89,366)
Cash - beginning of year		1,310,165		1,399,531
CASH - END OF YEAR	\$	1,311,275	\$	1,310,165
CASH FLOW SUPPLEMENTARY INFORMATION			********	
Interest received	\$	(8,828)	\$	(14,034)
	¢	4 947 400	\$	1 046 446
Cash Contributed each	\$	1,247,460	φ	1,246,415
Restricted cash		63,815		63,750
	\$	1,311,275	\$	1,310,165

The accompanying notes are an integral part of these financial statements.

- MOORE CARGILL -

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### Notes to Financial Statements

### Year Ended March 31, 2016

### 1. PURPOSE OF THE SOCIETY

Nanalmo Child Development Centre Society (the "society") is a not-for-profit organization incorporated under the Societies Act of British Columbia. As a registered charity the society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The society operates to provide and run programs for children and their families in the central Vancouver Island area that promote optimum child development.

### 2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for notfor-profit organizations (ASNFPO).

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Revenue recognition

The society follows the deferral method of accounting for contributions.

Revenues related to specific grants and contracts are recognized according to the terms of the agreement as the related expenses are incurred.

Fee for service revenue is recognized in the period in which the service is provided.

Gaming revenues are recognized over the term of the gaming license as qualifying expenditures are made.

Donation, medical co-ordinator and miscellaneous revenues are recorded in the year of receipt.

Revenues related to fundralsing are recognized in the period in which the fundralsing event occurs, when collection is reasonably assured and when the amount can be reasonably estimated.

Bequests from the settling of estates or trusts are recorded when funds are unconditionally committed, when the amount can be reasonably estimated and when collection is reasonably assured.

Interest revenue is recorded in the period in which it is earned.

### Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Buildings	2.5%	straight-line method to a residual value of 25% of cost
Equipment	6.67%, 10%, 18%, 20% and 25%	straight-line method, rate depending on the specific type of asset
Playground	6.67%	straight-line method

The society regularly reviews its tangible capital assets to eliminate obsolete items.

(continues)

### Notes to Financial Statements

### Year Ended March 31, 2016

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Contributed materials

Contributed materials are recognized in the financial statements when their fair market value can be reasonably determined and they are used in the normal course of the society's operations and would otherwise have been purchased. The society relies on the services of many volunteers throughout the year, however because of the difficulty of determining the fair market value of those services, they are not recognized in the financial statements.

### Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-forprofit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

### 4. TANGIBLE CAPITAL ASSETS

	 Cost	 cumulated	N	2016 let book value	1	2015 Net book Value
Buildings Equipment Playground	\$ 1,877,562 347,597 101,741	\$ 943,800 325,144 82,4 <u>11</u>	\$	933,762 22,453 19,330	\$	910,547 31,041 24,533
	\$ 2,326,900	\$ 1,351,355	\$	975,545	\$	966,121

The building is located on land that is leased for a nominal amount. The lease expires in 2021.

### 5. CASH - EXTERNALLY RESTRICTED

Funds on deposit in the gaming account are restricted for use pursuant to the Gaming Control Act and Gaming Control Regulation.

### 6. NET ASSETS - INVESTED IN TANGIBLE CAPITAL ASSETS

The noted balance consists of:

	2015
5\$	966,121
6	345,656
1 \$	1,311,777
	66 11 \$

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### Notes to Financial Statements

### Year Ended March 31, 2016

### 7. NET ASSETS - INTERNALLY RESTRICTED

A portion of the net assets have been internally restricted for future operating costs; these restrictions have been approved by the Board of Directors and changes to these allocations are also subject to Board approval. The amount restricted at the end of the current period is \$233,622 (2015 - \$296,973).

### 8. DEFERRED REVENUE

Deferred revenue consists of program contract funding received and/or receivable when the contract requires that the funding be used for specific expenses or programs and at the end of the year the society has been unable to meet the requirements due to the time period in which the requirements were to be met. Deferred revenue also consists of funds targeted for the 2017 fiscal year, but received in the 2016 fiscal year.

	2016	 2015
Supported Child Development (represents hours to be utilized as per contract terms)	\$ 53,875	\$ 60,505
Sponsorships - received in advance for 2017 fiscal year fundraising events Community Gaming Grant	 51,215 63,750	3,705 63,750
	\$ 168,840	\$ 127,960

### 9. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of March 31, 2016.

### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its revenue sources and meeting obligations regarding accounts payable, wages payable and accrued liabilities.

### 10. ECONOMIC DEPENDENCE

A substantial portion of the society's revenue is derived from the Ministry of Children and Family Development for the delivery of programs. Any disruption of this revenue would have a negative effect on the operations of the society.

# Nanaimo Child Dev. Centre Society

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Income Statement

# NOV 17 2016

### Consolidated For The 7 Perlods Ending October 31, 2016 Unaudited

				ć			
	Actual	Budget	Budget Variance	Actual	Budget	Budget Variance	Annual
	Current	Current	Over/(Under)	Year to	Year to	Over/(Under)	Budget
_	Month	Month	\$	Date	Date	\$	\$
Revenue:							
Program Allocation Admin Costs	30,429.13	28,185.70	2,243.43	188,018.83	195,774.83	(7,756.00)	337,067.16
Program Allocation Amortization	3,643.05	3,672.96	(29.91)	25,649.33	25,710.72	(61.39)	44,075.52
Program Allocation Facility Costs	12,689.72	14,167.47	(1,477.75)	97,265.20	97,725.97	(460.77)	168,842.58
Program Allocation Support Costs	25,863,64	28,983.10	(3,119.46)	198,095.10	201,770.29	(3,675.19)	347,103.69
Preschool Fees	9,247.00	9,300.00	(53.00)	46,010.75	45,600.00	410.75	92,100.00
CCOFP	780.90	780.90	0,00	4,274.40	3,904.50	369,90	7,809.00
MCFD Revenue	230,219.68	193,642.72	36,576.96	1,392,076.00	1,355,499.04	36,576,96	2,327,892.86
BCEHP / Misc Revenue	475.00	0.00	475.00	949,50	450.00	499.50	450.00
Educational Programs	836,15	0.00	836.15	1,888.83	0.00	1,888.83	28,000.00
MCFD Sessionals	1,223.56	566,86	656.70	2,372.96	3,968.02	(1,595,06)	6,802.32
MCFD Revenue SW	77,800.00	77,800.00	0.00	544,600.00	544,600.00	0.00	933,600.00
VIHA-CDBC	16,865.58	30,451.75	(13,586.17)	154,601.15	213,162.25	(58,561.10)	365,421.00
Deferred Revenue	(2,117.51)	0.00	(2,117.51)	(46,119.53)	0.00	(46,119.53)	0.00
One Time Only Payments	5,000.00	0.00	5,000.00	10,000.00	0.00	10,000.00	0.00
School District Revenue	9,375.00	9,236.50	138.50	46,459,50	46,182.50	277.00	92,365.00
Fee for Service	2,124.00	3,250.00	(1,126.00)	17,210,96	22,750.00	(5,539.04)	39,000.00
RSD/Gaming Revenue	50,101.23	28,974.34	21,126.89	595,237.44	576,792.32	18,445.12	669,709.00
Interest	724.53	705.00	19.53	4,768.80	4,935.00	(166,20)	8,460.00
_							
	475,280,66	429,717.30	45,563.36	3,283,359.22	3,338,825.44	(55,466.22)	5,468,698.13
	Antical	Durderat	Dudget Verlenas	A - free l	Dualman	Dudact Vissiance	6 mm er al
	Actual	Budget	Budget Variance	Actual	Budget	Budget Variance	Annual
	Current	Current	Over/(Under)	Year to	Year to	Over/(Under)	Budget
-			-		-	-	
-	Current	Current	Over/(Under)	Year to	Year to	Over/(Under)	Budget
- Operating Expenses: Accreditation/ECR	Current . Month	Current Month	Over/(Under) \$	Year to Date	Year to Date	Over/(Under) \$\$	Budget
Accreditation/ECR	Current Month 700,80	Current Month 1,750.00	Over/(Under) \$ (1,049.20)	Year to Date 5,235.62	Year to Date 6,250.00	Over/(Under) \$ (1,014.38)	Budget \$ 10,000.00
Accreditation/ECR Advertising	Current . Month 700,80 0,00	Current Month 1,750.00 0.00	Over/(Under) \$ (1,049.20) 0.00	Year to Date 5,235.62 0.00	Year to Date 6,250.00 2,500.00	Over/(Under) \$ (1,014.38) (2,500,00)	Budget \$ 10,000.00 5,000.00
Accreditation/ECR Advertising Amortization Expense	Current . Month 700,80 0,00 3,827.96	Current Month 1,750.00 0.00 3,827.96	Over/(Under) \$ (1,049.20) 0.00 0.00	Year to Date 5,235.62 0.00 26,795.72	Year to Date 6,250.00 2,500.00 26,795.72	Over/(Under) \$ (1,014.38) (2,500,00) 0,00	Budget \$ 10,000.00 5,000.00 45,935.52
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation	Current Month 700,80 0,00 3,827.96 8,812.18	Current Month 1,750.00 0.00 3,827.96 14,125.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82)	Year to Date 5,235.62 0.00 26,795.72 90,244.78	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service	Current Month 700,80 0,00 3,827.96 8,812.18 2,166,44	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390.04	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22) (2,409,96)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00	Year to Date 5,235,62 0,00 26,795,72 90,244,78 7,390,04 0,00	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22) (2,409,96) (50,00)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education	Current Month 700,80 0,00 3,827.96 8,812.18 2,166,44 0,00 603.44	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00 (1,632.55)	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390.04 0.00 13,099.63	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22) (2,409,96) (50,00) (5,187,30)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety	Current Month 700,80 0,00 3,827.96 8,812.18 2,166,44 0,00 603,44 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100,00	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00)	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390.04 0.00 13,099.63 16.41	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22) (2,409,96) (50,00) (5,187.30) (683,59)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair	Current Month 700,80 0,00 3,827.96 8,812.18 2,166,44 0,00 603,44 0,00 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390.04 0.00 13,099.63 16.41 0,00	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00	Over/(Under) \$ (1,014.38) (2,500.00) 0.00 (8,630.22) (2,409.96) (50.00) (5,187.30) (683.59) (100.00)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 100.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages	Current Month 700,80 0,00 3,827.96 8,812.18 2,166,44 0,00 603.44 0,00 0,00 243,833.38	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67)	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16.41 0,00 1,729,425.12	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00 1,956,249.51	Over/(Under) \$ (1,014.38) (2,500,00) 0,00 (8,630.22) (2,409,96) (50.00) (5,187.30) (683,59) (100.00) (226,824,39)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 100.00 3,367,159,98
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00	Over/(Under) \$ (1,049.20) 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0.00 13,099.63 16.41 0,00 1,729,425.12 (7,417.19)	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00 1,956,249.51 0.00	Over/(Under)           \$           (1,014.38)           (2,500.00)           0.00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 100.00 3,367,159.98 0.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98)	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0.00 13,099.63 16.41 0,00 1,729,425.12 (7,417.19) 314,033.46	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00 1,956,249.51 0.00 323,551.31	S           (1,014.38)           (2,500,00)           0.00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)	8udget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,00.00 3,367,159.98 0,00 556,079.66
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16.41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 10,000 1,956,249.51 0.00 323,551.31 2,725.00	Over/(Under)           \$           (1,014.38)           (2,500,00)           0.00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00 172.50	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16.41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50	S           (1,014.38)           (2,500,00)           0.00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364,65)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00)	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390.04 0,00 13,099.63 16.41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190.34	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 10,000 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)	Budget \$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00 1,200.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense Library	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 2,235.99 100.00 2,235.99 100.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00 0.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00) 0.00	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16,41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190.34 54,53	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 100.00 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00 0,00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)           54,53	\$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00 1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense Library Cost of Little Drummer Fund	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00 0,00 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00 0.00 0.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00) 0.00 0.00 0.00	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16,41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190.34 54,53 0,00	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 10,000 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00 0.00 0.00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409.96)           (50.00)           (5,187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)           54.53           0,00	\$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,200.00 3,367,159,98 0.00 556,079.66 4,600.00 2,650.00 1,200.00 1,200.00 2,500.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense Library Cost of Little Drummer Fund Cost of CDC Event	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00 0,00 0,00 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00 0.00 0.00 0.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00) 0.00 0.00 0.00 0.00 0.00	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099,63 16,41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190.34 54.53 0,00 60,132.29	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00 0.00 0.00 62,720.00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409.86)           (50.00)           (5187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)           54.53           0,00           (2,587.71)	\$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00 1,200.00 1,200.00 2,500.00 62,720.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense Library Cost of Little Drummer Fund Cost of CDC Event Cost of Silly Boat Regatta	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00 0,00 0,00 0,00 0,00 18,70	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00 0.00 0.00 0.00 0.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00) 0.00 0.00 0.00 0.00 18.70	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099.63 16,41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190.34 54.53 0,00 60,132.29 23,675.43	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00 0.00 0.00 62,720.00 25,000.00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409,86)           (50.00)           (51,187.30)           (683,59)           (100,00)           (226,824,39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)           54.53           0,00           (2,587.71)           (1,324,57)	\$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00 1,200.00 1,200.00 2,500.00 62,720.00 25,000.00
Accreditation/ECR Advertising Amortization Expense Clinical Assessment/Consultation Computer Equip/Supplies/Service Community Access Education Health & Safety Health Fair Employee Wages Inc/(Dec) Vac Pay Payable Employee Benefit Equipment Purchase R&R Food Gaming Expense Library Cost of Little Drummer Fund Cost of CDC Event	Current Month 700,80 0,00 3,827,96 8,812,18 2,166,44 0,00 603,44 0,00 0,00 243,833,38 6,630,77 44,111,71 326,05 180,81 0,00 0,00 0,00 0,00	Current Month 1,750.00 0.00 3,827.96 14,125.00 1,400.00 0.00 2,235.99 100.00 0.00 272,270.05 0.00 45,205.69 200.00 172.50 100.00 0.00 0.00 0.00	Over/(Under) \$ (1,049.20) 0.00 0.00 (5,312.82) 766.44 0.00 (1,632.55) (100.00) 0.00 (28,436.67) 6,630.77 (1,093.98) 126.05 8.11 (100.00) 0.00 0.00 0.00 0.00 0.00	Year to Date 5,235.62 0,00 26,795.72 90,244.78 7,390,04 0,00 13,099,63 16,41 0,00 1,729,425.12 (7,417.19) 314,033.46 4,365.32 1,172.85 190,34 54.53 0,00 60,132.29	Year to Date 6,250.00 2,500.00 26,795.72 98,875.00 9,800.00 50.00 18,286.93 700.00 1,956,249.51 0.00 323,551.31 2,725.00 1,537.50 700.00 0.00 0.00 62,720.00	S           (1,014.38)           (2,500,00)           0,00           (8,630.22)           (2,409.86)           (50.00)           (5187.30)           (683.59)           (100.00)           (226,824.39)           (7,417.19)           (9,517.85)           1,640.32           (364.65)           (509.66)           54.53           0,00           (2,587.71)	\$ 10,000.00 5,000.00 45,935.52 169,500.00 18,800.00 100.00 29,467.00 1,200.00 3,357,159.98 0.00 556,079.66 4,600.00 2,650.00 1,200.00 1,200.00 2,500.00 62,720.00

MCFD Sessionals	1,223.56	566.86	656.70	2,366.39	3,968.02	(1,601.63)	6,802.32
Sunny Hill	0.00	0.00	0.00	63.29	100.00	(36,71)	200.00
Miscellaneous	125.09	1,000.00	(874.91)	3,885.68	7,150.00	(3,264.32)	12,300.00
Printing	15.48	62.50	(47.02)	103.69	937,50	(833.81)	1,250.00
Educational Programs Expense	731.18	0.00	731.18	8,057.11	0.00	8,057.11	27,500.00
Publicity & Promotion	701.33	500.00	201.33	3,404.51	3,500.00	(95.49)	6,000.00
Recognition	0.00	150.00	(150.00)	2,307.94	1,050.00	1,257,94	1,800.00
Recruiting	0.00	0.00	0.00	663.99	5,400.00	(4,736.01)	5,400,00
Recreation	0.00	200.00	(200.00)	9,386.89	8,800,00	586.89	9,800.00
Scholarship Expense	0.00	0.00	0.00	0.00	0.00	0.00	500.00
Volunteer Auxillary	0.00	7.50	(7.50)	26.00	52,50	(26.50)	100.00
Supplies-General & Casting	1,738.01	2,360.00	(621.99)	17,006.04	16,645.00	361.04	28,545.00
Designated Funds Expense	2,487,18	2,100.00	387.18	30,549.89	39,600,00	(9,050.11)	50,000.00
Travel	4,595.83	3,983.33	612.50	25,781.96	27,783.31	(2,001.35)	47,720.00
Therapeutic Toy/Equip. Lending	357.52	0.00	357.52	357.52	0.00	357.52	500.00
Program Allocation Admin	30,429.13	28,185.70	2,243.43	188,018.83	195,774.83	(7,756.00)	337,067.16
Program Allocation Facilities	16,332.77	17,840.43	(1,507.66)	122,914.53	123,436,69	(522.16)	212,918.10
Program Allocation Support	25,863.64	28,983.10	(3,119.46)	198,095,10	201,770.29	(3,675,19)	347,103.69
Support Services	26,675.63	0.00	26,675,63	182,559.53	0.00	182,559.53	0.00
Bad Debts	0.00	0.00	0.00	0.00	0,00	0.00	250,00
Bank Charges	134,46	250.00	(115.54)	2,818.48	1,750,00	1,068.48	3,000.00
Janitorial	331.05	350.00	(18.95)	2,171.60	2,450.00	(278.40)	4,200,00
Grounds/Bldg Maintenance	3,474.89	1,800.00	1,674.89	14,460.02	12,600.00	1,860.02	21,600.00
Utilities	3,209,29	4,225.00	(1,015.71)	20,859.85	26,975.00	(6,115,15)	48,100.00
Insurance	1,133.41	1,100.00	33.41	7,908.96	7,700.00	208.96	13,200,00
Postage/Courier	1,287.15	625.00	662.15	5,817.44	4,375.00	1,442.44	7,500,00
Professional Fees	850.00	1,100.00	(250.00)	6,820.00	7,700.00	(880.00)	13,200.00
Regulatory Costs/Dues	0.00	0.00	0.00	747.50	1,000.00	(252.50)	5,000.00
Total Operating Expenses	435,430.59	436,776.61	(1,346.02)	3,133,701.26	3,251,659.11	(117,957,85)	5,519,868.43
Earnings (loss) from operations	39,850.07	(7,059.31)	46,909.38	149,657.96	87,166.33	62,491.63	<b>(</b> 51,170.30 <b>)</b>
Other income and expenses:				····			·
-	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net earnings (loss) for period	39,850.07	(7,059.31)	46,909.38	149,657.96	87,166.33	62,491.63	(51,170.30)
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## Nanaimo Child Development Centre 2016 - 2017 Budget

#### CONSOLIDATED

	Annual Budget	Proposed Annual Budget
	Apr1/15 - Mar31/16	Apr1/16 - Mar31/17
Revenue		
Preschool Fees	92,100.00	92,100.00
CCOFP	7,809.00	7,809.00
MCFD Contract Revenue	3,257,312.64	3,261,492.86
BCEHP Revenue	-	450.00
Fee for Service - MSP	750.00	1,200.00
MCFD - Sessionals	6,802.32	6,802.32
VIHA - CDBC	431,803.00	365,421.00
VIHA - Extra Assessments	50,000.00	-
School District #68 Revenue	92,365.00	92,365.00
Fee For Service - Other/CIC	5,400.00	5,400.00
Fee For Service - AHP	31,000.00	32,400.00
Education Conferences (Innovation Committee)	-	28,000.00
Donations	25,000.00	15,000.00
Gaming - Service Clubs/Raffles	24,000.00	41,440.00
Community Gaming Grants	85,000.00	85,000.00
Foundations & Grants	106,444.00	128,309.00
Memberships	1,000.00	1,000.00
Interest Minarly Bayance	14,900.00	8,460.00
Miscellaneous Revenue	25 000 00	20,000,00
Fundraiser - Little Drummer Fund	35,000.00	30,000.00 (2,500.00)
Cost of Little Drummer Fund Fundraiser - CDC Event	(2,000.00)	103,960.00
Cost of CDC Event	-	(62,720.00)
Fundraiser - SBR: Sponsorships	47,000.00	50,000.00
Fundraiser - Silly Boat Regatta	75,000.00	65,000.00
Cost of Silly Boat Regatta	(24,000.00)	(25,000.00)
Fundraiser - Telethon	60,000.00	60,000.00
Cost of Telethon	(8,000.00)	(15,000.00)
Third Party Fundraisers	70,000.00	90,000.00
	4,484,685.96	4,466,389.18
Direct Expenses	0.000.00	0 000 00
Miscellaneous - BRD	9,000.00	9,000.00
Miscellaneous - ADM	2,500.00	3,000.00
Accreditation/ECR	12,600.00	10,000.00
Advertising <u>Clinical Assessments</u>	1,000.00	5,000.00
- Psychology	255,750.00	148,500.00
- Psychiatry	2,000.00	1,000.00
- Therapies	2,000.00	1,000.00
- Paediatricians	5,500.00	2,000.00
- Community Consultations	21,800.04	18,000.00
Computer Equip/Supplies/Service	16,400.00	18,800.00
Consulting and Contractual Services	-	-
Health Fair	100.00	100.00
Education Conferences (Innovation Committee)	11,000.00	27,500.00
Education - Pro-D	27,313.96	29,467.00
External Support Services	-	-
Employee Wages	3,380,981.65	3,357,159.98
Employee Benefit	557,555.02	556,079.66

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## CONSOLIDATED

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	Annual Budget	Proposed Annual Budg
	Apr1/15 - Mar31/16	Apr1/16 - Mar31/17
Equipment Purchase R&R	4,600.00	4,600.
Food	2,060.00	2,650.
One Time Only Grant	-	-
Library	1,000.00	1,000.
Feeding Supplies	150.00	300.
Medical Co-ordinator - Sessionals	6,802.32	6,802.
Sunny Hill Seating Clinic	200.00	200.
Miscellaneous	680.00	300.
Printing	750.00	1,250
Community Access	100.00	100.
Practice Consultant	20,000,04	-
Publicity & Promotion	6,000.00	6,000.
Recognition	1,800.00	1,800.
Recruiting	4,900.00	5,400.
Recreation	9,800.00	9,800
Voluntary Auxiliary	100.00	100.
Supplies	26,240.00	28,545.
Designated Funds Expense**	-	50,000.
Travel	48,900.00	47,720.
Therapeutic Toys/Equipment Lending	500.00	500.
Health and Safety	1,500.00	1,200.
Gaming expenses	1,200.00	1,200.
Bad Debts	250.00	250.
Bank Charges	2,000.00	3,000
0		
Janitorial Supplies/Equipment Grounds/Building Maintenance	4,000.00 21,000.00	4,200. 21,600.
	≥1,000.00 600.00	21,600.
Telephone (RSD)		
Telephone	11,400.00	11,400.
Hydro	15,500.00	18,000.
Heat	21,000.00	13,000.
Water/Sewer/Garbage	5,000.00	5,100.
Insurance	13,000.00	13,200.
Regulatory costs/Dues	4,500.00	5,000.
Postage/Courier	7,500.00	7,500.
Professional Fees	13,200.00	13,200.
Scholarship Expense	500.00	500.
	4,560,333.03	4,471,623.
**Designated Funds Expenses are offset by Donation revenue a	and Foundation & Grants revenue includ	led in RD statem
rating Expenses		
Americation	10 000 10	15 095

Amortization	48,062.16	45,935.52
	48,062.16	45,935.52
Total Expenses	4,608,395.19	4,517,559.48
Projected Surplus (Deficit)	(123,709.23)	(51,170.30)

# Nanaimo Child Dev. Centre Society

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Balance Sheet As Of October 31, 2016 Unaudited



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### ASSETS

Current assets:	
Petty Cash	950.00
Bank: Operating	566,928.77
Bank: Gaming	1,022.41
HISA Operating	466,485.64
HISA Capital	397,113.22
Accounts Receivable	27,545.38
GST - 5% Fed	5,380.29
Prepaid Expenses	17,364.55
Total current assets	1,482,790.26
Fixed assets:	
Fixed Assets Net of Amortization	953,270.91
Total fixed assets	953,270.91
Total lixed assets	303,210.31
	2,436,061.17
	· ·
LIABILITY AND EQUITY	
Current liabilities:	
Accounts Payable	33,240.81
Accrued Audit Fees	5,950.00
Wages Payable	67,833.66
Vacation Pay Payable	113,154.78
Employee Benefits Payable	42,917.56
Deferred Revenue: Miscellaneous	40,000.00
Deferred Revenue: VICAN	89,012.88
Deferred Revenue: SCD Support Worker Nanaimo	99,994.92
Deferred Revenue: Gaming CARE	14,166.68
Total current liabilities	506,271.29
Equity:	
Unappropriated Surplus	175,000.00
Internally Restricted Funds	233,621.24
Investment in Capital Assets	975,543.85
Internally Restricted for Capital	395,966.83
Profit (loss) for period	149,657.96
Total equity	1,929,789.88
	2,436,061.17



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

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Location: 2nd Floor - 940 Blanshard Street Victoria BC 1 877 526-1526

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# 2016 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68

Filed Date and Time:

July 14, 2016 04:19 PM Pacific Time

#### ANNUAL REPORT DETAILS

NAME OF SOCIETY

NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY 1135 NELSON STREET NANAIMO BC CANADA V9S 2K4 SOCIETY INCORPORATION NUMBER S-0007674

DATE OF INCORPORATION

May 15, 1967

DATE OF ANNUAL GENERAL MEETING (AGM) June 29, 2016

DIRECTOR INFORMATION as of June 29, 2016	
Last Name, First Name, Middle Name:	
ADDISON, LAURA	
Physical Address:	Mailing Address:
3597 ROSS RD	3597 ROSS RD
NANAIMO BC V9T 2S3	NANAIMO BC V9T 2S3
Last Name, First Name, Middle Name:	nennen her an ander en ander her an der ander an der ander ander ander an ander an ander an an ander an an ande An ander an an ander an an ander an an ander an
BARTLETT, COLIN	
Physical Address:	Mailing Address:
2034 HONEY SUCKLE TERRACE	2034 HONEY SUCKLE TERRACE
NANAIMO BC V9S 2R1	NANAIMO BC V9S 2R1
Last Name, First Name, Middle Name:	kazannesens) zenzezen eren ezen. Bern bie ezen nieren eren bintzen eren binteren eren eren eren eren bintere un
EADE, JANE ANNE	
Physical Address:	Mailing Address;
2865 ELK STREET	2865 ELK STREET
NANAIMO BC V9S 3V2	NANAIMO BC V9S 3V2

Date and Time: July 14, 2016 04:19 PM Pacific Time

S:0007674 Page: 1 of 2

	- j
Last Name, First Name, Middle Name:	
GILLANDERS, KEVIN	
Physical Address:	Mailing Address:
205 COMMERCIAL ST	205 COMMERCIAL ST
NANAIMO BC V9R 5G8	NANAIMO BC V9R 5G8
Last Name, First Name, Middle Name:	
HAMMER, KEN	
Physical Address:	Mailing Address:
6256 FERLEY PL	6256 FERLEY PL
NANAIMO BC V9V 1S2	NANAIMO BC V9V 1S2
Last Name, First Name, Middle Name:	
HOUTBY-FERGUSON, JENNIFER	Mailing Address
Physical Address: 6185 STRATHCONA PL	Mailing Address: 6185 STRATHCONA PL
NANAIMO BC V9T 0A1	NANAIMO BC V9T 0A1
Last Name, First Name, Middle Name:	anna an
LESLIE, JENNIFER	
Physical Address:	Mailing Address:
7125 HARPER RD	7125 HARPER RD
LANTZVILLE BC VOR 2H0	
Last Name, First Name, Middle Name:	
MCCAW, ANDREA	
Physical Address:	Mailing Address:
1033 CHELSEA CRES NANAIMO BC V9S 1Y9	1033 CHELSEA CRES NANAIMO BC V9S 1Y9
	Andrewski and and and and an and and
Last Name, First Name, Middle Name: MCGUFFIE, DONALD BLAKE	
Physical Address:	Mailing Address:
10 ESPLANDE	10 ESPLANDE
NANAIMO BC V9R 5K9	NANAIMO BC V9R 5K9
Last Name, First Name, Middle Name:	ur mana kana kana kana kana kana kana kana
ROBINSON, MICHAEL	
Physical Address:	Mailing Address:
210 FERNTREE PLACE	210 FERNTREE PLACE
NANAIMO BC V9V 1J3	NANAIMO BC V9V 1J3
Last Name, First Name, Middle Name:	
SMITH, NICOLE	
Physical Address:	Mailing Address:
100 - 839 VARSITY WAY NANAIMO BC V9R 0A4	100 - 839 VARSITY WAY
	NANAIMO BC V9R 0A4

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# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Nanaimo Association for Community Living					
			Grant No. RPTE-2	20	
Criteria:		ets eria:	Statement of Purpose:		
	Yes	No	All buildings and proper	ties that receive a	
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;			PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.		
<ul> <li>services provide benefits and be accessable to residents of the City of Nanaimo;</li> </ul>					
exemptions are not given to services that are otherwise provided on a private, for profit basis; and,					
must adhere to all of the City of Nanaimo's bylaws and policies.					
Amount Requested:	\$				
Grant Awarded:	Yes	No	Amount Recommended:	\$	
Discussion:					
Notes:					



# CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

organization: Nanaimo Association for Community L	.IVING	DATE: 06-DEC-2016			
address: #201 – 96 CAVAN STREET, NANAIMO, BC	PRESIDENT: CORNELIS (CEES) VAN OOSTEN				
······································		SENIOR STAFF MEMBER: GRAHAM MORRY POSITION: EXECUTIVE DIRECTOR			
		CONTACT: GRAHAM.MORRY@NANAIMOACL.COM			
TELEPHONE: (250) 741-0224		TELEPHONE: OFFICE (250) 741-0224, E CELL (250) 713-4117	хт. 260		
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: PRIMARILY NANAIMO/PARKSVILLE – BUŢ HA COMOX VALLEY	VE HOME S	HARE CONTRACTS SPANNING	FROM DUNCAN TO THE		
NO. OF FULL TIME STAFF: 49		NO. OF PART TIME/CASUAL STAFF/CONTRACTED SERVICE PROVIDERS: 165			
NO. OF COMMUNITY VOLUNTEERS: 12		NO. OF VOLUNTEER HOURS PER YEAR: 900 (APPROXIMATELY)			
CLIENTS SERVED, LAST YEAR: 169		CLIENTS SERVED, THIS YEAR (PROJECTED): 200			
B.C. SOCIETY ACT REG. NO.: S-21542		REVENUE CANADA CHARITABLE REG. NO.: 10775 8849 RR0001			
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: LOT 1, PLAN 35056, PID 000-318-396			
INCOME: 7,276,000		NANAIMO LAND DISTRICT			
EXPENSES: 7,509,000 NEXT YEAR PROJECTED: NOT PREPARED AND APPROVED UNTIL FEB 2017		TAX FOLIO NUMBER: 86175.000			
INCOME: 7,300,000 EXPENSES:		- CURRENT YEAR TAXES (IF KNOWN):			
7,500,000 SIGNATURE:	TITLE/POSITIC EXECUTIVI	ן אי: E DIRECTOR	date: 06-Dec-2016		
NOTE: YOUR ORGANIZATION'S MOST YEAR-TO-DATE FINANCIAL STATEMENTS MI BALANCE SHEET AND INCOME STATEMENT), (FORM 11).	UST BE AT	TACHED TO THE APPLICATION	ON FORM (INCLUDING A		

DEC 2 3 2016

1. Please describe the Purpose or Mandate of your organization in this community.

Nanaimo Association for Community Living (NACL) is a non-profit society, incorporated under the Society Act. (Society No. S-21542) on July 22, 1986, providing support and services to Nanaimo and area citizens with disabilities.

NACL is governed by a volunteer board of directors. Our Vision Statement is "Building inclusive communities, one bridge at a time," while our Mission Statement is "A person-centered approach is the way we challenge ourselves, our communities, the people we support, and families to be innovative as we help each other live fulfilled lives."

2. Please list the programs and services provided by your organization.

NACL currently operates seven residential programs, one day program (with a spinoff program targeting youth and young adults with developmental disabilities transitioning out of high school), an employment program, and a multi-sensory environment (called the Snoezelen Room) in the Nanaimo area. We have also slowly expanded our services in the past year to provide Family Support Services for children ages 12 and over. In addition, NACL oversees approximately 90 home share arrangements spanning from Duncan to the Comox Valley, with a primary focus on Nanaimo.

3. Are you planning to change or add to current programs and services in the future?

We plan to keep all current services noted above, and hope to add additional choice for living arrangements within a housing project we are partnering with BC Housing to develop on property owned by NACL on Uplands Drive.

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

The role of volunteers in our organization is defined in our policy as:

- A person who freely undertakes to perform a specific service or function for the Association that is not normally or traditionally performed by employees, and who does so without financial or material remuneration.
- The use of volunteers by the Association will be encouraged to provide an opportunity for altruistic or interested persons to perform functions or activities not normally performed by employees.
- The definition of volunteer does not include friends or family of the individual (served).

NACL currently has three different categories of volunteers, as follows:

- People in the community who volunteer their time to assist the people we serve in community and home-based activities;
- Practicum students who volunteer while in the process of completing their educational requirements; and
- **The elected Board of Directors who govern NACL.**

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

#### 1. Gaming Grant

NACL recently received a \$34K grant from Gaming for 2016/2017 to operate NACL's Snoezelen Room. Our Snoezelen Room, which opened in 2008, is a multi-sensory environment that allows adults and children with developmental disabilities and seniors with dementia or other underlying conditions to enjoy gentle stimulation of the senses. There is no need for intellectual reasoning. Participants experience self-control, autonomous discovery and exploration. This purpose-built space facilitates achievement that overcomes inhibitions, enhances self-esteem, and reduces tension. Free from the expectations of others, and far away from the pressures of directed care, they can recuperate and relax. The NACL Snoezelen Room is a community resource that similar organizations and the public are able to utilize on a scheduled basis. NACL has to apply for this grant funding every year to sustain the Snoezelen Room's operations.

#### 2. Victoria Foundation Grant

NACL also recently secured a \$40,000 grant from the Victoria Foundation to expand our Life Long Learning Program (an extension of our existing Day Program services). The intention with this funding is to hire another part-time staff so we can expand this program's capacity (serve more people within the program). Life Long Learning targets youth with disabilities transitioning out of high school and adults with developmental disabilities (all by Community Living BC referral) to learn adult-oriented life skills (i.e. household/personal life management, citizenship, employment, etc.). Our program has been custom-built and is unique to our province to fill needs within this niche market.

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

#### 1. Residential and Day Programs

Service contracts are renewed annually with Community Living British Columbia (CLBC) to provide services to the people supported by NACL. These contracts may reflect any changes in the CUPE and NACL provincially-negotiated Collective Agreement, but do not contain a general cost-of-living increase. From June 2007, the Ministry of Social Development and Social Innovation now funds a set portion of the shelter costs for many of our individuals in residential services, and the CLBC contracts have been decreased by this shelter portion.

#### 2. Vocational Programs

CLBC refers individuals to our employment programs as part of our core funding, which is based on a pre-set number of individuals who may receive these services.

#### 3. Operating Budgets

Operating budgets are formalized based on programs and contracts, and previous years' experience. Any discrepancies (i.e. operating deficits) are hopefully resolved when Ministry contracts are renewed. Due to tighter funding allowances, the likelihood of discrepancies being addressed is slim.

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

NACL is a member in good standing with inclusionBC (formerly the British Columbia Association for Community Living, or BCACL), which in turn is a member of the Canadian Association for Community Living (CACL). Annual dues are paid to inclusionBC based on a percentage of NACL's gross contracts, but our relationship is philosophical rather than financial.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

We do rent out 3,500 sq. ft. of space to our tenant (of 17,000 sq. ft. total), Vancouver Island Health Authority (VIHA)'s Discovery Youth and Family Substance Use Services – also a government-funded social service that serves young adults with addictions. We receive \$86,433.84 in annual rent for the space they occupy.

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

As a non-profit society, we are grateful for membership and/or general donations from the community at large. NACL recognizes the need to diversify our community-based services, which in turn diversifies our revenue streams.

NACL has partnered with inclusionBC in a province-wide initiative to host/manage several Value Village donation bins around the City of Nanaimo, whereby NACL receives a percentage of funds back based on the weight of donations generated.

We have also recently established an Endowment Fund for NACL through the Nanaimo Foundation, with NACL's initial investment being \$10,000 to create the fund.

*Our other means of self-generated income is through grant writing, when appropriate funding opportunities/requests for proposal arise.* 

In addition, given the ongoing erosion of our administrative budgets, NACL feels the need to further diversify and expand services to bring in funds from sources other than CLBC. As such, we are beginning to contract with the Ministry for Children and Family Development (MCFD) and are hopeful that along with other community partners we can begin supporting children and youth, allowing us to provide a more seamless service.

10. Is there any other information about your organization that you would like to provide to support your application?

Not at this time, but NACL would like to express its gratitude for the City's continued support of our organization over the years. As a non-profit agency, the Permissive Tax Exemptions we've received have allowed us to continue focusing our budgets on service delivery.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

NACL recognizes the City's contribution through its financial reporting to its funders, staff, Board of Directors, and membership. As we are very appreciative of the support the City has given us, NACL has recognized the City with a prominently-displayed plaque demonstrating our appreciation of this critical grant.

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

# Nanaimo Association for Community Living Financial Statements March 31, 2016

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# Nanaimo Association for Community Living Contents For the year ended March 31, 2016

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Financial Statements	
Statement of Financial Position	. 1
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Schedule of Operations (unaudited)	. 11

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#### Management's Responsibility

To the Members of Nanaimo Association for Community Living:

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. 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 fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Society's external auditors.

MNP LLP 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, both the Board and management to discuss their audit findings.

July 25, 2016

Executive Director

To the Members of Nanaimo Association for Community Living:

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of Nanaimo Association for Community Living, which comprise the statement of financial position as at March 31, 2016, and the statements of operations and 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.

#### Auditors' 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 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

As explained in Note 8, the Society has not reclassified debt due on demand and debt subject to refinancing to current liabilities as required by Canadian accounting standards for not-for-profit organizations. Had the long-term debt been reclassified, the current portion of long-term debt would increase and the long-term portion of long-term debt would decrease by \$1,426,703 (2015 - \$1,482,728).

#### 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 Nanaimo Association for Community Living as at March 31, 2016 and the results of its operations, changes in fund balances and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### Other Matter

An unaudited schedule of operations is included in the financial statements as supplementary information.

#### Report on Other Legal and Regulatory Requirements

As required by the Society Act (British Columbia), we report that, in our opinion, the Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Nanaimo, British Columbia

July 25, 2016

MNPLLP

**Chartered Professional Accountants** 

Suite 400 MNP Place, 345 Wallace Street, Nanalmo, Brillsh Columbia, V9R 5B6, Phone: (250) 753-8251

MNP

## Nanaimo Association for Community Living Statement of Financial Position As at March 31, 2016

	Operating Fund	Gaming Fund	Capital Asset Fund	Reșerve Fund	2016	2015
Assets	· · · · · · · · · · · · · · · · · · ·			,,,		······
Current						
Cash	505,404				505,404	614,180
Accounts receivable	24,812	-	-	-	24,812	20,696
GST receivable	15,070	**	-	-	15,070	13,846
Prepald expenses	36,430	-	• , •••		36,430	34,955
Interfund loans	15,767	· · ·	(2,209)	(13,558)		· · ·
	597,483	· · ·	(2,209)	(13,558)	581,716	683,677
Cash - internally restricted (Note 3)	_	• •	· _	360,464	360,464	332,434
Cash - externally restricted (Note 3)		20,998	79,473	45,000	145,471	145,216
Investment (Note 4)	304,816	· 	,	H	304,816	300,000
Capital assets (Note 5)	-	+*	3,264,369		3,264,369	3,286,906
	902,299	20,998	3,341,633	391,906	4,656,836	4,748,233
Liabilities					• •	
Current						
Accounts payable	89,999	-	35,000		124,999	170,464
Wages and benefits payable (Note 6)	527,783	-	-	-	527,783	556,843
Deferred contributions (Note 7)	40,742	-	н	-	40,742	61,898
Current portion of long-term		•				
debt (Note 8)	<u>**.</u>		114,957	-	114,957	101,315
•	658,524	-	149,957	-	808,481	890,520
Long-term debt (Note 8)	-	••	1,672,296	۰. بر	1,672,296	1,758,336
	658,524	-	1,822,253	-	2,480,777	2,648,856
Fund Balances					······································	·····
invested in capital assets	-	~	1,477,116	-	1,477,116	1,427,254
Internally restricted (Note 9)	-	**	-	346,906	346,906	332,434
Externally restricted (Note 9)	**	20,998	42,264 -	45,000	108,262	108,007
Unrestricted	243,775				243,775	231,682
· · · · · · · · · · · · · · · · · · ·	243,775	20,998	1,519,380	391,906	2,176,059	2,099,377
	902,299	20,998	3,341,633	391,906	4,656,836	4,748,233

Approved by the Board: Director CBRNBLCS VAN OUSTEN PRESIDENT

M. LYNN ROLLO M. LYNN ROLLO TREASUM Director

The accompanying noies are an integral part of the financial statements

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# Nanaimo Association for Community Living Statement of Operations and Changes in Fund Balances For the year ended March 31, 2016

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	Operating Fund	Gaming Fund	Capital Asset Fund	Reserve Fund	2016	2015
Revenues						
Grant revenue			•			
Community Living BC	6,742,373		1,526	+-	6,743,899	6,359,319
Ministry of Social Development and Social Innovation	191,283	H	·, ·		191,283	190,761
BC Housing	52,601	~	7,483		60,084	29,751
Gaming	,	35,400		-	35,400	36,200
City of Nanaimo - Grant in Lieu (Note 10)	33,518	н	~	-	33,518	33,518
Ministry of Children and Family Development		~	~	-	7	4,940
Vancouver Foundation	7,233	-	~		7,233	2,559
Rental	90,784	-	~	-	90,784	85,496
Users fees	74,426		~	-	74,426	48,031
Fundralsing	11,064	-	-	-	11,064	101001
Interest	8,303	130	592	2,834	11,859	11,342
Donations	10,184		5	-100-1 	· 10,184	5,461
Miscellaneous	5,664				5,664	3,707
Miscelianeous				2,834		
	7,227,433	35,530	9,601	2,034	7,275,398	6,811,085
Expenses					ί	
Administration	278,485	**	-		278,485	287,514
Amortization	111,906	н	•	~	111,906	127,004
Homeshare Contractor fees	1,566,246	-	-	*	1,566,246	1,506,163
Living costs	330,999	-	-	-	330,999	327,533
Occupancy .	332,721	-	-	-	332,721	293,943
Wages and benefits	4,578,087		н	~	4,578,087	4,099,324
	7,198,444		يو ب		7,198,444	6,641,481
Excess of revenues over expenses before other items	28,989	35,530	9,601	2,834	76,954	169,604
Loss on disposal of capital assets	<del>, ,</del>	• •	(272)	н	(272)	(8,357)
Excess of revenues over expenses	28,989	35,530	9,329	2,834	76,682	161,247
	······································		·····			
Interfund transfers	00 900	100 770				
Transfer from Gaming fund for program costs	38,756	(38,756)	н	н	-	
Payment of principal portion of long-term	1105 4 1 H		100.110			
debt by operations	(105,145)		105,145	-	-	-
Replacement reserve provision	(10,000)	-		10,000	'n	~
Funding of amortization of capital assets	111,906	-	(111,906)		н	-
Funding of capital asset purchases	(22,452)	-	47,886	(25,434)	-	
Funding of repairs and maintenance expenses	3,385	-	1	(3,385)	**	
Transfers to other reserves	(33,346)		~	33,346	н	
	(16,896)	(38,756)	41,125	14,527	H	,
Net change in fund balance	12,093	(3,226)	50,454	17,361	76,682	161,247
Fund balance, beginning of year	231,682	24,224	1,468,926	374,545	2,099,377	1,938,130
Fund balance, end of year	243,775	20,998	1,519,380	391,906	2,176,059	2,099,377
			ii		· · · · · · · · · · · · · · · · · · ·	

The accompanying notes are an integral part of the tinancial statements ,

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# Nanaimo Association for Community Living

Statement of Cash Flows For the year ended March 31, 2016

<u></u>	2016	2015
Cash provided by (used for) the following activities		
Operating		
Cash receipts from operations	7,238,266	6,898,929
Cash receipts from investment income	7,043	11,342
Cash paid for operating expenses	(2,477,915)	(2,228,585)
Cash paid for salaries and benefils	(4,607,147)	(4,243,265)
Cash paid for interest	(78,698)	(83,430)
	81,549	354,991
Financing		
Advances of long-term debt	32,746	-
Repayment of long-term debt	(105,145)	(102,290)
I		
	(72,399)	(102,290)
Investing	·	· .
Purchase of capital assets	(90,641)	(59,372)
Proceeds on disposal of capital assets	1,000	6,000
Purchase of investments	· -	(300,000)
Increase in restricted cash	. (28,285)	(42,190)
·	(117,926)	(395,562)
Decrease in cash resources	(108,776)	(142,861)
Cash resources, beginning of year	614,180	757,041
Cash resources, end of year	505,404	614,180

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The accompanying notes are an integral part of these financial statements

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For the year ended March 31, 2016

#### 1. Purpose of the society

Nanalmo Association for Community Living (the "Society") was incorporated under the laws of the Society Act of British Columbia as a not-for-profit organization on July 22, 1986. The Society is a registered charity under the Income Tax Act and is exempt from income tax as long as certain conditions are met. It is management's opinion that these conditions have been met.

The Society supports and advocates for citizens with developmental disabilities and the people that care for them by promoting inclusion through various residential and community opportunities, activities, and services. The Society currently operates six residential programs, a day program, a vocational program, a Snoezelen Room and administers numerous homeshare funding and contractor agreements. The Society also provides respite care and community respite by referral and is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

#### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Fund accounting and revenue recognition

The Society follows the restricted fund method of accounting for contributions.

The Operating Fund reports unrestricted and restricted operating grants, revenues and expenses related to the Society's program delivery and administrative activities.

The Gaming Fund reports revenues from the Society's participation in gaming activities and contributions to the operating fund for a specific program and contributions to the capital fund for capital asset acquisitions relating to that program.

The Capital Asset Fund is used to account for all capital assets of the Society and to present the flow of funds related to their acquisition and disposal, unexpended capital resources and debt commitments.

The Reserve Fund reports the assets, equily, revenues and expenses related to internally and externally restricted reserves for future capital asset repair and replacement activities and other future expenditures.

Restricted operating contributions including Community Living British Columbia (CLBC), the Ministry of Children and Family Development, the Ministry of Social Development and Social Innovation, and BC Housing are recognized in the year in which the related services are provided. All other restricted contributions are recognized as revenue of the appropriate restricted fund when the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue of the Operating fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Gaming revenue is recognized when received or when the amount becomes receivable.

Rental income and user fees are recognized as revenue in the year that the service is provided,

Interest income is recognized as revenue in the year in which the investment income is earned.

Donations are recognized when received,

For the year ended March 31, 2016

#### 2. Significant accounting policies (Continued from previous page)

#### Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets down to their residual values over their estimated useful lives. Capital assets not yet placed into use, such as project development costs, are not amortized until they are put into use.

Rate

	i tuto
Buildings	50 years
Vehicles	4 years
Computer equipment	3 years
Computer software	5 years
Furniture and fixtures	3 years
Fences	10 years

#### Contributed materials and services

Contributions of materials and services are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Soclety's operations and would otherwise have been purchased.

#### 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 collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives and estimated residual values of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known,

#### 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 CPA Canada 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, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. 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 (deficiency) 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 or cost.

2. Significant accounting policies (Continued from previous page)

#### Financial asset impairment;

The Society assesses impairment of all its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers other criteria such as, whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments; in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether if has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of; the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; which is not considered temporary, is included in current year earnings/loss.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in current year earnings/loss in the year the reversal occurs,

#### 3. Restricted cash

	2016	2015
Cash - Internally restricted		
Future expenditures reserve	189,759	154,297
Vehicle replacement reserve	302	300
General capital reserve	170,403	177,837
	360,464	332,434
Cash - externally restricted		
BC Housing replacement reserve	45,000	42,111
Gaming	20,998	24,224
Capital asset funding	79,473	78,881
	145,471	145,216
	505,935	477,650

#### 4, Investment

The Investment is a GIC maturing December 2019, with an interest rate that increases each year beginning at 1,60% and ending in the year of maturity at 3,00%.

# Nanaimo Association for Community Living Notes to the Financial Statements

For the year ended March 31, 2016

#### Capital assets 5.

	Cost	, Accumulated amortization	2016 Net book value	2015 Net book value
Land	913,909	-	913,909	912,094
Bulldings	3,586,634	1,502,345	2,084,289	2,107,102
Vehicles	546,576	322,245	224,331	216,578
Computer equipment	67,976	56,966	11,010	17,383
Computer software	29,428	29,164	264	914
Furniture and fixtures	530,883	518,153	12,730	10,881
Fences	45,930	· 28,094	17,836	21,954
	5,721,336	2,456,967	3,264,369	3,286,906

#### 6. Wages and benefits payable

Included in wages and benefits payable is \$77,537 (2015 - \$68,067) owing for government remittances.

#### 7. **Deferred contributions**

Deferred contributions represent operating funds received in the current or previous years that are related to a subsequent year. ~ ~ · ~

	2016	2015
Balance, beginning of year Amounts received during the year	61,898 20,233	66,985 28,633
Amounts recognized as revenue during the year	(41,389)	(33,720)
Balance, end of year	40,742	61,898

Balances at end of year are comprised of: - Community Living BC \$34,180 (2015 - \$52,065) - Vancouver Foundation \$100 (2015 - \$7,233) - Other \$6,462 (2015 - \$2,600)

### Nanalmo Association for Community Living

#### Notes to the Financial Statements

For the year ended March 31, 2016

#### Long-term debt 8. 2016 2015 BC Housing mortgage on Jingle Pot home. Repayable in monthly instalments of \$747 including interest at 1.67% with an interest rate renewal date of June 2018 and a maturity date of May 2023, secured by real property with a net book value of \$144,078 (2015 - \$135,003). 60,549 68,435 BC Housing mortgage on Hammond Bay home. Repayable in monthly instalments of \$395 including interest at 2.11% with an interest rate renewal date of January 2019 and a maturity date of September 2023, secured by real property with a net book value of \$126,927 (2015 -\$130,508). 32,825 36,822 BC Housing mortgage on Turner connector home. Repayable in monthly instalments of \$850 including interest at 1.82% with an interest rate renewal date of September 2019 and a maturily date of August 2024, secured by real property with a net book value of \$84,644 (2015 - \$87,527). 79,570 88,239 BC Housing mortgage on Kennedy home. Repayable in monthly instalments of \$942 including interest at 2.26% with an interest rate renewal date of August 2016 and a maturity date of May 2026, secured by real property with a net book value of \$115,219 (2015 -\$119,908). 102,680 111,563 Coastal Community Credit Union mortgage on Uplands home. Repayable in monthly instalments of \$1,639 including interest at 5.1% with a maturity date of February 2017, 259,076 252,500 Coastal Community Credit Union mortgage on Victoria Crescent building. Repayable In monthly instalments of \$7,030 including interest at 3.70% with a maturity date of February 2021. 965,813 1,009,840 Coastal Community Credit Union mortgage on Caspers Way home. Repayable in monthly instalments of \$1,840 including interest at 3.70% with a maturity date of February 2021. 264,996 276,023 Coastal Community Credit Union vehicle loan. Repayable with total monthly payments of \$514 including interest at 4.00% with a maturity date of May 2019, secured by a vehicle having a net book value of \$20,959, 18,320 Royal Bank vehicle loans, 9,653 CMHC project seed loan, interest free and unsecured, repayable in full if and when project proceeds to the commitment stage with CMHC, although it is repayable on demand at any time. In the event that the project doesn't proceed, then the loan may be forgiven after five 10,000 years, 1,787,253 1,859,651 Less: Current portion 114,957 101,315 ۰. . 1,672,296 1,758,336

For the year ended March 31, 2016

2040

2015

#### 8. Long-term debt (Continued from previous page)

Coastal Community Credit Union mortgages and vehicle loan all have a demand feature and have not been classified as current liabilities despite the ability of the credit union to demand repayment at any time. Principal payments for the next five years have been calculated on the assumption no demand for immediate repayments will be made by the credit union and assuming long-term debt subject to refinancing is renewed, are as follows:

	Principal
2017	114,957
2018	108,461
2019	112,093
2020	110,633
2021	113,253
	559,397

Occupancy expenses include interest on long-term debt of \$76,366 (2015 - \$82,061), living costs include \$184 (2015 - \$1,019) interest on long-term debt related to vehicle purchases and administration costs include \$714 (2015 - nil), for total interest on long-term debt of \$77,264 (2015 - \$83,080).

All of the above BC Housing mortgages are secured by a registered first charge and an assignment of fire insurance proceeds on specific land and buildings. The Coastal Community Credit Union mortgages are secured by a registered first charge on the Victoria Crescent, Caspers Way and Uplands properties which have a total net book value of \$2,527,331 (2015 - \$2,546,250).

#### 9. Restricted fund balances

Internally restricted fund balances:

The Society has restricted funds to provide for the replacement of capital assets (General capital reserve), replacement of motor vehicles (Vehicle replacement reserve) and for other major replacement and repair costs and operating expenses (Future expenditures reserve). These internally restricted amounts are not available for other purposes without the approval of the Board of Directors.

#### Externally restricted fund balances:

The Society is required under terms of its operating agreement with BC Housing to establish reserves for major capital replacements and repairs for certain of the Association's residences. Under the terms of the agreement with BC Housing, the Replacement Reserve accounts are to be credited in the amount determined by the budget provision per annum plus interest earned. These funds, along with accumulated interest, must be held in a separate bank account and/or invested only in accounts or instruments insured by the Canada Deposit Insurance Corporation or the Credit Union Deposit Insurance Corporation; in investments guaranteed by a Canadian Government; or in other investment instruments as agreed upon with BC Housing.

The BC Housing replacement reserves are required to be fully funded and were fully funded at year end.

<b>,</b>	2010	2015
Internally restricted fund balances		
Future expenditures reserve	181,131	154,297
Vehicle replacement reserve	302	300
General capital reserve	165,473	177,837
	346,906	332,434
Externally restricted fund balances		
BC Housing replacement reserves	45,000	42,111
Unspent gaming fund working capital	20,998	24,224
Unspent capital fund working capital	42,264	41,672
	108,262	108,007
······································		

For the year ended March 31, 2016

#### 10. Grant in lieu

The Society receives a grant in lleu of property taxes from the City of Nanaimo on the property at 83 Victoria Crescent. The next bylaw review is expected to occur in late 2017.

#### 11. Funding review and subsidy adjustment

Community Living BC may conduct a compensation increase review in order to determine whether the Society was over or under funded during the year. Any amount determined to be receivable or payable by the Society will be reflected in the accounts in the year of settlement.

BC Housing conducts an annual review of the financial statements and may adjust for any operating surplus or deficit. Prior years funding adjustments are recognized in the fiscal year they are determined. In 2016 and 2016, there were no prior year funding adjustments from BC Housing.

#### 12. Economic dependence

The Society is dependent on operating and mortgage subsidy assistance as contributed by Community Living BC on behalf of the Provincial Government and BC Housing (formerly CMHC) on behalf of the Federal Government. The Society is also dependent upon operating subsidy assistance as contributed by the BC Ministry of Social Development and Social Innovation.

#### 13. Employee pension benefits

The Society and its employees contribute to the Municipal Pension Plan (the plan), a jointly trusteed pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 185,000 active members and approximately 80,000 retired members.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2012 indicated an unfunded liability of \$1.37 billion for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the plan. The Society paid \$282,984 (2015 - \$244,989) for employer contributions to the plan in the year ended March 31, 2016.

#### 14. Financial instruments

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

#### Credit concentration

As at March 31, 2016, two creditors accounted for 31% (2015 - three creditors for 87%) of the total accounts receivable. The Society believes that there is no unusual exposure associated with the collection of this receivable.

# Nanaimo Association for Community Living Schedule of Operations For the year ended March 31, 2016

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					-		(Unaudite
	Administration	Homeshare	Community Inclusion	Snoəzelen Room	Residential Programs	Total 2016	To 20
Revenues	•		monon	110011		2010	
Grant revenue							
Community Living BC	-	2,072,231	801,290	-	3,868,852	6,742,373	6,338,7
Ministry of Social Development and Social Innovation	-			-	191,283	191,283	190,7
BC Housing		-	-	-	52,601	52,601	29,7
City of Nanaimo - Grant in lieu	33,518	-	-		-	33,518	33,5
Ministry of Children and Family Development	-	~		-	-	-	4,9
Vancouver Foundation	-	-	7,233	-	· · -	7,233	2,5
Rental	90,784	-	-	-	-	90,784	85,4
User fees	-	-	6,963	8,024	59,439	74,426	48,0
Fundraising	11,064	-	-	-		11,064	
Interest	8,303	-	-	-	-	8,303	7,0
Donations	2,784	-	-	-	7,400	10,184	5,4
Miscellaneous	1,593	2,072,231	(455)	8,024	4,526	5,664	8 750 (
xpenses	148,046	2,012,201	815,031	0,024	4,184,101	7,227,433	6,750,0
-							•
Administration	69,365					69,365	68,6
Accounting & professional fees Accreditation	213	-	-	-	-	213	20,2
Administration	(704,795)	207,229	81,548	-	416,018	215	2.0,2
Appreciation & recognition	6,945	LOIJELO	01,040	_	410,010	6,945	7,7
Audit	25,569	-	-	_	-	25,569	28,0
Bad debts (recovery)	580	-	-		_	580	1,4
Computer	86,258	м	514	-	9,927	96,699	82,0
Dues and memberships	14,118	-		-	-1	14,118	14 1
Meetings and community involvement	12,309	950	420	-	431	14,110	18,5
Negotiations & legal	2,167	-	28		224	2,419	2,7
Office	25,765	1,298	1,609	. 333	5,695	34,700	27,7
Training	5,101	1,923	3,105	-	3,638	13,767	16,1
	(456,405)	211,400	87,224	333	435,933	278,485	287,8
Amortization	51,398		6,779		53,729	111,906	127,0
Homeshare Contractor fees	-	1,566,246	~	-	-	1,566,246	1,506,1
Living costs		1,000,210				1100014-10	(1440)
Cablevision	۲	-		-	6,128	6,128	5,8
Cash over/short	(30)	204	(18)	-	864	1,020	2,0
Food	- '	-	-	-	127,567	127,567	123,9
Household		-	-	-	37,129	37,129	31,9
Interest on long-term debt			-	-	184	184	1,0
Medical supplies	-	380	-	-	21,676	22,056	20,1
Program costs .	-	2,375	23,315	46	14,942	40,678	48,8
Trańsportation	3,428	7,176	25,623	*	60,010	96,237	93,9
Oracinazioni	3,398	10,135	48,920	46	268,500	330,999	327,5
Occupancy	7 400		101 8		10.050	00 244	20.6
Insurance	7,168 45,201	-	4,194	-	10,952 31,165	22,314 76,366	20,8 82,0
Interest on long-term debt Property taxes	45,201 33,518	*		-	20,017	53,535	53,1
Rent	(89,873)	1,076	103,426	378	20,017	15,076	11,5
Repairs and maintenance	27,820	3,070	2,027	678	38,491	69,016	31,8
Security	558	-	2,021	510	1,194	1,752	1,5
Telephone	2,005	3,606	4,575	_	9,031	19,217	23,7
Utilities	35,199	-		-	40,246	75,445	69,1
- UNITED -	61,596	4,682	114,222	1,056	151,165	332,721	293,9
Wages and benefits	475,035	263,836	594,720	38,407	3,206,089	4,578,087	4,099,3
otal expenses	135,022	2,056,299	851,865	39,842	4,115,416	7,198,444	6,641,4
<u>Adi expenses</u>	1001022	210001200	001,000	00,042	4,110,410	1,150,444	0,041,4
ccess (deficiency) of revenues over expenses	13,024	15,932	(36,834)	(31,818)	68,685	28,989	108,5
terfund transfers							
Transfer from Gaming fund for program costs	2,966	-	-	35,790	-	38,756	38,5
Payment of principal portion of long-							
term debt by operations	(44,027)	-	(4,426)	-	(56,692)	(105,145)	(102,2
Replacement reserve provision	-			-	(10,000)	(10,000)	(10,0
Funding of amortization of capital assets	51,398	-	6,779		53,729	111,906	127,0
Funding of capital asset purchases	(6,220)	-	508	-	(16,740)	(22,452)	(22,3
Funding of repairs and maintenance expenses	-	-		-	3,385	3,385	
Transfer to other reserves	(25,522)	-	(1,104)		(6,720)	(33,346)	(7,7
	(21,405)		1,757	35,790	(33,038)	(16,896)	23,1
et change in fund balance for the year	(8,381)	15,932	(35,077)	3,972	35,647	12,093	131,7
et change in fund balance for the year Ind balance, beginning of year		15,932 152,182	(35,077) 197,700	3,972 49,285	35,647 562,673	12,093 231,682	131,7: 99,90

## Nanaimo Association for Community Living Multi-Period Balance Sheet as at Periods ending June 30, 2016

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Γ	June 30, 2016	June 30, 2015	June 30, 2014	Trend
ASSETS				2016 cf 2015
CURRENT ASSETS				
Total Bank Accounts	1,155,663	1,165,926	1,111,929	downward
Total Accounts Receivable	82,887	55,515	124,419	upward
Prepaid Expenses	34,826	33,102	32,474	upward
TOTAL CURRENT ASSETS	1,273,375	1,254,543	1,268,823	upward
Capital Assets	3,289,069	3,331,525	3,368,689	downward
TOTAL ASSETS	4,562,445	4,586,068	4/637/512/	downward
an la succession de la companya de la proposición de la companya de la companya de la companya de la companya d				
LIABILITIES				
CURRENT LIABILITIES	593,048	780,720	712,433	downward
TOTAL RESERVES	374,545	370,456	383,756	upward
CURRENT ASSETS LESS CURRENT LIABILITIES &				
RESERVES	680,328	473,823	556,391	upward
TOTAL LONG-TERM LIABILITIES	1,761,548	1,855,550	1,937,263	downward
TOTAL LIABILITIES	2,729,141	3,006,725	3;033;453	downward
EQUITY				
FUND BALANCES				
Fund Balance, Beginning	1,801,513	1,574,336	1,554,346	
Current Earnings	31,691	5,007	49,713	upward
TOTAL FUND BALANCES	1,833,204	1,579,343	1;604;059	upward
TOTAL LIABILITIES & EQUITY	4,562,345	4,586,068	4,637,512	downward
er stessen i verset sertasan vertiktis met i itt stærter var til historia i skrive skrive skrive i skrive forfattet i				

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#### Nanaimo Association for Community Living Comparative Income Statement Summary Operating - June 30, 2016 Fiscal Year to Date

	<u>e</u> c	MPARED TO BUDGE	Triffeet and the		COMPARED TO 201	5
	Actual 01 April, 2016 to 30 June, 2016	Budget 01 April, 2016 to 30 June, 2016	Variance to Budget over / (under)	Actual 01 April, 2016 to 30 June, 2016	Actual 01 April, 2015 to 30 June, 2015	Variance to Prior Year over / (under)
TOTAL REVENUE	2,006,149	1,938,435	67,714	2,006,149	1,718,669	287,479
EXPENSES						
Total Child Care Provider Costs	51,031	48,457	2,573	51,031	0	51,031
Total Homeshare Provider Costs	447,932	417,099	30,833	•		94,932
Total Wage Expense	904,355	959,229	-54,874	an an minera and i	al an a sama fi fi	35,512
Total Benefits Expense	269,802	280,497	-10,695	269,802	239,439	30,363
Total Training & Recruitment Expense	22,066	7,728	14,338	22,066		11,212
Total Wage & Benefits Costs	1,196,222	1,247,454	-51,232	1,196,222	1,119,136	77,086
Total Occupancy Costs	111,540	. 96,876	14,664	.111,540	102,818	8,722
Total Administrative Costs	81,837	70,005	11,732	81,837	56,757	24,980
Total Transportation Costs	21,821	21,360	461	21,821	26,883	-5,062
Total Living Costs	64,963	62,256	2,707	64,963	57,542	7,420
Total Interfund Transfers	22,746	18,252	4,494	22,746	33,869	-11,123
TOTAL EXPENSES	1,998,092 8;056	1;981;759 -43;324	16,333 51,381	e (1992) die derstellt offenselik eingeneter in die einer offenselik 1996 werden von Standalik offenselik einer die einer state in die einer state offenselik einer state offenselik	n an	247;987 39;492
Notes:		•			Gaming, Reserve, ar	
Net Income as above	8,056			Gaming Revenue		32
Interfund Transfers	22,746			Reserve Revenue		718
Capital Revenue Recognized (net)	0			Capital Revenue		138
Gain / (Loss) on Sale of Fixed Assets	0			Total Non Operati	ing kevenues	888
Capital Amortization	-					
Gaming Revenue recognized	0					
Non Operating Bank Interest income		as aside				
Total Income per Balance Sheet	31,691					

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### **Marlena Stewart**

From:	SocietiesOnline@gov.bc.ca
Sent:	Monday, December 12, 2016 2:55 PM
To:	Marlena Stewart
Subject:	Confirmation of BC Society Annual Report S0021542 NANAIMO ASSOCIATION FOR
	COMMUNITY LIVING

Confirmation of Filing BC Society Annual Report

NANAIMO ASSOCIATION FOR COMMUNITY LIVING SUITE 201 - 96 CAVAN STREET NANAIMO BC V9R 2V1

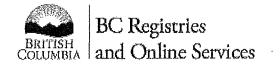
This confirmation letter has been sent to the primary and alternate email addresses. We welcome your feedback on our service. Take our survey.

Form Filed:	BC Society Annual Report
Name of Society:	NANAIMO ASSOCIATION FOR COMMUNITY LIVING
Incorporation Number:	S0021542
Business Number:	10775 8849 BC0001
Date and Time of Filing:	December 12, 2016 02:50 PM Pacific Time

The Societies Act requires all Societies and Extraprovincial Non-Share Corporations to file an annual report each calendar year and to promptly notify the registrar of any changes in its information. For information regarding these filings visit www.gov.bc.ca/Societies.

Review your documents carefully to ensure there are no errors or omissions. If errors or omissions are discovered, please contact the Corporate Registry for instructions.

PLEASE DO NOT REPLY TO THIS EMAIL. It was sent from an unmonitored email address and the Corporate Registry is unable to respond to any replies.



**Corporate Registry** 

Questions? Contact us at 1-877-526-1526 www.gov.bc.ca/Societies



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# 2016 BC SOCIETY ANNUAL REPORT

	BC Society Societies Act					
	NAME OF SOCIETY: NANAIMO ASSOCIATI	ON FOR COMMUNITY LIVING				
	Incorporation Number:	S0021542				
	Business Number:	10775 8849 BC0001				
	Filed Date and Time:	December 12, 2016 02:50 PM Pacific Time				
_	Annual General Meeting (AGM) Date:	November 10, 2016				
	REGISTERED OFFICE ADDRESS INFORMATION	·				
	Delivery Address:	Mailing Address:				
	SUITE 201 - 96 CAVAN STREET	SUITE 201 - 96 CAVAN STREET				
	NANAIMO BC V9R 2V1	NANAIMO BC V9R 2V1				
	DIRECTOR INFORMATION AS OF November 10, 20	116				
	Last Name, First Name Middle Name:					
	BEST, PAUL (Formerly BEST, PAUL)					
	Delivery Address:					
	128 CLARENCE ST VICTORIA BC V8V 2J2					
	Last Name, First Name Middle Name:					
	HAMEL, SANDRA					
	Delivery Address:					
	5265 CATALINA DR NANAIMO BC V9V 1H1					
	Last Name, First Name Middle Name:					
	HORN, PHYLLIS (Formerly CHIVERS, PHYLLIS)					
	Delivery Address:					
	4246 VICTORIA AVE					
	NANAIMO BC V9T 2A9					
	Last Name, First Name Middle Name:					
	JOHNSTON, DANIEL B.					
	Delivery Address:					
	1918 BOSTROM RD					
	NANAIMO BC V9X 1N6					
1						

BC-REGISTRIES AND ONLINE SERVICES Incorporation Number 50021542 www.gov.bc.ca/Societies Page 1: of -2. Last Name, First Name Middle Name: ROLKO, MAXINE L.

**Delivery Address:** 

780 COLONIA DR LADYSMITH BC V9G 1N2

Last Name, First Name Middle Name: STEVENS, JULIE

Delivery Address:

776 PARKVIEW DRIVE NANAIMO BC V9R 5Z7

Last Name, First Name Middle Name: TESSIER, TIMOTHY

Delivery Address:

2625 RANDLE RD NANAIMO BC V9S 3X3

Last Name, First Name Middle Name: VAN OOSTEN, CORNELIS

Delivery Address:

2356 YORK CRES NANAIMO BC V9T 4N3

#### CERTIFICATION

I, Marlena Stewart, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.

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Page 2-of 2

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BC.REGISTRIES AND ONLINE SERVICES Incorporation Number S0021642 www.gov.bc.ca/Societies



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# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Nanaimo Travellers Lodge Society							
Grant No. RPTE-21							
Criteria:	Meets Criteria:		Statement of Purpose:				
<ul> <li>&gt; 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;</li> <li>&gt; services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>&gt; exemptions are not given to services that are otherwise provided on a private, for profit</li> </ul>	Yes	No	All buildings and proper PTE must be reviewed even sure that they conti specific criteria set out category.	very three years to nue to meet the			
basis; and, ➤ must adhere to all of the City of Nanaimo's bylaws and policies.							
Amount Requested:	\$						
Grant Awarded:	Yes	No	Amount Recommended:	\$			
Discussion:							
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Notes:							



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# CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

		· · · · · · · · · · · · · · · · · · ·	:	
organization: Nanaimo Travellers Lodg	e Society	December 6, 2016		
ADDRESS:		Janeane Coutu		
1298 Nelson Street		SENIOR STAFF MEMBER: Ken Bibby		
Nanaimo, BC		POSITION: Administrator/	Busines <mark>s</mark> Manager	
V9S 2K5		CONTACT: Ken Bibby	1	
TELEPHONE: 250-758-4676		<sup>TELEPHONE:</sup> 250-760-2644		
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Island Health region L68, greater Nanaimo area				
NO. OF FULL TIME STAFF: 49FT		NO. OF PART TIME STAFF: 44FT-PT, 76 casual		
NO. OF COMMUNITY VOLUNTEERS: 40		NO. OF VOLUNTEER HOURS PER YEAR: 2500		
clients served, last year: 90 Beds, 99.5% occupancy		CLIENTS SERVED, THIS YEAR (PROJ	ECTED): 90 Beds, 99.5% occupancy	
B.C. SOCIETY ACT REG. NO.: 14977		revenue canada charitable reg 130520572	4000000000	
CURRENT BUDGET: INCOME 7,270,002		LEGAL DESCRIPTION OF PROPERTY: LT A, SEC1, PL VIP68990, LD32		
EXPENSES: 7,241,495 NEXT YEAR PROJECTED:		TAX FOLIO NUMBER: 86160.000 - 1298 Nelson Street		
INCOME: 7,270,002 + 2%		CURRENT YEAR TAXES (IF KNOWN): Statutorily Exempt		
EXPENSES: 7,241,495 + 2%				
SIGNATURE:	TITLE/POSITIO	<sup>™</sup> Administrator	DATE: December 6, 2016	
<b>NOTE:</b> YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).				

DEC 2 3 2016



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# CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION



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ORGANIZATION: Nanaimo Travellers Lodge Society	December 7, 2016			
ADDRESS:	Janeane Coutu			
1298 Nelson Street	SENIOR STAFF MEMBER: Ken Bibby			
Nanaimo, BC	Administrator/Business Manager			
V9S 2K5	Ken Bibby			
TELEPHONE: 250-758-4676	<sup>TELEPHONE:</sup> 250-760-2644			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Island Health region L68, greater Nanaimo area				
NO. OF FULL TIME STAFF: 49FT	NO. OF PART TIME STAFF: 44FT, 76 casual			
NO. OF COMMUNITY VOLUNTEERS: 40	NO. OF VOLUNTEER HOURS PER YEAR: 2500			
CLIENTS SERVED, LAST YEAR: 90 Beds, 99.5% occupancy	CLIENTS SERVED, THIS YEAR (PROJECTED): 90 Beds, 99.5% occupancy			
B.C. SOCIETY ACT REG. NO.: 14977	REVENUE CANADA CHARITABLE REG. NO.: 130520562			
CURRENT BUDGET:	LOT1, SEC17, RANGE8, LEGAL DESCRIPTION OF PROPERTY: MTN DISTRICT, PLAN EPP12446, PIP 028-585-607			
EXPENSES: 7,241,495 NEXT YEAR PROJECTED:	TAX FOLIO NUMBER: 05955.010 - 1917 Northfield Road			
INCOME: 7,270,002 + 2% EXPENSES: 7,241,495 + 2%	Permissive exemption current year taxes (IF KNOWN): through 2017			
SIGNATURE: TITLE/POSITIO	Administrator			
NOTE: YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).				



December 7, 2016

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

## Re: Application for permissive tax exemptions Folios: 05955.010 – 1917 Northfield Road and 86160.000 1298 Nelson Street

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Dear Ms. Hiscock:

We are writing in response to your letter date 2016-NOV-08. Please find attached our application for permissive tax exemptions for Nanaimo Travellers Lodge Society properties located at 1298 Nelson Street and 1917 Northfield Road.

Nanaimo Travellers Lodge Society (NTLS) will be continuing to operate Nanaimo Travellers Lodge (NTL) at 1298 Nelson Street until we move to Eden Gardens at 1917 Northfield Road. The move is currently planned for April 28, 2017. Our society's legal name will not change. We will be registered as NTLS dba Eden Gardens. This registration change is underway and is with our lawyers.

We thank you for your consideration.

Sincerely,

Ken Bibby Administrator/Business Manager

CC: NTLS Board of Directors

Encl: 2

Nanaimo Travellers Lodge 1298 Nelson Street Nanaimo, BC V9S 2K5 Lodge Tel: 250-758-4676 Lodge Fax: 250-758-4698 office@nantralodge.bc.ca www.nanaimotravellerslodge.com

### CITY OF NANAIMO GRANT QUESTIONNAIRE 1917 Northfield Road - Folio 05955.010

1. Please describe the Purpose or Mandate of your organization in this Community.

Nanaimo Travellers Lodge Society (NTLS) specializes in providing 24/7/365 compassionate dementia care for the Elders residing within our home. We work with Island Health (IH), family physicians, and families to develop and implement a care plan for each individual. We also strive to enrich the Elders' lives by maintaining a caring environment that, to the greatest extent possible engages the Elders in their daily lives.

2. Please list the programs and services provided by your organization?

We provide full residential care services for persons living with dementia (funded by IH).

We also have implemented the Eden Alternative Philosophy of Care within the home. This provides a more home-like environment for the residents with pets, plants and children and Art, Horticulture and Music programs (funded through fund raising – not funded by IH).

We operate two Adult Day Programs (Daybreak & Stepping Stones) also for persons with dementia. These programs provide a transition from living at home to residential care as well as relief the home care provider. We operate a Community Bathing program to provide baths to the community for persons unable to be safely bathed at home.

3. Are you planning to change or add to current programs and services in the future?

Eden Gardens at 1917 Northfield Road will be 130 beds from the current 90 beds at 1298 Nelson Street. The residents' quality of life will be enhanced by the environmental design of the new home and the equipment within it. We are also planning to expand the programs within the Eden Alternative Philosophy of Care. Day Programs and Community Bathing Program services will be enhanced by the physical design and equipment at Eden Gardens.

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

NTL uses volunteers to enrich the lives of the Elders. The volunteers participate in delivering programs and/or activities developed by NTL. As part of this process they build relationships with the Elders, many of which do not have families. This greatly helps in bringing the community into the home.

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5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

All grants received have been for the Eden Gardens construction project and the programs within it. RDN provided \$15,000.00.

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

All of the user fees are set by IH. IH pays approximately 75% of the fees and allows us to bill the resident or their delegate the remaining 25%. The specific amounts each resident pays are set by IH based on the residents' tax returns.

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

<u>N/A</u>

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square fee of the premises, name of the organization renting the space, and the annual rent received.

<u>1287</u> Strathmore is part of the 1298 Nelson Street 86100.000 folio. It is rented to private citizens. The annual rent is \$11,400.00 and is used for our Eden Philosophy of Care.

9. Please describe current or planned approaches to self-generated income.

NTL is not permitted to charge for services other than as defined in Home and Community Care Policy Manual. The rates are set by IH. We do ensure food services provided to staff or guests are charged at a price that covers both the direct and indirect costs of providing this service. We also have an annual campaign in the community to raise funds for the Eden Alternative Philosophy of Care programs not funded by IH.

10. Is there any other information about your organization that you would like to provide to support your application.

If unsuccessful in our application we would have to use monies allocated to the care model to pay the applicable taxes. This would have a direct impact on the level of care that could be provided to the Elders.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

We have always valued our partnership with the City of Nanaimo and will continue to do so. Recognition would be though our newsletter, website and staff meetings. Further recognition opportunities can be discussed with our Fund Development and Communication Sub-committee of the Board of Directors.

## Nanaimo Travellers Lodge Society Financial Statements March 31, 2016

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#### Management's Responsibility

To the Members of Nanaimo Travellers Lodge 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. 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 fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Society's external auditors.

MNP LLP 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, both the Board and management to discuss their audit findings.

June 30, 2016

Administrator

#### Independent Auditors' Report

To the Members of Nanaimo Travellers Lodge Society:

#### Report on the Financial Statements

We have audited the accompanying financial statements of Nanaimo Travellers Lodge Society, which comprise the statement of financial position as at March 31, 2016, and the statements of operations, and related schedule, changes in net assets 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.

#### Auditors' 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 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 revenues 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 of the Society and we were not able to determine whether any adjustments might be necessary to deferred contributions related to capital assets, fundralsing revenue, 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 Nanaimo Travellers Lodge Society as at March 31, 2016 and the results of its operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### Other Matter

An unaudited schedule of operations is included in the financial statements as supplementary information.

#### Report on Other Legal and Regulatory Requirements

As required by the Society Act (British Columbia), we report that, in our opinion, the accounting principles in Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Nanaimo, British Columbia

June 30, 2016

MATPLLP

**Chartered Professional Accountants** 

Suite 400 MNP Place, 345 Wallace Street, Nanaimo, British Columbia, V9R 5B6, Phone: (250) 753-8251



### Nanaimo Travellers Lodge Society Statement of Financial Position As at March 31, 2016

	2016	2015
Assets		
Current		
Cash	543,984	344,930
Short-term investments (Note 3)	397,927	532,821
Accounts receivable	34,313	60,804
GST receivable	91,488	8,320
Inventory	18,356	15,207
Prepaid expenses and deposits	H	4,059
	1,086,068	966,141
Short-term investments externally restricted for replacement reserve	58,008	56,219
Short-term investments internally restricted for vehicle fund	100,977	100,696
Short-term investments externally restricted for capital asset purchases	69,192	273,347
Capital assets (Note 4)	15,498,727	6,343,467
	16,812,972	7,739,870

Continued on next page

The accompanying notes are an integral part of these financial statements

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## Nanaimo Travellers Lodge Society Statement of Financial Position As at March 31, 2016

227,223	140,48
	476,85
31,470	134,12 29,03
	111,99
1,671,157	-
10,307,832	3,244,993
12,886,096	4,137,488
1,996,091	1,700,638
490,079	483,420
79,192	103,415
2,565,362	2,287,470
15,451,458	6,424,958
1.647.088	1,571,726
	56,219
100,977	100,696
(444,559)	(413,729
1,361,514	1,314,912
16,812,972	7,739,870
	10,307,832 12,886,096 1,996,091 490,079 79,192 2,565,362 15,451,458 1,647,088 58,008 100,977 (444,559) 1,361,514

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The accompanying notes are an integral part of these financial statements

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## Nanaimo Travellers Lodge Society Statement of Operations For the year ended March 31, 2016

	2016	201
Revenues		
Grant revenue		
Island Health	5,308,452	5,148,98
BC Housing	25,851	. 34,46
Special funding initiatives	5,776	13,96
Resident and other user fees	1,834,929	1,875,92
Amortization of deferred contributions	90,688	95,12
Fundraising	30,301	19,02
Investments	11,590	8,56
Rental income	11,144	9,05
	7,318,731	7,205,10
Expenses		
Amortization	138,132	146,713
Bad debts	2,896	. 7
Computer	52,067	52,92
Daycare transport and driver	1,584	1,53
Employee benefits	1,423,115	1,332,91
Food	212,022	210,66
Fundraising	47,919	70,37
Insurance	21,631	21,33
Interest on line of credit	118	93
Interest on long-term debt	4,867	7,70
Medical and care supplies	98,972	101,208
Office and other	39,044	27,569
Professional fees	16.691	18,12
Purchased services	222,332	217,520
Repairs and maintenance	77,345	82,18
Salaries and wages	4,658,828	4,602,169
Supplies	68,135	63,319
Telephone and cable	37,401	28,80
Training and education	23,671	14,490
Travel	5,275	3,99(
Utilities	120,096	126,354
	<u> </u>	
	7,272,141	7,130,921
xcess of revenues over expenses	46,590	74,184

The accompanying notes are an integral part of these financial statements

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## Nanaimo Travellers Lodge Society Statement of Changes in Net Assets For the year ended March 31, 2016

	Invested in capital assets	Externally restricted replacement reserve	Internally restricted	Unrestricted	2016	2015
Net assets, beginning of year	1,571,726	56,219	100,696	(413,729)	1,314,912	621,900
Immediate recognition of actuarial gains (losses) of accrued sick and severance pay payable (Note 9)	-	-	*	12	12	17,877
Capital funding for land purchase and debt servicing	-	-	-	-		600,951
Excess (deficiency) of revenues over expenses	(47,444)	30	-	94,004	46,590	74,184
Transfers:						
Mortgage principal payments made by operations	112,055		-	(112,055)	~	-
Operating expenses funded by replacement reserve	-	(9,584)	-	9,584	L.	٠
Capital asset additions funded by replacement reserve	-	-	-	-	~	-
Capital asset additions funded by operations	10,751	-	-	(10,751)	-	-
Transfers into replacement reserve and vehicle fund	-	11,343	281	(11,624)	~	-
Net assets, end of year	1,647,088	58,008	100,977	(444,559)	1,361,514	1,314,912

The accompanying notes are an integral part of these financial statements

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## Nanaimo Travellers Lodge Society Statement of Cash Flows For the year ended March 31, 2016

· · · · · · · · · · · · · · · · · · ·	2016	2015
Cash provided by (used for) the following activities		
Operating		
Cash received from contributions	7,136,810	7,189,392
Cash paid for program service expenses	(6,957,685)	(6,948,022)
Cash received from interest	8,873	1,587
Cash paid for interest	(5,160)	(8,821)
	182,838	234,136
Financing		
Advances of construction loan payable	7,062,839	1,232,144
Repayment of long-term debt	(112,055)	(127,121)
Cash contributions received for capital assets	386,144	158,660
	7,336,928	1,263,683
Investing		
Purchase of capital assets	(7,663,889)	(1,385,321)
Net redemptions (purchases) of unrestricted short-term investments	141,093	(128,655)
Net change in internally and externally restricted short-term investments	202,084	29,404
	(7,320,712)	(1,484,572)
Increase in cash resources	199,054	13,247
Cash resources, beginning of year	344,930	331,683
Cash resources, end of year	543,984	344,930

The accompanying notes are an integral part of these financial statements

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For the year ended March 31, 2016

#### 1. Purpose of the organization

Nanalmo Travellers Lodge Society is incorporated under the Society Act of British Columbia as a not-for-profit organization, is a registered charity under the Income Tax Act and is exempt from income taxes as long as certain conditions are met. The Society provides day care and long-term care to individuals with dementia.

#### 2. Significant accounting policies

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

#### Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Contributions externally restricted for the purchase of capital assets are deferred to periods when the related capital assets are acquired and are recognized as revenue at the same rate as the related capital asset 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. Resident and other user fees are recognized as revenue in the period that the service is provided. Operating contributions from BC Housing and Island Health are recognized as revenue in the period that the funding relates to. Investment income is recognized as revenue when earned.

#### Cash and cash equivalents

Cash and cash equivalents include balances with banks and short-term deposits with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### Inventory

Inventory is valued at the lower of cost and replacement cost. Cost is determined by the first in, first out method.

#### Employee future benefits

A liability is recorded for employee sick and severance benefits as employees render services to earn the benefits. Actuarial gains and losses are immediately recognized and recorded as a direct charge to net assets.

#### Contributed materials and services

Contributed materials and services are recognized in the financial statements when their 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.

#### Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined. For assets constructed over time, soft costs of property taxes and interest incurred during the period of construction are capitalized.

Amortization is provided using the declining balance method at rates intended to amortize the cost of assets over their estimated useful lives.

Capital assets not yet placed into use, such as assets held for future development, are not amortized until they are put into use. Landscaping costs are not amortized.

	Rate
Buildings	5 %
Furniture and fixtures	10 %
Computer equipment	30 %
Computer software	100 %
Vehicle	30 %
Building - rental property	5 %

#### 2. Significant accounting policies (Continued from previous page)

#### Measurement uncertainty

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. Inventory is stated after evaluation as to whether a write-down to replacement cost is necessary. Amortization is based on the estimated useful lives of capital assets. Accrued sick and severance pay payable is based on an estimate of the amounts which may become payable to retiring employees.

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

#### 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 CPA Canada Handbook Section 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, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets or 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 the excess of revenues over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

#### Financial asset impairment:

The Society assesses impairment of all its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers other criteria such as, whether the issuer is having significant financial difficulty; whether there has been a breach in contract, such as a default or delinquency in interest or principal payments; in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year earnings/loss.

The Society reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in current year earnings/loss in the year the reversal occurs.

For the year ended March 31, 2016

#### 3. Short-term investments

Short-term investments consist of money market mutual funds with a fixed unit value. The comparative figures also included a GIC.

#### 4. Capital assets

	Cost	Accumulated amortization	2016 Net book value	2015 Net book value
Land	170,160	-	170,160	170,160
Landscaping	86,242	-	86,242	86,242
Buildings	4,394,543	3,016,962	1,377,581	1,450,085
Furniture and fixtures	1,426,715	935,581	491,134	536,282
Computer equipment	175,304	157,203	18,101	24,885
Computer software	93,008	92,496	512	1,301
Vehicle	100,039	95,014	5,025	7,178
Land - rental property	76,512	-	76,512	76,512
Building - rental property	34,320	34,320	-	-
Land - for development	1,913,582	-	1,913,582	1,913,582
New facility construction and development costs	11,359,878		11,359,878	2,077,240
	19,830,303	4,331,576	15,498,727	6,343,467

During the year, soft costs of interest of \$51,182 (2015 - \$37,724) were capitalized into new facility construction and development costs.

#### 5. Wages and benefits payable

Included in wages and benefits payable are \$108,860 (2015 - \$91,251) owing for government remittances.

#### 6. Deferred operating contributions

	2016	2015
Balance, beginning of year	134,127	42,008
Received during the year	6,250	104,625
Transferred from deferred contributions related to capital assets	-	7,712
Recognized as revenue during the year	(108,901)	(20,218)
	31,476	134,127

#### 7. Construction loan payable

This is a BC Housing mortgage construction loan on the Society's Eden Gardens project. The loan is secured by two registered mortgages for a combined charge of \$31,082,255 on land and buildings with a total net book value of \$14,821,201. Interest is charged at BC Housing's floating rate which is prime plus 1.0%, which was 3.70% at March 31, 2016.

For the year ended March 31, 2016

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#### 8. Deferred contributions related to capital assets

Deferred contributions related to capital assets represent the unamortized portion of restricted contributions that were used to purchase the Society's capital assets, the unspent portion of those restricted contributions, and the unamortized portion of contributions from in-kind donations of capital assets. Recognition of these amounts as revenue is deferred to periods when the related capital assets are amortized.

\$69,192 (2015 - \$273,347) of the balance at end of year is unspent.

	2016	2015
Balance, beginning of year	1,700,635	2,245,758
Received during the year	386,144	158,660
Transferred to deferred operating contributions		(7,712)
Recognized as amortization revenue during the year	(90,688)	(95,120)
Recognized as an increase to net assets for funding of land and debt servicing	······	(600,951)
	1,996,091	1.700.635

#### 9. Accrued sick and severance pay payable

Under the terms of the employer's union contracts, certain employees with ten years of service and having reached a certain age are entitled to receive special payments upon retirement or other circumstances specified in the collective agreement. These payments are based on accumulated sick leave credits and entitlements for each year of service. The liability for amounts which may become payable to retiring employees is based on an independent actuarial valuation as at March 31, 2016.

Information about the sick leave and severance benefits is as follows:

	2010	2015
Total obligation Less: current portion	570,374 (80,295)	512,450 (29,030)
	490,079	483,420

Sick and severance expense for the year is \$57,936 (2015 - \$64,765). Immediate recognition of actuarial gains (losses) is \$12 (2015 - \$17,877) Benefits paid during the year are \$Nil (2015 - \$47,724)

The significant actuarial assumptions used in measuring the accrued sick and severance liabilities are as follows:

- Discount rate of 3.20% (2015 - 2.90%)

- Rate of compensation increase of 2.50% (2015 - 2.50%)

#### 10. Contingency

The Society has an irrevocable standby line of credit of \$500,000 for a sub-contractor on the Eden Gardens construction project. Nothing has been drawn on this as at March 31, 2016, and it expires on July 14, 2016.

#### 11. Commitment

The Society is committed to future payments of \$13,005,402 to the general contractor for the Eden Gardens construction project.

For the year ended March 31, 2016

#### 12. Long-term debt

	2016	2018
	2010	2010
BC Housing mortgage on existing Lodge building.	-	88,872
Demand loan - HSBC - secured by a \$419,000 mortgage over land with a net book value of \$1,913,582, an assignment of rents and a general security agreement over all assets. Repayable in monthly instalments of \$2,296 including interest at prime plus 1%, due February		
2020.	103,357	126,540
	103,357	215,412
Less: Current portion	24,165	111,997
	79,192	103,415

Loans with repayment terms extending beyond one year with a demand feature have not been classified as current liabilities despite the ability of the bank to demand repayment at any time. Principal payments for the next four years have been calculated on the assumptions that no demand for immediate repayments will be made by the bank and that interest will be renewed at comparable rates, and are as follows:

	Principal
2017	24,165
2018	25,068
2019	26,004
2020	28,120
	103,357

#### 13. Externally restricted replacement reserve

Under the terms of the agreement with BC Housing, the replacement reserve is to be credited in the amounts determined by the budget provision per annum plus interest earned. These funds, along with the accumulated interest, must be held in separate bank accounts and/or invested only in accounts or instruments insured by the Canada Deposit Insurance Corporation or the Credit Union Deposit Insurance Corporation, in Investments guaranteed by a Canadian government or in other investment instruments as agreed upon with BC Housing.

The reserve funds may only be used for capital repairs and replacements in accordance with the operating agreement.

As at March 31, 2016 the BC Housing replacement reserve funds of \$58,008 (2015 - \$56,219) were funded in accordance with the operating agreement. All interest accruing to the funds has been recorded.

#### 14. Economic dependence

The Society is economically dependent on continued funding from Island Health for the operations of its facility and programs.

#### 15. Employee pension benefits

The Society and its employees contribute to the Municipal Pension Plan (the plan), a jointly trusteed pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 185,000 active members and approximately 80,000 retired members.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2012 indicated an unfunded liability of \$1.37 billion for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and costs to the individual employers participating in the plan.

The Society paid \$397,843 for employer contributions to the plan in the year ended March 31, 2016 (2015 - \$370,022).

#### 16. Financial instruments

The Society, as part of its operations, carries a number of financial instruments. It is management's opinion that the Society is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

#### Credit concentration

As at March 31, 2016, two creditors accounted for 45% (2015 - three creditors for 60%) of the total accounts receivable. The Society believes that there is no unusual exposure associated with these items.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the 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.

The Society is exposed to interest rate cash flow risk with respect to its variable rate long-term debt with HSBC of \$103,357 (2015 - \$126,540) and to its variable rate construction loan payable with BC Housing of \$10,307,832 (2015 - \$3,244,993).

# Nanaimo Travellers Lodge Society Schedule of Operations For the year ended March 31, 2016 (Unaudited)

						(Unaudite
	Lodge	Adult Daycare	Bathing Program	Northfield Project and Rentals	2016	2015
Revenue						
Grant revenue						
Island Health	4,938,986	357,454	12,012	-	5,308,452	5,148,98
BC Housing	25,851	-	-	-	25,851	34,46
Special funding initiatives	5,776	-	-	-	5,776	13,90
Resident and other user fees	1,810,083	22,003	2,843	-	1,834,929	1,875,92
Amortization of deferred contributions	90,688	-	-	-	90,688	95,1
Fundraising	30,301	-	-	-	30,301	19,0
Investments	11,590	-	-	-	11,590	8,50
Property rentals	-	-	· _	11,144	11,144	9,08
	6,913,275	379,457	14,855	11,144	7,318,731	7,205,10
Expenses						
Amortization	138,132	-	-	-	138,132	146,7
Bad debts	-	-	2,896	-	2,896	
Computer fees and supplies	52,067	-	-	-	52,067	52,9
Daycare transport and driver	-	1,584	-	-	1,584	1,5
Employee benefits	1,352,019	68,714	2,382	-	1,423,115	1,332,9
Food	201,593	10,429	-	-	212,022	210,60
Fundraising	-	-	-	47,919	47,919	70,37
Insurance	. 21,631	-	-	-	21,631	21,33
Interest on line of credit	-	-	-	118	118	93
Interest on long-term debt	4,867	-		-	4,867	7,70
Medical and care supplies	98,972	-	-	-	98,972	101,20
Office and other	39,044	-	-	-	39,044	27,56
Professional fees	16,691	-	-	-	16,691	18,12
Purchased services	212,334	9,998	-	-	222,332	217,52
Rent	(56,002)	56,002	-	-	-	-
Repairs and maintenance	76,301	1,044	-	-	77,345	82,18
Salaries and wages	4,434,847	206,909	17,072	-	4,658,828	4,602,16
Supplies	67,460	675	-	-	68,135	63,31
Telephone and cable	37,401	-	-	-	37,401	28,80
Training and education	23,601	70	-	-	23,671	14,49
Travel	5,088	187	-	-	5,275	3,99
Utilities	119,956	-	-	140	120,096	126,35
	6,846,002	355,612	22,350	48,177	7,272,141	7,130,92
xcess (deficiency) of revenues over expenses	67,273	23,845	(7,495)	(37,033)	46,590	74,18

The accompanying notes are an integral part of these financial statements

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#### NANAIMO TRAVELLERS LODGE Balance Sheet As Of 11/30/2016

Facility # 9951E

Page # 1

			CURRENT PERIOD
Assets			7101001 \$
1000.001 Petty Cash - NTLS		· · · · · · ·	500.00
1000.002 Petty Cash - Trust			500.00
1005.001 Bank-General Op 00-5165-001			83,594.96
1005.002 Bank-Resident Trust 031132-020	÷		8,190.54
1005.003 Bank-Discharge Fee 00-5165-003			15,250.00
1005.004 Bank-Pet Fund 00-5165-084	X		1,133.39
1005.005 Bank-LOC 00-5165-002			(7,199.69)
1005.006 Bank-Donations Unsp 005165-085			25,875.70
1005.007 Bank-Donations Spec 5165-083			13,347.51
1006.001 Bank-Staff Fund 5165-082			9,108.36
1006.002 Bank-GST EG ITC 00-5165-240			7.50
1006.003 Bank-Donations BP 00-5165-080			12,030.78
1007.001 Special Trust Account			0.00
1010.010 Cash Clearing			0.00
1010.011 Trust Cash Clearing			0.00
1020.001 AR Lodge (Resident)			18,063.21
1020.002 AR ADP (Client)			2,432.00
1020.003 AR CB (Client)			987.00
1020.004 AR Lodge (VIHA)			2,894,92
1020.005 A/R ADP (VIHA)			663.02
1020.006 A/R Comm Bath (non control)			0.00
1020.007 AR BCNU Wage Recovery			9,448,45
1020.008 AR CB VIHA			5,189.80
1023.000 AR Receivable Benefits			3,450.10
1023.001 AR Miscellanious			0.00
1023.002 AR Employee Wage Repayments			2,386.08
1023.003 AR - HEU Wage Recovery			0.00
1023.004 AR Rental Prop 1913			0.00
1023.005 AR Rental Prop 1917 UPPER			0.00
1023.006 AR Rental Prop Strathmore			0.00
1023.007 AR Rental Prop 1921 UPPER			0.00
1023.008 AR Rental Prop 1917 LOWER			0.00
1025.001 Allow Doubtful Lodge			110.96
1025.002 Allow Doubtful ADP DayBreak			0.00
1025.003 Allow Doubtful ADP CommBath			0.00
1025.004 Allow Doubtful ADP Stepping			0.00
1030.030 Receivable GST - PSB			1,504.12
1030.031 Receivable HST			0.00
1030.032 GST - RECOVERABLE GST ITC			41,016.55
1035.000 AR Health Authority			5,986.40
1040.040 Prepaid Expenses - Operations			0.00
1045.001 Prepaid Expenses - Transition			6,974.02
1045.002 Inventories Linen			0.00
1045.003 Inventories Other			18,355.75
1050.001 Invest - Miscellaneous 0683607			12,305.55
1050.002 Invest - Senior Int 5012687			148,684.33
1050.003 Invest - Sick & Sev 5009303			275,416.96
1055.001 Invest - Build Repl 5008933			65,625.01
1055.002 Invest - Equip Replace			0.00
1055.003 Invest - Coach Replace 5009212			101,126.50
1055.004 Invest - Accrued Interest			0.00
1055.005 Invest - EG Donations GICs			0.00
1060.001 Buildings 1905 Northfield			0.00
1060.002 Buildings 1913 Northfield			0.00
1060.003 Buildings 1921 Northfield			0.00
1060.004 Buildings Lodge			2,820,686.17
1060.005 Buildings Nelson Wing			1,573,857.17
1060.006 Buildings Strathmore			34,320.32
1060.007 Computer Software			93,008.10
1060.008 Computers			178,103.45
1060.009 Furnt & Equip			1,368,681.46
1060.010 Furnt & Equip Nelson Wing			85,516.00
1060.011 Passenger Bus			100,038.64
1060.012 Buildings 1917 Northfield			0.00

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#### NANAIMO TRAVELLERS LODGE Balance Sheet As Of 11/30/2016

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#### Facility # 9951E

Page # 2

		CURRENT PERIOD Actual \$
Assets (con't)		
1065.001 Acc Amort 1905 Northfield	s (a) (b)	0.00
1065.002 Acc Amort 1917 Northfield		0.00
1065,003 Acc Amort 1921 Northfield		0,00
1065.004 Acc Amort Lodge		(2,219,093.09)
1065.005 Acc Amort Nelson Wing		(843,788.45)
1065.006 Acc Amort Strathmore		(34,320.32)
1065,007 Acc Amort F & E Nelson Wing	.,	(85,516.00)
1065.008 Acc Amort Computers		(161,023.47)
1065.009 Acc Amort Furn & Equip		(883,599.91)
1065.010 Acc Amort 1913 Northfield		0.00
1065.011 Acc Amort Passenger Bus		(96,018.89)
1065.012 Acc Amort Comp Software		(92,837.28)
1065.013 Acc Amort 1917 Northfield	i	(52,007,20)
1065,014 Acc Amort - Build Project Loan	4	0.00
1066,000 FF&E BUILDING PROJECT		324,057,43
1066.001 Project Mgr/Owners Agent		17,600,046.34
1066.002 Architectural	·	638,838.40
1066.003 Mechanical Engineering		51,494.41
1066.004 Electrical Engineering		64,640.00
		197,631.43
1066,005 Civil Engineering 1066,006 Structural Engineering		157,031.43
1066.007 Geotechincal Engineering		29,666.00
1066.008 Surveying		15,128.26
1066,009 Landscape-Site Remediation		232,582.47
1066.010 Disposal of 1298 Nelson Street		5,950.01
1066.011 BP MISC & SUPPLIES		51,529.70
1066.012 BP PERMITS, FINANCING, INSURAN		925,602.72
1066.013 Studies & Research - New Build		27,920.84
1066.999 NOT IN USE		2,114.85
1070.001 Land Lodge		170,160.00
1070.002 Land Improvements Lodge		14,973.50
1070.003 Land 1905 Northfield		0.00
1070.004 Land 1913 Northfield		0.00
1070.005 Land 1921 Northfield		0.00
1070.006 Land 1917 Northfield		1,913,581.56
1070.007 Landscaping		71,268.00
1070.008 Land 1921 Northfield		0.00
1070.009 Land 1287 Strathmore		76,512.36
1999.999 Clearing	and the second	0.00
TOTAL Assets		25,151,773.84
Liabilities and Equity	$A_{ij}$ :	
Liabilities	•	
2000.001 Payables Bonds		(75.00)
2000.002 Payables CPP		4,958.35
2000.003 Payables El		2,924.17
2000.004 Payables Income Tax		0.00
2000.005 Payables Pension		7,957.18
2000.006 Payables Resident Trust		8,558.57
2000.007 Payables Sick and Severance		465,337.39
2000.008 Payables Staff Fund		8,108.36
2000.009 Payables Trade Accounts		406,131.18
2000.010 Payables HEU Union Dues		(15.00)
2000.011 Payables Wages		129,210.95
2000.012 Payables - WCB		45,181.25
2000.013 Payables Dental		0.00
2000.014 Payables Extended Health		259.76
2000.015 Payables Garnishees		0.00
2000.016 Payables Retro Wages Pay		0.00
2000.017 Payables-Crim Rec Chk Deposits		408.00
2000.018 Payables Accrued Interest		0.00
2000.019 Payables Accrued Prop Taxes		0.00
2000.020 Payables Accrued Vacation		222,582.12
2000.021 Payables Accrued Audit Fee	· · · · · ·	11,881.40
2000.022 Payables - BCNU Union Dues		0.00

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### NANAIMO TRAVELLERS LODGE Balance Sheet As Of 11/30/2016

Facility # 9951E

Page # 3

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		CURRENT PERIOD Actual \$
Liabilities (con't)		
2000.023 Accruals Reconcilation		53,095.16
2000.024 Payables - Pay Day Lotto		337.50
2000.025 Holdbacks & last claim payable		0.00
2001.001 Curr Portion Sick & Severance		0.00
2001.002 Curr Portion Sick & Severance		80,295.00
2005.001 Unearned Revenue		36,581.22
2005.002 Unearned Capital Grants		0.00
2005.003 Unearned Seniors Grant		0.00
2005.004 Unearned New Building Revenue		0.00
2005.005 Interest Earned	4	0.00
2005.006 Deferred Capital Asset Contrib		1,929,424.18
2010.001 Security Deposit Strathmore		200.00
2010.002 Security Deposit 1917 North		0.00
2010.003 Security Deposit 1913 North		0.00
2010.004 Security Deposit 1921 North		0.00
2010.005 Security Deposit 1905 North		0.00
2015.001 Unrealized Gain(Loss) on Fin		0.00
2015.002 Reclass Trnsf of Old Unrealiz		0.00
2020.001 Mortgage Lodge		0.00
2020.002 Loan HBT Exit Levy		103,356.92
2020.003 Mortgage 1905/1913 Nfield		0.00
2020.004 Mortgage 1917 Northfield		0.00
2020.005 Mortgage 1921 Northfield		0.00
2020,006 LOAN - BC HOUSING EDEN GARDENS		18,103,686.59
2020,007 LOAN - BC HOUSING EG-GST		1,684,279.07
2020.008 LOAN - BCH - DIRECT COSTS		188,479.89
2025.001 Mtge Current Lodge		0.00
2025,001 Mge Current Louge 2025,002 Mtg Cur 1905/1913 Nfield		0.00
2025.002 Mig Cur 1905/1913 Mileu 2025.003 Mtge Current 1917		0.00
2025.003 Mige Current 1917 2025.004 Mtge Current 1921 North		0.00
2025.004 Mige Carrent 1921 North 2025.005 Long-Term Debt Current Portion		0.00
2025.005 Long-Term Debt Current Ponton		
2025.006 Loan HBT Exit Levy (CP) 2030.001 Ac Amrt 1905 & 1913 Northfield		(15,761.86)
		0.00
2030.002 Ac Amrt 1917 Northfield		0.00
2030.003 AC Amrt 1921 Northfield		0.00
2030.004 AC Amrt 1298 Nelson		0.00
TOTAL Liabilities		23,477,382.35
Retained Earnings		
3000.001 Unappropriated Surplus		(452,123.62)
3001.001 App Surplus Passenger Bus		100,976.81
3001.002 App Surplus Replacement		65,569.86
3001.003 App Surplus Gaming		0.00
3001.004 App Surplus New Facility	· ·	0.00
3001.005 App Surplus Capital Assets		1,647,088.14
TOTAL Retained Earnings		1,361,511.19
Equity		
3999.001 ComVida Pre-Audit Los		0.00
TOTAL Equity		0.00
Inter-Company		to the set of the set
TOTAL Inter-Company		0.00
Net Income/(Loss)		
Net Income		312,836.30
TOTAL Net Income/(Loss)		312,836.30
TOTAL Liabilities and Equity		25,151,729.84
I OTHE FROMINES AND EMAILY		20,101,123.04

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#### NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

Facility # 9951E

Page # 1

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Include Adjustment Periods: NO	Include Closing Periods:	NỌ	
			CURRENT PERIOD
Revenue			
4000.001 Health Auth Lodge			3,353,863.22 242,020.05
4000.002 Health Auth ADP Day Break 4000.003 Health Auth ADP Stepping			242,020.05
4000.004 Health Auth ADP Comm Bath			0.00
4002.001 Minor Capital Grants			0.00
4003.001 Accrued Health Authority Lodge	•		2,894.92
4003.002 Accrued Health Auth Day Break 4003.003 Accrued Health Auth Stepping			663.02 0.00
4003.004 Accrued Health Auth Comm Bath			0.00
4004.099 Amort of Defer Contrib Lodge			66,666.64
4005.001 Resident Fees Lodge			1,206,409.33
4005.002 Client Fees ADP DB & SS			16,740.00
4005.003 Client Fees ADP Comm Bath			2,623.00
4005.004 Resident Fees - PGT 4005.005 ADP VIHA User Fees			0.00
4005.006 Com Bathing – VIHA User Fees			12,232.34
4010.001 Interest Income			2,064.11
4010.002 Int Income Replacement Res			0.00
4010.003 Interest Income Fund Raising			0.00
4010.004 Interest Income Gaming			0.00
4010.005 Int Income Resident Trust 4010.006 Int. Income Building Project			0.00
4010.007 Interest Income Pet Fund			0.00
4010,008 Interest Income Donation			0.00
4010.009 Interest Income-Donations Spec			0.00
4020.020 Donations - Unspecified Use			51,740.00
4020.021 Donations - Specified Use			5,209.12
4020.022 Donations - Spec Use Therapies 4020.023 Donations - Spec Use Other			0.00
4022.023 Philosphy of Care Revenue			19,187.48
4025.025 BC Housing Subsidy			0.00
4030.030 Rent Revenue Adult Day Pro			0.00
4040.040 Allowable Chargable Extras Rev			35,541.08
4050.050 Donations - Building Project			257,579.50
4051.051 Gaming Revenue 4055.001 Rent Strathmore			0.00 7,600.00
4055,002 Rent 1905 Northfield			0.00
4055.003 Rent 1913 Northfield			0.00
4055.004 RENT-LOWER 1917 NORTHFIELD			0.00
4055.006 RENT-LOWER 1921 NORTHFIELD			0.00
4055.007 RENT-UPPER 1921 NORTHFIELD 4055.008 RENT-UPPER 1917 NORTHFIELD			0.00
4055.099 Amort of Defer Contrib Rentals			666.64
TOTAL Revenue	weith and the low stand of the		5,283,700.45
Expenses			
5000.001 Sal & Wages Nursing RN			328,961.73
5000.002 Sal & Wages Nursing LPN		· · · ·	403,828.95
5000.003 Sal & Wages Nursing RCA 5000.004 Sal & Wages Nursing Admin			1,509,776.27
5000.004 Sal & Wages Activities			99,463.34
5000.006 Sal & Wages Hskg & Laundry			126,530.65
5000.007 Sal & Wages Food Services			219,865.56
5000.008 Sal & Wages Administrati			324,252.44
5000.009 Sal & Wages ADP Day Workers			88,938.01
5000.010 Sal & Wages Mngmt & Admin Fee 5000.011 Sal & Wages ADP Comm Bath			10,850.00 11,475.11
5000.012 Sal & Wages ADF Comm Bath 5000.012 Sal & Wages ADF Supervisor			39,759.87
5000.013 Sal & Wages Food Services Fee			7,845.00
000.014 Sal & Wages ADP Day Break Prof			0.00
000.015 Sal & Wages ADP Stepping Prof	-		0.00
5000.016 Sal & Wages ADP Comm Bath Prot	T		0.00
5001.001 Sal & Wages Recoveries			0.00

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### NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

Facility # 9951E

Page # 2

		CURRENT PERIOD
		Actual \$
Expenses (con't)		
5001.002 Sal & Wages Rec ADP Day Break		0.00
5001.003 Sal & Wages Rec ADP Stepping 5001.004 Sal & Wages Rec ADP Comm Bath	, <b>'</b>	0.00
5010.001 Wage Accruals Nursing RN		7,011.00
5010.002 Wage Accruals Nursing LPN		9,602.00
5010.003 Wage Accruals Nursing RCA		34,293.00
5010.004 Wage Accruals Nursing Admin 5010.005 Wage Accruals Activities		0.00 2,263.00
5010.005 Wage Accruals Activities 5010.006 Wage Accruals Hskg & Laundry		2,524.00
5010.007 Wage Accruals Food Service		5,021.00
5010.008 Wage Accruals Admin & Office		4,916.00
5010.009 Wage Accruals ADP Day Break		1,516.44
5010.010 Wage Accruals ADP Stepping 5010.011 Wage Accruals ADP Comm Bath		0.00 231.56
5010.012 Wage Accruals ADP Supervisor		635.00
5010.013 Wage Accruals ADP Secretary		0.00
5020.001 Benefits CPP		129,485.30
5020.002 Benefits CPP ADP Day Care		5,326.00
5020.003 Benefits CPP ADP Comm Bath 5021.001 Benefits Dental		486.19 94,702.72
5021.002 Benefits Dent ADP Day Care		4,079.86
5021.003 Benefits Dent ADP Comm Bath		160.38
5022.001 Benefits El		75,444.69
5022.002 Benefits El ADP Day Care		2,937.87
5022.003 Benefits EI ADP Comm Bath		274.25 86,620.06
5023.001 Benefits GrpLif & Ext Heal 5023.002 Benefits GL&EH ADP Day Care	· · · · · ·	3,720.57
5023.003 Benefits GL&EH ADP Com Bath		146.16
5024.001 Benefits LTD & AIS		128,663.17
5024.002 Benefits LTD ADP Day Care		5,587.21
5024.003 Benefits LTD ADP Comm Bath		220,40 63,985.90
5025.001 Benefits MSP 5025.002 Benefits MSP ADP Day Care		2,759.00
5025.003 Benefits MSP ADP Comm Bath		108.18
5026.001 Benefits LIFE WORKS		2,980.03
5026.002 Benefits Other ADP Day Care		0.00
5026.003 Benefits Other ADP Com Bath 5027.001 Benefits Pension Plan		0.00 254,241.86
5027.002 Benefits Pen ADP Day Care		11,120.53
5027.003 Benefits Pen ADP Comm Bath		0.00
5028.001 Benefits WCB Exp.		132,461.90
5028.002 Benefits WCB ADP Day Care		5,774.32
5028.003 Benefits WCB ADP Comm Bath 5030.001 Benefit RecoveriesLodge		225.91 (16,783.92)
5030.002 Benefit RecoveriesADP		0.00
5030.003 Benefit RecoveriesComm Bath		0.00
5030.004 Benefit Recovery 50-50 MSP		0.00
5030.005 Benefits Recovery LTD		0.00
5030.020 Wage RecoveriesLodge 5030.021 Wage RecoveriesADP		(53,663.16) 0.00
5030.022 Wage RecoveriesComm Bath		0.00
5031.001 Sick & Severance Lodge		34,664.00
5031.002 Severance Pay ADP Day Care		0.00
5031.003 Severance Pay ADP Comm Bath 5032.001 Accrued Vac Expense Nurs RN		0.00 (2,978.82)
5032.001 Accrued Vac Expense Nurs LPN		(4,198.84)
5032,003 Accrued Vac Expense Nurs RCA		15,309.55
5032.004 Accrued Vac Expense Nurs Admin		0.00
5032.005 Accrued Vac Expense Activities		(850.30)
5032.006 Accrued Vac Exp Hskg & Laund 5032.007 Accrued Vac Expense Food	,	76.80 (1,623.75)
5032.007 Accrued Vac Expense Food		(5,169.32)
5032.009 Accrued Vac Exp ADP Comm Bath		40.80
5032.010 Accrued Vac Exp ADP Day Break		(1,972.67)

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#### NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

Facility # 9951E

Page # 3

							CURRENT PERIO
Expenses (con't)	· · · · · · · · · · · · · · · · · · ·				 	··· ·· ·· ·· ·· ·· ·· ·· ·· ·· ·· ·· ··	Actual
032.011 Accrued Vac Exp ADP Stepping	.e						0.0
032.012 Accrued Vac Exp ADP Super							1,881.7
032.013 Accrued Vac Exp Admin Day Care						۲.	0.0
033.001 Accrued Sick Pay Nursing RN							0.0
033.002 Accrued Sick Pay Nursing LPN	• -						0.0
033.004 Accrued Sick Pay Nursing RCA							0.0
033.005 Accrued Sick Pay Nursing Admin	.*					1	0,0
033.006 Accrued Sick Pay Activities							0.0
033.007 Accrued Sick Pay Hskg & Laund							0.0
033.008 Accrued Sick Pay Food Services							0.0
033,009 Accrued Sick Pay Admin & Offic							0.0
033.010 Accrued Sick Pay ADP Comm Bath		<i>.</i>					0.0
033.011 Accrued Sick Pay ADP Stepping	•						0.0
033.012 Accrued Sick Pay ADP Supervis							0.0
033.013 Accrued Sick Pay ADP Day Break	•						0.0
035.001 Purch Services Dietitian							8,917.1
035,002 Purch Services Food Service							35,668.7
035.003 Purch Services Maintenance							40,475.3
035.004 Purch Services Laundry							17,473.0
035.005 Purch Services Art Therapy							5,000.0
035.006 Purch Svcs Music Therapy							0.0
035.007 Purch Services Hort Therapy						.*	2,700,0
035.008 Purch Services Dent. Hygen							2,160.0
035.009 Purch Svcs ADP Bus Driver							0.0
035.010 Purch Services GST Exp			•				0.0
035.011 Purch Services Fund Raising							0.0
035.012 Purch Srvcs Maint 40% Admin							14,982.0
035.013 Purch Srvcs Food 60% Admin							10,470.4
035.014 Purch Srvcs Aramark Admin							0,470.
035.015 Purchase Services - Lndry ADP							0.0
035.016 Purc Srvcs: Occupation Therapy							5,557.0
035.017 Purch Srvc-FR Capital Campaign							17,536.7
035.018 Purch Srvcs-FR Media Relations							0.0
035.019 Purch Srvcs-FR Annual Campaign							10,000.2
036.001 Other Staffing Expenses							0.0
040.001 Rent: ADP Space Recovery							
040.002 Rent: ADP Laundry Recovery							(32,668.6
040.002 Rent: Space Fee							(5,831.3
			• .				32,668.0
040.004 Rent: Laundry Fee 041.001 Mortgage Interest Lodge							5,831.
041.002 Loan Int HBT Exit Levy							0.0
							2,341.
041.003 Mtg Int 1905/1913 Nfield							0.0
041.004 Mtge Int 1917 Northfield 041.005 Mtge Int 1921 Northfield							0.
							0.
041.006 LOC Interest-Rentals							11.
041.007 LOC Interest-Fund Raising							40.
042.001 Prop Taxes 1905 Northfield							0.
042.002 P. Taxes 1913 & 1917 North							0.
042.003 Prop Taxes 1921 Northfield							0.
043.001 R-M - Lodge							17,272.
043.002 R-M - Food Services							3,636.
043.003 R-M - Hskp & Laundry							604.1
043.004 R-M - Maintenance							5,198.
043.006 R-M Strathmore							1,568.
043.007 R & M 1905 Northfield							0.
043.008 R & M 1913 and 1917 Northf							0.0
043.009 R & M 1921 Northfield							0.0
043.010 R-M - Passenger Bus							2,211.
043.011 R-M - Lodge Other							255.
043.012 R-M - Nursing Equip							911.
043.013 R-M Equipment				•			432.4
044.001 Grounds Maintenance							12,767.4
045.001 Amort 1905 Northfield							0.0
045.001 Amont 1505 Northineid							

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#### NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

Facility # 9951E

Page # 4

		CURRENT PERIOD
Expenses (con't)		Actual \$
5045.003 Amort 1921 Northfield	с <sup>В</sup>	0.00
5045.004 Amort Lodge		20,744.56
5045.005 Amort Nelson Wing		25,174.80
5045.006 Amort Strathmore		0.00 341.68
5045.007 Amort Computer Software 5045.008 Amort Computers		3,820.04
5045.009 Amort Furniture & Equipment		33,534.62
5045.010 Amort F & E Nelson Wing	· · · · ·	0.00
5045.011 Amort Passenger Bus		1,004.96
5045.012 Amort 1913 Northfield		0.00
5046.001 Replace Res Contrib Buildings		0.00
5046.003 Replace Res Contrib Equipment 5046.020 Replace Res Contrib Pass Bus	· · · · ·	0.00 0.00
5047.001 Util Electricity		28,717.55
5047.002 Util Heat		16,953.82
5047.003 Util Water, Sewer & Garbage		23,701.63
5047.004 Util Strathmore Electricity		0.00
5047.005 Util Strathmore Heat		0.00
5047.006 Util Strathmore Water		0.00
5047.007 Util 1905 Northfield Elect 5047.008 Util 1905 Northfield Heat		0.00
5047.009 Util 1905 Northfield WSG		0.00
5047.010 Util 1913 & 1917 Elect	•	0.00
5047.011 Util 1913 & 1917 Heat		0.00
5047.012 Util 1913 & 1917 WSG	1	0.00
5047.013 Util 1921 North Electricity		0.00
5047.014 Util 1921 North Heating		0.00 (670.00)
5047.015 Util 1921 Northfield WSG 5050.001 Food		149,520.55
5050.002 Food Recoveries		(11,004.21)
5050.003 Food ADP Day Care		6,986.89
5050.004 Food ADP Stepping Stones		0.00
5051.001 Dietary Smallwares Supplies		1,027.18
5051.002 Dietary Cleaning Supplies		0.00
5051.003 Dietary Supplies 5052.000 Linen Supplies		11,188.90 2,893.86
5052.001 Incontinent Supplies		22,825.18
5052.002 Nursing Supplies Gloves		1,859.85
5052,003 Personal Care Supplies		0.00
5052.004 Medical Supplies		50,267.59
5052,005 Perscription Drugs Supplies		0.00
5052.006 Laundry Supplies Chemicals		0.00
5052.007 Laundry Supplies 5052.008 Housekeeping Cleaning Supplies		3,194.50
5052.009 Housekeeping Paper Supplies		0.00
5052.010 Housekeeping Supplies		16,701.73
5052.011 Activities Entertainment		3,195.00
5052.012 Activities Supplies		234.00
5052.013 Maintenance Supplies		(0.96)
5052.014 ADP Comm Bath Supplies 5052.015 ADP Supplies		0.00 320.29
5052.016 Staff Allowance Supplies		0.00
5052.017 Staff Allow Com Bath Supplies		0.00
5052.018 Staff Allow Day Break Supplies		0.00
5052.019 Staff Allow Step Stones Suppli		0,00
5052.020 FR Capital Campaign Expenses		5,553.65
5052.021 FR Annual Campaign Expenses		2,536.90
5052.022 Northfield Property Supplies 5052.023 Eden: Art Therapy Supplies		0.00
5052.024 Eden: Hort Therapy Supplies		133.74
5052.026 Disaster Planning Supplies		0.00
5052.027 H1N1 Supplies		0.00
5052.028 Eden: Music Therapy Supplies		0.00
5053.001 Diabetic Supplies		0.00

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## NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

Facility # 9951E

Page # 5

			CURRENT PERIOD Actual \$
Expenses (con't)	••••••••••••••••••••••••••••••••••••••		<u>rotuur y</u>
5054.001 Eden: Certification	5 M		21,42
5054.002 Eden: Human Habitat			1,592.46
5054.003 Eden: Team Building			4,382.76
5054.004 Eden: Family Programs			2,238.37
5054.005 Eden: Volunteers	- 5 <sup>°</sup>		265.52
5054.006 Eden: Other/Miscellaneous			186.38
5054.007 Eden: Café Group			626.70
5057.001 Ed & Train Nursing			2,003.55
5057.002 Ed & Train Activities			0.00
5057.003 Ed & Train Dietary			0.00
5057.004 Ed & Train Hskg & Laundry 5057.005 Ed & Train Admin & Office			0.00
5057.005 Ed & Train Maintenance			0.00
5057.007 Ed & Train ADP Comm Bath			0.00
5057.008 Ed & Train ADP Day Break			35.00
5057.009 Ed & Train ADP Stepping			0.00
5058.001 Insurance Strathmore			0.00
5058.002 Insurance 1905 Northfield			0.00
5058.003 Insurance 1913 Northfield			0.00
5058.004 Insurance 1917 Northfield			0.00
5058.005 Insurance 1921 Northfield			0.00
5058.006 Insurance ADP Passenger Bus			0.00
5058.058 Insurance			13,982.00
5059.001 Prop Taxes Strathmore			0.00
5059.002 Prop Taxes 1905 Northfield			0.00
5059.003 Prop Taxes 1913 Northfield 5059.004 Prop Taxes 1917 Northfield			0.00
5059.004 Prop Taxes 1911 Northfield			0.00
5059,006 Other Exp 1905 Northfield			0.00
5059.007 Other Exp 1913 Northfield			0.00
5059.008 Other Exp 1917 Northfield			0,00
5059.009 Othe Exp 1921 Northfield			0.00
5059.010 Other Exp 1287 Strathmore			0.00
5060.001 Prof Fees Audit			11,506.81
5060.002 Prof Fees Audit Comm Bath			0.00
5060.003 Prof Fees Audit Day Break			0.00
5060.004 Prof Fees Audit Stepping			0.00
5061.001 Prof Fees Legal 5061.002 Prof Fees Legal Comm Bath			171.49
5061.002 Prof Fees Legal Commin Bath 5061.003 Prof Fees Legal Day Break			0.00 0.00
5061.004 Prof Fees Legal Stepping			0.00
5065.001 Admin Bad Debts			0.00
5065.002 Admin Day Break Bad Debts			0.00
5065.003 Admin Stepping Bad Debts			0.00
5065.004 Admin Comm Bath Bad Debts			0.00
5070.001 Admin Bank Charges	•		4,781.71
5070.002 Admin Cable			10,702.63
5070.003 Admin I.T.			33,600.30
5070.004 Admin Postage, Courier			2,545.53
5070.005 Admin Printing			46.63
5070.006 Admin Stationery & Off Supp			5,982.19
5070.007 Admin Telecommunications			12,670.07
5070.008 Admin Memberships 5070.009 Admin Recoveries			10.00
5070.009 Admin Recoveries 5070.010 Admin Subscriptions			0.00 165.52
5070.011 Admin ADP Day Break			0.00
5070.012 Admin ADP Stepping Stones			0.00
5070.013 Admin ADP Community Bath			0.00
5070.014 Admin Board Expenses			919.60
5070.015 Admin Staff Expenses		-	0.00
5070.016 Admin Other Expenses			(2,796.44)
5070.017 Admin: Advertising			3,394.34
5070.018 Admin: Accounting Fees	-		1,074.71
5070.019 Admin: 1921 NF Shaw Cable			0.00

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## NANAIMO TRAVELLERS LODGE Income Statement 4/1/2016 to 11/30/2016

#### Facility # 9951E

Page # 6 \_\_\_\_\_

		CURRENT PERIOD Actual \$
Expenses (con't)	n marina na anana an an an an an an an an an a	
5070.020 Donations - Exp. Specified Use		(32.25)
5071.001 Travel Activities		74.80
5071.002 Travel Admin & Office		378.99
5071.003 Travel Board		745.33
5071.004 Travel Food Services	:	0.00
5071.005 Travel Maintenance		132.55
5071.006 Travel Nursing		0.00
5071.007 Travel ADP Day Break		103.56
5071.008 Travel ADP Community Bath		0.00
5071.009 Travel ADP Stepping Stones		0.00
5071.010 Travel ADP Bus Operations		0.00
5080.001 Eden Gardens Transition Costs		4,568.00
5080.002 GST Expense ADP Day Break		0.00
5080.003 GST Expense ADP Stepping S		0.00
5080.004 GST Expense ADP Community		0.00
5080.005 GST Expense Strathmore		0.00
5080.006 GST Expense 1905 Northfield		0.00
5080.007 GST Expense 1913 Northfield		0.00
5080.008 GST Expense 1917 Northfield		0.00
5080.009 GST Expense 1921 Northfield		0.00
5999.999 Suspense Account		28.00
TOTAL Expenses	a sense a la construcción de la con La construcción de la construcción d	4,970,864.15
Net Income		312,836.30

#### Net Income

BRITISH BRITISH COLUMBIA BC Registry Services		AUG	8 2016 Society Annual Report (Form 11) Filing Fee: \$25.00
2016 Annual Report		· · · · ·	Incorporation Number: S-0014977
Did you know To learn more details about what your society will r			
NANAIMO THAVELLERS LODGE SOCIETY 201 SELBY STREET NANAIMO BC V9R 282			
FILE	ONLINE	NOW	
To file your BC Socie <u>www.g</u> and use AC	ov.bc.ca/S	Societies A	Act
Annual Reports subm			eight weeks to be filed.
1. Annual General Meeting Date	···· ·		
Date your Annual General Meeting was he			·····
The date of the Annual General Meeting must be If no Annual General Meeting was held, write "NC NO MEETING HELD cannot be submitted for the	during the sam MEETING HE	ie calendar ye LD" in the dat	e field above.
2. Registered Office Address (Location of	f Records) -	Additional	\$15.00 for Address Updates
Physical Address Required, (Post Ollice Box alone w accepted.) 201 SELBY STREET, NANAIMO BC VAR 2R2			(I different from physical address)
			Lunnum an Fritz
Enter new plipsical address if it has chariged.	មភា	อักกอพุ เกิลไหญ สุด	lings II II The changed
3. Society Email Address			<u>ÖFFICE ÜSEÖNLY</u>
madeline @islandiaw.ca Updula ninali address II it has changed. Email attrives may be	รบระชิ ลิชาส์ กลักเรดเ	tor this form	
nomin mum anness nu us nuci flan runi nuci na nu os		anna kana ka	
www.bcregistryservices:gov.bc.ca	Pago: 1 ol d	<b>)</b>	\$-0014977

- 21

## BRITISEL COLUMBIA Services

## 2016 Annual Report

REMINDER

Society Annual Report (Form 11) Filing Fee: \$25.00 Incorporation Number: S-0014977

## 4. Society Directors

Belore you file your Annual Bepon, please review the directors listed below. If you submitted a Form 7 to update the directors and the charges are not yet relieded here. Then contact BC Begistry Services now it 1 877 526-1528.

· Directors listed below cannot be changed if no meeting was held.

· One director must be a BC resident:

· Director addresses must be a physical address. Post Office Box alone is not accepted.

· Full names of directors are required, initials only are not accepted.

· Draw a line through name it director has ceased, and amend the list in the space provided.

	Last Name	First Name	Residential Address (Must be a physical address)	Postal Code
,	- Anปยักรดภ	Sheila M.	- 303-1688-CYPRESS-ST. VANGOUVER BC	-Vgj-5jj1
	Blank	Ron	6175 GARSIDE RD. NANAIMO BC	V9T 6H9
	Connelly	Dave	3418 POSS RD, NANAIMO BC	V9T 285
	Couli	Janeanje	1825 ARGYLE AVE, NANAIMO BO	V9S 3K9
	·			
	Flannagan	Ken	1470 SHERWOOD DR, NANAIMO BC	V9T 1G7
	Grose	Řoberi	2391 ANDOVER RD, NANOOSE BAY BC	V9P,9 <b>G9</b> .
-	Grubb	-ปุ่งหก	105-1050 PARK BLVD, VICTORIA BC	-VeV-2T-4
	)-tarold	<u>Mike</u>	6024 SCHOONER WAY, NANAIMO BC	V9V 1G1

www.bcraglstryservices.gov.bc.ca Page: 2 of 3 S-0014977 BC Registry Services



## REMINDER

Society Annual Report (Form 11) Filing Fee: \$25,00

2016 Annual Report

## Incorporation Number: \$-0014977

•	Smith	Јоусе	2495 COSGROVE CRES, NANAIMO BC	V9\$ 1H8
	· ·			
•	Venables	l.ee	185 BLACK POWDER TRAIL, NANAIMO BC	V9S 3G4
		_		
	Wilson	Bob	536 POPLAR ST, NANAIMO BC	V95 2H2
	Signature			\2 2}

Sign here. I certify that this information is accurate and complete:

2016-11-21

Date Signed (YYYY/MM/DD)

## 6. Return Form and Fee to BC Registry Services.

### Mailing Address:

PO Box 9431 Stn Prov Govt, Victoria BC, V8W 9V3

## Physical Address:

2rid Iloor, 940 Blanshard Street, Victoria BC, V8W 3E6

Questions? Call 1 877 526-1526

Need help completing this form? Go to www.bcregistryservices.gov.bc.ca for further instructions.

Please make cheque payable to Minister of Finance. Write your incorporation number \$-0014977 on the cheque.

## Checklist if Submitting by Mail:

\$25.00 Annual Report filing lee included.

\$15.00 An additional lee is required if address updated within section 2, for a total fee of \$40,00,

All data provided: Annual General Meeting date. Registered office address and director updates made il required.

Form signed.

www.bcroglstryservices.gov.bc.ca BC Registry Services



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

Name of Organization: Vancou	ver l	slan	d Mental Health So	ociety
			Grant No. RPTE-2	22
Criteria:		ets eria:	Statement of Purp	oose:
	Yes	No	All buildings and proper	
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;			PTE must be reviewed even ensure that they conti specific criteria set out category.	nue to meet the
<ul> <li>services provide benefits and be accessable to residents of the City of Nanaimo;</li> </ul>				
<ul> <li>exemptions are not given to services that are otherwise provided on a private, for profit basis; and,</li> </ul>				
must adhere to all of the City of Nanaimo's bylaws and policies.				
Amount Requested:	\$			
Grant Awarded:	Yes	No	Amount Recommended:	\$
Discussion:				
Notes:				



## CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use	
RPTE-	
22	

PRESIDENT:	
PRESIDENT. PETER GIOVANDO	
SENIOR STAFF MEMBER:	
DR. BARNABAS WALTHER	
POSITION: EXECUTIVE DIRECTOR	
CONTACT: JAN ARKELL	
TELEPHONE: 250 756 9205	
COMMUNITY BASED SUPPORT IVIDUAL ADULTS WITH PSYCHIA RITY (IHA) ADULT MENTAL HE DITION TO A MENTAL ILLNESS. COVERY BASED PSYCHOSOCIA	ATRIC DISABILITIES. ALL ALTH AND ADDICTION VIMHS ADDRESSES
COVERY PROCESS	
NO. OF PART TIME STAFF:	
NO. OF VOLUNTEER HOURS PER YE 500	AR:
CLIENTS SERVED, THIS YEAR (PROJ 60 DIRECTLY, SEVERAL HUI	
REVENUE CANADA CHARITABLE REC 1211 2816 RR0001	3. NO.:
LEGAL DESCRIPTION OF PROPERTY STRATA LOT A, PLAN VIS5043, SEA MOUNTAIN LAND DISTRICT, TOGET COMMON PROPERTY IN PROPORTIO	CTION 19, RANGE 6, HER WITH AN INTEREST IN THE IN TO THE UNIT ENTITLEMENT
TAX FOLIO NUMBER:05438.015	
CURRENT YEAR TAXES (IF KNOWN):	
I ION: /E DIRECTOR	date: December 7, 2016
	SENIOR STAFF MEMBER: DR. BARNABAS WALTHER POSITION: EXECUTIVE DIRECTOR CONTACT: JAN ARKELL TELEPHONE: 250 756 9205 COMMUNITY BASED SUPPORT VIDUAL ADULTS WITH PSYCHIA RITY (IHA) ADULT MENTAL HE DITION TO A MENTAL ILLNESS. COVERY BASED PSYCHOSOCIA COVERY PROCESS NO. OF PART TIME STAFF: 16 NO. OF VOLUNTEER HOURS PER YE 500 CLIENTS SERVED, THIS YEAR (PROJ 60 DIRECTLY, SEVERAL HUN REVENUE CANADA CHARITABLE REC 1211 2816 RR0001 LEGAL DESCRIPTION OF PROPERTY STRATA LOT A, PLAN VIS5043, SEC MOUNTAIN LAND DISTRICT, TOGET COMMON PROPERTY IN PROPORTIO OF THE STRATA LOT AS SHOWN ON TAX FOLIO NUMBER:05438.015 CURRENT YEAR TAXES (IF KNOWN): ION:



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

•

R.PTE-22

organization: Vancouver Island Mental Health Society (VI	DATE DECEMBER 7, 2016:		
address: 2356 Rosstown Road	PRESIDENT: PETER GIOVANDO		
	SENIOR STAFF MEMBER:		
NANAIMO, BC	DR. BARNABAS WALTHEF	۲	
V9T 3R7	POSITION: EXECUTIVE DIRECTOR		
	CONTACT:		
	JAN ARKELL		
TELEPHONE: 250 758 8711	теlерноле: 250 756 9205		
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:			
THE SOCIETY PROVIDES TRANSITIONAL HOUSI			
SEPARATE RESIDENCES FOR APPROXIMATELY			
REFERRALS COME THROUGH ISLAND HEALTH			
SERVICES. RESIDENTS MAY HAVE ADDICTIONS			
THESE ISSUES IN ALL HOUSING PROJECTS USIN		JIAL MODEL. RESIDENTS	
LENGTH OF STAY IS BASED UPON EACH PERSO NO. OF FULL TIME STAFF:	NO. OF PART TIME STAFF:		
10	16		
NO. OF COMMUNITY VOLUNTEERS: 40	NO. OF VOLUNTEER HOURS PER 500	YEAR:	
CLIENTS SERVED, LAST YEAR: 53 DIRECTLY, SERVAL HUNDRED INDIRECTLY	CLIENTS SERVED, THIS YEAR (PR 60 DIRECTLY, SEVERAL H		
B.C. SOCIETY ACT REG. NO.: S-0012994	REVENUE CANADA CHARITABLE F 1211 2816 RR0001	REG. NO.:	
CURRENT BUDGET:	STRATA LOT B PLAN VIS	5043, SECTION	
\$1,978,000		19, RANGE 6, MOUNTAIN LAND DISTRICT	
INCOME \$1.977.723			
EXPENSES:			
\$2,009,677	TAX FOLIO NUMBER:05438.020		
NEXT YEAR PROJECTED: \$2,000,000			
INCOME:			
\$2,000,000	CURRENT YEAR TAXES (IF KNOW	N):	
EXPENSES: \$2,000,000	, , , , , , , , , , , , , , , , , , ,		
	rle/position:	DATE:	
	XECUTIVE DIRECTOR	DECEMBER 7, 2016	
<b>NOTE:</b> YOUR ORGANIZATION'S MOST REI YEAR-TO-DATE FINANCIAL STATEMENTS MUS BALANCE SHEET AND INCOME STATEMENT), AS	T BE ATTACHED TO THE APPLICA	tion form (including a	



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

Office Use
RPTE- 22
20

organization: Vancouver Island Mental Health Society (VIMHS	DATE DECEMBER 7, 2016:	
ADDRESS:	PRESIDENT:	
2356 Rosstown Road	PETER GIOVANDO	
	SENIOR STAFF MEMBER:	
NANAIMO, BC	DR. BARNABAS WALTHER	
	POSITION:	
V9T 3R7	EXECUTIVE DIRECTOR	
	CONTACT:	
	JAN ARKELL	
TELEPHONE:	TELEPHONE:	
250 758 8711	250 756 9205	
2001000111	200 7 00 0200	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: THE SOCIETY PROVIDES TRANSITIONAL HOUSING AN		
SEPARATE RESIDENCES FOR APPROXIMATELY 30 IN		
REFERRALS COME THROUGH ISLAND HEALTH AUTH		
SERVICES. RESIDENTS MAY HAVE ADDICTIONS IN A		
THESE ISSUES IN ALL HOUSING PROJECTS USING A F		AL MODEL. RESIDENTS'
LENGTH OF STAY IS BASED UPON EACH PERSON'S R	ECOVERY PROCESS	
NO. OF FULL TIME STAFF:	NO. OF PART TIME STAFF:	
10	16.	
NO. OF COMMUNITY VOLUNTEERS: 40	NO. OF VOLUNTEER HOURS PER YE	AR.
-10	500	
CLIENTS SERVED, LAST YEAR:	CLIENTS SERVED, THIS YEAR (PROJ	ECTED):
53 DIRECTLY, SERVAL HUNDRED INDIRECTLY	60 DIRECTLY, SEVERAL HUN	IDRED INDIRECTLY
B.C. SOCIETY ACT REG. NO.: S-0012994	REVENUE CANADA CHARITABLE REC 1211 2816 RR0001	3. NO.:
3-0012994	12112010 RR0001	
CURRENT BUDGET:	LOT 1, PLAN VIP27484, SECTION	19. RANGE 7. MOUNTAIN LAND
\$1,978,000	SITRICT PID002-104-750	
INCOME		
\$1.977.723		
EXPENSES:		
\$2,009,677	TAX FOLIO NUMBER:05536.100	
NEXT YEAR PROJECTED:		
\$2,000,000		
INCOME:		
\$2,000,000 EXPENSES:	CURRENT YEAR TAXES (IF KNOWN):	
\$2,000,000		
SIGNATURE: TITLE/POS	SITION:	DATE:
	TIVE DIRECTOR	DECEMBER 7, 2016
		<u> </u>
NOTE: YOUR ORGANIZATION'S MOST RECENT	YEAR-END FINANCIAL STATE	MENTS AND CURRENT
YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE	ATTACHED TO THE APPLICATIO	ON FORM (INCLUDING A
BALANCE SHEET AND INCOME STATEMENT), AS WEL		· ·
(FORM 11).		
<u></u>		
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## CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use
RPTE-

DENT: R GIOVANDO DR STAFF MEMBER: BARNABAS WALTHER ION: CUTIVE DIRECTOR ACT: ARKELL PHONE: 756 9205 UNITY BASED SUPPORT SERVICES IN FIVE ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION TO A MENTAL ILLNESS. VIMHS ADDRESSES	
BARNABAS WALTHER ION: CUTIVE DIRECTOR ACT: ARKELL PHONE: 756 9205 UNITY BASED SUPPORT SERVICES IN FIVE ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION	
CUTIVE DIRECTOR AGT: ARKELL PHONE: 756 9205 UNITY BASED SUPPORT SERVICES IN FIVE ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION	
ARKELL PHONE: 756 9205 UNITY BASED SUPPORT SERVICES IN FIVE ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION	
756 9205 UNITY BASED SUPPORT SERVICES IN FIVE ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION	
ADULTS WITH PSYCHIATRIC DISABILITIES. ALL IA) ADULT MENTAL HEALTH AND ADDICTION	
Y BASED PSYCHOSOCIAL MODEL. RESIDENTS' 'PROCESS F PART TIME STAFF:	
F VOLUNTEER HOURS PER YEAR:	
TS SERVED, THIS YEAR (PROJECTED): IRECTLY, SEVERAL HUNDRED INDIRECTLY	
NUE CANADA CHARITABLE REG. NO.: 2816 RR0001	
LOT 12, BLOCK 22, PLAN VIP318A, SECTION 5, WELLINGTON LANE DISTRICT PID 003 400 883	
DLIO NUMBER:07281.000	
ENT YEAR TAXES (IF KNOWN):	
ECTOR DATE: DECEMBER 7, 2016	

## CITY OF NANAIMO GRANT QUESTIONNAIRE

#### 1. Please describe the Purpose or Mandate of your organization in this community.

Vancouver Island Mental Health Society (VIMHS) provides housing for 73 adults who have psychiatric illness and who in many cases also have an addiction. For 69 of our residents we provide staff support to aid in life-skills building so they can function as independently as possible. In many cities, the psychiatrically disabled make a significant portion of the homeless population. We are proud to be part of the solution of homelessness here in Nanaimo.

#### 2. Please list the programs and services provided by your organization.

Psycho-Social Rehabilitation, Medication management, Job preparation, mindfulness Training, preparation for renting (Ready to Rent Program), assessment and therapeutic Miliex, public education through workshops such as Mental Health First Aid and Hearing Voices that are Disturbing.

#### 3. Are you planning to change or add to current programs and services in the future?

Not that are provided through these residences

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

VIMHS has a dedicated twelve (12) Board of Directors who spend many hours working with paid staff to ensure that we deliver the best service possible. We also have a variety of health field volunteers such as yoga or exercise instructors who work with our residents. We also make space available for peer/volunteer groups such as Alcoholics Anonymous and Narcotics

## 5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

VIMHS applied for and received funds from the United Way Nanaimo, from BC Gaming Branch, BC Housing, Rotary Club North and Mid Island Coop

Page 2

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

The 2352/2356 Rosstown Rd location is a licensed facility which charges the Ministry of Housing and Social Development a mandated per diem of \$30.90 a day. Our Semiindependent (SIL) houses charge \$425.00/month rent.

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

VIMHS is an independent Non Profit Society and registered charity

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

N/A

#### 9. Please describe current or planned approaches to self generated income.

Over the past eight years VIMHS has increase its fundraising capacity to over \$50,000/year We also seek to diversify our funding sources. This application is in response to that realization. As a non-profit society, it is a rare event to complete a fiscal year with a surplus

# 10. Is there any other information about your organization that you would like to provide to support your application?

We have received an Innovative Community Capacity Building Award. Our Public Education and Community Outreach Programs support psychiatrically disabled, low income individuals. Twenty percent, or one in five people have mental health issues; more individuals die by suicide than in all motor vehicle accidents combined, indeed suicide is the leading cause of death for those under the age of 24. Estimates are that up to 90% of homeless persons have a mental illness and their average life expectancy is 20 years shorter than the rest of the population. The situation is dire; the effect of our Public Education and Community Outreach Programs is to increase the responsiveness of community institutions and the general public to the population disabled by mental illnesses increasing their greater participation in the wider community, including its arts, culture, sports, recreation, and community education.

Page 3

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

We recognize the City's support on all printed materials and our website

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

Page 4

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## FINANCIAL STATEMENTS

March 31, 2016

INDEX TO THE FINANCIAL STATEMENTS

As at March 31, 2016

Page Number

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Statement of Revenue and Expenses	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to the Financial Statements	7 ~ 14
Schedule of Supported Housing Revenue and Expenses	15

Partners Lorana LaPorte, CPA, CA, CFP\* Grant McDonald, CPA, CA\* \*incorporated

# Church Pickard

## **INDEPENDENT AUDITOR'S REPORT**

The Directors Vancouver Island Mental Health Society

#### **Report on Financial Statements**

We have audited the accompanying financial statements of Vancouver Island Mental Health Society which comprise the statement of financial position as at March 31, 2016 and the statements of revenue and expenses, changes in net assets, 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.

CDA CHARTERED PROFESSIONAL ACCOUNTANTS 25 Cavan Street, Nanaimo, BC V9R 2T9 Tel (250) 754-6396 Toll Free 1-866-754-6396 Fax (250) 754-8177 Email. mail@churchpickard.com www.churchpickard.com

## **INDEPENDENT AUDITOR'S REPORT**

(Continued)

#### Auditor's Responsibility (continued)

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.

#### Basis for Qualified Opinion

Vancouver Island Mental Health Society derives part of its income from fundraising and donations which are not susceptible to complete audit examination. Accordingly, our verification of this income was limited to accounting for the amounts recorded in the society.

#### 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 as at March 31, 2016 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 (British Columbia), we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

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CHURCH PICKARD Chartered Professional Accountants

Nanaimo, B.C. June 9, 2016

#### STATEMENT OF FINANCIAL POSITION

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#### As at March 31, 2016

	2016	2015
Assots		
Assets		
Current		
Cash Cash - restricted - Note 3 Accounts receivable Prepaid expenses	\$ 245,759 117,685 69,243 222	\$ 145,82 92,559 32,112 1,468
Property and equipment - Note 2	432,909 <u>519,670</u>	271,963 545,705
	<u>\$ 952,579</u>	<u>\$ 817,668</u>
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities - Note 11 Deferred revenue - Note 5 Current portion of vehicle loan - Note 7 Current portion of mortgages - Note 12 Deferred revenue for future capital expenditures - Note6	\$ 230,693 146,609 5,600 4,393 19,238	\$ 161,90' 82,68' 5,400 25,879
Current liabilities before callable debt	406,533	275,873
Callable debt - Note 13		65,992
	406,533	341,865
Long-term		
Deferred contributions related to property and equipment - Note6 Vehicle loan - Note 7 Mortgages - BC Housing - Note 12	7,622 2,933 16,355 26,910 433,443	8,551 35,992 377,857
Net assets		
Investment in property and equipment Externally restricted Internally restricted Unrestricted	463,529 20,301 27,418 7,888 519,136	412,442 43,067 1,500 (17,198 439,811
	<u>\$ 952,579</u>	<u>\$ 817,668</u>
Approved:		

Lynne Fraser

Peter Giovando

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#### STATEMENT OF REVENUE AND EXPENSES

	Gateway House	Supported Housing	Boundary Project	Rosehill Apartments	Total 2016	Total 2015
		(Schedule 1)			alle fan en de ser fan de ser fan en de ser fan en de ser fan en de ser fan de ser fan en de ser fan de ser fa	
Revenue						
Vancouver Island Health Authority S	5 732,439	\$ 420,380	\$ -	\$-	\$1,152,819	\$1,139,429
User fees - Note 17	100,742	-	-	-	100,742	102,06
Rents - Note 18	-	77,559	-	16,560	94,119	94,42
Donations and fundraising						
- Note 16	88,367	5,625	-	-	93,992	137,58
Nanaimo Affordable Housing						
- Note 20	-	-	55,240	-	55,240	
Gaming	46,643		-	-	46,643	46,48
BC Housing - Note 12	3,119	1,602	-	9,163	13,884	13,46
Other income	12,089	-	-	-	12,089	19,60
City of Nanaimo - Note 15	3,792	7,352			11,144	11,42
-	987,191	512,518	55,240	25,723	1,580,672	1,564,47
xpenses						
Wages and benefits	718,740	382,901	55,139	3,526	1,160,306	1,106,69
Food and supplies	53,353	-	-	-	53,353	46,01
Community educational programs	45,018	-	×	*	45,018	53,42
Repairs and maintenance	22,490	16,586	-	4,240	43,316	46,11
Utilities	14,513	21,293	-	3,488	39,294	36,95
Amortization	9,229	24,350	-	1,986	35,565	37,28
Telephone, office, and	·	·				
administration	14,631	15,421	-	290	30,342	25,07
Community reintegration Organizational and staff	9,191	16,466	-	-	25,657	25,20
development	24,241	1,124	-	-	25,365	18,17
Property tax - Note 15	3,792	7,365	-	2,962	14,119	14,40
Professional fees	3,845	7,830	-	1,653	13,328	14,23
Insurance	3,507	5,979	-	1,200	10,686	10,38
Mortgage interest	383	3,158	-	546	4,087	6,02
	922,933	502,473	55,139	19,891	1,500,436	1,439,98
xcess of revenue over expenses						
before undernoted item	64,258	10,045	101	5,832	80,236	124,48
oss on disposal of equipment	بر میں اور	<u>~</u>	<u> </u>			(1,509
xcess of revenue over expenses §	64,258	<u>\$ 10,045</u>	<u>\$101</u>	<u>\$ 5,832</u>	<u>\$ 80,236</u>	<u>\$ 122,978</u>

#### For the year ended March 31, 2016

(4)

#### STATEMENT OF CHANGES IN NET ASSETS

For the year	ended Marc	h 31, 2016
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	Investment in Property and Equipment		Externally Restricted Net Assets		Internally Restricted Net Assets		Unrestricted		Total 2016		Total 2015	
Balance, beginning of the year	\$4	12,442	\$ 43,	067	\$	1,500	\$	(17,198)	\$	439,811	\$	315,339
Excess of revenue over expenses		-	(1	278)		-		80,236		78,958		122,978
Amortization of property and equipment	(	35,565)		-		-		35,565		-		-
Purchase of equipment		9,530		-		-		(9,530)		-		 •
Repayment of prior year's deficit		-				-		76		76		1,113
Contribution to replacement reserves		_	2	444		1,695		(4,139)		-		
Interest earned on gaming account		-		-		-		-		-		381
Amortization of deferred contributions related to property and equipment		1,908		-		-		(1,908)		-		
Increase in deferred capital contributions	C	28,767)		-		-		28,767		-		
Transfers		-	(24	074)		24,074		-		-		
Interest earned on restricted bank accounts		-		142		149		-		291		
Debt repayment - principal portion	1	<u>03,981</u>						(103,981)				
	\$4	<u>63,529</u>	\$20	,301	\$	27,418	\$	7,888	\$	519,136	\$	439,81

(5)

#### STATEMENT OF CASH FLOWS

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#### For the year ended March 31, 2016

		2016		2015
Cash provided (used):		,		
Operating activities				
Excess of revenue over expenses Items not involving cash	\$	80,236	\$	122,978
Amortization Loss on disposal of equipment		35,565		37,284 <u>1,509</u>
Changes in non-cash operating accounts		115,801		161,771
Increase in accounts receivable Decrease in prepaid expenses		(37,127) 1,249		(5,724) 1,826
Increase (decrease) in accounts payable and accrued liabilities Increase (decrease) in deferred revenue		68,786 63,922		(6,328) (57,139)
(Repayments of) advances from surplus Transfer to reserve		(1,202) <u>286</u>		1,114 381
·		211,715	<u></u>	95,901
Investing activities Purchase of equipment		<u>(9,530</u> )		(5,600)
Financing activities				
Repayment of capital lease obligation		- (98,564)		(2,389) (146,310
Repayment of mortgages Increase in deferred capital contributions Repayment of vehicle loan		26,860 (5,417)		(140,310) - (5,212)
		<u>(77,121</u> )		(153,911)
(ncrease (decrease) in cash		125,064		(63,610)
Cash, beginning of the year		238,380		301,990
Cash, end of the year	<u>\$</u>	363,444	<u>\$</u>	238,380
Cash is defined as:				
Cash	\$	245,759	\$	145,821
Cash - restricted - Note 3		117,685		92,559
	<u>\$</u>	363,444	\$	238,380

(6)

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

#### Nature of operations

The Vancouver Island Mental Health Society was incorporated under the *BC Society Act* on March 11, 1977 and is exempt from income tax as a not-for-profit organization. The society is a charitable Vancouver Island based organization demonstrating excellence in psychosocial rehabilitation for adults with mental health and addictions concerns, and/or cognitive challenges. It engages communities through programs that promote recovery, social inclusion, safe housing, and public education. The society is registered with Canada Revenue Agency to issue tax deductible receipts for donations.

- a) Gateway House is a ten-bed licensed residential mental health facility. It offers a therapeutic, integrative, and empowering life skills program.
- b) K.C. House, Gwladys Brewster House, and Bob Currie Place provide a total of 18 semi-independent living housing and programs.
- c) Rosehill Apartments consists of four single, self-contained independent living housing units.

In consideration of the support provided, the Province of British Columbia has registered a covenant on the title of the Rosehill Apartments property which restricts the use of the property to the provision of housing for disabled persons.

#### 1. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and are in accordance with Canadian generally accepted accounting principles.

- Cash and cash equivalents

Cash is defined as cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

- Property and equipment

Property and equipment are recorded at cost and amortized.

Amortization is recorded on a straight-line basis, except for vehicles which are amortized on a declining-balance basis, over the estimated useful life of the assets as follows:

Buildings	25 years
Furniture and fixtures, and computers	5 years
Vehicles	30%

- Revenue recognition

The society follows the deferral method of accounting for revenue. Donations restricted for the purchase of property and equipment are deferred and amortized into revenue at a rate corresponding with the amortization rate for the related property and equipment. Grants, donations, and gaming revenue with external restrictions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted donations are recognized when received or receivable if the amount can be reasonably estimated and collection is assured. Revenue from events is recognized when the event occurs and when the amount can be reasonably estimated and collection is reasonably assured.

- Donated property and equipment

Donated property and equipment materials are recognized in the financial statements when their fair value can be reasonably determined and they are used in the normal course of the organization's operations and would otherwise have been purchased.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

#### 1. Significant accounting policies - cont.

#### - Use of estimates

The preparation of the financial statements of the Vancouver Island Mental Health Society, in accordance with Canadian accounting standards for not-for-profit organizations, requires management to make estimates and assumptions that affect reported amounts of assets, liabilities, revenue and expenses, and related disclosures. Amounts are based on best estimates, but actual amounts may vary from the amounts recorded. Adjustments, if any, will be reflected in operations in the period of settlement.

#### - Administration costs

Administration costs are allocated among the housing projects according to the actual time spent. Administration costs at Rosehill Apartments are limited to the amount that BC Housing allows in its operating agreement budget even when actual costs are higher.

#### 2. Property and equipment

	Cost	Accumulated Net Cost Amortization 2016		Net 2015
Gateway House				
Land Building Furniture and fixtures	\$ 58,920 138,890 <u>7,900</u> 205,710	\$ - 71,708 	\$ 58,920 67,182 <u>6,320</u> 132,422	\$ 58,920 71,368 
Rosehill Apartments			•	
Land Building	52,942 <u>49,658</u> 102,600	<u>40,873</u> 40,873	52,942 <u>8,785</u> 61,727	52,942 <u>10,771</u> <u>63,713</u>
Supported Housing- K.C. House	<u></u>	<u></u>		
Land Building	1 <u>227,246</u> 227,247	<u> </u>	1 <u>56,549</u> 56,550	1 <u>65,639</u> <u>65,640</u>
Supported Housing - Gwladys Brewster House				
Land Building	55,000 <u>111,423</u>	84,668	55,000 26,755	55,000 <u>31,211</u>
Supported Housing - Bob Currie Place	166,423	84,668	81,755	86,211
Land Building	70,913 <u>224,558</u> 295,471	<u>116,784</u> 116,784	70,913 <u>107,774</u> <u>178,687</u>	70,913 <u>116,756</u> 187,669
General		<u></u>		,
Vehicles	67,117	58,588	8,529	12,184
Total	<u>\$ 1,064,568</u>	<u>\$                                    </u>	<u>\$519,670</u>	<u>\$ 545,705</u>

(8)

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

#### 3. Cash - restricted

	Externally Rosehill Apartments	<u>Restricted</u> Capital Expenditures (Note 6)	Internally Restricted	<u>Deferred</u> Gaming	<u>Tot</u> 2016	<u>al</u> 2015
Balance, beginning of the year Annual provision/	\$ 18,993	\$-	\$ 25,578	\$ 47,975	\$ 92,546	\$ 83,075
funding received Other transfers Interest earned	2,444 (1,278) 142	19,238	1,695 145	49,095 (46,642) <u>300</u>	72,472 (47,920) 587	53,944 (45,191) <u>731</u>
Funds spent Balance, end of the year	20,301 <u>\$ 20,301</u>	19,238 <u>\$ 19,238</u>	27,418 <u>\$ 27,418</u>	50,728 <u></u>	117,685 <u>\$ 117,685</u>	<u>\$ 92,559</u>

Pursuant to its agreement that Rosehill Apartments has with BC Housing, the society is required to set aside cash reserves to cover approved replacements and major repairs. The funds are held in separate bank accounts and are classified as externally restricted on the statement of financial position. Internally restricted cash is held by the society for unbudgeted expenditures.

#### 4. Government remittances

The following amounts receivable (payable) for government remittances are included in accounts payable and accounts receivable at March 31, 2016:

	2016			2015		
Public service bodies rebate	\$	3,391	\$	2,667		
Source deductions	\$	(11,478)	\$	(7,031)		

#### 5. Deferred revenue

The deferred revenue relates to funds that were received from the Vancouver Island Health Authority for April 2016 operating expenses, and gaming funds received for the period February 2016 to January 2017. The Vancouver Island Health Authority amount will be recognized in revenue during April 2016. Gaming funds are to be recognized into revenue when expenses for approved programs are incurred.

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#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

#### 6. Deferred capital contributions

During the year, a \$100,000 donation was received by the organization. This donation was restricted by the donor for capital expenditures.

Total donation received Mortgages paid Purchase of equipment		\$    100,000 (71,232) (9,530)
		<u>\$ 19,238</u>
Purchase of equipment Amortization		\$
Deferred capital contribution		<u>\$ 7,622</u>
Vehicle loan		
	2016	2015
Toyota Financial Services - payable at \$489 per month including interest at 3,90%; due Sentember 8, 2017; secured by a first charge		•

interest at 3.90%; due September 8, 2017; secured by a first charge over the 2011 Toyota Sienna van, with a carrying value of \$6,266	\$	8,533	\$	13,951
Less: Current portion		5,600	<u>.                                    </u>	5,400
	<u>\$</u>	<u>2,933</u>	<u>\$</u>	8,551
Principal payments due in each of the next two years are as follows:				
2017	\$	5,600		
2018		2,933		
	<u>\$</u>	8,533		

#### 8. Pension obligations

7.

The Vancouver Island Mental Health Society and its employees contribute to the Municipal Pension Plan (Plan), a jointly trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 172,000 active members and approximately 71,000 retired members.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and adequacy of Plan funding. The most recent valuation, as at December 31, 2012, indicated an unfunded liability of \$1.370 million for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. The actuary does not attribute portions of the unfunded liability to individual employers. The Vancouver Island Mental Health Society paid \$48,471 for employer contributions to the plan in fiscal 2016. The rates, beginning July 1, 2014, increased to 1.4% to assist with addressing the unfunded liability.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

#### 9. Contingent liability

Sick pay and special leave is accumulated and paid out when an employee is sick or requires a special leave. Accumulated to date is a pool of 4,428 sick hours and 1,648 hours for special leave (2015 - 3,849 sick hours and 1,502 hours for special leave). Using the rates of pay in effect on April 1, 2016, the maximum liability of the society could be \$159,181 (2015 - \$136,927). As at March 31, 2016, \$50,254 (2015 - \$42,260) has been recorded in accounts payable for potential payouts, based on the average historical usage.

#### 10. Contracts

12.

Terms of employment for the society's nurses and mental health support workers are determined by collective agreement. A contract was ratified on May 11, 2016 for the society's nurses. The prior contract had expired on March 31, 2014. Accruals related to payments on retroactive wages owing have been reflected in the financial statements. The total accrued amount regarding retroactive wages for the fiscal year end was \$3,471.

2015

2016

#### 11. Accounts payable and accrued liabilities

	2010	2015
Trade payables Wages and benefits Contingent liability- see Note 9	\$ 66,409 114,030 50,254	\$ 43,042 76,605 <u>42,260</u>
	<u>\$    230,693</u>	<u>\$ 161,907</u>
Mortgages - BC Housing	2016	2015
Rosehill Apartments BC Housing - payable at \$393 per month including interest at 1.01%; due September 1, 2020; secured by a first charge over the building and land, with a carrying value of \$61,726	\$ 20,748	\$    25,039
Gateway House BC Housing - payable at \$1,199 per month including interest at 2.26%; due July 1, 2016; secured by a first charge over the building and land, as well as assignment of rents; paid out in full in December 2015	-	18,889
Supported Housing - Gwladys Brewster House BC Housing - payable at \$636 per month including interest at 2.40%; due October 1, 2015; secured by a first charge over the building and land; paid out in full in December 2015		9,392
Less: Current portion	20,748 <u>4,393</u>	53,320 25,879
	<u>\$ 16,355</u>	<u>\$ 27,441</u>

#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

#### 12. Mortgages - BC Housing - cont.

Assuming the mortgage is renewed under similar terms as it comes due, the principal payment due in each of the next - five years is as follows:

2017	\$ 4,393
2018	4,516
2019	4,641
2020	4,770
2021	2,428
	<u>\$ 20,748</u>

The society receives monthly grants from BC Housing over the repayment period of the mortgage on the Rosehill Apartments. These grants reduce the effective rate of interest on the BC Housing mortgage to less than 1% per annum. The balance received for Rosehill Apartments also includes funding from the BC Housing annual operating agreement.

The society received subsidy assistance from BC Housing on behalf of the provincial government to provide housing for people with psychiatric disabilities.

5,906 <u>7,978</u>	\$ 7,731
	5,730
13,884	<u>\$13,461</u>
2016	2015
_	\$ 65.992
_	13,884

#### 14. Repayment of surplus and deficit funding

13.

BC Housing assesses financial information to determine adjustments for repayments of surplus and funding deficits related to Rosehill Apartments. These repayments of surplus or funding of deficits are recognized on a cash basis. There were no repayments for the fiscal year to BC Housing.

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

#### 15. Property tax

16.

17.

Gateway House, Gwladys Brewster House, and Bob Currie Place were permissively exempted from property tax by the City of Nanaimo.

K.C. House receives the supportive housing classification, which means it is now exempt from property tax until further notice. The value of the exemption for 2016 is estimated to be \$2,500. However, the classification does not cover Regional Parks and Trails Parcel Tax, which is minimal.

The society pays property tax for the Rosehill Apartment property.

The estimated value of these exemptions for the current and previous taxation years are as follows:

		2016		2015
Gateway House Gwladys Brewster House Bob Currie Place	\$ 	3,792 2,306 <u>5,046</u>	\$	3 <b>,8</b> 40 2,524 <u>5,056</u>
	<u>\$</u>	11,144	<u>\$</u>	11,420
Donations and fundraising		2016		2015
Donations and fundraising Fundraising expenses	\$	118,050 ( <u>31,558</u> )	\$	149,174 <u>(19,433</u> )
Net donations and fundraising United Way		86,492 <u>7,500</u>	<b></b>	129,741 <u>7,846</u>
	<u>\$</u>	<u>93,992</u>	<u>\$</u>	137,587
User fees - Gateway House		2016		2015
Potential user fees	\$	113,094	\$	112,785

Potential user fees Vacancy losses		113,094 (12,352)		-
---------------------------------------	--	---------------------	--	---

100,742

\$

102,063

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(13)

#### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

18,	Rents - supported housing and Rosehill Apartments	2016	2015
	Potential rents Vacancy losses	\$    107,160 (13.041)	\$    105,120 (10,692)
		<u>\$ 94,119</u>	<u>\$ 94,428</u>

#### 19. Vancouver Island Health Authority contract

A new contract was signed on March 8, 2016, effective April 1, 2016 to March 31, 2018.

#### 20. Boundary Crescent Housing Project

A new contract was signed March 23, 2016 with the Nanaimo Affordable Housing Society for the opening of a new housing project. Vancouver Island Mental Health Society is working in partnership with the Nanaimo Affordable Housing Society and Haven Society, and provides tenant support and administrative services as its contribution to this partnership. This project is to provide subsidized housing and services to individuals at risk of homelessness. The Boundary House project opened on April 1, 2016.

#### 21. Comparative figures

Certain comparative figures have been reclassified to conform with the current year's presentation.

#### 22. Financial risk and concentration of risk

- Credit risk

Credit risk arises from the potential that a funder or client will fail to perform its obligations. The society is exposed to credit risk from its residents; however, there are a number of residents which reduces the concentration of credit risk. The society receives a large portion of its funding from the provincial government. Therefore, if the contract was not renewed, it could affect the organization's ability to operate.

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Schedule 1

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#### SUPPORTED HOUSING SCHEDULE OF REVENUE AND EXPENSES

.

#### For the year ended March 31, 2016

	Gwlady Brewste House	er K.C.	Bob Currie Place	Total 2016	Total 2015
Revenue					
Vancouver Island Health Authority	\$ 84,02	4 \$ 153,407	\$ 182,949	\$ 420,380	\$ 415,464
Rents - Note 18	22,10		34,528	77,559	77,869
City of Nanaimo - Note 15	2,30		5,046	7,352	7,580
Donations and fundraising - Note 16	1,87	5 1,875	1,875	5,625	4,708
BC Housing - Note 12	1.60	2		1,602	2,151
	111,90	7176,213	224,398	512,518	507,772
Expenses					
Wages and benefits	78,81	0 142,452	161,639	382,901	383,922
Amortization	4,45	7 9,090	10,803	24,350	25,128
Utilities	4,53	3 5,812	10,948	21,293	20,049
Repairs and maintenance	3,53	1 6,411	6,644	16,586	20,546
Community reintegration	3,80	0 5,066	7,600	16,466	16,382
Telephone, office, and administration	3,77		8,307	15,421	13,390
Professional fees	1,95		3,890	7,830	7,256
Property tax - Note 15	2,30		5,046	7,365	7,593
Insurance	1,23	*	3,507	5,979	4,980
Mortgage interest	19			3,158	4,723
Organizational and staff development	34	<u>×                                    </u>	776	1,124	<u>970</u>
	104.94	0 <u>178,373</u>	219,160	502,473	504,939
Excess of revenue over expenses					4 m.c
(expenses over revenue)	<u>\$                                    </u>	<u>7 \$ (2,160</u> )	<u>\$5,238</u>	<u>\$10,045</u>	<u>\$2,833</u>

(15)

## VI Mental Health Society Balance Sheet at October 31, 2016

	ASSETS			
	Current Month	March 31/16 Balance	Change from March 31/16	Percent Change
Cash	397,423.33	290,596.56	106,826.77	36.8%
Gaming & Mandated Reserves	49,746.31	71,007.67	(21,261.36)	-29.9%
Accounts Receivable	24,135.35	69,243.06	(45,107.71)	-65.1%
Shares	1,840.12	1,840.12	0.00	0.0%
Prepaid Expenses	8,306.46	222.20	8,084.26	3638.3%
Capital Assets	499,755.13	519,670.13	(19,915.00)	-3.8%
Total Assets	981 206 70	\$952.579.74	28 626 96	3.0%

#### LIABILITIES AND NET ASSETS

	/		
217,058.83	226,701.73	(9,642.90)	-4.3%
38,140.55	0.00	38,140.55	0.0%
26,860.17	26,860.17	0.00	0.0%
163,057.76	146,613.17	16,444.59	11.2%
26,024.20	29,283.44	(3,259.24)	-11.1%
49,189.09	47,739.71	1,449.38	3.0%
3,597.50	3,990.00	(392.50)	-9.8%
523,928.10	481,188.22	42,739.88	8.9%
471,391.52	395,294.21	76,097.31	19.3%
(14,112.92)	76,097.31	(90,210.23)	-118.5%
457,278.60	471,391.52	(14,112.92)	-3.0%
981.206.70	952,579,74	28.626.96	3.0%
11:41AM			
	38,140.55 26,860.17 163,057.76 26,024.20 49,189.09 3,597.50 523,928.10 471,391.52 (14,112.92) 457,278.60 981.206.70	38,140.55         0.00           26,860.17         26,860.17           163,057.76         146,613.17           26,024.20         29,283.44           49,189.09         47,739.71           3,597.50         3,990.00           523,928.10         481,188.22           471,391.52         395,294.21           (14,112.92)         76,097.31           457,278.60         471,391.52           981.206.70         952,579.74	38,140.55         0.00         38,140.55           26,860.17         26,860.17         0.00           163,057.76         146,613.17         16,444.59           26,024.20         29,283.44         (3,259.24)           49,189.09         47,739.71         1,449.38           3,597.50         3,990.00         (392.50)           523,928.10         481,188.22         42,739.88           471,391.52         395,294.21         76,097.31           (14,112.92)         76,097.31         (90,210.23)           457,278.60         471,391.52         (14,112.92)           981.206.70         952.579.74         28.626.96

#### VI Mental Health Society Income and Expenses As of October 31, 2016 Consolidated Departments

**Consolidated Departments** Actual Budget Over (under) Varian Annual TD YTD Budget ce as LAST YEAR Budget Revenues Island Health Authority 665,176,53 666,031.42 (854.89) -0.13 671,313.58 1,119,126,52 0.00 (5,580.44) -100.0 0.00 IHA Lift 5,580.44 5,580,44 BC Housing Operating Agreems 5.208.00 5.208.00 0.00 0.00% 4,526.50 8,928.00 BC Housing Mortgage Subsidy 0.00 0.00% 4,681.50 0.00 0.00 0.00 0.00 0.00% Project Development Funding 0.00 0.00 0.00 0.00 Donations and Fundraising 6.074.00 4.13% 34,168.73 5.833.31 240.69 10.000.00 User Fees 66,126.00 66,126.00 0.00 0.00% 66,126.00 112,800,00 Tenant Rents 62,510.00 60.385.00 2.125.00 3.52% 62,510,00 102.660.00 23,627,93 21,173.23 Gaming Revenue 24,000.00 (372.07) -1.55 48,000.00 Miscellaneous Revenue 6,019.02 3.566.69 2,452.33 68,76 1.524.56 4,900,00 1.085.12 24.01 809.29 Interest Income 875.00 210.12 1.500.00 11,020.00 0.00% City of Nanaimo PTE 11,020.00 11,615.00 11,020.00 0.00 5,702.97 2,806.38 Misc rental income 3.208.31 2,494.66 77.78 5.500.00 0.00% Transfer from reserves 0.00 0.00 0.00 0.00 0.00 Mot. Interviewing/CMHA 0.00 0.00 0.00 0.00% (814,17) 0.00 Mental Health First Aid 5,764.99 0.00 5,764.99 0.00% 0.00 0.00 Nanaimo Affordable Housing Fu 311,021.30 1,500.00 314.647.69 (3,626.39) -1.15 539 396 00 Community Kitchen Revenue 143.50 143.50 0.00% 0.00 0.00 0.00 United Way 7.389.50 6,531.25 858.25 13.14 5,000.00 8,312.50 Total Revenues 1,176,868.86 1,173,013.11 3,855.75 0.33% 886,940.60 1,977,723.46 Expenses 22.811.32 (5,442.16) Executive Director DS 28 253 48 -192627.582.07 46.343.80 35,119,21 20.54 27,582.06 ED NDS 29 135 73 5 983 48 47 425 02 Manager of Rehabilitation 54,103.52 52,452.08 0.99% 53.573.42 530.10 87.287.97 27,131.12 Manager Finance DS 33,450,92 (6.319.80) -18.89 33.583.33 55 038 12 7,514.95 3,731.51 Manager Finance NDS 4.908.61 2.606.34 53.10 8.080.62 33,822.00 -2.51 Independent Housing Manager 34,692,94 (870.94) 0.00 56,376,00 H/R DS 3,636.00 9.03% 3.335.00 301.00 0.00 5.513.00 H/R NDS 900.00 6.13% 0.00 848.00 52.00 1.378.00 Nurses 99,690.22 102,893.77 (3,203.55) -3.11 79.692.00 168,320.66 Mental Health Rehab Workers 303,783.29 305.238.31 (1,455.02) -0.48 313,454.63 466,852.55 168,345.04 Tenant Support Workers 182,412.11 (14,067.07) -7.71 0.00 296,616.70 Wage Subtotal 756.856.67 778,742.29 (21,885.62) -2.81 538.077.68 1.239.232.44 58,020.49 CPP / EL / WCB 67,913.74 (9,893.25) -14.57 38.000.82 110,699.01 MPP Costs 42,299.24 65.211.78 (22,912.54) -35.14 30,941.30 106,277.01 Health Plans 59 153 50 84,683.48 (25,529,98) -30 15 42,736.63 145,169.00 6.510.00 6,504.19 0.09% 6.510.00 11,150.00 NDS Benefits 5.81 Total Payroll Costs 972 839 90 1,003.055.48 (80,215,58) -8.00 656,266.43 1,612,527.46 Staff Development/Training 1 610 40 1,493,73 116.67 7 81% 208 15 2,524.98 Recruitment/Orientation 3,355,79 4,216.69 (860,90) -20.42 2.270.92 7.050.00 Staff Development 4.966.19 5.710.42 (744.23) -13.03 2,479,07 9.574.98 2,752,40 2.864.19 -3,90 4,912.78 Mortgage Interest (111.79)4.910.00 Property Taxes 13.962.39 13,920.00 42.39 0.30% 14.625.42 13.920.00 Insurance 7,236.00 6,282.57 953.43 15,18 6,233.07 10,770.00 VacancyLoss/Unpd Occupancy 23,133.04 14,659.19 8,473.85 57.81 11,430,18 25,130.00 Utilities & Monitoring 19,291.09 20.125.00 (833.91) -4.14 16,430.39 34,500.00 Repairs and Maintenance 29,814.60 28,874.93 939.67 3 25% 26,586.98 49,500.00 Extraordinary R & M 0.00 0.00 0.00 0.00% 0.00 0.00 29,340,63 37,502,50 (8 161 87) -21.76 27.398.36 64.290.00 Food Supplies Household Supplies 4,396.48 4,900.07 (503.59) -10.28 3,161.69 8,400.00 Medical Supplies 543.31 700.00 (156.69) -22.38 403.44 1,200.00 Occupancy Costs 130,469,94 129,828.45 641,49 0.49% 111.182.31 212,620,00 16,248.72 Professional Fees 15,700.00 548.72 3.50% 13,413.40 15,700.00 Postage/office 7,469.13 8.820.86 (1,351.73) -15.32 6.104.69 14,549.98 3,888.76 **Business telephone** 4,308.16 (419.40) -9.74 2,580,71 7,081.98 5,186.70 Computer support 7,244.87 (2,058.17) -28.41 3,147.86 12,151.81 Miscellaneous Expenses 22,50 454.93 (432.43) -95.05 28.97 780.00 288.54 0.00% Cash (Over) Short 0.00 288.54 (18, 89)0.00 449.00 Membership Fees 959.00 (510.00) -53,18 727.16 959.00 Miscellaneous Admin 33,553.35 37,487,82 (3,934.47) -10.50 25,983.90 51,222,77 5,190.27 Resident utilities 4.579.19 611.08 13.34 4,610.90 7.850.00 8,048,59 8,152.10 Travel/vehicle 9,442.47 (1.393.88)-14.76 15,785.98 -32.25 6,700.09 (3,189.14) Resident Comm Reintegration 9,889.23 8,891.18 16,562.90 **Resident Reint, Costs** (3,971.94) 40,198.88 19.938.95 23.910.89 -16.61 21.654.18 12,011.59 Board and Org, Development 9.039.83 7,083.31 1,956.52 27.62 10,000.00 **Project Development** 4.288.95 0.00 4,288,95 0.00% 0.00 0.00 8.448.63 14.792.89 16.840.55 24.533.20 Fundraising expenses (6,344.26) -42.89 23,664.50 Community Education personnel 25,217.00 -0.05 25.230.70 (13.70)41.000.00 Community Education supplies 2,690.32 4.083.31 -34.11 2,610,56 (1.392.99) 7.000.00 **PECO** Program 27.907.32 29.314.01 (1,406.69) -4.80 26.275.06 48,000.00 Short Term Project expenses 8,188.03 0,00 8,188.03 0.00% 527.18 0,00 0.00% Renovations 0.00 0.00 0.00 0,00 0.00 Loss on Disposition of Assets 0.00 0.00% 0.00 0.00 0,00 0.00 0,00 ~100.0 3.377.06 1.000.00 Fumiture 583.31 (583.31) Capital & reserve Purchases 0.00 0.00% 988.41 0.00 0.00 0,00 Extraordinary expenses 583.31 (583,31) -100.0 1,000.00 0.00 4.365.47 Total Expenses 1,169,641.09 1,251,766,58 (82,125,49) -6.56 877.585.74 2.009.677.29 Revenue over current expenses (78,753.47) 7,227.77 85,981.24 9,354,86 (31,953.83) (2,190.93) Reserve for Future Expenses 1,425.69 3,616.62 -60.58 2,744.00 6,204.00 6,802,08 -82,370.09 88,172.17 6,610.86 -38,157.83 Budgeted surplus Depreciation 19,915.00 19,635.00 22,093.68 (2,178.68) -9.86 37,875.00

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(\$104,463.77)

\$90,350.85

(\$13,024.14)

(\$76,032.83)

{\$14,112.92}

Post Dep'n Rev over Exp



Malling Address: PO Box 9431 Stn Prov Govt Victoria BC V8W 9V3 www.bcregistryservices.gov.bc.ca Location: 2nd Floor - 940 Blanshard Street Victoria BC 1 877 526-1526

## 2016 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68

Filed Date and Time:

June 29, 2016 01:58 PM Pacific Time

#### ANNUAL REPORT DETAILS

NAME OF SOCIETY

VANCOUVER ISLAND MENTAL HEALTH SOCIETY 2352 - 2356 ROSSTOWN ROAD NANAIMO BC CANADA V9T 3R7 SOCIETY INCORPORATION NUMBER S-0012994

DATE OF INCORPORATION March 11, 1977

DATE OF ANNUAL GENERAL MEETING (AGM) June 21, 2016

DIRECTOR INFORMATION as of June 21, 2016	
Last Name, First Name, Middle Name:	
BAIN, BILL	
Physical Address:	Mailing Address:
43 RANCHVIEW DR	43 RANCHVIEW DR
NANAIMO BC V9X 1X9	NANAIMO BC V9X 1X9
Last Name, First Name, Middle Name:	مید در این از مرابع میشود این می ایند می ایند از این این این این این ایند ایند ایند ایند
BIENERT, LAURIE	
Physical Address:	Mailing Address:
325 - 99 CHAPEL ST	325 - 99 CHAPEL ST
NANAIMO BC V9R 5H3	NANAIMO BC V9R 5H3
Last Name, First Name, Middle Name:	
BURROWS, ARTHUR	
Physical Address:	Mailing Address:
3273 TELESCOPE TERR	3273 TELESCOPE TERR
NANAIMO BC V9T 3V4	NANAIMO BC V9T 3V4

Date and Time; June 29, 2016 01:58 PM Pacific Time

S-0012994 Page: 1 of 2

Last Name, First Name, Middle Name:	
FRASER, LYNNE	
Physical Address:	Mailing Address:
5239 HAMMOND BAY RD NANAIMO BC V9T 5M9	5239 HAMMOND BAY RD NANAIMO BC V9T 5M9
Last Name, First Name, Middle Name:	
FULFORD, VALERIE	
Physical Address:	Mailing Address:
1382 ROSE ANN DR NANAIMO BC V9T 3Z3	1382 ROSE ANN DR NANAIMO BC V9T 3Z3
Last Name, First Name, Middle Name:	
GERRAND, JUDY	
Physical Address:	Mailing Address:
11690 FAIRTIDE RD LADYSMITH BC V9G 1K5	11690 FAIRTIDE RD LADYSMITH BC V9G 1K5
Last Name, First Name, Middle Name:	
GIOVANDO, PETER	
Physical Address:	Mailing Address:
225 NEWCASTLE AVE	225 NEWCASTLE AVE
NANAIMO BC V9S 4H8	NANAIMO BC V9S 4H8
Last Name, First Name, Middle Name:	
GOOD, SANDRA	
Physical Address:	Mailing Address:
757 CENTRE ST NANAIMO BC V9R 4Z5	757 CENTRE ST NANAIMO BC V9R 4Z5
Last Name, First Name, Middle Name:	латародалион и прави с со такиодили и ставари за служавани со на правите на става и право он продока ставари з Катародалион и прави с со такиодили и ставари за служавани со на правите на става и право он продока ставари за
LUCHTMEYER, NATALIE	
Physical Address:	Mailing Address:
17 PINE ST NANAIMO BC V9R 2B1	17 PINE ST NANAIMO BC V9R 2B1
Last Name, First Name, Middle Name:	aranan kanan ka
OKAWARA, MICHELLE	
Physical Address:	Mailing Address:
215 - 3326 ROCK CITY RD NANAIMO BC V9T3H6	215 - 3326 ROCK CITY RD NANAIMO BC V9T3H6
Last Name, First Name, Middle Name:	
PARSONS, CLARA	
Physical Address:	Mailing Address:
2034 LAKESIDE DR	2034 LAKESIDE DR
NANAIMO BC V9X 1B5	NANAIMO BC V9X 1B5
Last Name, First Name, Middle Name:	
RICHE, TIFFANY	
Physical Address:	Mailing Address:
226 EVERGREEN WAY	226 EVERGREEN WAY
POST OFFICE BOX 85 STN MAIN PARKSVILLE BC V9P 2G3	POST OFFICE BOX 85 STN MAIN PARKSVILLE BC V9P 2G3

Date and Time: June 29, 2016 01:58 PM Pacific Time

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S-0012994 Page: 2 of 2

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

Name of Organization: Nanaimo Literacy Association [Literacy Central Vancouver Island]

Grant No. RPTE-23

Criteria:	Meets Criteria:		Statement of Purpose:		
	Yes	No	All buildings and proper	ties that receive a	
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;			PTE must be reviewed every three years to ensure that they continue to meet th specific criteria set out in their applicabl category.		
<ul> <li>services provide benefits and be accessable to residents of the City of Nanaimo;</li> </ul>					
exemptions are not given to services that are otherwise provided on a private, for profit basis; and,					
must adhere to all of the City of Nanaimo's bylaws and policies.					
	*				
Amount Requested:	\$				
Grant Awarded:	Yes	No	Amount Recommended:	\$	
Discussion:					
Notes:					
				1	



## CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use
RPTE-
25

	m <u> </u>
ORGANIZATION: NANAIMO LITERACY ASSOCIATION (LEGAL NAME) LITERACY CENTRAL VANCOWER ISLAND	DECEMBER 7th 2016
ADDRESS:	PRESIDENT:
19 COMMERCIAL STREET	LYNN HUNTER
	SENIOR STAFF MEMBER:
NANAINO, BC VAR 5G3	MICHÈLE HILLIER
	POSITION: EXECUTIVE DIRECTOR
	CONTACT: AS ABOVE
TELEPHONE:	TELEPHONE:
250 757 8988	2507548988
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:	
NAMAINO AND LADYSMITH - S	D68 area
NO. OF FULL TIME STAFF:	NO. OF PART TIME STAFF:
	10 PLUS 5 CONTRACTORS
NO. OF COMMUNITY VOLUNTEERS:	NO. OF VOLUNTEER HOURS PER YEAR:
200	11,000 PLUS
CLIENTS SERVED, LAST YEAR:	CLIENTS SERVED, THIS YEAR (PROJECTED):
250 PUS	300 PUIS
B.C. SOCIETY ACT REG. NO.:	REVENUE CANADA CHARITABLE REG. NO.:
5-25987	128233418 RR0001
CURRENT BUDGET: #400,000.00	
INCOME \$412,052.00	LEGAL DESCRIPTION OF PROPERTY: RETAIL USE
EXPENSES: \$432, 541.00	
NEXT YEAR PROJECTED:	TAX FOLIO NUMBER:
NEXT YEAR PROJECTED: \$410,000.00	84474.000
INCOME: \$409,977.00	CURRENT YEAR TAXES (IF KNOWN);
EXPENSES: \$432,957.00	
SIGNATURE: WHELE HUNDE THEPPOSITION: HELE POSITION: HELE POSITION: HELE POSITION:	
<b>NOTE:</b> YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).	

DEC 2 3 2016



# Literacy Central Vancouver Island

19 Commercial Street, Nanaimo, BC V9R 5G3 phone: 250-754-8988 • fax: 250-754-8114 • email: info@literacycentralvl.org

12<sup>th</sup> December 2016

Diane Hiscock City of Nanaimo 455 Wallace Street, Nanaimo, BC V9S 5J6

Dear Ms. Hiscock,

I am writing to you on behalf of the Nanaimo Literacy Association (our legal name) Board to request that Literacy Central Vancouver Island (LCVI) is considered for a Permissive Tax Exemption in 2017 and beyond.

I know that you are aware that we submitted a request for assistance in January of this year and that it was unfortunately mislaid. As a result, we were not considered by the committee. I understand however, that we may be considered for a 2017 PTE Cash Grant which the Board and I strongly support. Please let us know if you require any additional information which could assist with this.

Attached is our submission for a three-year Permissive Tax Exemption. Any assistance in this regard would be much appreciated. Our relationship with our landlord is excellent and as his letter states, if LCVI is successful, Mr. Jack Pagani will ensure that a tax exemption or reduction in taxes will be immediately reflected in our rent.

LCVI is committed to assisting people with their literacy challenges. We are the only literacy organization here in Nanaimo and work primarily with adults, although we are in the elementary schools and are currently working with Syrian teens. Our history and programs are attached.

Please do not hesitate to contact either myself or our Executive Director if you have any guestions and/or require additional information.

Respectfully yours

Lyhn-Hunter, Board Chair Nanaimo Literacy Association

- Please describe the Purpose or Mandate of your organization in this community. Literacy Central Vancouver Island is the only literacy service provider in Nanaimo and SD68 for adults. We have provided literacy support and programs for over 25 years and our volunteer tutors primarily work one-on-one with learners. Our services are free.
- Please list the programs and services provided by your organization.
   We provide free tutoring to adults. This includes the local First Nation communities, off-reserve First Nation/Aboriginals, VIU students upgrading, parents/grandparents with children, Syrian families, English Conversation Groups, and Nanaimo Correction Centre residents. We also have Computer Refurbishing and BEARS and BEAMS.
- 3. Are you planning to change or add to current programs and services in the future? We are in the process of assessing several of our programs to ensure we are meeting the needs of the community and anticipate that we will make some changes. For example we are looking to add more English Practice Groups as the demand is quite high.
- 4. Please describe the role of volunteers in your organization. Forty volunteers work in our bookstore (Well Read Books and Well Read Kids) sorting culling, pricing and shelving books. Our 120 tutor volunteers take training through our partnership with VIU and work one-on-one with adults or in groups, our 44 BEARS and BEAMS work in the elementary schools and a volunteer refurbishes the computers.
- Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.
   We receive funds from BC Ministry of Advanced Education, BC Gaming Community Service Grants, Decoda Literacy Solutions, United Way, Canada Summer Jobs, Mid-Island Coop, and Rotary. Please note year to year funding often changes, is not guaranteed, and is proposal driven.

 6. Please provide details of fees for service in your organization, and how costs and fees are determined. We do not have any fees for service. Very occasionally learners who are actively seeking employment require computer training. Work BC will then request 1.5 hours of training and pays LCVI \$30.00 - a minimal charge. This does not cover the cost of our Computer Technician's wages.

7. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided. We are an independent not-for-profit in Nanaimo.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

We do not lease or rent our premises as we require all the space for our own literacy

services.

9. Please describe current or planned approaches to self generated income.
Well Read Books/Well Read Kids has generated approximately \$175,000 per year
(although we notice a 7% decrease this year). These funds assist with costs
associated with literacy programs by paying rent, heat, telephones, and wages for staf
We celebrated 25 years of literacy programs September 2016. After expenses we
received approx \$11,000 which will support literacy programs currently not funded.

10. Is there any other information about your organization that you would like to provide to support your application?

As stated bookstore sales are down 7% this year which is a concern and we are unsure how the new parking fees will affect downtown business. We continue to provide 2 programs (Computer Refurbishing and English Practice Groups), which do not have any funding attached to them, but definitely respond to needs in Nanaimo.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption? LCVI has a website and Facebook page which are constantly updated - the City of Nanaimo would be recognized there. Our "History" and brochures (both attached) would also list your assistance and our thanks.

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx





# History of Literacy Central Vancouver Island

December 2016



Literacy Central Vancouver Island 19 Commercial Street Nanaimo, BC V9R 5G3 Phone: (250)-754-8988 Fax: (250) 754-8114 www.LiteracyCentralVI.org



## Why We Think Literacy is Important!

We know literacy matters enormously for inclusion and prosperity in BC. Better literacy skills improve employment prospects and income, reduce dependence on social assistance, promote health, and reduce criminal offending. They help integrate immigrants into the workforce, and society at large. They raise productivity, and are crucial for capturing and sustaining the knowledge advantage as the labour market evolves.

Approximately 40% of adults in BC do not have the literacy skills they need to achieve their goals, to function and thrive in the modern economy, and to develop their knowledge and potential (Decoda website 2016). That means over one million people are not equipped to cope with society's increasing informational demands. There is no question that the literacy shortfall has a profound impact on BC's socio-economic fabric.

## A Brief History of Literacy Central Vancouver Island

Our legal name is actually Nanaimo Literacy Association. We were incorporated in March 1990 as a community based, nonprofit, registered charity. Our purpose is *to promote literacy for all individuals.* Our mandate, as originally defined, is purposefully, very broad:

- To determine the needs of the community and to work within the frameworks of existing literacy programs to increase accessibility and participation.
- To provide a highly visible, easily accessed learning centre.
- To recruit and train volunteer tutors.
- To recruit adult literacy learners.
- To match volunteer tutors with learners and provide support and ongoing assessment of learners' progress.
- To promote basic literacy training programs in the workplace.

## Our Partnership History with

## Vancouver Island University

Vancouver Island University (formerly Malaspina College) in Nanaimo has had a volunteer tutor program with their Academic and Career Preparation Department since 1984. In 1989 a steering committee was formed to help "start and maintain a downtown literacy centre."

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Lynn Hunter, a Malaspina College Instructor, noted that 1990 was the *International Year of Literacy*, and urged the group to help.

When Literacy Nanaimo was formed, our desire was to work within the framework of this existing literacy program to increase participation by providing a highly visible, easily accessed, informal learning environment.

We opened our downtown office in April 1991, and we continue to provide a learning environment and resource materials for tutors and learners. Our partnership with Vancouver Island University supports one of our tutor coordinators to work out of the Literacy Central VI office in addition to maintaining an office on campus. Literacy Central VI receives a grant from the BC Ministry of Advanced Education to augment the tutor coordinator's base wages from the university.

Most of our public awareness and community outreach is done through workshops and presentations to community organizations. Our downtown office provides clerical functions, offices and tutoring rooms. We work in partnership with VIU on the 30 hour volunteer training program, and we now provide a condensed program for those with teaching credentials and experience.

On completion of the training, the volunteer tutors are matched carefully with learners. Our learners come from the adult upgrading program at VIU, walk-ins to Literacy Central, the First Nation communities in our area, families, Nanaimo Corrections Centre and other outreach locations.

## **Our Literacy Programs**

Our Tutor coordinators work with all adults including:

- Nanaimo and Ladysmith communities
- First Nations, Aboriginal and Metis communities
- Nanaimo Corrections Centre

#### We are grateful for the support from:

BC Ministry of Advanced Education

BC Gaming - Community Gaming Grants

**Decoda Literacy Solutions** 

United Way

Canada Summer Jobs

Mid-Island Co-op

Rotary Club of Nanaimo

Rotary Club of Nanaimo Daybreak

Our volunteers also work in the elementary schools as math & reading buddies with the

"BEARS and BEAMS" program

and

Also, we are committed to providing refurbished computer to families and individuals in need.

## **Our Volunteer Tutor Program**

## **Our Volunteers**

Without the support of our Volunteer Tutors, Bookstore Volunteers, BEARS and BEAMS Volunteers, and our Volunteer Computer Refurbisher, our organization would not be able to exist.

Our volunteers contribute many hours of support to Literacy Central and we are so very grateful for their dedication and commitment to literacy.



## Statistics

Since inception of the tutoring programs, **829** trained volunteer tutors have helped **3498** learners.

Each year our bookstore volunteers log in approximately **4000** hours.

The volunteer tutor program is designed as a bridging program to assist adults who have difficulty with basic reading, writing, math and computer skills. Community volunteers are given 30 hours of training or a condensed course depending on whether they have teaching credentials and experience, and on completion, receive certification. Volunteers are asked to commit a minimum of three hours per week for tutoring for a minimum of six months.

Volunteers are matched with an adult learner to begin their confidential, one-to-one instruction. Great care is taken by the tutor coordinators to ensure that the tutors and learners are well matched. Learners are assisted with upgrading their skills to prepare them for entry into adult basic education programs, or simply to improve their communication, math or computer skills.



Tutoring is tailored to the individual needs of the learner. The matches are monitored and ongoing advice is provided by the coordinators. We have an average of **120** volunteer tutors registered with the program and we have an excellent retention rate with our volunteers staying for an average of 2.5 years.

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#### **BEARS & BEAMS**

Be Enthusiastic About Reading Success

and Be Enthusiastic About Math Success

This program was introduced in 1989 by Bill Pineo, a retired SD68 school bus driver. Our organization took over from Bill in his later years.

This is a highly successful program of community volunteers helping "at risk" children with reading and math. BEARS & BEAMS is currently in the majority of elementary schools in School District 68 (Nanaimo). These volunteers do not replace teaching assistants or aides but simply provide essential one-toone individual attention helping those children who are falling behind. All reading and math materials are assigned by the teacher who supervises the volunteers.

The programs have proven to be beneficial to both students and volunteers. The individual attention helps not only to improve the student's reading or math skills but also to build their self-esteem. The volunteers derive a sense of satisfaction from seeing the progress of the student and the feeling of being wanted or needed and contributing to the community.

As of March 2016, the program is operating in **18** schools using **46** Bears & Beams volunteers.

We are grateful for the support from BC Community Gaming Grants.



## Well Read Books and Well Read Kids



#### Support Our Literacy Programs

Opened in June 1994, Well Read Books, a used bookstore, is a steady source of revenue for Literacy Central VI. The store is staffed by many, many volunteers from a variety of backgrounds and in some cases volunteer time becomes "work experience" for individuals wanting to re-enter the work force. This group of volunteers generously donate their time and energy. All books are donated by individuals in our community and many are collected by Rotarians from the book bins around Nanaimo.

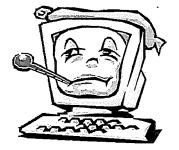
The store has proven to be more than just a source of revenue. Situated in downtown Nanaimo, it is highly visible. We encourage all staff and volunteers to be as friendly and helpful as possible as they are often the first contact for individuals with low literacy skills.

We donate many books to other agencies in our community such as schools, our First Nation communities, the Nanaimo community bookcases and to service agencies.

Through the hard work of one of our bookstore volunteers we have hundreds of books listed for sale on the Internet. They are listed on three major book dealer sites and we ship books all over the world.

Well Read Books and Well Read Kids are extremely grateful for the support of the **Rotary Club of Nanaimo** and the **Rotary Club of Nanaimo Daybreak**. These tireless volunteers have provided us with books and financial support for many years.

## **Computer Recycling Program**



We started this program in April 1999. Individuals, organizations and companies in the Nanaimo area donate used computers, parts and software to Literacy Central VI. A long time volunteer has set up an amazing workshop downstairs, he takes the computers apart and refurbishes them (we are a licensed Microsoft Authorized Refurbisher) and loads the operating systems with:

- Windows 10 Pro
  - Office 2010 Home and Business Edition
  - Acrobat Reader
- Flash Player

We donate these computers to families and individuals who otherwise could not afford the technology.

The distribution of the computers is managed through elementary schools and other community agencies. Teachers and/or community workers identify families and individuals they feel would benefit from having a computer in their home and they make the request to Literacy Central VI. The school or agency, often through volunteers, delivers the computer and sets it up.

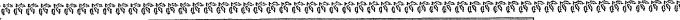
Since 1999 we have given out over **2200** computers to the community, From January 2016 to December 2016 we have given out over **200** computers to families and individuals!!

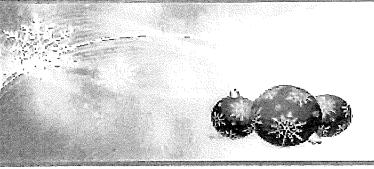
## Websites

Literacy Central Vancouver Island – <u>www.LiteracyCentralVI.org</u> Vancouver Island University – <u>www.viu.ca</u> Decoda Literacy Solutions – <u>www.decoda.ca</u>



Please refer to our "Nanaimo/Ladysmith Literacy – Related Support Services" guide for detailed information about community programing & services. This can be found on the LCVI website.





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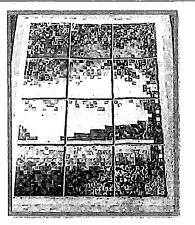
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Nash Hardware Ltd., 2459 Balance Road, Nanaimo, BC V9R 6V6

7<sup>th</sup> December 2016

Diane Hiscock Manager, Revenue Services, Finance Department, City of Nanaimo, 455 Wallace Street, Nanaimo, BC V9R 5J6

Dear Ms. Diane Hiscock,

I am writing this letter of support for Literacy Central Vancouver Island's (LCVI) application for Permissive Tax Exemption.

I have leased 19 Commercial Street to LCVI since 2002 as I appreciate the work they are doing in the Nanaimo community for adults with learning and literacy challenges.

In December 2015 during a meeting with LCVI, they asked if I would consider the Permissive Tax Exemption through the City. I wrote a letter then stating my support and the fact that any tax exemption received would immediately be reflected in the amount they pay for their rent to me. I understand their application was mislaid but that they might be able to receive a PTE Cash Grant for 2017 and also be able to apply a three-year Permissive Tax Exemption. I fully support LCVI in this regard.

My Tax Folio Number is 84474.000.

Please do not hesitate to contact me if you have any questions or concerns. I can be reached at 250 729 6174.

Yours sincerely

Lun Jack Pagani

Owher of 19 Commercial Street

## NANAIMO LITERACY ASSOCIATION (Operating as Literacy Central Vancouver Island) Statement of Financial Position February 29, 2016

(Unaudited)

Nutri	February 29 2016		February 28 2015	
ASSETS				
CURRENT Cash (Note 3) Restricted cash (Note 3) Accounts receivable Goods and services tax recoverable Inventory (Note 2) Prepaid expenses	<b>\$</b>	109,636 60,003 - 1,194 5,015 5,242	\$	103,992 2 240 1,903 5,163 <u>6,661</u>
3		181,090		117,961
TANGIBLE CAPITAL ASSETS (Notes 2, 4)		13,607		17,127
	<u>\$</u>	194,697	\$	135,088
LIABILITIES AND NET ASSETS CURRENT				
Accounts payable Provincial sales tax payable Wages payable Employee deductions payable Deferred income <i>(Note 2)</i>	\$	9,017 221 9,829 442 96,206	\$	9,780 114 13,333 3,478 29,091
		115,715		55,796
NET ASSETS Unrestricted Invested in tangible capital assets	,	65,375 13,607 78,982		62,165 17,127 79,292
	\$	194,697	\$	135,088

#### ON BEHALF OF THE BOARD

Director

\_ Director

The accompanying notes are an integral part of these financial statements

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## NANAIMO LITERACY ASSOCIATION (Operating as Literacy Central Vancouver Island) Statement of Changes in Net Assets Year Ended February 29, 2016

(Unaudited)

		General Fund	٦	vested in angible bital Assets	Fe	bruary 29 2016	F	ebruary 28 2015
NET ASSETS - BEGINNING OF YEAR	\$	62,165	¢	17,127	\$	79.292	¢	79 526
Excess (deficiency)of revenues over expenses	Ψ	(310)	,	-	φ	(310)	\$	78,526 742
Investment in tangible capital assets - net change		3,520		(3,520)				<u></u>
NET ASSETS - END OF YEAR	\$	65,375	\$	13,607	\$	78,982	\$	79,268

The accompanying notes are an integral part of these financial statements

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## NANAIMO LITERACY ASSOCIATION (Operating as Literacy Central Vancouver Island) Statement of Revenues and Expenditures Year Ended February 29, 2016

(Unaudited)

·	F	ebruary 29 2016	F	February 28 2015
REVENUES Bookstore sales Grants British Columbia gaming grants Rotary Club and United Way contributions Membership fees Donations Computer and internet Other retail sales Interest and miscellaneous	\$	177,299 117,046 58,000 20,000 11,315 8,478 1,723 17,396 776	\$	174,449 122,641 50,833 22,050 12,910 8,728 5,689 5,172 3,468
COST OF SALES Opening inventory Purchases Freight in and duty	,	412,033 5,163 11,047 1,271		405,940 544 10,503 255
Closing inventory		17,481 (5,015) 12,466		11,302 (5,163 6,139
GROSS PROFIT (97%; 2015 - 98%)	<b></b>	399,567		
EXPENSES Advertising and promotion Amortization (Notes 2, 4) Business taxes, licenses and memberships Insurance Interest and bank charges Junior makerspace supplies Office (Note 7) Professional fees (Note 8) Rental (Note 6) Repairs and maintenance Salaries and wages Staff, board and volunteer development Sub-contracts Telephone Travel Utilities		2,952 4,079 1,277 3,321 3,653 1,340 13,762 18,785 57,752 4,249 215,653 2,958 56,667 4,716 1,080 7,633		5,665 4,004 1,102 3,124 4,768 11,574 4,844 57,116 6,425 217,988 3,398 63,617 4,696 2,590 8,148
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$	<u>399,877</u> (310)	\$	<u>399,05</u> 74

The accompanying notes are an integral part of these financial statements

- JOHN D. HOUGH LTD. -

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## NANAIMO LITERACY ASSOCIATION (Operating as Literacy Central Vancouver Island) Statement of Cash Flow Year Ended February 29, 2016

(Unaudited)

A CONTRACTOR

	February 29 2016		F	ebruary 28 2015
OPERATING ACTIVITIES Excess (deficiency) of revenues over expenses Item not affecting cash:	\$	(310)	\$	742
Amortization of tangible capital assets	<b></b>	4,079	·	4,004
:		3,769	·	4,746
Changes in non-cash working capital: Accounts receivable Inventory, Accounts payable Deferred income Prepaid expenses Goods and services tax recoverable PST payable Wages payable Employee deductions payable		240 148 (764) 67,115 1,419 709 107 (3,504) (3,036) 62,434		495 (4,619) (406) (61,758) (565) 1,029 114 7,348 317 (58,045)
Cash flow from (used by) operating activities		66,203		(53,299)
INVESTING ACTIVITY Purchase of tangible capital assets		(558)		(2,440)
INCREASE (DECREASE) IN CASH FLOW		65,645		(55,739)
Cash - beginning of year		103,994		159,733
CASH - END OF YEAR	\$	169,639	\$	103,994
CASH CONSISTS OF: Cash Restricted cash	\$	109,636 60,003	\$	103,992 2
	\$	169,639	\$	103,994

The accompanying notes are an integral part of these financial statements

- JOHN D. HOUGH LTD. -

#### LITERACY CENTRAL VANCOUVER ISLAND

**BUDGET** Fiscal Year Ending February 2017

Budget

		FE 2017
Ordinary Income/Exp	ense	
Income	_	
40000 · Used Book Sz		
Total 4300 • Used Boo		185,000.00
41100 · Computer Les	ssons/sales	2,000.00
42000 · Gaming Gran	ts	60,000.00
43000 · Donations - re	eceipts provided	3,000.00
43100 · Donations - n	-	2,000.00
43200 • United Way C	contribution	3,000.00
43300 - Rotary Club C	Contribution	20,000.00
44000 · Income from	Grants	
	44100 - Aboriginal CALP	40,000.00
	44120 • Adult/Core CALP	15,000.00
	44400 · Family CALP	30,000.00
	44550 - Literacy Outreach Contribution	27,437.00
Total 4000 • Income i	from Grants	112,437.00
44650 - Nanaimo Con	nmunity Foundation	1,500.00
45800 - CCCU Summe	er Job Grant	3,899.00
45000 - Interest & Mi	scellaneous	
	45100 - Bank Interest	720.00
	45150 - Commissions Earned	96.00
Total 45000 - Interes	t & Miscellaneous	816.00
46000 · Bookstore m		10,000.00
47000 · Other Retail	-	,
	47400 - Retail Sales	18,000.00
Total 47000 - Other R	letali Sales	
Total Income		421,652.00
Cost of Goods Sold		- A I JOOLIOO
50000 - Cost of Good	s Sold	8,100.00
50300 - Freight	3 0014	1500.00
Total COGS		9,600.00
Gross Profit		412,052.00
Expense		
60100 - Accounting 8	-	24,000.00
60500 - Advertising 8		
	60520 • Advertising & Promotion	3,500.00
	60530 - Social Media	1000.00
	sing & Promotion Total	4,500.00
60700 • Amortization		4,200.00
61100 · Board Expense	58	500.00
64000 • Insurance		4,481.00
65000 - Interest and	bank charges	
	65100 - Bank Charges	360.00
	65200 • Credit Card Commissions & Fees	3,000.00
Total 5000 - Interest	and bank charges	3,860.00
65300 · Internet book	sale expense	100
66000 · Office & Adm	inistration	
	66200 · Office Supplies	3,165.00
	66250 • Printing & Paper Supplies	6,000.00
	66500 - Software Licences	4,500.00
	66550 - Supplies - General & Retail	2,500.00
Total 66000 · Office &		16,165.00
66800 - Professional		1,500.00
sauvo i ivioaaiollal		-,

		FE 2017
67000 · Program C	oordination	
	67100 · Contracted	78,550.
	67400 · Contracted Services - WCB	130.00
	67500 - Employee Wages	2,550.0
	67530 • Employer CPP and	150.00
	67550 - Employee WCB	5.00
Total 67000 • Prog	ram Coordination	81,385.
68000 · Rentals		
	68100 · Rent(13 Commerical St.)	12,200.
	68200 - Rent(19 Commercial)	43,000.
Š.	68300 · Parking	3,200.0
Total 5700 - Renta	ls	58,400.
68700 · Repairs &	Maintenance	6,000.0
69000- Salaries &	Wages	
	69100 • Employee Wages	198,000
	69200 - Employer CPP and El	11,000.
	69400 - WCB	400.00
Total 69000 - Sala	ries & Wages	209,400
70000 · Subscripti	ons, Fees & Dues	500.00
70100 · Telecomm	unications	5,000.0
70500 - Travel		1,200.0
71000 · Utilities		
	71100 - Heat Fortis Gas	2,200.0
	71200 • Light BC Hydro	6,500.0
	71300 · Security	200.00
Total 5725 - Utiliti	85	8,900.0
72100 · Volunteer	- General	1000.00
72200 · Expenses	- Tutoring	450.00
72300 · Volunteer	Appreciation	1000.00
Total 5205 · Volun	teer development	2,450.0
Total Expense		432,541
Net Income/(Loss)	H Contraction of the second	-20,489

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#### Budget FE 2017

78,550.00 130.00 2,550.00 150.00 5.00 81,385.00 12,200.00 43,000.00 3,200.00 58,400.00 6,000.00 198,000.00 11,000.00 400.00 209,400.00 500.00 5,000.00 1,200.00 2,200.00 6,500.00 200.00 8,900.00 1000.00 450.00 1000.00 2,450.00 432,541.00

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## LITERACY CENTRAL VANCOUVER ISLAND PROJECTED BUDGET

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		Proposed Budget
		FY 2018
Ordinary Income/Expension	50	
Income		
40000 · Used Book Sale	\$	
Total 4300 · Used Book	Sales Total	187,000.00
41100 · Computer Less	ns/sales	2,500.00
42000 • Gaming Grants		63,000.00
43000 · Donations - rece	sipts provided	3,000.00
43100 · Donations - no r	eceipt	2,500.00
43300 - Rotary Club Cor	atribution	20,000.00
44000 • Income from Gr	ants	
	44100 • Aboriginal CALP	40,000.00
	44120 - Adult/Core CALP	15,000.00
	44400 · Family CALP	30,000.00
	44550 - Literacy Outreach Contribution	27,437.00
Total 4000 · Income fro	m Grants	112,437.00
45000 - Interest & Misc	ellaneous	
	45100 - Bank Interest	700.00
	45150 - Commissions Earned	90.00
Total 45000 - Interest 8	Miscellaneous	790.00
46000 · Bookstore mem	berships	10,500.00
47000 · Other Retail Sal	65	
	47400 - Retail Sales	18,750.00
Total 47000 - Other Ret	all Sales	18,750.00
Total Income		420,477.00
Cost of Goods Sold		·
50000 - Cost of Goods S	old	9,000.00
50300 - Freight		1500.00
Total COGS		10,500.00
Gross Profit		409,977.00
Expense		,
60100 - Accounting & L	enal	25,000.00
60500 - Advertising & P	-	~0,000.00
	60520 · Advertising & Promotion	3,500.00
	60530 - Social Media	1000.00
Total 60500 - Advertisin		4,500.00
60700 - Amortization	R	4,200.00
61100 - Board Expense		500.00
64000 · Insuranco		4,500.00
65000 · Interest and ba	nk charges	-,
COUVE INCOME AND NO.	65100 · Bank Charges	300.00
	65200 • Gredit Card Commissions & Fees	2,500.00
Total 5000 • Interest an		2,800.00
65300 · Internet	E BELLE WIRE HOW	100.00
66000 - Office & Admini	istration	100100
00000 - VIIICO & Auliili	66200 · Office Supplies	3,200.00
	66250 · Orne Supplies 66250 · Printing & Paper Supplies	5,300.00
	66500 • Software Licences	4,000.00
	66550 - Supplies - General & Retail	2,500.00
m-4-1.00000 -075 0 -		15,000.00
Total 66000 · Office & /		1,300.00
66800 · Professional De	asiohusur	1,900.00

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		Proposed
		Budget
		FY 2018
07000 B	<b>0</b> 17 47 - 10	
67000 - Program (	67100 - Contracted Services	78,632.00
		140.00
	67400 · Contracted Services - WCB	
	67500 · Employee Wages	2,500.00 150.00
	67530 • Employer CPP and El	5.00
	67550 - Employee WCB	
-	gram Coordination	81,427.00
68000 · Rentals		
	68100 - Rent(13 Commerical St.)	12,480.00
	68200 • Rent(19 Commercial)	43,000.00
	68300 · Parking	3,100.00
Total 5700 · Rent	als	58,580.00
68700 · Repairs &	Maintenance	6,000.00
69000- Salaries &	Wages	
	69100 · Employee Wages	200,000.00
	69200 • Employer CPP and El	12,000.00
	69400 - WCB	400.00
Total 69000 - Sala	aries & Wages	212,400.00
70000 · Subscript	ions, Fees & Dues	500.00
70100 · Telecomr	nunications	5,000.00
70500 - Travel		1,000.00
71000 - Utilities	·	
	71100 - Heat Fortis Gas	2,200.00
	71200 - Light BC Hydro	6,500.00
	71300 · Security	200.00
Total 5725 - Utilit	les	8,900.00
72000 · Voluntee		·
72100 · Volunteer		1000.00
72200 · Expenses		450.00
72300 · Voluntee	-	1000.00
	nteer development	1,250.00
Total Expense		432,957
Net Income/(Loss	3)	-22,980

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1.146



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 1 877 526-1526

# 2016 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68

Filed Date and Time:

August 2, 2016 12:55 PM Pacific Time

## ANNUAL REPORT DETAILS

NAME OF SOCIETY

NANAIMO LITERACY ASSOCIATION 19 COMMERCIAL STREET NANAIMO BC CANADA V9R 5G3 SOCIETY INCORPORATION NUMBER S-0025987

DATE OF INCORPORATION March 19, 1990

DATE OF ANNUAL GENERAL MEETING (AGM) June 20, 2016

DIRECTOR INFORMATION as of June 20, 2016						
Last Name, First Name, Middle Name:						
DUGAS, JACYNTHE						
Physical Address:	Mailing Address:					
2940 INGRAM RD NANAIMO BC V9R 6S5	2940 INGRAM RD NANAIMO BC V9R 6S5					
Last Name, First Name, Middle Name:						
EDWARDS, DEBORAH						
Physical Address:	Mailing Address:					
1298 FIELDING RD NANAIMO BC V9X 1K8	1298 FIELDING RD NANAIMO BC V9X 1K8					
Last Name, First Name, Middle Name:						
ERIKSON, WANDA						
Physical Address:	Mailing Address:					
6251 SCOLLOS PL NANAIMO BC V9V 1K9	6251 SCOLLOS PL NANAIMO BC V9V 1K9					

Laʿst,Ňame, First Name, Middle Name: HUNTER, LYNN	
Physical Address:	Mailing Address:
6245 BLUEBACK RD	6245 BLUEBACK RD
NANAIMO BC V9R 1N7	NANAIMO BC V9R 1N7
Last Name, First Name, Middle Name:	
MALTESEN, JEANNIE	
Physical Address:	Mailing Address:
995 MIDDLEGATE RD	995 MIDDLEGATE RD
ERRINGTON BC VOR 1V0	ERRINGTON BC VOR 1V0
Last Name, First Name, Middle Name:	
SOPOW, WILLIAM	
Physical Address:	Mailing Address:
19 - 855 HOWARD AVE	19 - 855 HOWARD AVE
NANAIMO BC V9R 5V4	NANAIMO BC V9R 5V4
Last Name, First Name, Middle Name:	
WELLS, WALLY	
Physical Address:	Mailing Address:
2303 - 154 PROMENADE DR	2303 - 154 PROMENADE DR
NANAIMO BC V9R 6X3	NANAIMO BC V9R 6X3
Last Name, First Name, Middle Name:	
ZUTZ, ALINA	
Physical Address:	Mailing Address:
671 ST ANDREWS ST	671 ST ANDREWS ST
NANAIMO BC V9S1S5	NANAIMO BC V9S1S5

:

# LITERACY CENTRAL VANCOUVER ISLAND BOARD CONTACT SHEET 2016 - 2017

NAME	POSITION	ADDRESS	PHONE #	EMAIL
Lynn Hunter	Chair	33-6245 Blueback Road, Nanaimo V9V 1N7	250 755 5078	grammy1@shaw.ca
Wally Wells	Vice-Chair	Suite 2303, 154 Promenade Drive, Nanaimo V9R 6X3	250 741 9887	wwells@live.ca
Jeannie Maltesen	Treasurer	995 Middlegate Road, PO BOX 551, Errington, V0R 1V0	250 716 6710 (Cell) 250 753 3245 Loc 2552 (Work)	jean.maltesen@viu.ca
William (Ben) Sopow	Secretary	19-855 Howard Avenue, Nanaimo V9R 5V4	250 667 2684	bsopow@live.ca
Deborah Edwards	Director	1298 Fielding Road, Nanaimo, V9X 1K8	250 323 0204	deborah.edwards@cccu.ca
Alina Zutz	Director	671 St.Andrews Street, Nanaimo V9S 1S5	250 802 4546	alina.zutz@cccu.ca
Wanda Erikson	Director	6251 Scollos Place, Nanaimo V9V 1K9	250 751 8554	chapelstreetlaw@gmail.com
Bill Robinson	Director	322 Kennedy Street, Nanaimo V9R 2J1	250 741 7499 250 741 7909 (Cell)	bill.robinson@sd68.bc.ca
John Charles Blackman	Director	2386 Arbot Road, Nanaimo, V9R 6Y7	250 716 1556 250 716 6798	Jcblackman56@gmail.com

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# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Options for Sexual Health							
			Grant No. RPTE-2	24			
Criteria:	+	ets eria:	Statement of Purpose:				
<ul> <li>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;</li> <li>services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>exemptions are not given to services that are otherwise provided on a private, for profit basis; and,</li> <li>must adhere to all of the City of Nanaimo's bylaws and policies.</li> </ul>	Yes	No	All buildings and properties that receiv PTE must be reviewed every three years ensure that they continue to meet specific criteria set out in their applica category.				
Amount Requested:	\$ Yes	No					
Grant Awarded:			Amount Recommended:	\$			
Discussion:							
Notes:							

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## CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

-	Office Use
R	PTE-
	24

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ADDRESS: 3550 East Hastings Vancouver BC	PRESIDENT: JIII Doctoroff SENIOR STAFF MEMBER: Joan Westman deCarl	
	SENIOR STAFF MEMBER: Joan Westman deCarl	
Vancouver BC		
	Finance Director	
V5K 2A7	CONTACT: Karen Hansson	
TELEPHONE: 604 731-4252	TELEPHONE: 250 753-9511	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Primari	y Nanaimo, Mid-Island as we	
NO. OF FULL TIME STAFF: Prov Office:8 Nanaimo:1	NO, OF PART TIME STAFF: all of BC: 158 Nanaimo:	
NO. OF COMMUNITY VOLUNTEERS: All BC:200 Nanaimo:5	NO. OF VOLUNTEER HOURS PER YEAR: all of BC:7900 Nanaimo: 1	
CLIENTS SERVED, LAST YEAR: 2308	CLIENTS SERVED, THIS YEAR (PROJECTED): 2390	
B.C. SOCIETY ACT REG. NO.: S-6548	REVENUE CANADA CHARITABLE REG, NO.: 107848269RR000	
CURRENT BUDGET: Opt Nanaimo Opt	LEGAL DESCRIPTION OF PROPERTY: 206 - 285 Pridea	
INCOME 2,132,844 119,055	St, Nanaimo BC	
EXPENSES:2,210,720144,026NEXT YEAR PROJECTED:OptNanaimo Opt	TAX FOLIO NUMBER: 81611.007	
INCOME: 2,100,000 118,000	CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES 2,100,000 () 153,000	CORRENT YEAR TAXES (IF KNOWN):	
SIGNATURE:	Finance Director Dec 15 201	
NOTE: YOUR ORGANIZATION'S MOST RECENT Y YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE A BALANCE SHEET AND INCOME STATEMENT), AS WELL (FORM 11).		
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GEIMED DEC 2 2 2016		

CITY OF NANAIMO FINANCE DEPARTMENT

### CITY OF NANAIMO GRANT QUESTIONNAIRE

 Please describe the Purpose or Mandate of your organization in this community.
 To champion and celebrate the sexual health of all people in BC by supporting, providing and promoting inclusive and accessible health care and education.

This new Mission was approved by the membership at Opt's October 21 2016 AGM.

2. Please list the programs and services provided by your organization.

Opt Nanaimo offers expert, unbiased and comprehensive clinical services to all ages, genders and orientations in the community. We offer sexual health education in schools and to parents and professional in the community, We train nurses who are completing certification in Contraceptive Management and STI Management. We provide training and practicums for Vancouver Island University (VIU) nursing students as well as fro physicians and residents.

 Are you planning to change or add to current programs and services in the future?
 Opt is working in expanding access to IUD insertions at the Nanaimo Opt Clinic, including running the IUD clinic more frequently.

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

Opt volunteers participate in a free comprehensive training program created and led by Opt. This ensures up to date and accurate information while counselling clients in clinic. Opt volunteers provide operational and administrative support in the clinic. Volunteers are an Integral part of the structure of the clinic. Volunteers act as a community liaison at health fairs and other public events in Nanaimo schools and VIU.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

Opt receives funding from Provincial Health Services Authority,

Ministry of Health, United Way of the Lower Mainland and Cranbrook & Kimberley,

Fraser Health Authority, Columbia Basin Trust and

a Community Gaming Grant from BC Gaming.

Page 2

Page 3

## CITY OF NANAIMO GRANT QUESTIONNAIRE

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

Opt clinics charge no service fees. We charge \$13 per pack for most oral contraceptive pills, as this increases availability to patients who cannot afford pharmacy prices and/or do not have health coverage. This charge covers our expenses and any profit is used to operate the clinic program. Opt education department charges fees for teaching in schools and to train professionals.

These fees cover the cost of the educator and the program administration.

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

Details have been provided for both the whole Opt organization and the clinic.

Donations and funds raised through local events/appeals are credited 100% to each clinic

.

Each clinic has separate accounting and performance tracking.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

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

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Opt currently generates 35% of its revenue as earned income from the sale of contraceptives, sexual health education fees and fees for specialized courses, plus the sale of some publications and teaching kits.

Page 4

### CITY OF NANAIMO GRANT QUESTIONNAIRE

10. Is there any other information about your organization that you would like to provide to support your application?

Opt puts the money saved by Permissive Tax Exemption directly back into services and support that benefit our clients in the community of Nanaimo. Opt gratefully acknowledges the city of Nanaimo's support over the past many years. This location is ideal for high school and university students as well as staff and volunteers, as there is a city bus stop across the street. Opt Nanaimo has been in this same location for over 35 years. We often see generations of clients.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

There is a sign in the waiting room acknowledging the City of Nanaimo's contribution.

There is an acknowledgement on our website

https://www.optionsforsexualhealth.org/providers/nanalmo-opt-clinic

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

Options for Sexual Health Financial Statements For the year ended March 31, 2016

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## Options for Sexual Health Financial Statements For the year ended March 31, 2016

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Statement of Operations	5
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Statement of Cash Flows	7
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Tel: 604 688 5421 Fax: 604 688 5132 vancouver@bdo.ca www.bdo.ca BDO Canada LLP 600 Cathedral Place 925 West Georgia Street Vancouver BC V6C 3L2 Canada

#### Independent Auditor's Report

#### To the Members of Options for Sexual Health

We have audited the accompanying financial statements of Options for Sexual Health which comprise the Statement of Financial Position as at March 31, 2016 and the Statements of Operations, Changes in Net Assets, 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.

#### Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Options for Sexual Health as at March 31, 2016 and the results of its operations, changes in net assets and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.



Report on Other Legal and Regulatory Requirements

As required by the Society Act of British Columbia, we report that, in our opinion, the accounting principles in Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

300 Conada LLP

**Chartered Professional Accountants** 

Vancouver, British Columbia July 12, 2016

## Options for Sexual Health Statement of Financial Position

March 31		2016	 201
Assets			
Current Cash Temporary investments (Note 2) Accounts receivable (Note 3) Inventory Prepaid expenses	\$	414,364 252,297 118,878 107,032 5,000	\$ 279,764 452,086 31,602 155,765 7,067
		897,571	926,284
Property and equipment (Note 4)		76,490	 46,494
	Ş	974,061	\$ 972,778
Liabilities and Net Assets			
Liabilities			
Current Accounts payable and accrued liabilities Bank indebtedness (Note 6) Deferred revenue (Note 7) Current portion of obligation under capital lease (Note 5)	\$	175,640 9,569 409,702 5,573	\$ 132,574 11,984 509,442
		600,484	654,000
Obligation under capital lease (Note 5)		26,721	 •
		627,205	 654,000
Net Assets Invested in property and equipment Unrestricted net assets Internally Restricted Contingency Fund		44,196 274,582 28,078	46,494 272,284
		346,856	 318,778
	\$	974,061	\$ 972,778

Approved on behalf of the Board:

\_\_\_\_\_Director \_\_\_\_\_\_Director

The accompanying notes are an integral part of these financial statements.

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	Statement O	operations
For the year ended March 31	2016	2015
Revenues		
Province of British Columbia	<u>\$ 1,167,913                                    </u>	1,164,914
Grants revenue Gaming United Way Other grants	173,000 48,587 47,885 269,472	173,000 47,887 70,298 291,185
	207,472	
Other revenues and services Sale of medical supplies Education fees Donation MSP processing fees Clinic fees and services Conference fees Fundraising events Investment income	553,454 160,519 34,307 15,734 6,354 5,440 9,231 4,798 789,837	564,644 150,809 38,209 8,535 6,510 18,175 8,257 4,233 799,372
Total Revenues	\$ 2,227,222 \$	2,255,471
Expenses Advertising and promotion Amortization of property and equipment Bank charges and interest Fundraising Insurance Interest under capital lease Medical supplies Office supplies Professional and consulting Rent Repairs and maintenance Contractors, salaries and wages Sex Sense program (Schedule 1). Training and education Telephone Travel	4,397 16,051 7,311 10,938 17,094 2,556 392,897 23,469 102,010 53,286 1,259,944 214,868 56,242 32,949 5,132	11,861 10,009 7,937 15,466 12,561 325,141 33,516 12,000 99,560 67,380 1,286,062 199,762 83,426 32,655 2,537
	2,199,144	2,199,873
Excess of revenue over expenses	\$ 28,078 \$	55,598

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## Options for Sexual Health Statement of Operations

The accompanying notes are an integral part of these financial statements,

## Options for Sexual Health Statement of Changes in Net Assets

	Pro	nvested in operty and Equipment	Internally Restricted Unrestricted Contingency				2016	2015
Balance, beginning of year	\$	46,494	\$	272,284	\$	- \$	318,778 \$	263,180
Excess (deficiency) of revenue over expenses		(16,051)		16,051		28,078	28,078	55,598
Interfund transfers-acquisition less financing liability		13,753		(13,753)			-	
Balance, end of the year	\$	44,196	Ş	274,582	\$	28,078 \$	346,856 \$	318,778

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For the year ended March 31

The accompanying notes are an integral part of these financial statements.

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## Options for Sexual Health Statement of Cash Flows

For the year ended March 31	2016	2015
Cash provided by (used in)		
Operating activities	¢ 20.070 ¢	<b>Fr F0</b>
Excess of revenue over expenses Adjustments for non-cash items	<b>\$ 28,078</b> \$	55,598
Amortization of property and equipment	16,051	10,009
	44,129	65,607
Changes in non-cash working capital items	77,127	05,007
Accounts receivable	(87,276)	10,281
Inventory	48,733	(38,759)
Prepaid expenses	2,067	7,341
Accounts payable and accrued liabilities	43,066	(2,270)
Deferred revenues	(99,740)	11,270
	(49,021)	53,470
Investing activities		
Purchase of property and equipment	(46,047)	(44,962)
Redemption of short term investments	199,789	278
	153,742	(44,684)
Financing activities		
Advances from bank	(2,415)	5,874
Financing on capital leases	37,484	-
Repayment of principal portion of capital lease	(5,190)	
	29,879	5,874
Increase (decrease) in cash during the year	134,600	14 <b>,6</b> 60
Cash, beginning of year	279,764	265,104
Cash, end of year	\$ 414,364 \$	279,764

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March 31, 2016

#### 1. Significant Accounting Policies

(a) Nature of Organization

Options for Sexual Health (the "Society") is incorporated under the Society Act of British Columbia. The Society, a registered charity, is exempt from income taxes under section 149 of the Income Tax Act. The purpose of the Society is to prevent unplanned pregnancies and promote optimal reproductive health by providing quality education, information, and clinic services to individuals, groups and communities in BC.

(b) Basis of Accounting

The Society has prepared its financial statements in accordance with the Canadian accounting standards for not-for-profit organizations ("ASNPO").

(c) Net Assets

Net assets invested in property and equipment represents the Society's investment in property and equipment.

Internally restricted net assets represents those funds restricted by Board designation for contingency purposes. These amounts are not available for purposes other than those designated by the Board of Directors.

(d) Inventory

Inventory consists of pills and medical supplies. The inventory is stated at the lower of cost and net realizable value.

(e) Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. Subsequently, financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments charged to the financial instrument for those measured amortized cost and amortized over the term. Financial instrument consist of cash, receivables, temporary investments and accounts payable and accrued liabilities.

(f) Property and Equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization commences once the asset is put into use. Amortization is provided on a straight line basis over the following periods:

Computer equipment	- 3 years
Furniture and equipment	- 3 years
Leasehold improvements	- Term of lease

March 31, 2016

#### 1. Significant Accounting Policies (Continued)

(g) Donations In-kind

The Society recognizes contributions of goods and services when a fair market value can be reasonably estimated and when the donated goods or services would otherwise have been purchased for use in the normal course of operations. The Society has free rent for some of the clinics during the year. Due to the difficulty in determining the fair value of the rents, free rents are not recognized in these financial statements.

(h) Revenue Recognition

The Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Restricted contributions for the acquisition of property and equipment are deferred and amortized over the remaining useful life of the asset acquired.

Unrestricted contributions are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Sale of services is recognized on an accrual basis as the services are performed. Sale of goods is recognized when the goods are transferred. Donation revenue is recognized when the donation is received. Other income is recognized as revenue when earned.

(i) Leased Assets

Leases entered into that transfer substantially all the benefits and risks associated with ownership are recorded as the acquisition of a tangible capital asset and the incurrence of an obligation. The asset is amortized in a manner consistent with tangible capital assets owned by the Society and the obligation, including interest thereon, is repaid over the term of the lease. All other leases are accounted for as operating leases and the rental costs are expensed as incurred.

(j) Use of Estimates

The preparation of financial statements in accordance 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 at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Management is also required to make estimates with respect to the collectability of accounts receivable and allowance for bad debts. As well, management makes estimates for required provisions for contingencies. Actual results could differ from management's best estimates as additional information becomes available in the future.

#### March 31, 2016

Temporary Investments		2016	·	2015
Vancity term deposit (Interest rate at 1.15% per annum, term March 25, 2016 - March 25, 2017) Vancity term deposit	\$	100,000	\$	-
(Interest rate at 1.60% per annum, term July 29, 2015 - April 24, 2016)		150,000		-
Vancity term deposit (Interest rate at 1.15% per annum, term March 25, 2015 - March 25, 2016) RBC GIC		-		250,000
(Interest rate at 1.1% per annum, term April 23, 2014 - April 23, 2015)				200,000
Accrued interest		2,297		2,086
	<u>\$</u>	252,297	\$	452,086

#### 3. Accounts Receivable

	 2016	 2015
Accounts Receivable Unsaleable Inventory Receivable	\$ 57,351 51,491	\$ 21,407
GST Receivable	 10,036	 10,195
	\$ 118,878	\$ 31,602

#### 4. Property and Equipment

rioperty and Equipment	-		 	 2016	 2015
		Cost	 umulated ortization	Net Book Value	 Net Book Value
Computer equipment Furniture and equipment Leasehold improvements Equipment under capital lease	\$	91,385 43,685 50,401 37,484	\$ 88,321 42,848 13,734 1,562	\$ 3,064 837 36,667 35,922	\$ 5,504 1,866 39,124
	\$	222,955	\$ 146,465	\$ 76,490	\$ 46,494

Costs incurred for leasehold improvements are related to the renovations on the leased office space.

March 31, 2016

#### 5. Obligation Under Capital Lease

	<u></u>	2016
Capital lease for copier equipment at effective interest rate of 7.19% per annum, repayable \$1,773 principal and interest quarterly to February 1, 2021.	\$	29,573
Capital lease for fax equipment at effective interest rate of 7.19% per annum, repayable \$163 principal and interest quarterly to February 1, 2021		2,721
		32,294
Less current portion		5,573
	Ş	26,721

The future minimum lease payments until maturity are as follows:

2017	\$	7,746
2018		7,746
2019		7,746
2020		7,746
2021	<u> </u>	7,746
Total minimum payments	5	38,730
Less imputed interest		6,436
	Ś	32,294

#### 6. Credit Facility

The Society has a credit facility agreement with a bank, which allows to borrow up to a maximum of 35,000 (2015 - 335,000) at an interest rate of 19.99% for purchases and 21.99% for cash advances (0% interest rate if it is paid before 30 days).

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#### March 31, 2016

#### 7. Deferred Revenues

	<u></u>			2016	2015
	Deferred Revenues Opening	Revenue Received	Grants Spent / Revenue Recognized	Deferred Revenues Closing	Deferred Revenues Closing
Provincial Health Services Authority BC Gaming Other projects Teaching programs United Way	\$ 250,000 173,000 54,702 29,365 2,375	\$ 1,417,913 100,000 15,293 60,179 931	\$(1,167,913) (173,000) (41,334) (61,274) (535)	\$ 250,000 100,000 28,661 28,270 2,771	\$ 250,000 173,000 54,702 29,365 2,375
	\$ 509,442	\$ 1,594,316	\$(1,444,056)	\$ 409,702	\$ 509,442

#### 8. Economic Dependence

The Society receives approximately 52% (2015 - 52%) of its total revenues from the Provincial Health Services Authority.

#### 9. Commitments

During 2015 the Society signed two office premises leases for its Vancouver office and Maple Ridge clinic. The term of the Vancouver office lease is from January 1, 2015 until December 31, 2019, and the term of the Maple Ridge clinic is from March 15, 2015 until March 14, 2018.

The future minimum lease payments until maturity are as follows:

Year	Amount
2017	\$ 77,460
2018 2019	79,584 78,807
2020	 60,570
	\$ 296,421

March 31, 2016

#### 10. Financial Risk Factors

Risk management relates to the understanding and active management of risks associated with all areas of the Society and the associated operating environment. The Society is primarily exposed to the following risks:

(a) Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Society's exposure to interest risk is outlined in Note 2 where the interest rates and terms to maturity of the investments are listed. The risk is mitigated by the relative short terms to maturity.

(b) Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Society is exposed to credit risk arising from its accounts receivable. The risk is managed by actively following up on past due accounts to minimize exposure.

(c) Liquidity Risk

Liquidity risk is the risk that the Society will not be able to meet its obligations as they fall due. The Society maintains a contingency fund and adequate levels of working capital to ensure all its obligations can be met when they fall due.

For the year ended March 31	h 31 2016		
Revenue Province of British Columbia contracts Yukon fee for service	\$	243,000 \$ 1,000	240,000 1,128
		244,000	241,128
Expenses Staff salaries and benefits Advertising and promotion Management salaries and benefits Rent Office and miscellaneous Telephone Accounting and audit Resource development Printing and mailouts		123,439 29,793 33,740 12,400 10,052 5,175  269	125,232 29,673 21,108 11,232 6,193 4,770 1,000 380 174
		214,868	199,762
	\$	29,132 \$	41,366

## Options for Sexual Health Schedule 1 - Sex Sense Program Revenue and Expenses

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	OPTIO	NS FOR SEXUAL F	EALTH			
	CONSOLIDATED ST	ATCHENTOE DEV		TUDEO		
		MONTHS ENDED		UNEO		
	FOR THE /	MONTHS ENDED	10/31/2010			
						.,
	YTD	YTD		ANNUAL	LAST YEAR	
	ACTUAL	BUDGET	VARIANCE	BUDGET	ACTUAL YTD	
REVENUE						
PHSA Funding	540,636	540,633	3	924,934	539,526	
MHS Sex Sense	148,000	148,000	0	253,000	141,000	
United Way	33,828	33,767	61	45,800	35,256	
Grants	9,483	7,345	2,139	20,522	23,978	
Donations	16,920	18,258	(1,338)	37,100 187,637	14,510 80,976	
Education Fees & Product Sales	99,502 703	<u>106,772</u> 0	(7,270) 703	13,000	463	
Fundraising Conference Fees & Sponsors	4,032	0	4,032	13,000	5,440	
Gaming Direct Access	50,087	50,000	4,032	100,000	86,403	
Community Based Gaming	0	0,000	0	00,000	2,910	
Interest	289	584	(295)	3,001	935	
Misc	244	280	(36)	480	3,305	
Clinic Sales	313,280	295,160	18,120	506,177	336,885	
Other Clinic Revenues	15,428	23,629	(8,202)	41,193	14,565	
	1,232,431	1,224,428	8,003	2,132,844	1,286,153	
EXPENDITURES						
PHSA & Other Pill Subsidy	2,500	2,500	0	5,000	2,500	
Advertising	18,178	19,196	(1,018)	32,907	16,785	
Audit & Legal	7,000	8,833	(1,833)	14,500	0	
Bank & Service Charges	4,886	4,140	746	7,097	3,984	
Board Expense	2,840	4,250	(1,410)	5,500	3,048	
Clinical Supplies and Products	177,934	187,866	(9,932)	322,209	228,777	u
Computer Expense	9,200	5,425	3,775	9,300 13,364	4,760 7,132	····
Depreciation	10,480	6,682	3,798	20,368	21,503	
Education Program Expense	<u>13,120</u> 9,162	14,247 14,492	(1,127)	25,425	16,761	
Equipment & Lease	9,162	14,492	(5,330)	11,000	417	
Insurance	10,243	10,243	0	17,560	9,777	
Memberships and Dues	329	875	(546)	1,500	494	
Newsletter	375	0,0	375	0	369	
Office & Printing	6,172	6,490	(318)	11,126	10,136	
Oulreach, Community Relations	674	2,000	(1,326)	2,000	289	
Postage & Delivery	8,948	8,509	439	14,587	7,303	
Professional Dev't & Conference	10,620	27,114	(16,493)	50,753	14,233	
Recognition & Rewards	0	613	(613)	1,050	50	
Rent, Repairs & Security	73,372	66,669	6,703	115,255	90,847	
Resource Centre	72	233	(161)	400	35	
Telephone	10,084	10,373	(289)	17,782	9,917 4,589	
Travel	1,411	1,400	11	2,400 4,760	4,589	
Volunteer	762.016	808,477	729 (44,561)	1,402,529	754,006	
Wages & Benefits	763,916 45,208	43,715	(44,561)	75,348	49,466	
Contract Services Group Insurance & WCB	45,208	45,715	1,495	27,000	18,767	····
Group insulance & WOB	1,204,658	1,270,209	(65,551)	2,210,720	1,277,751	
NET SURPLUS (DEFICIT) FOR THE	27,773	(45,781)		(77,876)	8,402	
	21,110	[[[[]]]]	1 10,004			·

#### OPTIONS FOR SEXUAL HEALTH NANAIMO STATEMENT OF REVENUE & EXPENDITURES FOR THE 7 MONTHS ENDED 10/31/2016 UNAUDITED

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REVENUE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANNUAL BUDGET	LAST YEAR ACTUAL YTD
Sale of Medical Supplies	27,407.46	27,479.06	(71.60)	47,107.00	30,313.78
Clinic Services	0.00	210.00	(210.00)	360.00	270.00
PHSA Funding	41,762.00	41,759.69	2.31	71,588.00	35,581.00
Donations	0.00	0.00	0.00	0.00	360.48
	69,169,46	69,448.75	(279.29)	119,055.00	66,525.26
EXPENDITURES					
Bank Charges	186.43	254.94	(68.51)	437.00	217.71
Clinic Supplies & Miscellaneous	2,905.47	2.588.25	317.22	4,437,00	3,164,56
Medical Supplies	14.366.27	14,865.06	(498,79)	25,483.00	18,564.14
Medical Supplies Given Away	0.00	525,00	(525.00)	900.00	0.00
Wages & Benefits	56,600.11	52,516.94	4,083,17	90,029.00	58,752.23
Computer Expense	0.00	0.00	0.00	0.00	53,53
Equipment & Furniture	98,55	300.00	(201.45)	604.00	340.80
Office & General	749.00	450.31	298,69	772,00	493.76
Postage & Delivery	93.35	81.06	12.29	139.00	84.14
Rent & Utilities	10,927.38	10,545.50	381.88	18,078.00	10,420.03
Repairs & Maintenance	0.00	291.69	(291.69)	500,00	0.00
Telephone	1,684.24	1,455.44	228.80	2,495.00	1,505.00
Volunteer	0.00	0.00	0.00	80.00	0.00
Wages/Benefils/Contr Serv -Outreach	0.00	72.00	(72.00)	72.00	0.00
	87,610.80	83,946.19	3,664.61	144,026.00	93,595.90
NET SURPLUS (DEFICIT) FOR THE PERIOD	(18,441.34)	(14,497.44)	(3,943:90)	(24,971.00)	(27,070.64)

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#### OPTIONS FOR SEXUAL HEALTH NANAIMO STATEMENT OF REVENUE & EXPENDITURES FOR THE 12 MONTHS ENDED 3/31/2016 UNAUDITED

	YTD ACTUAL	YTD BUDGET	VARIANCE	ANNUAL BUDGET	LAST YEAR ACTUAL YTD
REVENUE	52,475.01	55,810,00	(3,334.99)	55,810.00	57,967.90
Sale of Medical Supplies Clinic Services	270.00	520,00	(250.00)	520.00	540.00
	60,996,00	61,008,00	(12.00)	61,008.00	78,984.00
PHSA Funding	860.48	584.00	276.48	584.00	584.00
Donations	114,601,49	117,922,00	(3,320.51)	117,922.00	138,075,90
	114,001.49	117,922.00	(3,320.01)	117,922.00	130,070.50
EXPENDITURES					
Bank Charges	721.97	545.00	176.97	545.00	486.84
Clinic Supplies & Miscellaneous	5,556.90	4,868.00	688.90	4,868.00	4,328.07
Medical Supplies	32,069.63	30,844.00	1,225.63	30,844.00	29,389.41
Medical Supplies Given Away	147.97	0.00	147.97	0.00	0.00
Wages & Benefits	97,931.38	78,351.00	19,580.38	78,351.00	97,838.28
Computer Expense	251.75	400.00	(148.25)	400.00	359.09
Equipment & Furniture	0.00	1,500.00	(1,500.00)	1,500.00	75.95
Equipment Maintenance & Lease	452.93	235.00	217.93	235.00	235,30
Office & General	732.71	513.00	219.71	513.00	746.06
Postage & Delivery	143.31	128.00	15.31	128.00	110.28
Rent & Utilities	18,822,18	18,900.00	(77.82)	18,900.00	18,958.37
Repairs & Maintenance	18,20	0.00	18.20	0.00	0.00
Telephone	2,621.21	1,700.00	921.21	1,700.00	2,568.53
Volunteer	0.00	75.00	(75.00)	75.00	0.00
Wages/Benefits/Contr Serv -Outreach	0.00	101.00	(101.00)	101.00	165.83
	159,470,14	138,160.00	21,310.14	138,160.00	155,262.01
NET SURPLUS (DEFICIT) FOR THE PERIOD	(44,868.65)	(20,238.00)	(24,630.65)	(20,238.00)	(17,186.11)

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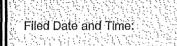
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Mailing Address: PO Box 9431 Stn Prov Govt Victoria BC V8W 9V3 www.bcregistryservices.gov.bc.ca Location: 2nd Floor - 940 Blanshard Street Victoria BC 1 877 526-1526

### 2015 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68



November 23, 2015 01:05 PM Pacific Time

### **ANNUAL REPORT DETAILS**

NAME OF SOCIETY

OPTIONS FOR SEXUAL HEALTH 3550 E HASTINGS ST VANCOUVER BC CANADA V5K 2A7 SOCIETY INCORPORATION NUMBER S-0006548

DATE OF INCORPORATION January 24, 1963

DATE OF ANNUAL GENERAL MEETING (AGM) October 23, 2015

DIRECTOR INFORMATION as of October 23, 2015						
Last Name, First Name, Middle Name:						
BREAKSPEAR, JENNIFER						
Physical Address:	Mailing Address:					
306 - 527 COMMODORE RD VANCOUVER BC V5Z 4G5	306 - 527 COMMODORE RD VANCOUVER BC V5Z 4G5					
Last Name, First Name, Middle Name:						
DALTON, GARY						
Physical Address:	Mailing Address:					
27 - 2124 39TH AVE S CRANBROOK BC V1C 7A4	ANKORS 46 17TH AVENUE SOUTH CRANBROOK BC V1C 5A8					
Last Name, First Name, Middle Name:						
DENNETT, THOMAS						
Physical Address:	Mailing Address:					
1501 - 928 RICHARDS ST VANCOUVER BC V6B 6P6	1501 - 928 RICHARDS ST VANCOUVER BC V6B 6P6					

Date and Time: November 23, 2015 01:05 PM Pacific Time

S-0006548 Page: 1 of 3

Last Name, First Name, Middle Name:	
DOCTOROFF, JILL	
Physical Address:	Mailing Address:
200 - 1177 WEST BROADWAY	200 - 1177 WEST BROADWAY
VANCOVUER BC V6H 1G3	VANCOVUER BC V6H 1G3
Last Name, First Name, Middle Name:	
FITZGERALD, KATHRYN	
Physical Address:	Mailing Address:
4723 WOODSIDE PL	4723 WOODSIDE PL
WEST VANCOUVER BC V7S 2X5	WEST VANCOUVER BC V7S 2X5
Last Name, First Name, Middle Name:	
HESTRIN, BARB	
Physical Address:	Mailing Address:
2243 MCMULLEN AVE	2243 MCMULLEN AVE
VANCOUVER BC V6L 2E2	VANCOUVER BC V6L 2E2
Last Name, First Name, Middle Name:	
KRISJANSON, LAUREN	
Physical Address:	Mailing Address:
307 - 1275 HARO ST VANCOUVER BC V6E 1G1	307 - 1275 HARO ST VANCOUVER BC V6E 1G1
Last Name, First Name, Middle Name:	
KUBOTA, MERIKO Physical Address:	Mailing Address
403 - 22 CORDOVA ST E	Mailing Address: 403 - 22 CORDOVA ST E
VANCOUVER BC V6A 1K2	VANCOUVER BC V6A 1K2
Last Name, First Name, Middle Name:	
MCEWAN, HEATHER	
Physical Address:	Mailing Address:
1010 - 168 1 AV W	1010 - 168 1 AV W
VANCOUVER BC V5Y 0H6	VANCOUVER BC V5Y 0H6
Last Name, First Name, Middle Name:	
NOON, SALEEMA	
Physical Address:	Mailing Address:
4942 PINE CRES	4942 PINE CRES
VANCOUVER BC V6M 3P6	VANCOUVER BC V6M 3P6
Last Name, First Name, Middle Name:	
RAUTENBERG, JOYCE	
Physical Address:	Mailing Address:
308 - 1159 MAIN ST	308 - 1159 MAIN ST
VANCOUVER BC V6A 4B6	VANCOUVER BC V6A 4B6
Last Name, First Name, Middle Name:	
SILVERMAN, ELIANE	
Physical Address:	Mailing Address:
120 THOMAS RD	120 THOMAS RD
SALT SPRING ISLAND BC V8K 1R2	SALT SPRING ISLAND BC V8K 1R2

Date and Time: November 23, 2015 01:05 PM Pacific Time

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### Last Name, First Name, Middle Name:

TURNER, JANICE

**Physical Address:** 

3962 24TH AVE W VANCOUVER BC V6S 1M2

Last Name, First Name, Middle Name: WILLIAMS, MIRIAM

Physical Address: 23 ESCOLA BAY PORT MOODY BC V3H 3Z1 Mailing Address: 3962 24TH AVE W VANCOUVER BC V6S 1M2

#### Mailing Address: 23 ESCOLA BAY PORT MOODY BC V3H 3Z1



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

Name of Organization: Nanaimo Youth Services Association								
			Grant No. RPTE-2	25				
Criteria:		ets eria:	Statement of Purpose:					
	Yes	No	All buildings and properties that receive a					
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;			PTE must be reviewed every three years ensure that they continue to meet specific criteria set out in their applica category.					
services provide benefits and be accessable to residents of the City of Nanaimo;								
<ul> <li>exemptions are not given to services that are otherwise provided on a private, for profit basis; and,</li> </ul>								
must adhere to all of the City of Nanaimo's bylaws and policies.								
Amount Requested:	\$							
Grant Awarded:	Yes	No	Amount Recommended:	\$				
		 	] 					
Discussion:			······································					
Notes:								

CITY OF NANAIMO

### CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use RPTE-25

ORGANIZATION:	DATE:					
Nanaimo Youth Services Association		1				
ADDRESS:	PRESIDENT:					
290 Bastion Street	Mike Bonkowski					
	SENIOR STAFF MEMBER:	· · · · · · · · · · · · · · · · · · ·				
Nanaimo BC	Steve Arne	++				
	POSITION:					
VAR 3A4	Chief Executive	Officer				
	CONTACT:					
	arnetts@ny	sa, bc, ca				
TELEPHONE:	TELEPHONE:					
250-754-1989		ng manananananan kata dan pangananan kata sa manananan kata dan panganan sa kata da sa sa sa sa sa sa sa sa sa				
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:						
School District #68						
NO. OF FULL TIME STAFF:	NO. OF PART TIME STAFF:					
19	. 14-					
NO. OF COMMUNITY VOLUNTEERS:	NO. OF VOLUNTEER HOURS PER YEAR:					
24-30	2,178					
CLIENTS SERVED, LAST YEAR:	CLIENTS SERVED, THIS YEAR (PROJECTED):					
7500-8500	8500					
B.C. SOCIETY ACT REG. NO.:	REVENUE CANADA CHARITABLE REG					
5-0008248	119050870 RR	0001				
CURRENT BUDGET:						
INCOME 21/50 270	LEGAL DESCRIPTION OF PROPERTY:	N. Plan				
EXPENSES: 2,450,272	Lot I, Section I, Nanai	no District 25254				
EXPENSES: 2,450,272	TAX FOLIO NUMBER: タムハム	5.000				
NEXT YEAR PROJECTED:	10010Elo Nomeen. 8602	5.000				
INCOME: 2,975,553						
EXPENSES: 2,975, 553	CURRENT YEAR TAXES (IF KNOWN):					
SIGNATURE:		Date: December 8/16				
Shert	CEO	December 3/16				
NOTE: YOUR ORGANIZATION'S MOST RECENT Y	FAR-END FINANCIAL STATE	MENTS AND CURRENT				
YEAR-TO-DATE FINANCIAL STATEMENTS MUST RECEIVE						
BALANCE SHEET AND INCOME STATEMENT), AS WELL A		•				

DEC 2 3 2016

(FORM 11).

#### City of Nanaimo Grant Questionnaire - 2016

1. Please describe the Purpose or Mandate of your organization in this community.

Overall Social Support to vulnerable, street entrenched youth. Career Development Services- Job development & Work Placement Programs (15 to 30 years) ; for Youth 15-19 provide Social and Personal development Programs; meal programs and recreation/Life Skills in youth volunteering; participating in a variety of Community Social Development initiatives affecting youth; Youth Advocacy – research and promoting youth in the development of projects to support healthier community; Housing First Initiatives – 21 Apartment Unit youth Housing and College Dorm like residence of 14 shared living units affordable housing for working youth (17 to 30 years); Projects. Tune In free music instruction program Drop In Recreation Center Music/Art program and Kids For Kids at Georgia Avenue School.

2. Please list the programs and services provided by your organization.

ACCESS - Provincial BladeRunners is a BC stipend youth employment training program intended to provide employment to out of school and unemployed youth 16-30 years of age, with employment opportunities in the construction and trades sector and/or other industry sectors. Employers will have an opportunity to provide youth with up to 60 hours of work experience at NO cost to the employer.

<u>Service Canada – youth between ages 15-30 out of work and out of school, Canadian citizens,</u> permanent residents, legally entitled to work in Canada, and not in receipt of Employment Insurance

Youth Employment Centre – youth 16-30 who are unemployed and out of school, employable, job ready, and career oriented and job focused.

<u>One Stop Youth Centre - Youth ages 13-24 are welcome to any of our regular centre hours. Youth ages 13-25 are welcome Thursdays and Sundays. One Stop operates a no cost meal and activity program for youth, this is an Alcohol, drug and violence free space.</u>

<u>TuneiN - Join us every Sunday from noon to 4:30 pm and Thursday's from 5:00 – 9:00 at Nanaimo Youth</u> <u>Services Association's One Stop space (red door around the back) for music instruction, practice and</u> <u>performance.</u>

<u>Kids 4 Kids - The program runs in Nanaimo at Georgia Avenue School every Monday for two hours. Students</u> from grades 4 to 7 are welcome to participate in a variety of activities that help them develop healthy living skills as well as form positive relationships with peers and community members. Since its beginning participation in the program has increased significantly, with over 40 students now attending these after school sessions. <u>SCAP - Long term case management for individuals, age 18 to 64, to ensure housing is maintained and</u> <u>supports are in place to assist with related barriers that can impact maintaining safe accommodations.</u>

Waddington Housing for Youth - for youth between seventeen and nineteen years of age. An opportunity to successfully transition in a supportive and affordable apartment building designed for youth in an Alcohol, drugs, and violence free environment.

<u>Rowe House Youth Housing – for youth 17 – 30 years who are employed part-time or full-time.</u> <u>Fourteen unique single units fully furnished with twin bed and bedding, dresser, computer, desk, fridge</u> <u>and sink. Shared on each floor is a kitchen and bathroom area.</u>

<u>Supportive Living Program - The Supportive Living Program (SLP) provides life skills support for youth</u> who are permanent wards of the Ministry of Children and Family Development (MCFD) and on Youth Agreements who have been referred to SLP by the Ministry. Working on an individual and group basis, we support youth to assume responsibility and achieve successful independent living.

Jump In - Youth between the ages of 16-18 and looking to have some fun during the summer. ALL referrals are through your Ministry of Children and Family Development Special Needs Team Social Worker

3. Are you planning to change or add to current programs and services in the future?

NYSA is constantly refining and positioning its services for youth such that they remain on the leading edge of 'Best Practice' however possible. Our CRA accredited charitable organization is the recipient of the 2013 'B.C. Representative For Children and Youth Award for 'Excellence in Service Provision'. Over the past several years NYSA has been an ongoing working member of the McCreary Society research network and the BC Center for Employment Excellence and the Canadian Association to "End Youth Homelessness involving youth in determining what types of services they would like to see in their community. Response indicates a strong preference for continued Drop-in recreational and social activities and expanded access to Housing and Employment Services that are locally based. Our Association also participates in Island Health and Aboriginal Health initiatives for research and training. NYSA also collaborates to ensure our programs and services remain current with follow up interviews etc, of those we serve in terms of formal Youth Resilience and Successful Transitions to Adulthood research with U VIC and VIU. Finally, our agency works in conjunction with other local Service Providers to ensure we are efficiently and effectively integrating our efforts toward meeting the most current needs of Nanaimo's Youth.

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

Volunteers play a significant role in operating programs in the social development service constellation of our agency which includes programs like, Kids 4 Kids, "One Stop Youth Centre", "SCAP" etc. These volunteers are given training in communication skills, conflict resolution, and policies and procedures. They are a valuable resource for our Agency and without; many programs they volunteer for could not exist.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo and other government or services clubs.

Housing Legacy Fund – Rowe House 2012, Rotary Club of Nanaimo Daybreak, Ministry of Children and Youth, Ministry of Social Development, Services Canada, Gaming Rotary Club of Nanaimo Daybreak; Ministry of Children and Youth, Service Canada; Gaming Policy and Enforcement Branch, and NYSA is the Charity of Choice for the Home Depot Orange Door 'end youth homelessness local store fundraiser' and a 'very small' grant from the United Way for the Kids 4 Kids Project at Georgia Avenue School.

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

There are no fees for services collected from clients and users of programs and services. Funds to operate programs comes from local service clubs, provincial and federal grants, and ad hoc donations from the community.

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

### <u>N/A</u>

8. If you lease or rent out part of your premises: please note the amount of space rented (sq. ft.) total square feet of the premises, name of organization renting the space, and the annual rent received.

# NYSA allows several 12 step programs to utilize the space of the agency on a minimal and modest donation basis.

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

NYSA subscribes to the notion that government, community and society in general have an obligation to 'at risk' youth and indeed all of our youth such that their wellbeing and development to contributing adulthood in terms of available services are ever dependent upon self - generated revenue.

NYSA operated a Social Enterprise construction recycle business from 1999 up until October 2004 when the private sector began to compete in that marketplace in a significant manner along with the fact some members of the public were dumping their garbage at our gate at the recycle location. NYSA was not breaking even and thus terminated the business and sold the property to recovers some of that loss and assist in the overhead in our current location. Our present operations revenue originates from successful Grant Applications; a Monthly Giving Plan; Government Ministry Supports; Gaming/Bingo; Independent Fundraising and donations (including volunteer hours).

10. Is there any other information about your organization that you would like to provide to support your application?

NYSA has traditionally applied the greatest portion of its available resources to direct service to local youth. The proposed Grant in Aid savings (on property tax) would allow NYSA to apply those dollars for services such as a partial response to ongoing gaps in services in all provincial programs for "at risk" inner city youth. Those services have a spin off effect for the community at large in terms of facilitating a process where our most vulnerable young people can identify alternative life styles to street culture. Lack of success in obtaining the grant would be unfortunate in terms of the value for money benefits that NYSA and the Nanaimo community at large realize through this annual investment in local youth.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

<u>The City of Nanaimo logo is posted on NYSA's website as a community partner and was acknowledged</u> <u>as a contributor to NYSA's latest affordable housing initiative.</u>

FINANCIAL STATEMENTS

(UNAUDITED)

March 31, 2016

Partners Lorana LaPorte, CPA, CA, CFP\* Grant McDonald, CPA, CA<sup>+</sup> \*incorporated



### **REVIEW ENGAGEMENT REPORT**

#### To the Members

We have reviewed the statement of financial position of Nanaimo Youth Services Association as at March 31, 2016, and the statement of revenues and expenditures and net assets, changes in net assets, and cash flows for the year ended March 31, 2016. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures, and discussion related to information supplied to us by the association.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

As is common with many not-for-profit organizations, the association derives revenue from donations and fundraising, the completeness of which is not susceptible to satisfactory review verification. Accordingly, our review procedures for these revenues were limited to the amounts recorded in the records of the association and we were not able to determine whether any adjustments might be necessary to donation revenue, excess of revenue over expenses, assets, and net assets.

Except for the effects, if any, of the matter described in the above paragraph, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organization.

#### **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.

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CHURCH PICKARD Chartered Professional Accountants

Nanaimo, BC August 5, 2016



25 Cavan Street, Nanalmo, BC V9R 2T9 Tel (250) 754-6396 Toll Free 1-866-754-6396 Fax (250) 754-8177 Email. mail@churchpickard.com www.churchpickard.com



### STATEMENT OF FINANCIAL POSITION

### As at March 31, 2016

(unaudited)

MB////////////////////////////////////	2016	2015
Assets		
Current		
Cash Restricted cash - Note 8 Accounts receivable - Note 2 Prepaid expenses	\$ 254,791 28,157 224,360 <u>12,706</u> 520,014	\$ 398,965 44,772 102,394 
Long-term	···· <b>·</b>	
Restricted cash - Note 8 Property and equipment - Note 3 BC Housing - in trust	42,814 2,892,263 <u>6,254</u>	39,115 2,961,907 6,192
	<u>\$_3,461,345</u>	<u>\$ 3,577,202</u>
Liabilities		
Current		
Demand note payable - Note 7 Accounts payable and accrued liabilities- Note 2 Deferred revenue - Note 4 Current portion of long-term debt - Note 5	\$ 53,738 160,475 269,173 <u>114,200</u> 597,586	\$ 53,738 111,64 331,017 110,100 606,490
Long-term debt - Note 5	2,420,770	2,534,462
Deferred capital contributions - Note 6	<u> </u>	<u> </u>
Net Assets		
Unrestricted	56,537	93,439
Investment in tangible capital assets	<u>    223,822</u> 280,359	<u>180,914</u> 274,353
Internally restricted - Note 9	40,083	40,083
Externally restricted - Note 8	<u>42,814</u> <u>363,256</u>	<u> </u>
Approved:	<u>\$_3,461,345</u> ∕∕∕, ·	<u>\$_3,577,202</u>

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## STATEMENT OF REVENUES AND EXPENDITURES AND NET ASSETS

### For the year ended March 31, 2016

(unaudited)

	2016	2015
Revenue		
Provincial and federal funding	\$ 2,193,302	\$ 2,193,104
Tenant fees	135,793	122,960
Gaming	87,467	62,075
Donations and fundraising	37,304	19,301
Other income	33,973	14,311
Property tax exemption - Note 10	16,478	15,967
Deferred capital contributions	8,860	<u> </u>
	2,513,177	2,434,122
Expenses		
Wages and benefits	1,424,841	1,320,762
Workshops and training	556,744	545,458
Office administration and accounting	172,603	203,628
Amortization	76,908	75,791
Maintenance	70,045	71,548
Utilities	56,909	56,411
Mortgage interest	56,395	83,425
Travel	41,140	27,697
Advertising, promotion, and printing	23,353	22,183
Property tax - Note 10	21,020	20,432
Insurance	13,220	12,937
	2,513,178	2,440,272
Deficit	(1)	(6,150)
Net assets, beginning of the year	353,551	364,023
Funding of deficit (repayment of surplus) - Note 11	9,706	(4,322)
Net assets, end of the year	<u>\$ 363,256</u>	<u>\$ 353,551</u>

STATEMENT OF CHANGES IN NET ASSETS

For the year ended March 31, 2016

(unaudited)

	Т	estment in 'angible ital Assets	Externally Restricted		Internally Restricted		Unrestricted		Total 2016			Total 2015
			(	(Note 8)							A4++	
Balance, beginning of the year	\$	180,914	\$	39,115	\$	40,083	\$	93,439	\$	353,551	S	364,023
(Deficit) surplus	Ŷ	(68,049)	Ŷ	1,535	Ŷ	-	Ψ	66,513	Ψ	(1)	ψ	(6,150)
Purchase of tangible capital assets		7,265		-		-		(7,265)		_		-
Deferred capital contributions		(5,900)		-		-		5,900		-		-
Repayment of long-term debt		109,592		-		-		(109,592)		-		-
Restricted balance adjustment		-		2,164		-		(2,164)		-		-
Repayment of surplus - Note 11		-	<u></u>		<del></del>			9,706		9,706	<u></u>	(4,322)
Balance, end of the year	<u>\$</u>	223,822	<u>\$</u>	42,814	<u>\$</u>	40,083	<u>\$</u>	<u>56.537</u>	<u>\$</u>	363,256	<u>\$</u>	353,551

(4)

### STATEMENT OF CASH FLOWS

For the year ended March 31, 2016

### (unaudited)

	2016	2015
Cash provided (used):		
Operating activities		
Deficit	\$ (1)	\$ (6,150)
Items not involving cash		
Amortization	76,908	75,791
Amortization of deferred capital contributions	(8,860)	(6,404)
	68,047	63,237
Changes in non-cash operating accounts		
(Increase) decrease in accounts receivable	(121,966)	101,833
Decrease (increase) in prepaid expenses	11,151	(3,508)
Increase (decrease) in accounts payable and accrued liabilities	48,835	(5,547)
Decrease in deferred revenue Proceeds from (repayment of) housing (surplus)/deficit	(61,844) <u>9,706</u>	(160,731) (4,322)
r toceeds from (repayment of) housing (surplus)/deficit		,
	(46,071)	(9,038)
Investing activities		
Purchase of tangible capital assets	(7,265)	(15,779)
(Increase) decrease in BC Housing - in trust	(62)	18,946
	(7,327)	3,167
Financing activities		
Repayment of long-term debt	(109,592)	(115,618)
Deferred capital contributions	5,900	12,907
	(103,692)	(102,711)
Decrease in cash	(157,090)	(108,582)
Cash, beginning of the year	482,852	591,434
Cash, end of the year	<u>\$ 325,762</u>	<u>\$ 482,852</u>
,	<u></u>	
Cash is defined as:		<b>b</b> 600 0 4 7
Cash	\$ 254,791	\$ 398,965
Restricted cash	70,971	83,887
	<u>\$    325,762</u>	<u>\$ 482,852</u>

(5)

#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

#### Purpose of the association

Nanaimo Youth Services Association is incorporated under the *Society Act* of the province of British Columbia. The association is a registered charity under the *Income Tax Act* and as such is a non-taxable entity.

It is the intent of Nanaimo Youth Services Association to assist youth and those with special needs in the Central Vancouver Island area to achieve well-being, and lead independent, productive lives by providing support services and programs, such as counselling, referrals, access to basic needs, life skills training, employment and job search training, community involvement projects, and housing. In housing projects where BC Housing has provided financial assistance, residents shall have low or low to moderate income.

#### 1. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and are in accordance with Canadian generally accepted accounting principles.

#### - Cash and cash equivalents

Cash and cash equivalents consists of cash on hand, cash on deposit, and short-term deposits with maturity dates of less than 90 days, net of cheques issued and outstanding at the reporting date.

- Property and equipment

Property and equipment are recorded at cost and amortized.

Amortization is recorded on a declining-balance basis over the estimated useful life and/or lease term of the assets as follows, except for the youth housing project which is recorded on a straight-line basis:

Building and Haliburton housing project	4%
Furniture and equipment and office equipment	20%
Computer hardware	30%
Youth housing project	60 years, land lease term

In the year of acquisition, amortization is recorded at one-half of these rates.

- Donated assets

Donated property and equipment are recognized in the financial statements when the fair value can be reasonably determined and they are used in the normal course of the association's operations and would have otherwise been purchased.

#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

#### 1. Significant accounting policies - cont.

#### - Bank overdraft

Two of the association's bank accounts have revolving credit lines attached. The total limit of these two revolving credit lines is \$90,000, with an interest rate of 5%. These lines of credit were not used at the fiscal year end.

#### Revenue recognition

Revenue is recognized on a cost-recovery method on a contract-by-contract basis. The revenue in excess of expenses or expenses in excess of revenue on the contracts are realized when the contract requirements are fully met which can extend past the contract end date. This method allows the association to better match the revenues and expenses on a contract-by-contract basis.

#### Use of estimates

The preparation of the financial statements of the association in accordance 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 expenditures during the reporting period. Significant areas requiring the use of management estimates relate to the determination of the collectibility of accounts receivable, estimated useful life of property and equipment, the usage of the banked sick time, and the amount of deferred revenue. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

#### - Administration costs

Administration costs are allocated to the housing project based on flat amounts for accounting, CEO's wages, and information technology support. The remaining administration costs are allocated based on a fixed percentage.

#### 2. Government remittances

The association has the following amounts receivable (owing) for government remittances at March 31, 2016:

	2016	2015	
GST	\$ 6,712	\$ 234	
WCB	(2,845)	(2,811)	
Payroll source deductions	(14,687)	(16,467)	

(7)

### NOTES TO THE FINANCIAL STATEMENTS

#### For the year ended March 31, 2016

(unaudited)

#### 3. Property and equipment

		Cost		ortization		Net 2016	Net 2015	
Land	\$	292,283	\$	-	\$	292,283	\$	292,283
Building		227,607		98,141		129,466		135,241
Haliburton housing project		719,840		69,510		650,330		677,429
Furniture and equipment		22,533		15,853		6,680		6,987
Office equipment		4,850		4,850		-		100
Computer hardware		161,500		146,710		14,790		11,439
Youth housing project		2,372,052		573,338		1,798,714		<u>1,838,428</u>
	<u>\$</u>	<u>3,800,665</u>	<u>\$</u>	908,402	<u>\$</u>	<u>2,892,263</u>	<u>\$</u>	<u>2,961,907</u>

The youth housing project is located on land leased from the Provincial Rental Housing Corporation, which expires December 14, 2060. At the end of the term of the lease the property can be purchased for \$1. There is also a covenant registered on the land stating that the land and improvements must be used for a specific purpose as set by BC Housing.

#### 4. Deferred revenue

Deferred revenue consists of funding received in the current period that are related to a subsequent period as well as damage deposits paid by tenants, and donations designated for specific programs. Deferred revenue is comprised of:

		2016		2015
Prepaid funding Gaming	\$	228,043 28,157	\$	244,946 50,125
Damage deposits Prepaid rent Designated donations		7,904 4,620 <u>449</u>		9,763 7,410 <u>18,773</u>
	<u>\$</u>	269,173	<u>\$</u>	331,017

(8)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

### 5. Long-term debt

	2016	2015
Peoples Trust - mortgage payable at \$9,196 per month including interest at 2.28%; secured by youth housing land lease and building with a carrying value of \$1,798,714 including assignment of rents; due September 1, 2019	\$ 1,80 <b>7</b> ,605	\$ 1,876,092
Coastal Community Credit Union - mortgage payable at \$2,635 per month including interest at 4.10%; secured by the land and building with a carrying value of \$351,467; due July 1, 2017	85,550	112,173
TD Canada Trust - mortgage payable at \$2,063 per month including interest at 2.739%; mortgager on title is BC Housing; secured by land and building with a carrying value of \$717,800, including assignment of rents; due July 1, 2018	341,815	356,297
BC Housing - forgivable mortgage; if the borrower uses the facility for eligible occupants as per the operating agreement, the loan is to be forgiven over 10 years commencing in the eleventh year (2024) of the term (20-year term); if the property is not used for the intended purpose, interest will be charged at 2% in excess of the prime rate per annum on the principal		
amount outstanding as at the date of default	300,000	300,000
	2,534,970	2,644,562
Less: Current portion	114,200	110,100
	<u>\$ 2,420,770</u>	<u>\$_2,534,462</u>

Principal payments due in each of the next five years, assuming debt is renewed with existing terms:

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2017	\$ 114,200
2018	117,400
2019	116,700
2020	92,000
2021	 94,200
	\$ 534,500

(9)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

#### 6. Deferred capital contributions

Deferred capital contributions represent cash contributions received for the purchase of 545 Haliburton Street and donated tangible capital assets. The change in deferred contributions for the year are as follows:

		2016		2015
Balance, beginning of the year Add: Capital contributions received Less: Amortization for the year	\$	82,693 5,900 <u>8,860</u>	\$	76,190 12,907 <u>6,404</u>
	<u>\$</u>	79,733	<u>\$</u>	82,693

#### 7. Demand note payable

The note payable is due to the Province of British Columbia, without interest, upon sale of the Bastion Street location or upon demand.

8.	Restricted cash	2016	2015
	Current		
	Gaming funds	<u>\$ 28,157</u>	<u>\$ 44,772</u>
	Long-term		
	Replacement reserve Restricted by the Province of British Columbia	32,904 <u>9,910</u>	31,369 <u>7,746</u>
	Total long-term restricted cash	42,814	39,115
	Total restricted cash	<u>\$ 70,971</u>	<u>\$ 83,887</u>

Pursuant to its agreement with BC Housing, the association is required to maintain separate deposits equal to the replacement reserves to cover approved replacements and major repairs. This amount is presented as a replacement reserve held in a separate savings account.

In agreement with the Province of British Columbia, cash has been restricted for improvements to the Bastion Street property.

(10)

#### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

#### 9. Internally restricted net assets

Internally restricted net assets have resulted from a one time operating reserve from the 2008 and 2009 fiscal year ends. Future use will be approved by the Board with a ceiling amount to be determined by the Board. The funds are specified for the following items: sick pay liability, unforeseen extraordinary expenses, and capital improvements when required and as approved by the Board.

#### 10. Property tax

Property tax on the following properties is included in the income and expenses of the association:

- The City of Nanaimo exempts the association from property tax on its Bastion Street location for a period of three years ending 2017. The value of this exemption for 2016 is \$16,478 (2015: \$15,967).
- The Rowe House receives no exemption for property taxes. The property taxes for 2016 are \$4,542 (2015: \$4,465).

The youth housing property is under the Supportive Housing classification, which means it is exempt from property tax until further notice.

#### 11. Funding of deficit (repayment of surplus)

BC Housing assesses financial information to determine adjustments for repayments of surplus and funding deficits. The repayment of surplus or funding of deficits is recognized on a cash basis.

#### 12. Contingent liability

Based on the current staff agreements, sick pay for employees is accumulated at a rate of one day per month to a maximum of 10 days and do not vest. Accumulated to date is a pool of 796 (2015: 792) hours. At the average rate of pay, the maximum liability of the association could be \$21,531 (2015: \$17,948). No accrual has been set up in the financial statements for this contingent liability.

(11)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended March 31, 2016

(unaudited)

#### 13. Financial risks and concentration of risk

#### - Credit risk

Credit risk arises from the potential that a funder or client will fail to perform its obligations. The association is exposed to credit risk from its tenants; however, there are a number of tenants which reduces the concentration of credit risk. The association receives a large portion of its funding from the provincial and federal governments.

#### 14. Comparative figures

Certain of the comparative figures have been reclassified to conform with the current year's presentation.

(12)

NANAIMO YOUTH SERVICES ASSOCIATION Year to Date Financials Apr - Oct 2016

TOTAL

REVENUE		
TOTAL REVENUE	888,695	
EXPENSES		
TOTAL PAYROLL EXPENSES		642,557
TOTAL FACILITIES EXPENSES		50,525
TOTAL ADMIN EXPENSES		39,050
TOTAL PROGRAM EXPENSES		184,604
Expenses applied to Gaming		-3,845
TOTAL EXPENSES	912,890	
NET INCOME (LOSS)	<b>-2</b> 4,195	

NANAIMO YOUTH SERVICES ASSOCIATION Agency budget 2016 - 2017

	TOTAL
REVENUE	
TOTAL REVENUE	2,975,553
EXPENSES	-
TOTAL PAYROLL EXPENSES	1,569,141
TOTAL FACILITIES EXPENSES	321,436
TOTAL ADMIN EXPENSES	96,926
TOTAL PROGRAM EXPENSES	1,051,050
Expenses applied to Gaming Revenue	63,000
TOTAL EXPENSES	2,975,553
NET INCOME (LOSS)	0



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 1 877 526-1526

### 2016 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT Section 68

Filed Date and Time:

October 19, 2016 11:45 AM Pacific Time

#### ANNUAL REPORT DETAILS

NAME OF SOCIETY

NANAIMO YOUTH SERVICES ASSOCIATION 290 BASTION STREET NANAIMO BC CANADA V9R 3A4 SOCIETY INCORPORATION NUMBER

S-0008248

DATE OF INCORPORATION January 23, 1969

DATE OF ANNUAL GENERAL MEETING (AGM) October 3, 2016

DIRECTOR INFORMATION as of October 3, 2016	
Last Name, First Name, Middle Name:	
BALLARD, AMY	
Physical Address:	Mailing Address:
412 - 99 CHAPEL ST	412 - 99 CHAPEL ST
NANAIMO BC V9R 5H3	NANAIMO BC V9R 5H3
Last Name, First Name, Middle Name:	
BONKOWSKI, MIKE	
Physical Address:	Mailing Address:
409 - 6715 DOVER RD	409 - 6715 DOVER RD
NANAIMO BC V9V 1L8	NANAIMO BC V9V 1L8
Last Name, First Name, Middle Name:	
PELLEGRIN, LEANA	
Physical Address:	Mailing Address:
1677 SHERWOOD DR	1677 SHERWOOD DR
NANAIMO BC V9T1H2	NANAIMO BC V9T1H2

Last Name, First Name, Middle Name: 🦷	$\mathbf{f}$
PERSSON, VIRGINIA	
Physical Address:	Mailing Address:
391 WOODLEY RD	391 WOODLEY RD
LADYSMITH BC V9G 1Y2	LADYSMITH BC V9G 1Y2
Last Name, First Name, Middle Name:	
SAYANI, JAMEEL	
Physical Address:	Mailing Address:
104 4745 GRANDVIEW CRT	104 4745 GRANDVIEW CRT
NANAIMO BC V9T 0C1	
Last Name, First Name, Middle Name:	
STEDEFORD, DONALD M	
Physical Address:	Mailing Address:
115 NONA PL	115 NONA PL
NANAIMO BC V9V 1B6	NANAIMO BC V9V 1B6
Last Name, First Name, Middle Name:	
WILSON, KEITH J.	
Physical Address:	Mailing Address:
2940 RAVEN HILL RD	2940 RAVEN HILL RD

Pat by mic 10/19/2016

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

### Name of Organization: Tillicum Lelum Aboriginal Society [Tillicum Lelum Aboriginal Friendship Centre]

Grant No. RPTE-26

**				
Criteria:	Meets Criteria:		Statement of Purp	oose:
	Yes	No	All buildings and proper	ties that receive a
➢ 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;			PTE must be reviewed e ensure that they conti specific criteria set out category.	very three years to nue to meet the
services provide benefits and be accessable to residents of the City of Nanaimo;				
<ul> <li>exemptions are not given to services that are otherwise provided on a private, for profit basis; and,</li> </ul>				
must adhere to all of the City of Nanaimo's bylaws and policies.				
Amount Requested:	\$			
Grant Awarded:	Yes	No	Amount Recommended:	\$
Discussion:				
Notes:				



Office	Use

RPTE-26

organization: Tillicum Lelum Aboriginal Friendship Centre	DATE: December 9, 2016	
ADDRESS: 927 Haliburton Street	PRESIDENT: James Dunn	
Nanaimo, BC	senior staff member: Grace Elliott-Nielsen	
V9R 6N4	POSITION: Executive Director	
educationcentre@tillicumlelum.ca	CONTACT: Grace Elliott-Nielsen	
TELEPHONE: (250) 753-8291	TELEPHONE: (250) 753-8291	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: City and Regional District of Nanaimo	f	
NO. OF FULL TIME STAFF: 50	NO. OF PART TIME STAFF: 25	
NO. OF COMMUNITY VOLUNTEERS: 560	NO. OF VOLUNTEER HOURS PER YEAR: 4,470	
clients served, last year: 14,550 Points of Service: 27,833	CLIENTS SERVED, THIS YEAR (PROJECTED): 15,400 Points of Service projected: 28,500	
B.C. SOCIETY ACT REG. NO.: S-0007994	REVENUE CANADA CHARITABLE REG. NO.: 108 109 372 RR0001	
CURRENT BUDGET: \$4,993,730.69 INCOME	LEGAL DESCRIPTION OF PROPERTY: 602 HALIBURTON ST LOT 23, BLOCK D, PLAN VIP584, SECTION 1, NANAIMO LAND DISTRICT, EXCEPT PLAN VIP52239 PID: 008-766-380	
\$4,993,730.69 EXPENSES: \$5,170,423.72	TAX FOLIO NUMBER:	
NEXT YEAR PROJECTED: \$4,399,590.00	81676.000 602 Haliburton Street	
исоме: \$4,399,590.00	CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: \$4,500,500.00		
SIGNATURE: TITLE/POS Thave Ellist - Mulson Executi	ITION: DATE: December 9, 2016	
NOTE: YOUR ORGANIZATION'S MOST RECENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE	YEAR-END FINANCIAL STATEMENTS AND CURRENT ATTACHED TO THE APPLICATION FORM (INCLUDING A L AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT	

DEC 2 3 2016



Office Use	
RPTE-	
26	

ORGANIZATION;	DATE			
Tillicum Lelum Aboriginal Friendship Centre	Date: December 9, 2016			
ADDRESS: 927 Haliburton Street	PRESIDENT: James Dunn			
Nanaimo, BC	senior staff member: Grace Elliott-Nielsen			
V9R 6N4	POSITION: Executive Director			
educationcentre@tillicumlelum.ca	CONTACT: Grace Elliott-Nielsen			
TELEPHONE: (250) 753-8291	TELEPHONE: (250) 753-8291			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: City and Regional District of Nanaimo				
NO. OF FULL TIME STAFF: 50	NO. OF PART TIME STAFF: 25			
NO. OF COMMUNITY VOLUNTEERS: 560	NO. OF VOLUNTEER HOURS PER YEAR: 4,470			
clients served, last year: 14,550 Points of Service: 27,833	CLIENTS SERVED, THIS YEAR (PROJECTED): 15,400 Points of Service projected: 28,500			
B.C. SOCIETY ACT REG. NO.: S-0007994	REVENUE CANADA CHARITABLE REG. NO.: 108 109 372 RR0001			
CURRENT BUDGET:	LEGAL DESCRIPTION OF PROPERTY:			
\$4,993,730.69 INCOME \$4,993,730.69	LOT A PLAN VIP66687, SECTION1, NANAIMO LAND DISTRICT			
EXPENSES:	TAX FOLIO NUMBER:			
\$5,170,423.72 NEXT YEAR PROJECTED: \$4,399,590.00	16905.000 927 HALIBURTON STREET			
INCOME: \$4,399,590.00				
EXPENSES: \$4,500,500.00	CURRENT YEAR TAXES (IF KNOWN): NIL			
SIGNATURE: Shace Mich Mike Execut	DATE: December 9, 2016			
<b>NOTE:</b> YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).				



Office Use
RPTE-
26

organization: Tillicum Lelum Aboriginal Friendship Centre	DATE: December 9, 2016	
ADDRESS: 927 Haliburton Street	PRESIDENT: James Dunn	
Nanaimo, BC	SENIOR STAFF MEMBER: Grace Elliott-Nielsen	
V9R 6N4	POSITION: Executive Director	
educationcentre@tillicumlelum.ca	CONTACT: Grace Elliott-Nielsen	
TELEPHONE: (250) 753-8291	TELEPHONE: (250) 753-8291	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: City and Regional District of Nanaimo		
NO. OF FULL TIME STAFF: 50	NO. OF PART TIME STAFF: 25	
NO. OF COMMUNITY VOLUNTEERS: 560	NO. OF VOLUNTEER HOURS PER YEAR: 4,470	
clients served, last year: 14,550 Points of Service: 27,833	CLIENTS SERVED, THIS YEAR (PROJECTED): 15,400 Points of Service projected: 28,500	
B.C. SOCIETY ACT REG. NO.: S-0007994	REVENUE CANADA CHARITABLE REG. NO.: 108 109 372 RR0001	
CURRENT BUDGET: \$4,993,730.69 INCOME	LEGAL DESCRIPTION OF PROPERTY: Lot 1, Plan EPP5225, Newcastle Land District PID: 028-205-146	
\$4,993,730.69 EXPENSES:	TAX FOLIO NUMBER:	
\$5,170,423.72 NEXT YEAR PROJECTED: \$4,399,590.00	17364.001 479 Tenth St	reet
INCOME: \$4,399,590.00	CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: \$4,500,500.00	NIL	
	TURE: TALE POSITION: Executive Director	
<b>NOTE:</b> YOUR ORGANIZATION'S MOST RECENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE BALANCE SHEET AND INCOME STATEMENT), AS WEL (FORM 11).	ATTACHED TO THE APPLICATIO	ON FORM (INCLUDING A



Office Use
RPTE-
26

organization: Tillicum Lelum Aboriginal Friendship Centre	date: December 9, 2016			
ADDRESS: 927 Haliburton Street	PRESIDENT: James Dunn			
Nanaimo, BC	senior staff member: Grace Elliott-Nielsen			
V9R 6N4	POSITION: Executive Director			
educationcentre@tillicumlelum.ca	contact: Grace Elliott-Nielsen			
TELEPHONE: (250) 753-8291	TELEPHONE: (250) 753-8291			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: City and Regional District of Nanaimo		- <u>.</u> .		
NO. OF FULL TIME STAFF: 50	NO. OF PART TIME STAFF: 25			
NO. OF COMMUNITY VOLUNTEERS: 560	NO. OF VOLUNTEER HOURS PER YEAR: 4,470			
clients served, last year: 14,550 Points of Service: 27,833	CLIENTS SERVED, THIS YEAR (PROJECTED): 15,400 Points of Service projected: 28,500			
B.C. SOCIETY ACT REG. NO.: S-0007994	REVENUE CANADA CHARITABLE REG. NO.: 108 109 372 RR0001			
CURRENT BUDGET:	LEGAL DESCRIPTION OF PROPERTY	LEGAL DESCRIPTION OF PROPERTY:		
\$4,993,730.69 INCOME \$4,993,730.69	LOT 2, PLAN EPP5225, NEWCASTLE LAND DISTRICT PI D: 028-205-154			
EXPENSES:	TAX FOLIO NUMBER:			
\$5,170,423.72 NEXT YEAR PROJECTED: \$4,399,590.00	17364.002 477 Tenth St	REET		
INCOME: \$4,399,590.00	CURRENT YEAR TAXES (IF KNOWN):			
EXPENSES: \$4,500,500.00	NIL			
SIGNATURE: Hace Ellist Tulsen Execut	אסודוסא: ive Director	DATE: December 9, 2016		
<b>NOTE:</b> YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).				

### CITY OF NANAIMO GRANT QUESTIONNAIRE

1. Please describe the Purpose or Mandate of your organization in this community.

The organization is an autonomous non-profit society supported by a provincial and national network of 118 Aboriginal Friendship Centres across Canada, committed to the Aboriginal people including Métis and Inuit choosing to live in urban communities. The Friendship Centre operates under a specific mandate with the National Association of Friendship Centres and Aboriginal Affairs and Northern Development Canada to provide essential human services including health, education, employment, housing, recreation, culture, and social services to urban (off-reserve) Aboriginal people living in the City and Regional District of Nanaimo. The urban Aboriginal community of the RDN is representative of over 26 Indigenous languages and cultures from throughout North America and has a population base of over 8,500 people. The Centre's service delivery infrastructure is supported by four Government of BC Ministries through specific term and multi-year contracts. The Friendship Centre has an open-door policy with regard to its services and membership, providing services to non-Aboriginal clients with specific needs.

- 2. Please list the programs and services provided by your organization.
  - a. Urban Aboriginal Health Centre
    - Community Health Nursing Program Home Support, Vaccinations/Child &Flu,
    - HIV/AIDS Program Prevention, Education, Testing (BC Centre for Disease Control)
    - Island Health Collaboration & Referral
    - Pediatric Assessments and referrals
    - Pregnancy Outreach Program Building Better Babies
    - Hospital Liaison Nurse and Home Support
    - Diabetes Prevention/Education
    - Addictions Counselling and Treatment
    - Sexual Abuse & Intervention/Therapy
    - Child & Youth Mental Health Intervention & Therapy
    - Early Childhood Programs 0-6 Services
    - Qeq College Pre-Kindergarten Nanaimo-Ladysmith Public Schools
  - b. Education & Employment Centre
    - Accredited Adult Basic Education Program Vancouver Island University
    - Literacy & Life Skills Programs
    - Employment Assistance Services Pre- Employment Training Programs Blade Runners, -Pre-Employment Certifications – Food Safe, First Aid, Cashier Training Career Counselling, Job Board, Referrals.
    - Post-Secondary transfer courses
  - c. Social Services Program
    - Supervised Visits Program reuniting and deepening family connections
    - Family Wellness Camp intensive self-awareness/personal development for parents; supervised visits, fun activities, cultural teachings and support for children
    - Family Support and Social Worker Program counselling, advocacy, information and referrals
    - Family Connections Program family placement options for children in care by working with biological family and creating genealogies.
    - Men's Wellness Program support group and individual counselling for adult male survivors of sexual abuse, historical trauma.

- d. Youth Centre/Neutral Zone
  - Drop-in youth centre (Ages 10 29)
  - Recreation and sports two gyms, games rooms
  - After School programs (Ages 5 to 19)
  - Community Kitchen Sandwich Shop (all ages)
  - Family Activities
  - Cultural activities and teachings
  - Summer Camp Program
  - Youth Leadership seminars and Youth Council
- e. Prison Liaison Program
  - Support to Aboriginal inmates at the Nanaimo Correctional Centre
  - Counselling, smudging circles and sweat lodges are available. Sentence planning, re-integration and parole planning and substance abuse referral services are also available.
- f. Youth Safe House
  - Eight-bed licenced facility
  - Short-term protective accommodation on an emergency basis to youth at -risk
  - Access to the service is either by self-referral or by referral from MCFD
  - Addictions counseling and treatment
  - Linkage of youth with other community services
  - Transitions to foster care and alternative care situations.
  - Transitions to family and extended family
- g. Young Moms' House
  - Four-bed facility
  - Transitional housing to new/expectant young mothers and their children who are homeless or at risk of homelessness in the Nanaimo region
  - Family reintegration support
  - Education and health support
  - Long-term housing stability support
- h. Salish Lelum Housing
  - 18 Units of Affordable Housing for youth ages 18-24 working full time or attending school and Elders 55 and over living independently.
- 3. Are you planning to change or add to current programs and services in the future?

Adding:

- a. Day Care Program With a capital grant from the Government of BC and the organization providing the land and its own fund raising proceeds, a new 25 space Daycare for infant and toddlers is being built in 2017.
- b. In collaboration with Island Health, MCFD and Nanaimo Youth Services Association, the organization has designed a primary care model to open a street-front Youth Health Centre in Nanaimo that would provide services to youth of all cultures. The target for opening is in late 2017 or early 2018.
- 4. Please describe the role of volunteers in your organization.

**Governance** – The Society's Board of Directors and Executive Members are volunteers who are representative of different cultures, interests and professions.

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**Program/Services Delivery** – Every Program area and service delivery within the organization relies heavily on volunteers in various capacities requiring professional and non-professional support. Within direct services delivery volunteers contribute in client transportation, kitchen duties, child minding, Youth Centre supervision/security, program and peer support and counseling.

Advisory Committees – Respective programs of the organization are overseen by several Advisory Committees comprised of non-member professionals from other private and public service agencies. Members of the Advisory Committees include community health nurses, mental health therapists, nutritionists, physicians, social workers, teachers, small business owners, and Elders.

- Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and 5. other governments or service clubs. Public Health Agency of Canada \$ 352,147.00 110,964.00 Service Canada (United Way) \$ Service Canada (Coast Salish Employment & Training Society) \$ 270,676.00 Service Canada (Youth Summer Jobs) 19,055.00 \$ 18,600.00 Service Canada (New Horizons) \$ BC Association of Aboriginal Friendship Centres \$ 201,905.49 Ministry of Children & Family Development (MCFD) \$1,450,893.05 \$ 500,000.00 Ministry of Children & Family Development (MCFD) Day Care Capital Island Health (VIHA) \$1,129,269.33 BC Ministry of Public Safety & Solicitor General \$ 74,000.00 \$ 36,610.12 BC Ministry Of Attorney General BC Ministry of Justice \$ 18,755.93 \$ 40,000.00 Nanaimo-Ladysmith Public Schools \$ 30,000.00 Vancouver Island University \$ 5,000.00 Victoria Foundation \$ 5,000.00 Royal Bank of Canada 65,000.00 British Columbia Lottery Corporation \$
- 6. Please provide details of fees for service in your organization, and how costs and fees are determined.

The organization does not maintain a fee structure for any of its services and programs.

An exception to this policy is when children-in-care (MCFD) are registered in the Summer Camp Program. The organization receives nominal registration fees for children-in-care of the Ministry of Children & Family Development to attend the Summer Camp Program. Fees are determined by the Ministry and are related to the special needs of respective children in attending the Program. Many of the children have disruptive behavior disorders and require one-on-one supervision by certified Child Care Workers, resulting in increased personnel costs. The fees are used to cover material and personnel costs of the program.

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

Our organization is autonomous in terms of governance and accountability to the community and funding sources including all levels of government. However, it also has a dual relationship with the BC Association of Aboriginal Friendship Centres in Victoria and the National Association of Friendship Centres in Ottawa. While the national association provides lobbying and communication for all Centres in Canada, the provincial association administers core funding contracts on behalf of Aboriginal and Northern Affairs Canada. Our

organization is accountable to both affiliates for funds received as well all other funds received from other sources. Our organization is required to submit audited financial statements on an annual basis to both the provincial and national associations.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

The organization does not rent out any of its facilities.

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

Self-generated income activities include direct involvement in the BC *Ministry of Community, Sport and Cultural Development Community Gaming Grant Program*, under which our organization has an affiliation with Harbour City Bingo receiving grant proceeds, in return for our volunteer in-hall and out-of-hall obligations. A number of programs within the organization such as the Youth Centre and Education Centre conduct a variety of special fundraising events such as raffles, dinners, silent auctions, Prudy Chocolate sales, looney/tooney auctions and bake sales to help offset expenditures.

In 2013, the organized two fundraising initiatives to support the construction of a new Day Care – *Nickels and Dimes for Nursery Rhymes* and *Jump in the Lake*. To date, the activities have raised over \$40,000.

The organization hosts and annual Christmas Dinner & Silent Auction to support the Christmas Hamper Drive that averages between \$5,000 to \$8,000 net.

10. Is there any other information about your organization that you would like to provide to support your application?

In 2010 our organization embarked on a *Ten-Year Master Plan* to develop a 4 acre property in south Nanaimo to include construction of a new Youth Safe House, and Elders & Youth Housing complex, a Day Care, a new Health Centre, a new Administration Building/Education Centre, and Culture/Recreation Centre. Receiving a Grant in Aid from the City of Nanaimo would significantly contribute to the on-going development. The City of Nanaimo's contribution would offer vital financial leverage in partnership funding including other levels of government and the private sector.

Eligibility criteria for accessing BC Gaming Funds require contributions from other sources. Assistance from the City of Nanaimo through the Permissive Tax Exemption provides the organization with leverage to qualify for larger grants through BC Gaming.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

The organization's policy regarding funding support recognition is to post signs (if requested and provided by the funder) at its facilities as well as posting on its website.

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

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**Chartered Professional Accountants LLP** 



#### INDEPENDENT AUDITOR'S REPORT

#### To the Members of TILLICUM LELUM ABORIGINAL SOCIETY

We have audited the accompanying financial statements of TILLICUM LELUM ABORIGINAL SOCIETY, which comprise the statement of financial position as at March 31, 2016 and the statements of revenues and expenditures, changes in net assets and cash flow 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.

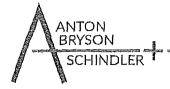
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Sulte 1588 - 789 West Pender Street Vancouver BC V6C 1H2 T 604 434-8026 F 604 434-8972 Suita 312 - 1959 152 Street Surrey, BC V4A 9E3 T 604 531-0982 F 604 531-0985 975 Terminal Avenue North Nanaímo, BC V9S 4K3 T 250 753-9193 F 250 753-9337 1486 Fisher Road - PO Box 27 Cobble HIII BC VOR 1L0 T 250 743-2861 F 250 743-9906

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Independent Auditor's Report to the Members of TILLICUM LELUM ABORIGINAL SOCIETY (continued)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of TILLICUM LELUM ABORIGINAL SOCIETY as at March 31, 2016 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

White Rock, British Columbia June 2, 2016

CHARTERED PROFESSIONAL ACCOUNTANTS LLP

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### TILLICUM LELUM ABORIGINAL SOCIETY **Statement of Financial Position** March 31, 2016

	an a	2016		2015
ASSETS				
CURRENT				
Cash	\$	694,637	\$	793,064
Accounts receivable		141,943		123,189
Goods and services tax recoverable		13,414		8,490
Prepaid expenses		15,442		16,687
		865,436		941,430
CAPITAL ASSETS (Note 3)		<u>3,713,766</u>		3,952,583
	<u>\$</u>	4,579,202	\$	4,894,013
LIABILITIES AND NET ASSETS				
CURRENT				
Accounts payable	\$	78,361	\$	40,772
Current portion of long term debt (Note 4)	ψ	302,233	Ψ	376,047
Wages payable		44,913		32,952
Employee deductions payable		10,584		8,149
Deferred Income		177,122		153,142
*		613,213		611,062
NET ASSETS		3,965,989		4,282,951
	\$	4,579,202	\$	4,894,013

ON BEHALF OF THE SOCIETY Director Mu er

Executive Director

See notes to financial statements Anton, Bryson & Schindler Chartered Professional Accountants LLP

## TILLICUM LELUM ABORIGINAL SOCIETY Statement of Revenues and Expenditures Year Ended March 31, 2016

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	2016	2015
REVENUE		
Grants - all funders	\$ 3,817,97	9 \$ 3,566,750
Administration	440,33	
Other	50,97	
Gaming	80,00	
Interest	8,91	
Donations	58,51	
Property tax exemption credit	41,21	
	4,497,92	9 4,182,310
EXPENSES		
Advertising and promotion	5,70	3 3,254
Amortization	238,81	7 238,817
Equipment rentals	14,01	
Insurance	27,00	
Interest and bank charges	92	
Interest on long term debt	11,30	
Meetings	5,57	
Membership dues	3,66	
Office and miscellaneous	52,60	
Clerical	91,34	
Program expenses	1,026,66	
Participant incentives	1,28	
Training and fees	42,60	
Professional fees	75,65	
Property taxes	41,21	
Rental	160,76	
Repairs and maintenance	90,90	
Wages and benefits	2,609,73	
Sub-contracts	121,17	
Material and supplies	30,48	
Telephone	46,98	
Travel	59,43	
Utilities	57,02	<u>3 57,130</u>
	4,814,89	1 4,307,123
DEFICIENCY OF REVENUE OVER EXPENSES	<u>\$ (316,96</u>	<b>2) \$ (</b> 124,813)

See notes to financial statements Anton, Bryson & Schindler Chartered Professional Accountants LLP

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# TILLICUM LELUM ABORIGINAL SOCIETY **Statement of Changes In Net Assets**

	2015 Balance	•	Excess deficiency) of evenue over expenses	 Transfers	tr	Capital ansactions		2016 Balance
Equity in Crisis Fund	\$ 374,782	\$	-	\$ -	\$	te	\$	374,762
Equity in Building Fund	101,177		-	(100,000)				1,177
Equity In Capital Assets	3,576,533		(238,817)	• •		73,814		3,411,530
Unrestricted	 230,479		(78,145)	 100,000		(73,814)		178,520
	\$ 4,282,951	\$	(316,962)	\$	\$		\$	3,965,989
	 2014 Balance	•	Excess leficiency) of evenue over expenses	 Transfers	tr	Capital ansactions	<u> </u>	2015 Balance
Equity in Crisis Fund	\$ 374,762	\$	-	\$ -	\$	~	\$	374,762
Equity in Building Fund	101,177		-	-		~		101,177
Equity in Capital Assets	3,680,751		(238,817)	-		134,599		3,576,533
Unrestricted	 251,074		114,004	 •		(134,599)		230,479
	\$ 4,407,764	\$	(124,813)	\$ 10	\$	- 	\$	4,282,951

Year Ended March 31, 2016

See notes to financial statements Anton, Bryson & Schindler Chartered Professional Accountants LLP

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## Statement of Cash Flow

#### Year Ended March 31, 2016

		2016		2015
OPERATING ACTIVITIES Deficiency of revenue over expenses	\$	(246 062)	\$	(404 049)
Item not affecting cash:	Φ	(316,962)	φ	(124,813)
Amortization of property, plant and equipment	بجنوب يرين	238,817		238,817
		(78,145)		114,004
Changes in non-cash working capital:				
Accounts receivable		(18,754)		10,599
Accounts payable		37,589		(100,855)
Deferred Income		23,980		25
Prepaid expenses		1,245		(339)
Goods and services tax payable		(4,924)		3,102
Wages payable Employee deductions payable		11,961 2,435		(51,868) (69,321)
Employed deductions payable		2,435	-	(09,021)
		53,532		(208,657)
Cash flow used by operating activities		(24,613)		(94,653)
FINANCING ACTIVITY Repayment of long term debt		(73,814)		(134,599)
DECREASE IN CASH FLOW		(98,427)		(229,252)
Cash - beginning of year		793,064		1,022,316
CASH - END OF YEAR	\$	694,637	\$	793,064
CASH FLOW SUPPLEMENTARY INFORMATION				
Interest received	<u>\$</u>	8,919	\$	10,909
Interest paid	\$	12,227	\$	16,927

See notes to financial statements Anton, Bryson & Schindler Chartered Professional Accountants LLP

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#### NATURE OF OPERATIONS

TILLICUM LELUM ABORIGINAL SOCIETY (the "Society") was incorporated under the Society Act of British Columbia on April 26, 1968. The objective is operating programs, activities and essential services to meet the social, cultural, recreational, health, educational and employment needs of urban Aboriginal people.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

#### Fund Accounting

The Soclety records accounting transactions using the fund accounting method generally in use for non-profit organizations. A fund is determined for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Each fund has its own statement of operations which presents the results of operations for the fund. The statement of financial position of the Society includes the assets, liabilities and equity of all funds presented in the financial statements.

The various funds, being the capital fund which accounts for the capital assets of the Soclety, the operating fund which accounts for the programs of the Soclety and the crisis and building funds which are internally restricted funds, have been amalgameted for the purpose of presentation in the financial statements. Details of the operations of each program are set out in the supplementary schedules.

All inter-entity balances have been eliminated on consolidation, but in order to present the results of operations for each specific fund, transactions amongst funds have not necessarily been eliminated on the individual schedules.

#### **Capital Assets**

Capital Assets are stated at cost or deemed cost less accumulated amortization. Capital Assets are amortized over their estimated useful lives on a straight-line basis at the following rates and methods:

Buildings	20 years	straight-line method
Computer equipment	5 years	straight-line method
Equipment	5 years	straight-line method
Furniture and fixtures	5 years	straight-line method
Motor vehicles	5 years	straight-line method

#### **Revenue Recognition**

The Society follows the deferral method of accounting for contributions. Accordingly, amounts received under funding arrangements which relate to a subsequent fiscal period are reflected as deferred revenue on the statement of financial position.

(continues)

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Financial Instruments Policy**

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are not expensed when incurred.

#### Measurement Uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-forprofit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

#### 2. FINANCIAL INSTRUMENTS

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of March 31, 2016.

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources, callable debt, wages and accounts payable. This risk is concentrated regionally in that all members, employees and vendors are from the same local region, thus liquidity issues of any one of these sources of funding will impact the Society.

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from Interest rate fluctuations, the Society manages exposure through its normal operating and financing activities. The Society is exposed to interest rate risk primarily through its floating interest rate callable debt. This risk is concentrated in that all of its borrowings are held with one institution and rate increases by that lender could impact the Society.

#### CAPITAL ASSETS 3.

3.	CAPITAL ASSETS		Cost		cumulated			 2015 Net book value
	Buildings Computer equipment Equipment Furniture and fixtures Land Motor vehicles	\$	4,776,345 168,671 85,219 65,441 312,810 125,605	\$	1,375,389 168,671 85,219 65,441 125,605	\$	3,400,956 _  312,810 	\$ 3,639,773
		\$	5,534,091	\$	1,820,325	\$	3,713,766	\$ 3,952,583
4.	LONG TERM DEBT		2,00				2016	 2015
	Royal Bank of Canada loan bearing per annum, repayable in monthly \$2,300. The loan matured on Nove secured by certain assets.	/ b)	ended payr	nen	ts o <b>f</b> I was	\$	-	\$ 51,681
	Royal Bank of Canada loan bearing is per annum, repayable in monthly \$2,700. The loan matures on March by certain assets.	/ bl	ended payr	nen	ts of		302,233	324,366
	·				-		302,233	 376,047
	Amounts payable within one year				-		(302,233)	 (376,047)
						) angaran	<b>2</b>	\$ -
	Principal repayment terms are approx	cima	ately:					
	2017				44	}	302,233	
N-100					ų V	}	<u>302,233</u>	

Anton, Bryson & Schindler Chartered Professional Accountants LLP

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## Summer Camp

#### Year Ended March 31, 2016

(Schedule 1)

		2016		2015
REVENUE				
Registrations	\$	9,315	\$	8,750
EXPENSES Program expenses Wages and benefits		13,241 485		820 88
		13,726		908
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<del></del>	(4,411)		7,842
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		28,317		20,475
SURPLUS (DEFICIENCY), END OF YEAR	\$	23,906	\$	28,317

## TILLICUM LELUM ABORIGINAL SOCIETY BCAAFC - Community Capacity Support

(Schedule 2)

Year	Ended	March	31,	2016
------	-------	-------	-----	------

	993 <u></u> -701	2016	مەنتىچىنى <del>ت</del> ەرىغا	2015
REVENUE				
BCAAFC - Community capacity support	\$	175,039	\$	169,532
Administration	4	440,335	7	407,707
Young Moms				9,043
Other		39,357		23,790
Interest		8,526		10,435
Property tax exemption credit		41,212		41,212
		704,469		661,719
EXPENSES				
Advertising and promotion		3,093		374
Amortization		238,817		238,817
Equipment rentals		14,016		14,386
Insurance		20,927		23,054
Interest and bank charges		722		1,771
Interest on long term debt		11,305		14,956
Material and supplies		3,444		6,635
Meetings		3,538		2,056
Membership dues		2,992		6,138
Office and miscellaneous		13,233		20,271
Professional fees		18,703		73,206
Program expenses		58,490		57,339
Property taxes		41,212		41,212
Rental		13,044		13,212
Repairs and maintenance		80,197		17,448
Sub-contracts		4,500		240
Telephone		14,844		14,044
Travel		16,858		16,565
Utilities		33,175		37,184
Wages and benefits		292,308		279,732
		885,418		878,640
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(180,949)	<u> </u>	(216,921)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		32,245		144,948
TRANSFERS		990 047		000 047
Allocation of amortization to equity in capital assets		238,817		238,817
Transfer of principal payments on long term debt		(73,814)		(134,599)
		165,003		104,218
SURPLUS (DEFICIENCY), END OF YEAR	\$	16,297	\$	32,245

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### TILLICUM LELUM ABORIGINAL SOCIETY HRSDC - Aboriginal Young Mothers Year Ended March 31, 2016

(Schedule 3)

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<u></u>		2018		2015
REVENUE				
HRSDC	\$	110,465	\$	112,112
EXPENSES Program expenses Rental Repairs and maintenance Utilities Wages and benefits		1,430 12,000 4,800 92,235 110,465		1,977 12,000 900 5,000 92,235 112,112
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		-		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		-		-
SURPLUS (DEFICIENCY), END OF YEAR	\$		\$	

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## TILLICUM LELUM ABORIGINAL SOCIETY Community Action Program for Children Year Ended March 31, 2016

(Schedule 4)

		2016	 2015	
REVENUE	•			
PHAC	\$	306,355	\$ 306,355	
EXPENSES				
Clerical		2,558	2,558	
Insurance		116	116	
Professional fees		1, <b>2</b> 78	1,278	
Program expenses		214,254	214,254	
Rental		360	360	
Repairs and maintenance		300	300	
Training and fees Travel		<b>547</b> 1,700	547 1,700	
Wages and benefits	<u></u>	27,642	 27,642	
	•	248,755	 248,755	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		57,600	 57,600	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		F	 ×	
TRANSFERS		(57,600)	 (57,600)	
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$ -	

#### Health Centre

#### Year Ended March 31, 2016

(Schedule 5)

	1.4	2016	2015	
REVENUE	<u>^</u>	408 0 I 0	٩	00 ( 070
VIHA	\$	297,316	\$	294,373
EXPENSES				
Clerical		4,227		4,227
Material and supplies		11,050		11,048
Meetings		100		100
Office and miscellaneous		2,344		2,344
Professional fees		6,251		6,251
Program expenses		29,238		29,238
Rental		14,688		14,688
Sub-contracts		3,000		3,000
Telephone		3,000		3,000
Training and fees		1,750		1,750
Travel		1,500		1,500
		562		562
Wages and benefits		219,606		216,665
		297,316		294,373
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		-		-
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		-		· · -
SURPLUS (DEFICIENCY), END OF YEAR	\$	84	\$	

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## TILLICUM LELUM ABORIGINAL SOCIETY Sexual Abuse Interventions Year Ended March 31, 2016

(Schedule 6)

		2016		2015
REVENUE	¢	040 400	ሱ	040 074
VIHA	\$	218,433	\$	216,271
EXPENSES				
Clerical		10,102		10,102
Material and supplies		420		420
Meetings		100		100
Office and miscellaneous		2,209		2,208
Participant incentives		1,281		1,718
Professional fees		6,059		6,059
Program expenses		2,325		2,325
Rental		14,688		14,688
Sub-contracts		4,000		3,000
Telephone		3,600		3,600
Training and fees		1,870		1,869
Travel		3,485		3,046
Utilities		562		562
Wages and benefits		167,732		166,574
		218,433		216,271
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<b></b>			#
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	·	38		
SURPLUS (DEFICIENCY), END OF YEAR	\$	•	\$	-

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## TILLICUM LELUM ABORIGINAL SOCIETY Pregnancy Outreach Program - BBB Year Ended March 31, 2016

(Schedule 7)

		2016		2015
REVENUE VIHA	\$	112,287	\$	111,175
EXPENSES	<u> </u>			
Advertising and promotion		500		500
Clerical		1,800		1,800
Material and supplies		43		43
Membership dues		225		200
Office and miscellaneous		1,120		1,120
Professional fees		600		600
Program expenses		23,175		23,200
Rental		2,780		2,780
Sub-contracts		17,225		21,000
Telephone		660		660
Training and fees		500		500
		300		300
Utilities		562		562
Wages and benefits		62,797		57,910
		112,287		111,175
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		F		<u> </u>
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		-		
SURPLUS (DEFICIENCY), END OF YEAR	\$		\$	*

## TILLICUM LELUM ABORIGINAL SOCIETY Family Support Workers Year Ended March 31, 2016

(Schedule 8)

<u>na na mangang na mangang ng kapa na mangan kapa kabu kapa kapa kapa na mana kana kana kana kana kana kana </u>	<b></b>	2016	 2015
REVENUE			
MCF - Family support worker	\$	452,539	\$ 448,947
EXPENSES			
Clerical		23,126	23,126
Material and supplies		1,500	1,500
Meetings		1,800	1,800
Office and miscellaneous		17,674	17,674
Professional fees		3,183	3,183
Program expenses		24,775	24,775
Rental		27,200	27,200
Sub-contracts		3,937	3,000
Telephone		7,980	7,980
Training and fees		17 <b>,0</b> 00	17,000
Travel		6,000	6,000
Utilities		3,400	3,400
Wages and benefits	·	314,964	 312,309
		452,539	 448,947
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	. <u> </u>	<b>1</b>	 -
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		*	 
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$ -

#### HIV / Aids Awareness 💡

Year Ended March 31, 2016

(Schedule 9)

		2016		2015
REVENUE			<u>م</u>	
VIHA	\$	107,163	\$	106,102
EXPENSES				
Clerical		2,000		2, <b>0</b> 00
Material and supplies		5,568		5,568
Membership dues		250		260
Office and miscellaneous		1,287		1,287
Professional fees		2,176		2,176
Program expenses		<b>6</b> 00		600
Rental		<b>8,1</b> 54		8,154
Telephone		1,530		1,530
Training and fees		800		800
Travel		600		600
Utilities		320		320
Wages and benefits	******	83,878		82,817
		107,163		106,102
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		**		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		X - Long Classification of the Astronomic Sciences		••• ••••••••••••••••••••••••••••••••••
SURPLUS (DEFICIENCY), END OF YEAR	\$	M	\$	and the second

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### TILLICUM LELUM ABORIGINAL SOCIETY HRSDC - New Horizons for Seniors Year Ended March 31, 2016

(Schedule 10)

	and the second secon	2016	2015		
REVENUE HRSDC	\$	-	\$	20,667	
EXPENSES Program expenses Sub-contracts Wages and benefits	<u>.</u>	13,867 4,337 2,163		300	
		20,367		300	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(20,367)		20,367	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	<b></b>	20,367		pa	
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	20,367	

## TILLICUM LELUM ABORIGINAL SOCIETY RBC Sports Day

#### Year Ended March 31, 2016

(Schedule 11)

	1,422,422,423,423,424,424,424,424,424,424	2015		
REVENUE RBC Grant	\$	1,500_	\$	
EXPENSES Program expenses Wages and benefits		<b>1,400</b> 100		a. E
		1,500		
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u></u>			
SURPLUS (DEFICIENCY), BEGINNING OF YEAR				
SURPLUS (DEFICIENCY), END OF YEAR	\$	4	\$	

## TILLICUM LELUM ABORIGINAL SOCIETY Adult Basic Education

(Schedule 12)

Year	Ended	March	31,	2016
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		2016	and a concern	2015
REVENUE CSETS	\$	88,717	\$	85,211
EXPENSES Office and miscellaneous Professional fees Program expenses Rental Telephone Training and fees Utilities Wages and benefits		1,000 3,000 4,200 3,200 800 5,000 300 71,217 88,717		1,000 3,000 4,290 3,200 800 2,000 300 70,621 85,211
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		H		-
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	Dist.	-		<b></b>
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	-

## Gaming

## Year Ended March 31, 2016

(Schedule 13)

	and and a state of the state of	2016		2015
REVENUE				
Gaming , Interest	\$	80,000 <u>393</u>	\$	80 <b>,0</b> 00 475
		80,393		80,475
EXPENSES				
Professional fees		200		200
Program expenses		81,229		80,767
		81,429		80,967
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(1,036)		(492)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		(11,385)		(10,893)
SURPLUS (DEFICIENCY), END OF YEAR	\$	(12,421)	\$	(11,385)

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## TILLICUM LELUM ABORIGINAL SOCIETY Young Women's Wellness - Victim Services Year Ended March 31, 2016

(Schedule 14)

			-	
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REVENUE Victim Services	\$	17,496	\$	<b></b>
EXPENSES Program expenses Sub-contracts Wages and benefits		3,900 10,946 2,650		-
		17,496		
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u></u>	м		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	, <u></u>			
SURPLUS (DEFICIENCY), END OF YEAR	\$	H	\$	ing T <u>anggan pangada sa kang</u> angangan

#### **Program Director**

#### Year Ended March 31, 2016

(Schedule 15)

		2016		2015
REVENUE BCAAFC - Program director	\$	25.000	\$	25.000
EXPENSES Office and miscellaneous Wages and benefits	,	1,354 23,646		1,354 23,646
		25,000		25,000
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES				
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	-	•		
SURPLUS (DEFICIENCY), END OF YEAR	\$	я	\$	

### TILLICUM LELUM ABORIGINAL SOCIETY Young Mom's House Year Ended March 31, 2016

(Schedule 16)

	2016	2015
REVENUE Young Moms	<u>\$ 12,923 (</u>	B
EXPENSES Program expenses	7,358	<b>1</b> 2
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	5,565	4 <b>6</b>
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	ويحققه والمحقق والمحقق والمحقق والمحققة والمحققة والمحققة والمحققة والمحققة والمحققة والمحققة والمحققة والمحققة	na References and definition frances and the
SURPLUS (DEFICIENCY), END OF YEAR	\$ 5,565 §	-

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#### Mid Island Metis

Year Ended March 31, 2016

(Schedule 17)

			-	
	2016			2015
REVENUE Mid Island Metis	\$	4,000	\$	5,200
EXPENSES Sub-contracts Wages and benefits		4,152 46		5 <b>,0</b> 81 59
		4,198		5,140
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(198)		60
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		792		732
SURPLUS (DEFICIENCY), END OF YEAR	\$	594	\$	792

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## TILLICUM LELUM ABORIGINAL SOCIETY United Way - Homeless Count Year Ended March 31, 2016

(Schedule 18)

\$

	and the second			
	2016			2015
REVENUE United Way	\$	14,979	\$	
EXPENSES Sub-contracts	<del></del>	14,979		
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		8		*
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		8		
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	

## TILLICUM LELUM ABORIGINAL SOCIETY Creating Healthy Families Year Ended March 31, 2016

(Schedule 19)

		2016	2015	
REVENUE	\$	52	\$	
EXPENSES Clerical Insurance Professional fees Program expenses Rental Repairs and maintenance Training and fees Travel Wages and benefits		2,415 110 1,209 17,940 1,500 300 516 12,500 21,110		2,415 110 1,209 17,940 1,500 300 516 12,500 21,110
	•	57,600		57,600
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(57,600)		(57,600)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR				<b>.</b>
TRANSFERS		57,600		57,600
SURPLUS (DEFICIENCY), END OF YEAR	\$	R.	\$	

### TILLICUM LELUM ABORIGINAL SOCIETY PHAC Building Better Babies Year Ended March 31, 2016

(Schedule 20)

	2016			2015	
REVENUE PHAC	æ	AE 700	æ	AE 700	
FRAU	\$	45,792	\$	45,792	
EXPENSES Clerical Insurance Material and supplies Office and miscellaneous Professional fees Program expenses Sub-contracts Training and fees Travel Utilities Wages and benefits		- 1,000 6,354 380 3,800 11,650 1,795 500 4,500 1,200 14,613 45,792		3,800 1,000 6,354 380 - 11,650 4,644 500 4,500 1,200 11,764 45,792	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		*		· ·	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	· .	=			
SURPLUS (DEFICIENCY), END OF YEAR	\$	14 	\$	-	

## CSETS Youth Career Support Year Ended March 31, 2016

(Schedule 21)

	2016		2015	
REVENUE CSETS	\$	40,068	69	37,161
EXPENSES Program expenses Wages and benefits		4,075 35,993		4,075 33,086
		40,068		37,161
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		¥		+
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	·	7		
SURPLUS (DEFICIENCY), END OF YEAR	\$	78	\$	

### TILLICUM LELUM ABORIGINAL SOCIETY Prison Liaison Project Year Ended March 31, 2016

(Schedule 22)

	The second s			
		2016	2015	
REVENUE Province of BC	\$	69,603	\$ 67,392	
EXPENSES Professional fees Program expenses Wages and benefits		5,852 9,599 51,633	 5,852 9,600 45,992	
		67,084	 61,444	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<b></b>	2,519	 5,948	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		11,729	 5,781	
SURPLUS (DEFICIENCY), END OF YEAR	\$	14,248	\$ 11,729	

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### TILLICUM LELUM ABORIGINAL SOCIETY QEQ College Year Ended March 31, 2016

(Schedule 23)

	2016	2015
REVENUE SD #68	\$ 35,000	\$ 26,000
EXPENSES Program expenses Sub-contracts Wages and benefits	17,245 17,358 	10,144 15,693 163 26,000
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	40000000000000000000000000000000000000	<u> </u>
SURPLUS (DEFICIENCY), END OF YEAR	\$ <b>*</b>	<u> </u>

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## TILLICUM LELUM ABORIGINAL SOCIETY SD#68 - YSH Day Program Year Ended March 31, 2016

(Schedule 24)

		2016	2015
REVENUE			
SD #68	\$	25,263	\$ 
EXPENSES			
Clerical		1,722	
Program expenses		519	~
Professional fees		574	-
Travel		119	-
Wages and benefits		4,918	 د
	<del></del>	7,852	 •
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		17,411	 
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		<u>я</u>	 <u> </u>
SURPLUS (DEFICIENCY), END OF YEAR	\$	17,411	\$ -

### TILLICUM LELUM ABORIGINAL SOCIETY SASP - Male Survivors of Sexual Abuse Year Ended March 31, 2016

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(Schedule 25)

		2016	2015
REVENUE Attorney General	\$	35,560	\$ 35,560
EXPENSES Clerical Office and miscellaneous Professional fees Program expenses Rental Telephone Training and fees Travel Wages and benefits		500 200 500 1,650 1,200 400 600 29,910 35,560	 500 200 500 1,650 1,200 400 1,000 500 29,610 35,560
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	್ಷದ-೧೯ <i>ರ್ಮ</i> ಾಧಕಾರ	-	 
SURPLUS (DEFICIENCY), BEGINNING OF YEAR			 
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$ -

## TILLICUM LELUM ABORIGINAL SOCIETY Hospital Liaison Worker Year Ended March 31, 2016

(Schedule 26)

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		2016	2015	
REVENUE	\$	66.697	\$	66,037
EXPENSES	<u>v</u>			00,001
Professional fees		1,200		1,200
Program expenses		1,800		1,780
Travel		1,500		1,541
Wages and benefits		62,197		61,516
		66,697	*	66,037
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		#1		هم 
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		10 Martin Carlos (Martin Carlos (Carlos (Carlo		
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	

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### TILLICUM LELUM ABORIGINAL SOCIETY Rina M Bidin Foundation

# Year Ended March 31, 2016

(Schedule 27)

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REVENUE Rina M Bidin Foundation	\$	20,000	\$	
EXPENSES Program expenses Wages and benefits		7,197 231		-
		7,428		~
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		12,572		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		<b>A</b>		•
SURPLUS (DEFICIENCY), END OF YEAR	\$	12,572	\$	-

## TILLICUM LELUM ABORIGINAL SOCIETY United Way - Making a Difference Early Year Ended March 31, 2016

(Schedule 28)

		2016		
REVENUE United Way	\$	7,000	\$	1,750
EXPENSES Program expenses Wages and benefits	<u></u>	7,000		1,750 7,000
		7,000		8,750
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		=		(7,000)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		*		7,000
SURPLUS (DEFICIENCY), END OF YEAR	. \$	=	\$	-

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### TILLICUM LELUM ABORIGINAL SOCIETY MCF - Early Childhood Development

(Schedule 29)

Year Ended March	n 31	. 2016
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		2016		2015
REVENUE			4	
MCF - Early Childhood Development	<u>\$</u>	369,124	\$	366,195
EXPENSES Clerical Material and supplies Office and miscellaneous Professional fees Program expenses Rental Telephone Training and fees Travel Utilities Wages and benefits		12,000 5,310 2,200 162,935 12,000 4,800 3,700 3,000 1,200 161,859 369,124		12,000 120 5,310 2,200 152,188 12,000 4,800 3,700 3,000 1,200 169,677 366,195
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES				-
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		4		
SURPLUS (DEFICIENCY), END OF YEAR	\$		\$	-

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#### TILLICUM LELUM ABORIGINAL SOCIETY

## **Christmas Hampers**

(Schedule 30)

### Year Ended March 31, 2016

	 2016	 2015
REVENUE		
Staff donations	\$ 627	\$ 945
Xmas Hamper Campaign donations	 11,613	 13,140
	 12,240	 14,085
EXPENSES		
Material and supplies	589	915
Program expenses	 12,678	 13,893
	 13,267	 14,808
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	 (1,027)	 (723)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	 15,511	 16,234
SURPLUS (DEFICIENCY), END OF YEAR	\$ 14,484	\$ 15,511

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### TILLICUM LELUM ABORIGINAL SOCIETY Summer Career Placement

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## Year Ended March 31, 2016

(Schedule 31)

	1	2016		2015	
_					
REVENUE HRSDC		\$	10,844	\$	10,778
EXPENSES Wages and benefits		·	10,844	•	10,778
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		,	38		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR			<b>7</b>		55 
SURPLUS (DEFICIENCY), END OF YEAR		\$	24	\$	<u>~</u>

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### TILLICUM LELUM ABORIGINAL SOCIETY BCAAFC - Urban Partnership Program Year Ended March 31, 2016

(Schedule 32)

	and a second	2016		2015	
REVENUE			·		
BCAAFC - Urban partnership program	\$	91,000	\$	60,000	
EXPENSES					
Advertising and promotion		-		280	
Clerical		720		600	
Material and supplies		1,400		6,622	
Meetings		35		340	
Office and miscellaneous		960		620	
Professional fees		1,680		2,700	
Program expenses		1,000		4,500	
Rental		5,340		2,520	
Training and fees Travel		6,798 600		8,000 740	
Utilities		240		640	
Wages and benefits		72,227		32,438	
		91,000		60,000	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES					
SURPLUS (DEFICIENCY), BEGINNING OF YEAR				•	
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$		

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## TILLICUM LELUM ABORIGINAL SOCIETY MCF Youth Safe House

(Schedule 33)

Year	Ended	March	31,	2016
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		2016		2015
REVENUE				
MCF - Youth safe house	\$	327,647	\$	325,047
EXPENSES				
Clerical		3,600		3,600
Insurance		4,100		4,100
Interest and bank charges		100		100
Office and miscellaneous		786		787
Professional fees		3,600		3,600
Program expenses		<b>23,6</b> 00		23,600
Rental		27,600		27,600
Repairs and maintenance		9,000		11,000
Sub-contracts		29,646		5,800
Telephone		2,000		2,000
Travel		2,000		2,000
Utilities		7,000		5,000
Wages and benefits	<u></u>	214,615		235,860
		327,647		325,047
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		-		
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100 - 100		,	28
SURPLUS (DEFICIENCY), END OF YEAR	\$	<b>a</b>	\$	~

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# TILLICUM LELUM ABORIGINAL SOCIETY

## Community Wellness Initiative Year Ended March 31, 2016

(Schedule 34)

· · · · · · · · · · · · · · · · · · ·	 		
	2016		2015
REVENUE CWI Registrations	\$ 10,992	\$	25,008
EXPENSES Program expenses Wages and benefits	 13,959		14,549 133
	 13,959		14,682
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	 (2,967)	<u> </u>	10,326
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	 22,243		11,917
SURPLUS (DEFICIENCY), END OF YEAR	\$ 19,276	\$	22,243

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### TILLICUM LELUM ABORIGINAL SOCIETY City of Nanaimo - Youth Safe House Year Ended March 31, 2016

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(Schedule 35)

Year Ended March 31, 20	10			
		2018		2015
REVENUE City of Nanaimo - Youth safe house	\$		\$	70,000
EXPENSES Wages and benefits		57,865		12,135
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(57,865)	)	57,865
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		57,865		·
SURPLUS (DEFICIENCY), END OF YEAR	\$	<b>1</b>	\$	57,865

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## TILLICUM LELUM ABORIGINAL SOCIETY Street Outreach Year Ended March 31, 2016

(Schedule 36)

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		a men a invita a mu		
		2016	-	2015
REVENUE	\$		\$	
EXPENSES				
Program expenses		-		3,000
Sub-contracts		-		14,488
Wages and benefits				31
		54	- <b>La g</b> anna	17,519
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	·			(17,519)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	- <u></u>			17,519
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	-

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### TILLICUM LELUM ABORIGINAL SOCIETY

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### Substance Abuse

### Year Ended March 31, 2016

(Schedule 37)

		2016		2015
REVENUE				
VIHA	\$	79,736	\$	78,947
EXPENSES Advertising and promotion Clerical Office and miscellaneous Professional fees Program expenses Postal		2,111 5,065 503 1,156 10,472	·	2,100 5,040 500 1,150 10,420
Rental Telephone Utilities Wages and benefits		3,015 2,035 603 54,776 79,736	<u></u>	3,000 2,025 600 54,112 78,947
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		-		-
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	<b></b>	94		648 
SURPLUS (DEFICIENCY), END OF YEAR	\$	×	Ş	

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## TILLICUM LELUM ABORIGINAL SOCIETY CSETS Employment Counsellors Year Ended March 31, 2016

(Schedule 38)

	 2016		2015		
REVENUE		_			
CSETS	\$ 121,983	\$	123,804		
EXPENSES					
Office and miscellaneous	1,300		1,970		
Professional fees	3,900		3,900		
Program expenses	18,887		27,591		
Rental Client Support Dischlad	3,200		3,600		
Client Support Disabled Telephone	1,498 1,200		1,500 1,200		
Training and fees	1,2.00		1,000		
Utilities	600		600		
Wages and benefits	 91,398		82,443		
	 121,983		123,804		
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	 • ·				
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	 •	·	<u> </u>		
SURPLUS (DEFICIENCY), END OF YEAR	\$	\$	_		

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## TILLICUM LELUM ABORIGINAL SOCIETY RBC Grant Year Ended March 31, 2016

(Schedule 39)

		2016 5,000 \$ 5,000	
			2015
	<u></u>		 
REVENUE			
RBC Grant	\$	5,000	\$ 5,000
EXPENSES			
Program expenses		5,000	5,000
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		<u> </u>	 R
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		25	 <b></b>
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$ -

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#### TILLICUM LELUM ABORIGINAL SOCIETY

#### ------Donations-

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(Schedule 40)

Year E	Ended	March	31,	2016
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	-			
		2016		2015
REVENUE Donations	\$	20,392	\$	37,857
EXPENSES Program expenses	<u>.</u>	185,610		17,374
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(165,218)		20,483
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	·	50,144		29,661
TRANSFERS		100,000	·····-	7
SURPLUS (DEFICIENCY), END OF YEAR	\$	(15,074)	\$	50,144

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## TILLICUM LELUM ABORIGINAL SOCIETY FNHA - Day of Wellness Year Ended March 31, 2016

(Schedule 41)

		2016	2015
REVENUE FNHA Grant	\$	5,400	\$ 54
EXPENSES Program expenses Wages and benefits		<b>5,391</b> 9	 -
		5,400	 
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES			 
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	·····	e	 
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$ -

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### TILLICUM LELUM ABORIGINAL SOCIETY Lifeskills - Education and Materials Year Ended March 31, 2016

(Schedule 42)

	<u> Angeneren an Socker a</u> t	0040	in an	
		2016		2015
REVENUE	\$	5,000	\$	5, <b>0</b> 00
EXPENSES Program expenses		5,690		4,309
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		(690)		691
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		985		294
SURPLUS (DEFICIENCY), END OF YEAR	<u>\$</u>	295	\$	985

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### TILLICUM LELUM ABORIGINAL SOCIETY

### MCF - Aboriginal Services Innovations - ASI

Year Ended March 31, 2016

(Schedule 43)

		2016		2015
REVENUE				
MCF - Aboriginal Services and Innovations - ASI	\$	180,000	\$	179,454
EXPENSES				
Clerical		13,000		5,300
Insurance		500		600
Interest and bank charges		100		100
Office and miscellaneous		1,235		4,100
Professional fees		700		500
Program expenses		6,589		7,200
Rental		7,200		7,500
Repairs and maintenance		600		-
Sub-contracts		870		3,000
Telephone		2,400		17 1
Training and fees		1,400		1,000
Travel		2,000		3,600
		2,500		•
Wages and benefits	·	140,906		146,554
		180,000		179,454
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u></u>	a		<b></b>
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		-74 1		-
	~		¢	
SURPLUS (DEFICIENCY), END OF YEAR	\$		\$	

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### TILLICUM LELUM ABORIGINAL SOCIETY United Way - Success by Six Year Ended March 31, 2016

(Schedule 44)

	2016			2015
REVENUE United Way	\$	22,500	\$	_
EXPENSES		F		
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		22,500		·
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	<b>1-1-1-1</b>	<b>n</b>		•
SURPLUS (DEFICIENCY), END OF YEAR	\$	22,500	\$	-

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### TILLICUM LELUM ABORIGINAL SOCIETY

### MCF - Aboginal Services and Innovations - Early Years (Schedule 45)

Year Ended March 31, 2016

	2016			2015	
REVENUE MCF - Aboriginal Services and Innovations - EY	¢	97 AEG	5	A7 64A	
	\$	77,458	ψ	47,614	
EXPENSES Insurance Office and miscellaneous Professional fees Program expenses Rental Telephone Training and fees Travel Wages and benefits		250 550 5,000 4,173 3,600 1,440 497 1,200 60,748 77,458		150 1,912 3,000 2,769 2,100 840 295 700 35,848 47,614	
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	·			<u>v</u>	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	·	5		*	
SURPLUS (DEFICIENCY), END OF YEAR	\$	**	\$	-	

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### TILLICUM LELUM ABORIGINAL SOCIETY CSETS - Childcare Enhancement Year Ended March 31, 2016

(Schedule 46)

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			-	ومرور والمركبين والمركبين والمركب
	2016			2015
REVENUE CSETS	\$	9,000	\$	9,100
EXPENSES Material and supplies Program expenses Sub-contracts Wages and benefits		6,500 2,434 66		993 8,100 7
	<del></del>	9,000		9,100
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u></u>			
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	<b></b>			<u> </u>
SURPLUS (DEFICIENCY), END OF YEAR	\$	-	\$	

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### TILLICUM LELUM ABORIGINAL SOCIETY Sports Med BC Year Ended March 31, 2016

(Schedule 47)

	2016			2015
REVENUE AHLA Grant	ęş	2,000	\$	2,000
EXPENSES Program expenses Wages and benefits		1,440		3,074 8
		1,440		3,082
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	~	560		(1,082)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		918		2,000
SURPLUS (DEFICIENCY), END OF YEAR	\$	1,478	\$	918

### TILLICUM LELUM ABORIGINAL SOCIETY VIHA Youth Safe House Year Ended March 31, 2016

(Schedule48)

	2016			2015	
REVENUE					
VIHA	\$	166,667	\$	-	
EXPENSES					
Clerical		8,507			
Program expenses		4,581		-	
Professional fees		2,835		-	
Membership dues		200		-	
Office and miscellaneous		1,165		-	
Repairs and maintenance		509		-	
Telephone		300		~	
Training and fees		277		-	
Travel		971		-	
Wages and benefits	·	90,681		~	
		110,026			
XCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		58,641		-	
URPLUS (DEFICIENCY), BEGINNING OF YEAR				-	
	·		•	· · · · · · · · · · · · · · · · · · ·	
URPLUS (DEFICIENCY), END OF YEAR	\$	56,641	\$	-	

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## TILLICUM LELUM ABORIGINAL SOCIETY Elders and Youth Housing Year Ended March 31, 2016

(Schedule 49)

		2016		
REVENUE SLH	\$	54,296	\$	57,902
EXPENSES Sub-contracts Wages and benefits		500 53,796		4,650 53,252
		54,296		57,902
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES				*
SURPLUS (DEFICIENCY), BEGINNING OF YEAR				
SURPLUS (DEFICIENCY), END OF YEAR	\$	, 	\$	-

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### TILLICUM LELUM ABORIGINAL SOCIETY Childcare Enhancement

Year Ended March 31, 2016

(Schedule 50)

			Name of Street, or other	
	2016			2015
REVENUE VIU	\$		\$	500
EXPENSES Program expenses Sub-contracts Training and fees		-		1,251 1,489 2,667
	<b>.</b>	<b>H</b>		5,407
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES		14		(4,907)
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	<u> </u>	<b>"</b>		4,907
SURPLUS (DEFICIENCY), END OF YEAR	<u>\$</u>	-	\$	**

## TILLICUM LELUM ABORIGINAL SOCIETY VIU - Community Engagement Coordinator Year Ended March 31, 2016

(Schedule 51)

MALIN- AV DIMENDARING STOLENDER STOLENDER STOLENDER STOLENDER STOLENDER STOLENDER STOLENDER STOLENDER STOLENDER	2016			2015
REVENUE VIU	43-	17,468	\$	
EXPENSES Wages and benefits		17,468		-
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<del></del>	14t		4
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		<b>R</b>		
SURPLUS (DEFICIENCY), END OF YEAR	\$	H.	\$	

### TILLICUM LELUM ABORIGINAL SOCIETY City of Nanaimo - Litter Pickup Year Ended March 31, 2016

(Schedule 52)

L

	10				
		2016		2015	
REVENUE City of Nanaimo	\$	-	\$	250	
EXPENSES		H			
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<b>.</b>	*		250	
SURPLUS (DEFICIENCY), BEGINNING OF YEAR	-	750	•	500	
SURPLUS (DEFICIENCY), END OF YEAR	\$	750	\$	750	

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### TILLICUM LELUM ABORIGINAL SOCIETY Association of Neighborhood Houses Year Ended March 31, 2016

(Schedule 53)

I APT PERCHAMINISTER A IS					
	2016			2015	
REVENUE Association of Neighborhood Houses	\$	850	\$	1,722	
EXPENSES Training and fees		850		1,722	
EXCESS OF REVENUE OVER EXPENSES	<b></b>				
SURPLUS (DEFICIENCY), BEGINNING OF YEAR		*		na ana amin'ny fananana dia mampika amin'ny fananana dia manana dia manana dia manana dia manana dia manana dia	
SURPLUS (DEFICIENCY), END OF YEAR	\$	A	\$	-	

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### Tillicum Lelum Aboriginal Society Income Statement and Budget Report December 31, 2016 Actual

#### CONSOLIDATED CONSOLIDATED

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET
		101010	110 000	BOOBLI	200021	
REVENUE						
4110 PHAC C.A.P.C.	0.00	201,896.00	87.87	229,766.22	306,355.00	104,459.00
4160 Community Wellness Initiative 4167 VICTORIA FOUNDATION GRANT	0.00 0.00	18,755.93	100.00 100.00	18,755.93	18,755.93 5,000,00	0.00
4107 VICTORIAL CONDATION GRAPT	10,381.00	5,000.00 60,346.00	72.51	5,000.00 83,223.00	110,964.00	0.00 50,618.00
4173 HRSDC New Horizons to Seniors	0.00	18,600.00	100.00	18,600.00	18,600.00	0.00
4174 Young Mom's House Revenue	0.00	7,306.24	133.33	5,480.00	5,480.00	(1.826.24)
4180 HRDC Canada Summer Jobs	8,535.00	8,535.00	44.79	19,055.00	19,055.00	10,520.00
4185 MCF Youth Safe House	27,303.93	245,735.37	100,00	245,735.37	327,647,16	81,911.79
4186 MCF Chid Care Centre Capital Projects	0.00	325,000.00	65.00	500,000.00	500,000.00	175,000.00
4200 BCAAFC COMMUNITY CAPACITY SUP	0.00	86,452.75	50.00	172,905,49	172,905.49	86,452.74
4221 BCAAFC Urban Partnership Program	0.00	38,250.00	45.00	85,000.00	85,000.00	46,750.00
4228 RBC Grant	0.00	5,000.00	100.00	5,000.00	5,000.00	00.0
4300 BCAAFC Program Director 4310 Aboriginal Child & Family Summer Camp	0.00 0.00	18,900.00 8,665.00	100.00 110.17	18,900.00 7,865.00	21,000.00 7,865.00	2,100.00 (800.00)
4310 Aboliginal Child & Fanny Summer Camp 4320 Province of BC Prison Liaison Worker	0.00	32,609.57	58.76	55,500.03	74,000.00	41,390.43
4330 A/G Sexual Abuse Survivors Program	0.00	27,278,13	100.00	27,278.13	36,610.12	9,331.99
4331 CFO Grant Healing and Rebuilding	0.00	18,000.00	100.00	18,000.00	18,000.00	0.00
4350 MFC	37,711.57	339,404.13	100.00	339,404.13	452,538.84	113,134.71
4355 MFC Aboriginal Service Innovations ASI	15,603.61	140,432.52	100.00	140,432,49	187,243.35	46,810.83
4356 MFC Aboriginal Service Innovations ASI	8,416.21	75,745.85	100.00	75,745,89	100,994.50	25,248.65
4360 MCF Early Childhood Education	30,760.35	276,843.15	100.00	276,843,15	369,124.20	92,281.05
4400 VIHA Building Better Bables	0,00	86,345.73	102.53	84,215.07	112,286.75	25,941.02
4405 PHAC Building Beller Babies	0.00	32,867.00	95.70	34,344.00	45,792.00	12,925.00
4410 VIHA Aboriginal Hospilal Liaison	1,549.15	53,259.40	106.47	50,022.81	66,697.12	13,437.72
4411 VIHA CBIS Workshop	0.00	6,200.17	88.57	7,000.00	7,000.00	799.83
4420 VIHA Substance Abuse Counsellor	0.00	59,802.21	100.00	59,802.30	79,736.36	19,934.15
4421 VIHA Youth Safe House	0.00 0.00	150,000.03	100.00	150,000.03	200,000,00	49,999.97
4422 VIHA How About That Selfie? 4520 CSETS Life Skills & Literacy	0.00	30,476.97 12,768.00	100.00 17.45	30,476.97 73,149.00	40,636.00 97,530.00	10,159.03 84,762.00
4527 USETS LIFE Skills & Elleracy	0.00	45,000.00	100.00	45,000.00	50,000,00	5,000.00
4528 Childcare Enhancement	0.00	4,500.00	50.00	9,000.00	9,000.00	4,500.00
4529 VIU Community Engagement Coordinato	0.00	10,000.00	100.00	10,000.00	20,000.00	10,000.00
4530 CSETS Urban Aboriginal Employment Sc	0,00	54,401.00	58,08	93,660.00	124,881.00	70,480.00
4550 CSETS Youth Career Support & Leaders	0.00	37,256.00	126.51	29,448.00	39,265.00	2,009.00
4620 VIHA Urban Aboriginal Health	0.00	222,987.15	100.00	222,987.15	297,316.34	74,329.19
4640 VIHA Sexual Abuse Intervention Program	0.00	176,873.64	107.96	163,825.11	218,433.45	41,559.81
4660 VIHA HIV/AID'S	0.00	83,083,66	103.37	80,372.52	107,163.31	24,079.65
4756 Donations Sweat Lodge	0.00	1,375.35	176.25	780.35	780.35	(595.00)
4760	0.00	1,245.00	100.00	1,245.00	1,245.00	0.00
4762	4,939.84	79,242.34	123.03	64,411.18	64,411.18	(14,831.16)
4763 Donations Tillicum Village	0.00	20.00	100.00	20.00	20.00	0.00
4765 4790 Community Gaming Grants	0.00 0.00	75.00 65,000,00	100.00 100.00	75.00 65,000.00	75,00 65,000,00	0.00 0.00
5000 Administrative Program	31,772.35	279,644.71	99.16	281,999.97	376,000.00	96,355.29
5010 Revenue Rental	300.00	9,260.00	102.89	9.000.00	12,000.00	2,740,00
5012 Property Tax Exemption	0.00	41,212.00	100.00	41,212.00	41,212.00	0.00
5020 Pooled Transportation***	1,333.33	11,999.97	100.00	11,999.97	16,000.00	4,000.03
5220 Interest Income	812.75	7,367.57	112.03	6,576.21	8,701.24	1,333.67
5230 Pooled	3,841.83	34,552.47	115.18	29,999.97	40,000.00	5,447.53
5300 Other Income	0.00	9,573.08	127.64	7,499.97	10,000.00	426.92
5400 Inler Program Transfer	0.00	(2,850.00)	0.00	0.00	0.00	2,850.00
5605 Staff Xmas Hamper	100.00	390.00	650.00	60.00	60.00	(330.00)
5615 Christmas Hamper Campaign	130.00	8,832.80	2523.66	350.00	350.00	(8,482.80)
	183,490.92	3,571,516.89	89.02	4,012,022.41	4,993,730.69	1,422,213.80
EXPENSES				•		
6000 Audil/Bookkeeping	3,308.57	39,805.22	117.09	33,994.34	45,669.97	5,864.75
6001	1,621.67	13,135.03	100.00	13,135.03	18,000.00	4,864.97
		<b>D</b>				

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6002	Clerical/Supervisory *	7,571.69	66,487.49	100.00	66,487.55	89,202.62	22,715.13
6004	Utilities	314.44	2,749.83	100.00	2,749.77	3,693.00	943.17
6005	Information	100.00	900.00	100.00	900.00	1,200.00	300.00
6006	Admin Photocopying	240.43	2,163.75	100,00	2,163.69	2,885.00	721,25
	Admin Postage/Courier	5.84	52.56	100,00	52.56	70.00	17.44
	-	3.288.49	29,116.53	100,00	29,116.59	38,982.00	9,865.47
	Admin Rent	•					
	Professional	646.48	14,045,12	51.55	27,246.89	32,757.75	18,712.63
6014	Admin Telephone	219.56	1,976.04	100.00	1,976.04	2,634.75	658.71
6018	Janitorial	951,18	8,360.61	100.00	8,360.61	11,214.00	2,853,39
	Advertising/Promotion	217.55	2,497.67	59,36	4,207,95	5,610.50	3,112.83
6022	/ a to hearight control off	0.00	13,308.00	118.29	11,250.00	15,000.00	1,692.00
	A divity Ohan giala	595.20	•				
	Activity Chronicle		4,877.15	53.45	9,125.03	12,250.00	7,372.85
6030	Audit/Accounting Expense	114.92	1,034.28	7.94	13,034.28	13,379.00	12,344.72
6100	Bank Charges	20.85	229.03	17.45	1,312.47	1,750.00	1,520.97
6110	Utilities	597.00	25,100,42	65,17	38,514,06	51,352,00	26,251.58
	Janitorial Supplies	25,47	7,205.07	192.13	3,750.03	5,000.00	(2,205.07)
		3,408.56	28,586,24	60.35	47,370,47	61,645.41	33,059.17
	Expense	,					
	ABE Expense	0.00	0.00	0.00	15.20	15.20	15.20
6132	Recreation Center Expense	0.00	0.00	0.00	5,953.16	5,953.16	5,953.16
6133	Gathering Place	0.00	0.00	0.00	500.00	500.00	500,00
	Sweat Lodge	0.00	1,034.00	21.70	4,765.00	4,765.00	3,731.00
6135	Chour Lougo	3,812.92	33,016.26	99.83	33,071.86	44,510.60	11,494.34
	a		•				
	Summer Camp	0.00	0.00	0.00	25.00	25.00	25.00
6137	Fathers Circle	0.00	0.00	0.00	60.00	60.00	60.00
6139	Health Center	0.00	0,00	0.00	45.94	45.94	45.94
6140		5,524.00	53,823.00	98.92	54,410.97	72,133.00	18,310.00
	Nursing	0,00	0.00	0.00	75.00	75.00	75.00
		1,355.39	13,785.19				
	Building Insurance		• • •	94.87	14,531.31	19,375.00	5,589.81
	Building Property Taxes	0.00	41,212.00	100.00	41,212.00	41,212.00	0.00
6200		2,276.89	28,249.52	82.23	34,353.00	45,804.00	17,554,48
6220	Childcare Supplies	0.00	19,70	8.76	225.00	300.00	280.30
	CAPC Coalition Projects	0.00	103,210.00	68.17	151,398,00	201,864.00	98,654,00
	Elder Participation	0.00	5,209,80	35.11	14,837,41	17,650.00	12,440.20
	Client Support	758.18	20,747.37	72.21	28,730.96	38,269.27	17,521,90
6430		1,335.00	17,216.40	98.44	17,489.97	23,320.00	6,103.60
6450	Contract	0.00	3,625.00	33.00	10,983.69	14,645.00	11,020.00
6460	Contract	1,938.00	86,281.42	14.47	596,231.96	613,260.55	526,979.13
6470		0,00	714.80	122,54	583.31	833.34	118,54
	Cultural	431.52		98,48	26,526.24	35,301.24	9,179.26
	Cultural		26,121.98				
	Driver	2,032.52	24,420.12	98.73	24,733.53	32,978.00	8,557.88
6630	Equipment Maintenance/Repair	265.38	942.71	30,66	3,075.03	4,100.00	3,157.29
6640	Equipment	0.00	9,944,48	88,40	11,250.00	15,000.00	5,055,52
	Evaluation	0.00	7,360,76	46.15	15,950.03	19,600.00	12,239,24
	BBB Support Group	974.95	5,553.52	71.20	7,800.03	10,400.00	4,846.48
					-		
	Support /	0.00	0.00	0.00	2,250.00	3,000.00	3,000.00
6950	Diabetes	0.00	3,111.45	47.41	6,562,53	8,750.00	5,638.55
6990		0.00	205.01	4.57	4,482.80	4,614.05	4,409.04
6991	Tillicum Village	0.00	841.18	51.50	1,633,47	1,633.47	792.29
	Tillicum Village Nickels & Dimes	319.60	2,649.85	93,76	2,826.23	2,826,23	176.38
	Moms Dads Babies	413.67	2,682.20	110.04	2,437.47	3,250.00	567.80
			9,146,73	81.85	11,175.03	14,900.00	5,763.27
	Parents	1,287.27					
-	Prenatal Support Group	315.50	2,268.44	109,98	2,062.53	2,750.00	481.56
	Support	0.00	212.25	68.70	308,97	412.00	199.75
7065	Walking With Elders Program	110.22	1,095.29	30.68	3,570.03	4,760.00	3,664.71
7070	Treasure Box	0,00	364,35	24,29	1,500.03	2,000.00	1,635,65
	Wellness	37.71	44,505.43	41.50	107,250.03	143,000.00	98,494.57
		0.00		76.02	960.84	1,281.17	550.76
	Participant Incentive		730.41				
	Interest	779.97	7,129.83	86,42	8,250.03	11,000.00	3,870.17
	Internet Connection	0.00	1,984.70	61.54	3,224.97	4,300.00	2,315,30
7310	Liability Insurance	681,76	6,135.84	82.42	7,444.62	9,926.00	3,790.16
7/10	Meetings Board	251.65	1,838.73	122.58	1,500.03	2,000.00	161.27
		50.41	1,676.36	56.24	2,980.53	3,985.22	2,308.86
	Meeting Expense						
	Membership Fees/Dues	621,63	2,109.44	60.45	3,489.44	4,663.66	2,554.22
7600	Expense	824,14	12,814.51	105.08	12,195.47	16,299.78	3,485.27
7700	Postage/Courier	104.59	3,752,12	105.21	3,566.34	4,755.00	1,002.88
	Printing/Publishing	334.00	3,006.00	100,00	3,006,00	4,008.00	1,002.00
	Books Expense	0.00	943.89	188.78	500,00	1,000.00	56.11
	Droug Exhense						
7900	-	6,550.00	13,309.74	117.38	11,339.02	15,076.55	1,766.81
	Expense	1,900.00	17,228.55	111.46	15,457.12	15,707.15	(1.521.40)
8000	Program Audio/Visual	0.00	554.32	116.41	476.19	635.00	80.68
	Educational	159.58	9,716.40	84,95	11,437.47	15,250.00	5,533.60
	Kitchen Supplies	309.55	3,874.05	86.09	4,500.00	6,000.00	2,125.95
	Bursaries/Scholarships Expense	0,00	1,300.00	69.33	1,874.97	2,500.00	1,200.00
0020	potratication of a still by cybellise	0,00	1,000.00	00.00	191.101	FLOOPING	1,200.00

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8030		110,029.28	218,503,20	123.26	177,274.29	196,039.55	(22,463.65)
8031	Expense	213.19	5,198.97	85.15	6,105.38	11,105.38	5,906.41
	Medical Supplies	752.24	10,493.87	101.17	10,372,50	13,830.00	3,336.13
8041	Safety Supplies	0.00	0.00	0.00	933.40	1,400.00	1,400.00
	Computer Software/Maintenance	525.93	14,950,79	129,44	11,549.97	15,400.00	449.21
	Supplies	21.83	196.47	100.00	196.47	262.00	65.53
	Program Meeting Expense	0.00	0.00	0.00	37.53	50.00	50.00
	Training/Education Costs	200.00	1,637.00	163.70	1,000.00	2,000.00	363.00
	Telephone Expense	1,985.84	31,795.53	98.90	32,149.28	42,826.79	11,031.26
	Professional Development	94.80	4,211.66	28.59	14,731.40	19,389.72	15,178.06
	Training	0.00	279.30	4.07	6,869.94	10,304.67	10,025.37
	Travel	0.00	880.00	69.02	1,275.03	1,700.00	820.00
	Travel Board	0.00	98.79	52.70	187.47	250.00	151.21
	Travel	2,423.11	17,401.78	100.01	17,399.97	23,200.00	5,798.22
8230	Travel	1,129.99	15,954,40	64.77	24,632.36	32,628.50	16,674.10
	Vehicle Insurance	366.59	3,309,11	88.24	3,750.03	5,000.00	1,690.89
8305	Support	56.83	1,933.17	80.55	2,400.00	4,200.00	2,266.83
8320		190.00	190.00	0.00	0.00	0.00	(190.00)
	Wages Payroll	82,547.60	1,608,410.09	84,81	1,896,398.96	2,492,111.30	883,7 <b>01</b> .21
	Wages	4,672.42	103,686.64	86.50	119,872.17	158,666.24	54,979.60
	Wages	0.00	74,229.83	100.61	73,781.16	97,793.56	23,563.73
	Wages	0.00	12,044.50	63.31	19,025.88	25,284.24	13,239.74
	WCB	1,175.26	25,758.30	104.94	24,546,62	32,407.19	6,648.89
		265,388.81	3,050,468,54	74.47	4,096,332.93	5,170,423.72	2,119,955.18
CAPITAL EXPENDITURES							
		0.00	0.00	0,00	0.00	0.00	0.00
SURPI	LUS/(DEFICIT)	(81,897.89)	521,048,35	-618.01	(84,310.52)	(176,693.03)	(697,741.38)

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## Tillicum Lelum Aboriginal Society Income Statement and Budget Report December 31, 2016 Actual

#### DEPARTMENT 110 - PHAC - CAPC

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4110 PHAC C.A.P.C.	0.00	201,896.00	87,87	229,766.22	306,355.00	104,459,00
5400 Inter Program Transfer	(4,800,00)	(43,200.00)	100.00	(43,200.00)	(57,600.00)	(14,400.00)
•	(4,800.00)	158,696.00	85,06	186,566.22	248,755.00	90,059,00
EXPENSES						
6000 Audit/Bookkeeping *	10 <b>0</b> .00	900.00	100.00	900.00	1,200.00	300.00
6002 Clerical/Supervisory *	213.17	1,918.53	100.00	1,918.53	2,558.00	639,47
6010 Admin Rent *	30.00	270.00	100.00	270.00	360.00	90.00
6012 Professional Fees Expense *	6,50	58.50	100.00	58.50	78.00	19,50
6300 CAPC Coalition Projects	0.00	103,210.00	68,17	151,398.00	201,864.00	98,654,00
6630 Equipment Maintenance/Repair *	25.00	225.00	100.00	225.00	300.00	75.00
6690 Evaluation	0.00	2,915,64	43.19	6,750,00	9,000,00	6,084,36
7310 Liability Insurance *	9.67	87.03	100.00	87.03	116.00	28,97
8030 Program Expense Supplies & Materials	13.68	806.36	31.72	2,542.50	3,390.00	2,583.64
8120 Professional Development	0.00	50.00	12.19	410.22	547.00	497.00
8200 Travel Expense Staff	0.00	880.00	69.02	1,275.03	1,700,00	820,00
8500 Wages Payroll	840.00	15,960.00	94.84	16,828.47	22,438.00	6,478.00
8520 Wages CPP/EI Expense	59.69	1,159.35	94.89	1,221.75	1,629.00	469,65
8530 Wages Group Ins. Benefits	0.00	2,672.71	110.50	2,418.75	3,225.00	552.29
8550 Wages WCB Expense	20.86	396.34	150.97	262.53	350.00	(46.34)
-	1,318.57	131,509.46	70.49	186,566.31	248,755.00	117,245.54
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(6,118.57)	27,186.54	######################################	(0.09)	0.00	(27,186.54)

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### DEPARTMENT 160 - COMMUNITY WELLNESS INITIATIVE

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4160 Community Wellness Initiative	0.00	18,755.93	100.00	18,755.93	18,755.93	0.00
-	0.00	18,755.93	100,00	18,755,93	18,755.93	0.00
EXPENSES 8030 Program Expense	0.00	19.976.71 19,976.71	52.53 52.53	38,031.30 38,031.30	38,031.30 38,031.30	18,054.59 18,054.59
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(1,220.78)	6.33	(19,275.37)	(19,275.37)	(18,054.59)

### DEPARTMENT 165 - SUCCESS BY SIX (UNITED WAY)

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES						
6390 Elder Participation	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
6460 Contract Services	0.00	0.00	0.00	9,000.00	9,000.00	9,000,00
8500 Wages Payroll	0.00	0.00	0.00	8,500.00	8,500.00	8,500,00
	0.00	0.00	0.00	22,500.00	22,500.00	22,500.00
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	0.00	0.00	(22,500.00)	(22,500.00)	(22,500.00)

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### DEPARTMENT 166 - SPORTS MED B.C.

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES 8030 Program Expense Pedro	0.00	667.25	100.00	667.25	667.25	0.00
8031 Program Expense Soren	0.00	810.57 1,477.82	100.00	810.57 1,477.82	810.57 1,477.82	0,00
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(1,477.82)	100.00	(1,477.82)	(1,477.82)	0.00

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#### DEPARTMENT 167 - VICTORIA FOUNDATION GRANT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4167 VICTORIA FOUNDATION GRANT	0.00	5,000,00	100.00	5,000.00	5,000.00	0.00
	0.00	5,000.00	100,00	5,000.00	5,000.00	0.00
EXPENSES 8030 Program Expense	<u>125.89</u> 125.89	1,021.38 1,021.38	20.43 20.43	5,000.00 5,000.00	5,000.00 5,000.00	3,978.62 3,978.62
CAPITAL EXPENDITURES						
	0,00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(125.89)	3,978.62	0.00	0.00	0,00	(3,978.62)

#### DEPARTMENT 171 - UNITED WAY -ABORIGINAL YOUNG MOTHERS HOMELESSNESS

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4171 United Way Aboriginal Young Mothers Si	10,381.00	60,346.00	72.51	83,223.00	110,964.00	50,618.00
	10,381.00	60,346.00	72,51	83,223.00	110,964.00	50,618.00
EXPENSES						
6110 Utilities Expense	0.00	2,949.58	93.91	3,141.00	4,188.00	1,238.42
6140 Building Rent *	1,000.00	9,000,00	100.00	9,000.00	12,000.00	3,000.00
8030 Program Expense	0.00	500.00	133.32	375.03	500.00	0.00
8500 Wages Payroll	2,613.74	50,304.56	82.24	61,170.75	81,561.00	31,256.44
8520 Wages CPP/EI Expense	182.26	3,680.20	89.22	4,124.97	5,500.00	1,819,80
8530 Wages Group Ins. Benefits	0.00	3,769,06	100.51	3,750.03	5,000.00	1,230,94
8540 Wages MSP Benefils	0,00	975.00	130.01	749.97	1,000.00	25.00
8550 Wages WCB Expense	35.40	757.72	83.15	911.25	1,215.00	457.28
	3,831.40	71,936,12	86.44	83,223,00	110,964.00	39,027.88
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	6,549.60	(11.590.12)	0.00	0.00	0.00	11,590.12

# DEPARTMENT 173 - HRSDC NEW HORIZONS FOR SENIORS (NHSP)

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4173 HRSDC New Horizons to Seniors	0,00	18,600.00	100.00	18,600,00	18,600.00	0.00
	0.00	18,600.00	100.00	18,600,00	18,600.00	0.00
EXPENSES		0 405 00	0.00	0.00	0.00	10 495 001
6460 Contract Services	0.00	2,435.00	0.00	0.00	0.00	(2,435.00)
6530 Driver **	250,00	2,250.00	100.00	2,250.00	3,000.00	750.00
7710 Printing/Publishing *	25,00	225.00	100.00	225.00	300.00	75.00
8030 Program Expense	0.00	5,500.00	100.00	5,500.00	5,500.00	0.00
8500 Wages Payroll	120,00	4,770.00	53.00	9,000.00	9,000.00	4,230.00
8520 Wages CPP/EI Expense	8.59	342.17	50.32	680,00	680.00	337.83
8550 Wages WCB Expense	0.00	33.16	27,63	120.00	120.00	86.84
	403.59	15,555.33	87,51	17,775.00	18,600.00	3,044.67
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(403.59)	3,044.67	369.05	825.00	0.00	(3,044.67)

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#### DEPARTMENT 174 - YOUNG MOM'S HOUSE

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4174 Young Mom's House Revenue	0.00	7,306.24	133.33	5,480.00	5,480.00	(1,826,24)
	0.00	7,306.24	133.33	5,480.00	5,480.00	(1.826.24)
EXPENSES 8030 Program Expense	172.75 172.75	2,614.37 2,614.37	23.67 23.67	11,044.56 11,044.56	11,044.56 11,044.56	8,430,19 8,430,19
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(172.75)	4,691.87	-84,32	(5,564,56)	(5,564.56)	(10.256.43)

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### DEPARTMENT 180 - HRDC - CANADA SUMMER JOBS

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE			1			
4180 HRDC Canada Summer Jobs	8,535.00	8,535.00	44.79	19,055.00	19,055.00	10,520.00
	8,535.00	8,535,00	44.79	19,055.00	19,055.00	10,520.00
EXPENSES						
8500 Wages Payroll	0,00	7,824,96	44.77	17,477.00	17,477.00	9,652.04
8520 Wages CPP/EI Expense	0.00	593.14	45,00	1,318.00	1,318.00	724.86
8550 Wages WCB Expense	0.00	116.60	44.85	260.00	260.00	143.40
	0.00	8,534.70	44.79	19,055.00	19,055.00	10,520.30
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	8,535.00	0.30	0.00	0.00	0.00	(0.30)

DEPARTMENT 185 - MCF - YOUTH SAFE HOUSE

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4185 MCF Youth Safe House	27,303.93	245,735.37	100.00	245,735,37	327,647,16	81,911.79
	27,303.93	245,735.37	100,00	245,735,37	327,647.16	81,911.79
EXPENSES						
6000 Audit/Bookkeeping *	200.00	1,800.00	100.00	1,800.00	2,400.00	600.00
6002 Clerical/Supervisory *	300.00	2,700.00	100.00	2,700.00	3,600.00	900.00
6006 Admin Photocopying *	40.00	360.00	100.00	360.00	480.00	120.00
6012 Admin Professional Fees *	100.00	900.00	100.00	900.00	1,200.00	300.00
6025 Activity Chronicle	274.46	1,582.63	42.20	3,750.03	5,000.00	3,417.37
6100 Bank Charges *	8,35	75.03	100.08	74.97	100.00	24.97
6110 Utilities Expense	0.00	4,046.92	107.92	3,750.03	5,000.00	953.08
6130 Building Expense R/M	2,166.19	9,655.53	117.04	8,250.03	11,000.00	1,344.47
6140 Building Rent *	2,300.00	20,700.00	100.00	20,700.00	27,600.00	6,900.00
6150 Building Insurance *	1,249.14	4,889.95	159.02	3,075.03	4,100.00	(789.95)
6460 Contract Services	165.00	5,800.00	133.33	4,349.97	5,800.00	0.00
7600 Office Expense *	25.50	229.50	100.00	229,50	306.00	76.50
8030 Program Expense Food	1,866.47	12,247.68	87,80	13,950.00	18,600.00	6,352.32
8100 Program Telephone Expense	0,00	946,17	63.08	1,500.03	2,000.00	1,053.83
8230 Travel Expense	183.21	1,147,87	76.52	1,500.03	2,000.00	852.13
8500 Wages Payroll	9,694.08	136,620.80	85.10	160,545.87	214,061.16	77,440.36
8520 Wages CPP/EI Expense	684,97	9,707.62	80.90	11,999.97	16,000.00	6,292.38
8530 Wages Group Ins. Benefits	0.00	3,522.30	93.93	3,750.03	5,000.00	1,477.70
8540 Wages MSP Benefits	0.00	633.00	84.40	749.97	1,000.00	367.00
8550 Wages WCB Benefits	131.94	2,072.74	115,15	1,800.00	2,400.00	327.26
	19,389.31	219,637.74	89.38	245,735.46	327,647.16	108,009.42
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0,00	0.00
SURPLUS/(DEFICIT)	7,914.62	26,097.63	****	(0.09)	(0.00)	(26,097.63)

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### DEPARTMENT 186 - MCF-CHILD CARE CENTRE CAPITAL PROJECT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4186 MCF Chid Care Centre Capital Projects	0.00	325,000.00	65.00	500,000.00	500,000.00	175,000.00
	0.00	325,000.00	65,00	500,000.00	500,000.00	175,000.00
EXPENSES 6460 Contract Services 8030 Program Expense	0.00 106,091.73	1,738.82 107,531.23	0.35	500,000.00 0.00	500,000.00 0.00	498,261.18 (107,531.23)
	106,091.73	109,270.05	21.85	500,000.00	500,000.00	390,729.95
CAPITAL EXPENDITURES						
_	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(106,091.73)	215,729.95	0.00	0.00	0.00	(215,729.95)

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#### DEPARTMENT 189 - SCHOOL DISTRICT # 68 - YSH DAY PROGRAM

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE		0.00		0.00	0.00	
	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES						
7930 Program Expense	0.00	51.14	100.00	51.14	51.14	0.00
8030 Program Expense Food	0.00	370.22	86.21	429.46	429.46	59.24
8120 Professional Development	0,00	94.80	47.40	200.00	200.00	105.20
8230 Travel Expense	0.00	413.27	85.95	480.80	480.80	67.53
8500 Wages Payroll	0.00	14,923.13	100.61	14,833.12	14,833.12	(90.01)
8520 Wages CPP/EI Expense	0.00	1,030.28	88.41	1,165.34	1,165.34	135.06
8550 Wages WCB Benefits	0.00	124.93	49.90	250.37	250.37	125.44
	0.00	17,007.77	97.69	17,410.23	17,410.23	402.46
CAPITAL EXPENDITURES						
	0,00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	0,00	(17,007.77)	97,69	(17,410.23)	(17,410.23)	(402.46)

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### DEPARTMENT 191 - CSETS CHILDCARE DEVELOPMENT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
	0.00	0,00	0.00	0.00	0.00	0.00
EXPENSES						
	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	0.00	0.00	0,00	0.00	0.00

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### DEPARTMENT 200 - BCAAFC COMMUNITY CAPACITY SUPPORT PROGRAM

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4200 BCAAFC COMMUNITY CAPACITY SUP	0.00	86,452.75	50,00	172,905.49	172,905,49	86,452,74
5000 Administrative Program Subsidy*	31,772,35	279,644,71	99.16	281,999.97	376,000,00	96,355.29
5010 Revenue Rental	300.00	9,260.00	102,89	9,000.00	12,000.00	2,740.00
5012 Property Tax Exemplion	0.00	41,212.00	100.00	41,212.00	41,212.00	0.00
5020 Pooled Transportation***	1,333.33	11,999.97	100.00	11,999.97	16,000.00	4,000.03
5220 Interest Income	788,32	7,057.77	110.71	6,374.97	8,500.00	1,442.23
5230 Pooled Wages**	3,841.83	34,552.47	115.18	29,999.97	40,000,00	5,447.53
5300 Other Income	0.00	9,573.08	127.64	7,499.97	10,000.00	426.92
5400 Inter Program Transfer	0.00	(2,850.00)	0.00	0.00	0.00	2,850.00
-	38,035.83	476,902.75	85.01	560,992.34	676,617.49	199,714.74
EVDENCES						
EXPENSES 6000 Audil/Bookkeeping	0.00	11,060.77	210.68	5,249.97	7,000.00	(4,060,77)
6012 Professional Fees	0.00	8,226.80	38.39	21,428.57	25,000.00	16,773.20
6020 Advertising/Promotion	0.00	539.72	23.99	2,250.00	3,000.00	2,460,28
6030 Audil/Accounting Expense	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00
6100 Bank Charges *	0.00	41.50	3.69	1,125.00	1,500.00	1,458.50
6110 Utilities Expense	0,00	12,730.92	48.50	26,250.03	35,000.00	22,269.08
6120 Janitorial Supplies	25.47	7,205.07	192,13	3,750.03	5,000.00	(2,205.07)
6130 Building Expense R/M	492.37	17,372.00	51.47	33,750.00	45,000.00	27,628.00
6140 Building Rent	700,00	10,407.00	106.74	9,749.97	13,000.00	2,593.00
6150 Building Insurance	0,00	7,938.99	75.61	10,500.03	14,000.00	6,061.01
6160 Building Property Taxes	0.00	41,212.00	100.00	41,212.00	41,212.00	0.00
6200 Childcare	626.58	13,396.61	68.70	19,500.03	26,000.00	12,603.39
6430 Cook	600.00	10,601.40	97.48	10,874.97	14,500.00	3,898.60
6460 Contract Services	1,695.00	11,928.00	96.81	12,321.47	20,000.00	8,072.00
6530 Driver	576.00	11,311.56	97.30	11,625.03	15,500.00	4,188.44
6630 Equipment Maintenance/Repair	240.38	543.65	20,71	2,625.03	3,500.00	2,956.35
6640 Equipment Rental	0.00	9,944.48	88.40	11,250.00	15,000.00	5,055.52
7200 Interest on Long Term Debt	779.97	7,129.83	86.42	8,250.03	11,000.00	3,870.17
7210 Internet Connection	0.00	1,984.70	61,54	3,224.97	4,300.00	2,315.30
7310 Llability Insurance 7410 Meetings Board	621.25 251.65	5,591,25 1,838.73	81.03 122.58	6,900.03	9,200.00 2,000,00	3,608,75 161,27
7420 Meeting Expense	0.00	683.88	45.59	1,500.03 1,500.03	2,000.00	1,316.12
7460 Membership Fees/Dues	621.63	2,034.44	67.03	3,035.25	4,047.00	2,012.56
7600 Office Expense	28,00	4,734.17	126.24	3,750.03	5,000.00	265.83
7700 Postage/Courier	0.00	2,810.81	107.08	2,625.03	3,500.00	689.19
8025 Bursaries/Scholarships Expense	0,00	1,300.00	69.33	1,874,97	2,500.00	1,200,00
8030 Program Expense	7.39	4,466.09	85.07	5,249.97	7,000.00	2,533.91
8050 Computer Software/Maintenance	525,93	9,698.93	258.64	3,750,03	5,000.00	(4,698.93)
8100 Program Telephone Expense	(115.00)	11,521.80	102.42	11,250.00	15,000.00	3,478,20
8210 Travel Board	0.00	98.79	52.70	187.47	250.00	151.21
8220 Travel Pooled Transportation Costs	1,089.78	5,401.81	100.03	5,400.00	7,200.00	1,798.19
8230 Staff Travel Expense	0.00	4,567.11	101.49	4,500.00	6,000.00	1,432.89
8300 Vehicle Insurance	366,59	3,309.11	88.24	3,750.03	5,000.00	1,690.89
8320 Vehicle Usage	190,00	190.00	0.00	0.00	0.00	(190.00)
8500 Wages Payroll	8,879,41	204,334.53	99.24	205,897.52	273,405.49	69,070.96
8520 Wages CPP/EI Expense	350.43	12,853.89	95.21	13,500.00	18,000.00	5,146.11
8530 Wages Group Ins. Benefils	0.00	6,075.63	81.01	7,499.97	10,000.00	3,924.37
8540 Wages MSP benefits	0.00	874.50	89.70	974.97	1,300.00	425.50
8550 Wages WCB Expense _	168.90	3,787.54	100.99	3,750,30	5,000.44	1,212.90
-	18,721.73	469,748.01	88.00	533,832.76	692,914.93	223,166,92
CAPITAL EXPENDITURES						
-	0,00	0.00	0.00	0.00	0.00	0.00
surplus/(Deficit)	19,314.10	7,154.74	26.34	27,159,58	(16,297,44)	(23,452.18)

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#### DEPARTMENT 221 - BCAAFC - URBAN PARTNERSHIP PROGRAM

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE 4221 BCAAFC Urban Parlnership Program	0.00	38,250.00	45.00	85,000.00	85,000.00	46,750.00
-	0.00	38,250.00	45.00	85,000.00	85,000.00	46,750.00
EXPENSES						
6000 Audil/Bookkeeping *	186.68	1,120.06	100.00	1,120.04	1,680.00	559.94
6002 Clerical/Supervisory *	80.00	480.00	100.00	480.00	720.00	240.00
6004 Utilities *	26.67	160.02	100.00	160.02	240.00	79,98
6010 Admin Rent *	160.00	960,00	100.00	960.00	1,440.00	480.00
6018 Janilorial Expense *	66.67	400,02	100.00	400.02	600,00	199,98
6135 Program Rent*	433,34	2,600.04	100.00	2,600.04	3,900.00	1,299.96
7420 Meeling Expense	0.00	0.00	0.00	18.00	35.22	35.22
7600 Office Expense *	40.00	240.00	100.00	240.00	360,00	120.00
8030 Program Expense	0.00	68,00	10.20	666.72	1,000.00	932.00
8041 Safety Supplies	0.00	0.00	0.00	933,40	1,400.00	1,400,00
8130 Training & Development	0.00	279.30	4.07	6,869.94	10,304.67	10,025.37
8230 Stalf Travel Expense	0.00	88.25	22,06	400,02	600.00	511.75
8500 Wages Payroll	2,372.00	31,214.77	81.16	38,460.00	56,100.00	24,885.23
8520 Wages CPP/EI Expense	166.52	2,211,99	87,85	2,518,02	3,777.00	1,565.01
8530 Wages Group Ins. Benefits	0,00	139.80	14,92	937.08	1,405.57	1,265.77
8540 Wages MSP benefits	0.00	150.00	66,67	225.00	337.50	187,50
8550 Wages WCB Expense	35.35	489.44	66.74	733.38	1,100.04	610.60
	3,567.23	40,601.69	70.34	57,721.68	85,000.00	44,398.31
CAPITAL EXPENDITURES				1		
	0.00	0.00	0,00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(3,567.23)	(2,351.69)	-8.62	27,278.32	0.00	2,351.69

# DEPARTMENT 226 - MID ISLAND METIS NATION YOUTH PROJECT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
	0,00	0.00	0.00	0.00	0.00	0.00
EXPENSES			100.00		<b>500 55</b>	0.00
6460 Contract Services	0.00	588.55	100.00	588.55	588.55	0.00 0.00
8550 Wages WCB Expense	0.00	5.96	100.00	5.96	5.96	
	0.00	594.51	100.00	594.51	594.51	0.00
CAPITAL EXPENDITURES						
	0.00	0,00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(594.51)	100.00	(594.51)	(594.51)	0.00

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### DEPARTMENT 228 - RBC GRANT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE 4228 RBC Grant	0.00	5,000,00	100.00	5.000.00	5,000.00	0,00
	0.00	5,000.00	100.00	5,000.00	5,000.00	0.00
EXPENSES						
8030 Program Expense	0.00	5,000.00 5,000.00	100.00	5,000.00 5,000.00	5,000.00 5,000.00	0.00
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	0.00	0.00	0.00	0.00	0,00

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### DEPARTMENT 231 - RINA, M. BIDIN FOUNDATION

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES	0.00	0.00	0.00	400.00	400.00	400.00
6390 Elder Participation	0.00		0,00			
8030 Program Expense	0.00	0.00	00.0	(76.74)	(76.74)	(76.74)
8500 Wages Payroll	0.00	6,540.00	53.39	12,248.73	12,248.73	5,708.73
8520 Wages CPP/EI Expense	0.00	463.29	0.00	0.00	0.00	(463.29)
8530 Wages Group Ins. Benefits	0.00	279.61	0.00	0.00	0.00	(279.61)
8540 Wages MSP benefits	0.00	75.00	0.00	0.00	0.00	(75.00)
8550 Wages WCB Expense	0.00	83.45	0.00	0,00	0.00	(83.45)
·····	0.00	7,441.35	59.19	12,571,99	12,571.99	5,130.64
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0,00	(7,441.35)	59,19	(12,571.99)	(12.571.99)	(5,130.64)

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### DEPARTMENT 300 - BCAAFC - PROGRAM DIRECTOR (C/R)

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4300 BCAAFC Program Director	0.00	18,900.00	100.00	18,900.00	21,000.00	2,100.00
	0.00	18,900.00	100.00	18,900.00	21,000.00	2,100.00
EXPENSES						
7600 Office Expense *	112,83	1,015,47	100.00	1,015,47	1,354.00	338.53
8500 Wages Payroll	700.00	13,300.00	92,84	14,325.03	19,100.00	5,800.00
8520 Wages CPP/EI Expense	0.00	364.33	88.97	409.50	546.00	181.67
	812.83	14,679.80	93.21	15,750.00	21,000.00	6,320.20
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(812.83)	4,220.20	133.97	3,150.00	0.00	(4,220.20)

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#### DEPARTMENT 310 - CHILD & YOUTH SUMMER CAMP

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4310 Aboriginal Child & Family Summer Camp_	0.00	8,665.00	110.17	7,865.00	7,865.00	(800.00)
	0.00	8,665.00	110.17	7,865.00	7,865.00	(800.00)
EXPENSES	÷ =-					
8030 Program Expense	0.00	11,753.64	37.65	31,219.61	31,219.61	19,465.97
8500 Wages Payroll	0.00	4,202.83	761.78	551,71	551,71	(3,651.12)
8520 Wages CPP/EI Expense	0.00	225.84	0.00	0.00	0.00	(225.84)
8550 Wages WCB Expense	0.00	80.62	0.00	0.00	0.00	(80,62)
	0.00	16,262.93	51.19	31,771,32	31,771,32	15,508.39
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(7,597.93)	31.78	(23,906.32)	(23.906.32)	(16,308.39)

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### DEPARTMENT 320 - ATTGEN PRISON LIAISON WORKER

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4320 Province of BC Prison Liaison Worker	0.00	32,609.57	58.76	55,500.03	74,000.00	41,390.43
	0.00	32,609.57	58.76	55,500.03	74,000.00	41,390.43
EXPENSES						
6000 Audit/Bookkeeping *	487.69	4,389.21	100.00	4,389,21	5,852.22	1,463.01
8030 Program Expense	525.00	5,941.62	82.52	7,200,00	9,600.00	3,658.38
8500 Wages Payroll	1,680.00	34,776.00	89.09	39,032.82	52,043.78	17,267.78
8520 Wages CPP/EI Expense	120,72	2,527.08	96.27	2,625.03	3,500.00	972.92
8530 Wages Group Ins. Benefils	0.00	1,490.43	99.16	1,503,00	2,004.00	513.57
8550 Wages WCB Expense	57.89	809.98	108.00	749.97	1,000.00	190.02
-	2,871.30	49,934.32	89.97	55,500.03	74,000.00	24,065.68
CAPITAL EXPENDITURES						
_	0,00	0.00	0,00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(2,871.30)	(17,324.75)	0.00	0.00	0.00	17,324.75

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#### DEPARTMENT 330 - ATTGEN SEXUAL ABUSE SURVIVORS PROGRAM

	CURRENT MONTH	YTD ACTUAL	% of YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4330 A/G Sexual Abuse Survivors Program	0.00	27,278.13	100.00	27,278.13	36,610.12	9,331.99
	0.00	27,278,13	100.00	27,278.13	36,610.12	9,331.99
EXPENSES						
6000 Audit/Bookkeeping *	41.69	375,21	100.00	375.21	500.25	125,04
6002 Clerical/Supervisory *	41.69	375.21	100.00	375.21	500.26	125.05
6010 Admin Rent *	100.00	900.00	100.00	900.00	1,200.00	300.00
6014 Admin Telephone *	33,31	299.79	100.00	299.79	399.75	99.96
6400 Client Support	0.00	784.90	121.13	648.00	864.00	79.10
7600 Office Expense *	16.69	150.21	100.00	150.21	200.25	50.04
8030 Program Expense	0.00	641.91	67.00	958,14	1,277.51	635,60
8120 Professional Development	0.00	100.00	14.03	712.71	950.25	850.25
8230 Travel Expense	23.58	411.31	91.40	450.00	600.00	188.69
8500 Wages Payroll	1,297.36	23,139.78	111.49	20,754,63	27,672.85	4,533.07
8520 Wages CPP/EI Expense	78.22	1,397.85	91.23	1,532,25	2,043.00	645,15
8550 Wages WCB Expense	20.42	429.07	142.31	301.50	402.00	(27.07)
	1,652.96	29,005,24	105.64	27,457,65	36,610.12	7,604,88
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(1,652.96)	(1,727,11)	962.07	(179.52)	0,00	1,727.11

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### DEPARTMENT 331 - HEALING AND REBUILDING

	CURRENT MONTH	YTD ACTUAL	% of YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE					10.000.00	2.02
4331 CFO Grant Healing and Rebuilding	0.00	18,000.00	100.00	18,000.00	18,000.00	0.00
	0.00	18,000.00	100.00	18,000.00	18,000.00	0.00
EXPENSES 6390 Elder Participation 6460 Contract Services 6530 Driver ** 8030 Program Expense	0.00 0.00 116.67 22.20 138.87	0.00 0.00 1,050.03 577.11 1,627.14	0.00 0.00 100.00 38.47 12.05	749.97 10,199.97 1,050.03 1,500.03 13,500.00	1,000.00 13,600.00 1,400.00 2,000.00 18,000.00	1,000.00 13,600.00 349.97 1,422.89 16,372.86
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(138.87)	16,372.86	363,84	4,500.00	0.00	(16,372.86)

### DEPARTMENT 350 - MCF - FAMILY SUPPORT SERVICES

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE	07 744 67	000 404 40	400.00	000 101 10	400 CON 04	44040474
4350 MFC Family Support Worker	37,711,57	339,404.13	100.00	339,404.13	452,538.84	113,134.71
	37,711.57	339,404.13	100.00	339,404.13	452,538.84	113,134.71
EXPENSES						
6000 Audil/Bookkeeping *	98.60	887.28	100.01	887.22	1,183.00	295.72
6002 Clerical/Supervisory *	1,927.15	17,344.47	100.00	17,344.53	23,126.00	5,781.53
6004 Utilities *	83.35	750.03	100.01	749.97	1,000.00	249.97
6006 Admin Photocopying *	75.00	675.00	100.00	675.00	900.00	225.00
6010 Admin Rent *	166.65	1,499.97	100.00	1,500.03	2,000.00	500.03
6012 Professional Fees Expense *	166.65	1,499.97	100.00	1,500.03	2,000.00	500.03
6014 Admin Telephone *	45.00	405.00	100.00	405,00	540.00	135.00
6018 Janitorial Expense *	260.35	2,343.03	100.00	2,342.97	3,124.00	780.97
6022 Community Development	0.00	13,308.00	118.29	11,250.00	15,000.00	1,692.00
6110 Utilities Expense *	200.00	1,800.00	100.00	1,800.00	2,400.00	600.00
6135 Program Rent *	876.00	7,884,00	100.00	7,884.00	10,512.00	2,628.00
6140 Building Rent *	1,224.00	11,016.00	100.00	11,016.00	14,688.00	3,672,00
6390 Elder Participation	0.00	1,350.00	75.00	1,800.00	2,400.00	1,050.00
6400 Client Support	242.23	6,945,67	80.01	8,681.22	11,575.00	4,629.33
6460 Contract Services	0.00	3,000.00	133.33	2,250.00	3,000.00	0.00
7020 Parents Supervised Visits	783.47	3,840.84	60.97	6,300.00	8,400.00	4,559.16
7420 Meeting Expense	50.41	917.96	68.00	1,350.00	1,800.00	882.04
7600 Office Expense *	304.15	2,737.47	100.00	2,737,53	3,650.00	912.53
7710 Printing/Publishing *	126.00	1,125.00	100.00	1,125.00	1,500.00	375.00
8030 Program Expense	22,19	1,034.78	57.49	1,800.00	2,400.00	1,365,22
8050 Computer Software/Maintenance	0.00	5,215,18	69,54	7,499.97	10,000.00	4,784.82
8100 Program Telephone Expense *	620,00	5,580.00	100.00	5,580.00	7,440.00	1,860.00
8120 Professional Development	0.00	503.58	33.57	1,500.03	2,000.00	1,496.42
8230 Staff Travel Expense	294.99	2,592.27	57,61	4,500.00	6,000.00	3,407.73
8500 Wages Payroll	7,192.80	155,391.00	72.00	215,828.91	287,771.84	132,380.84
8520 Wages CPP/El Expense	378.27	9,624.85	75.49	12,750.03	17,000,00	7,375.15
8530 Wages Group Ins. Benefits	0.00	3,092,26	56.33	5,490.00	7,320.00	4,227.74
8540 Wages MSP Benefits	0.00	340.00	28.09	1,210.50	1,614,00	1,274.00
8550 Wages WCB Expense	81.19	1,820.93	110,61	1,646.28	2,195.00	374.07
dobo mageo mon expense	15,217.45	264,524.54	77.94	339,404.22	452,538.84	188,014.30
	10,417.10	2.0 1102 1.0 1	11.01	000,10 1.22	1021000101	100,011,00
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	22,494.12	74.879.59	tilititi tilititi	(0.09)	0,00	(74,879.59)

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#### DEPARTMENT 355 - MCF - ABORIGINAL SERVICE INNOVATIONS(ASI) RECONNECTION

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4355 MFC Aboriginal Service Innovations ASI	15,603.61	140,432.52	100.00	140,432.49	187,243.35	46,810.83
	15,603.61	140,432.52	100.00	140,432.49	187,243.35	46,810.83
EXPENSES						
6000 Audit/Bookkeeping *	58.33	524.97	100.00	524.97	700.00	175.03
6002 Clerical/Supervisory *	1,083.33	9,749.97	100,00	9,749.97	13,000.00	3,250.03
6010 Admin Rent *	600.00	5,400.00	100.00	5,400.00	7,200.00	1,800.00
6025 Activity Chronicle	307,45	2,743.32	60.96	4,500.00	6,000.00	3,256.68
6100 Bank Charges *	8,33	74.97	100,00	74.97	100.00	25.03
6110 Utilities Expense*	208.33	1,874.97	100,00	1,874.97	2,500.00	625.03
6130 Building Expense R/M*	50. <b>0</b> 0	450.00	100.00	450.00	600.00	150.00
6390 Elder Participation	0.00	2,134.30	71.14	2,999.97	4,000.00	1,865.70
7310 Liability insurance *	41.67	375.03	100.00	375.03	500,00	124.97
7600 Office Expense *	25.00	225.00	100.00	225.00	300.00	75.00
8030 Program Expense	9.73	322.39	42.99	749.97	1,000.00	677.61
8100 Program Telephone Expense *	200.00	1,800.00	100.00	1,800.00	2,400.00	600.00
8120 Professional Development	0.00	1,054.60	35.15	2,999.97	4,000.00	2,945.40
8230 Staff Travel Expense	180,00	1,315.01	58.44	2,250.00	3,000.00	1,684.99
8500 Wages Payroll	4,585.00	84,957.37	95.02	89,407.53	119,210.00	34,252.63
8520 Wages CPP/EI Expense	327.64	6,154.74	90.82	6,777.00	9,036,00	2,881.26
8530 Wages Group Ins. Benefits	0.00	4,691.42	87.49	5,362,47	7,150.00	2,458.58
8540 Wages MSP Benefits	0.00	677,50	18.94	3,577.77	4,770.35	4,092.85
8550 Wages WCB Expense	68.32	1,323.29	99,29	1,332,72	1,777.00	453.71
	7,753.13	125,848.85	89.62	140,432,31	187,243.35	61,394.50
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0,00	0.00
SURPLUS/(DEFICIT) =	7,850.48	14,583.67	8102038.89	0,18	0.00	(14,583.67)

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# DEPARTMENT 356 - MCF - ABORIGINAL SERVICE INNOVATIONS(ASI) EARLY YEARS

	CURRENT MONTH	YTD ACTUAL	% of YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4356 MFC Aboriginal Service Innovations ASI	8,416.21	75,745.85	100.00	75,745,89	100.994.50	25,248.65
4000 Mil C Aborginal Octated Innovations not	8,416,21	75,745.85	100.00	75,745.89	100,994.50	25,248.65
	01110.21	10,110,000	100.00	10,110.00	100,001.00	10,110,00
EXPENSES						
6000 Audil/Bookkeeping *	333.33	2,999.97	100.00	2,999.97	4,000.00	1,000.03
6002 Clerical/Supervisory *	83.33	749.97	100.00	749.97	1,000.00	250.03
6005 Information Technology*	100.00	900.00	100,00	900.00	1,200.00	300.00
6018 Janitorial Expense *	100.00	900,00	100.00	900.00	1,200.00	300.00
6100 Bank Charges *	4.17	37.53	100.00	37,53	50.00	12.47
6140 Building Rent*	300.00	2,700.00	100.00	2,700.00	3,600,00	900.00
6150 Building Insurance *	22.92	206.28	100.00	206.28	275.00	68.72
6390 Elder Participation	0.00	1,525.50	123.27	1,237,50	1,650.00	124.50
6460 Contract Services	78.00	20,254.00	99.91	20,272.00	20,272.00	18.00
6530 Driver **	137,50	1,237,50	100.00	1,237,50	1,650.00	412.50
6690 Evaluation	0.00	0.00	0.00	450,00	600.00	600.00
7600 Office Expense *	22.92	206.28	100.00	206.28	275.00	68.72
8030 Program Expense	203.24	1,018.59	129,34	787.50	1,050.00	31.41
8050 Computer Software/Maintenance	0.00	36.68	12.23	299.97	400.00	363.32
8100 Program Telephone Expense *	120.00	1,080.00	100.00	1,080,00	1,440.00	360.00
8120 Professional Development	0.00	197.95	52,78	375.03	500.00	302.05
8230 Staff Travel Expense	0.00	1,042.71	115.86	900.00	1,200.00	157.29
8500 Wages Payroll	1,960.00	37,240.00	96.49	38,594.97	51,460.00	14,220.00
8520 Wages CPP/EI Expense	90.36	2,905,65	71.75	4,049.55	5,399.38	2,493.73
8530 Wages Group Ins. Benefits	0.00	1,572.67	92.74	1,695.87	2,261.17	688.50
8540 Wages MSP Benefits	0.00	337.50	100.00	337.50	450.00	112.50
8550 Wages WCB Expense	50.18	1,421.85	178.51	796,50	1,061.95	(359.90)
	3,605.95	78,570.63	97.22	80,813.92	100,994.50	22,423.87
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	4,810.26	(2,824.78)	55.74	(5,068.03)	0.00	2,824.78
						<u></u>

### DEPARTMENT 360 - MCF EARLY CHILDHOOD DEVELOPMENT

	CURRENT MONTH	YTD ACTUAL	% of YTD BUD	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE 4360 MCF Early Childhood Education	30,760.35	276,843.15	100.00	276,843,15	369,124,20	92,281.05
4300 MOL Early Childhood Education	30,760.35	276,843.15	100.00	276,843,15	369,124.20	92,281.05
-	00,100.00	210,040,10	100.00	210,040,10	303,124.20	52,201.03
EXPENSES						
6000 Audil/Bookkeeping *	100.00	900,00	100.00	900.00	1,200.00	300,00
6002 Clerical/Supervisory *	1,000.00	9,000.00	100.00	9,000.00	12,000.00	3,000.00
6004 Utilities *	100,00	900.00	100.00	900.00	1,200.00	300.00
6006 Admin Pholocopying *	75.85	682.53	100.01	682,47	910.00	227,47
6010 Admin Rent *	1,000.00	9,000.00	100.00	9,000.00	12,000.00	3,000.00
6012 Professional Fees Expense *	83.35	750.03	100.01	749.97	1,000.00	249.97
6018 Janilorial Expense *	216.65	1,949.97	100.00	1,950.03	2,600.00	650,03
6200 Childcare **	216.65	1,949.97	100.00	1,950.03	2,600.00	650.03
6220 Childcare Supplies	0.00	19.70	8.76	225.00	300.00	280.30
6430 Cook **	175.00	1,575.00	100.00	1,575.00	2,100.00	525,00
6530 Driver **	95.85	862.53	100.01	862.47	1,150.00	287.47
6990 Groups Small Ball Program	0.00	205.01	52.07	393.75	525.00	319.99
7020 Parents of Little People	503,80	5,305.89	108,84	4,875.03	6,500.00	1,194.11
7065 Walking With Elders Program	110.22	1,095.29	30,68	3,570.03	4,760.00	3,664.71
7070 Treasure Box Literacy Home Program	0.00	364.35	24,29	1,500.03	2,000.00	1,635,65
7075 Family Wellness Camps	37.71	44,505.43	41.50	107,250.03	143,000,00	98,494,57
7600 Office Expense *	150.00	1,350.00	100.00	1,350.00	1,800.00	450.00
7700 Postage/Courier *	10.00	90.00	100.00	90.00	120.00	30.00
8100 Program Telephone Expense *	400.00	3,600,00	100.00	3,600,00	4,800.00	1,200.00
8120 Professional Development	0.00	0,00	0.00	2,774.97	3,700.00	3,700.00
8230 Staff Travel Expense	161.61	798.09	35,47	2,250.00	3,000.00	2,201.91
8500 Wages Payroll	5,175.00	93,001.00	85.37	108,944.37	145,259.20	52,258.20
8520 Wages CPP/EI Expense	136,06	3,172.80	84.61	3,750.03	5,000.00	1,827.20
8530 Wages Group Ins. Benefits	0,00	10,456.21	228,55	4,574,97	6,100,00	(4,356.21)
8540 Wages MSP Benefits	0.00	2,574.00	114.40	2,250,00	3,000,00	426.00
8550 Wages WCB Expense	2.53	1,525.20	81,35	1,874.97	2,500,00	974.80
	9,750.28	195,633.00	70.67	276,843.15	369,124,20	173,491,20
-						
CAPITAL EXPENDITURES						
	0,00	0.00	0.00	0.00	0.00	0.00
		04 040 4F	11.11.11.11.11.11.11.11.11.11.11	0.00	0.00	101 040 15
SURPLUS/(DEFICIT)	21,010.07	81,210,15	HUHHHHHH	0.00	0.00	(81,210.15)

#### DEPARTMENT 400 - VIHA PREGANCY OUTREACH PROGRAM

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4400 VIHA Building Better Babies	0,00	86,345.73	102.53	84,215.07	112,286.75	25,941.02
Alos Ann Dunding Dotter Dubles	0.00	86,345,73	102.53	84,215.07	112,286.75	25,941.02
EXPENSES						
6000 Audit/Bookkeeping *	50.00	450.00	100,00	450.00	600.00	150.00
6002 Clerical/Supervisory *	150.00	1,350.00	100.00	1,350.00	1,800.00	450,00
6004 Utilities *	46.83	421.47	100.00	421.47	562.00	140.53
6010 Admin Rent *	81,67	735.03	100.00	735.03	980.00	244.97
6018 Janitorial Expense *	50.00	450.00	100.00	450.00	600.00	150,00
6020 Advertising/Promotion *	41.67	375.03	100.00	375.03	500,00	124,97
6135 Program Rent *	150.00	1,350.00	100.00	1,350.00	1,800.00	450.00
6200 Childcare **	250.00	2,250.00	100.00	2,250.00	3,000.00	750.00
6390 Elder Participation	0.00	2,230,00	26.67	749.97	1,000.00	800,00
6430 Cook **	300.00	2,700.00	100.00	2,700.00	3,600,00	900.00
6450 Contract Nutritionist	0.00	2,250.00	30.00	7,499.97	10,000.00	7,750.00
6530 Driver **	141.67	1,275.03	100,00	1,275.03	1,700.00	424.97
6910 BBB Support Group	974.95	5,553,52	71.20	7,800.03	10,400.00	4,846.48
7030 Prenatal Support Group	315.50	2,268.44	109.98	2,062.53	2,750,00	481.56
7460 Membership Fees/Dues	0.00	2,200.44	0.00	150.03	200.00	200.00
7600 Office Expense *	43.33	389,97	100.00	389.97	520.00	130.03
	43.53	32,22	100.00	309.97	43.00	10.78
7700 Postage/Courier Expense *	0.00	255.56	45.43	562,50	750.00	494.44
8030 Program Expense	55.00	495.00	100.00	495.00	660.00	165.00
8100 Program Telephone Expense * 8120 Professional Development	0.00	495.00	13.33	375.03	500.00	450.00
8230 Staff Travel Expense	0.00	172.20	76.53	225.00	300.00	127.80
	2,100.00	39,504.72	82.98	47,608.29	63,477.75	23,973.03
8500 Wages Payroll	2,100.00	2.820.95	98,98	2,850.03	3,800.00	979.05
8520 Wages CPP/EI Expense	0.00	2,820.95	155.28	2,850.03	1,344.00	(221,22)
8530 Wages Group Ins, Benefits	0.00	272.00		450.00	600.00	328.00
8540 Wages MSP benefits	18.77	317.34	60.44 52.89	430.00 600.03	800.00	482.66
8550 Wages WCB Expense	4.922.27	67,503,70	80.16	84,215,16	112,286.75	44,783.05
•	4,922.21	87,303.70	00.10	04,213,10	112,200.15	44,703.05
CAPITAL EXPENDITURES						
	0.00	0,00	0.00	0.00	0,00	0,00
SURPLUS/(DEFICIT)	(4,922.27)	18,842.03	HAMAHAAAA	(0.09)	0.00	(18,842.03)

#### DEPARTMENT 405 - PHAC - BUILDING BETTER BABIES

	MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4405 PHAC Building Better Babies	0.00	32,867.00	95.70	34,344.00	45,792.00	12,925.00
	0.00	32,867.00	95,70	34,344.00	45,792.00	12,925.00
		· · · · · · · · · · · · · · · · · · ·				
EXPENSES						
6000 Audit/Bookkeeping *	316.67	2,850,03	100.00	2,850.03	3,800.00	949.97
6110 Ulilities Expense *	100.00	900.00	100.00	900.00	1,200.00	300.00
6150 Building Insurance *	83.33	749.97	100.00	749.97	1,000,00	250.03
6200 Childcare **	458,33	4,124.97	100.00	4,124.97	5,500.00	1,375.03
6400 Client Support	515.95	3,175.82	102.04	3,112.47	4,150.00	974.18
6450 Contract Nutritionist	0.00	1,375,00	39.47	3,483,72	4,645.00	3,270.00
7600 Office Expense *	31.67	285.03	100.00	285.03	380.00	94.97
7700 Postage/Courier *	7.67	69.03	100.00	69.03	92.00	22.97
8020 Kitchen Supplies	309.55	3,874,05	86.09	4,500.00	6,000.00	2,125.95
8030 Program Expense	20.53	887.48	59.16	1,500.03	2,000.00	1,112.52
8060 Supplies Printing*	21.83	196.47	100.00	196.47	262,00	65.53
8120 Professional Development Staff	0.00	133.87	35,70	375.03	500.00	366.13
8220 Travel Participant ***	333,33	2,999.97	100.00	2,999.97	4,000.00	1,000.03
8230 Travel Staff	83.83	404.23	107.79	375.03	500.00	95.77
8500 Wages Payroll	0.00	1,123.20	13,81	8,136.00	10,848.00	9,724.80
8520 Wages CPP/EI Expense	0.00	58.49	8,76	667,53	890.00	831.51
8550 Wages WCB Benefits	0.00	181.08	967.31	18.72	25.00	(156.08)
-	2,282.69	23,388.69	68,10	34,344.00	45,792.00	22,403.31
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0,00
SURPLUS/(DEFICIT)	(2,282.69)	9,478.31	0.00	0.00	0.00	(9,478.31)

### DEPARTMENT 410 - VIHA HOSPITAL LIAISON WORKER

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4410 VIHA Aboriginal Hospital Liaison	1,549.15	53,259.40	106.47	50,022.81	66,697.12	13,437.72
2 .	1,549,15	53,259.40	106.47	50,022.81	66,697.12	13,437.72
EXPENSES						
6000 Audil/Bookkeeping *	100.00	900.00	100.00	900.00	1,200.00	300.00
8030 Program Expense	0.00	874.52	64.78	1,350.00	1,800,00	925.48
8230 Travel Expense	0.00	393.94	35.02	1,125.00	1,500.00	1,106.06
8500 Wages Payroll	2,380.00	37,502.00	94.39	39,729.06	52,972.12	15,470.12
8520 Wages CPP/EI Expense	157.18	2,767.03	96.45	2,868.75	3,825.00	1,057.97
8530 Wages Group Ins. Benefits	0.00	2,821.92	96.48	2,925.00	3,900.00	1,078.08
8540 Wages MSP Benefits	0.00	675.00	100.00	675.00	900.00	225.00
8550 Wages WCB Expense	35.46	558.79	124.18	450.00	600.00	41.21
	2,672.64	46,493.20	92.94	50,022.81	66,697.12	20,203.92
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(1,123.49)	6,766.20	0.00	0.00	0.00	(6,766.20)

### DEPARTMENT 411 - VIHA CBIS WORKSHOP

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE 4411 VIHA CBIS Workshop	0.00	6,200.17	88.57	7,000.00	7,000.00	799.83
-++11 ++111(0D/0 ++0.000)	0.00	6,200.17	88.57	7,000.00	7,000.00	799.83
EXPENSES						
6460 Contract Services	0.00	2,800.00	80.00	3,500.00	3,500.00	700.00
8030 Program Expense	0,00	1,793.00	59.77	3,000.00	3,000.00	1,207.00
8230 Travel Expense	0.00	769.22	153.84	500.00	500.00	(269.22)
8550 Wages WCB Expense	0.00	26.82	0.00	0.00	0.00	(26.82)
	0,00	5,389.04	76.99	7,000.00	7,000.00	1,610.96
CAPITAL EXPENDITURES						
	0,00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	811.13	0.00	0.00	0.00	(811.13)

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### DEPARTMENT 420 - VIHA SUBSTANCE ABUSE COUNSELLOR

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4420 VIHA Substance Abuse Counsellor	0.00	59,802.21	100.00	59,802.30	79,736.36	19,934.15
	0.00	59,802.21	100.00	59,802.30	79,736,36	19,934.15
EXPENSES						
6002 Clerical/Supervisory *	422.10	3,798.90	100.00	3,798.90	5,065.20	1,266.30
6004 Utilities *	50.25	452.25	100.00	452.25	603.00	150.75
6012 Admin Professional Fees*	96.31	866.79	100.00	866,79	1,155.75	288.96
6020 Advertising/Promotion Expense *	175.88	1,582.92	100.00	1,582.92	2,110.50	527.58
6135 Program Rent *	251.25	2,261.25	100.00	2,261,25	3,015.00	753.75
7600 Office Expense	0.00	195.34	51.83	376.92	502.50	307.16
8030 Program Expense	346,99	5,525,93	70.36	7,854.12	10,472.10	4,946.17
8100 Program Telephone Expense *	169.59	1,526.31	100.00	1,526.31	2,035.13	508.82
8500 Wages Payroll	1,851.84	29,476.62	84.79	34,762.86	46,350.47	16,873.85
8520 Wages CPP/EI Expense	125.25	2,144.01	84.23	2,545.56	3,394.04	1,250.03
8530 Wages Group Ins. Benefits	0.00	1,511.30	55,49	2,723.40	3,631.25	2,119.95
8540 Wages MSP Benefits	0.00	340.00	57.29	593.46	791.25	451.25
8550 Wages WCB Expense	26.52	470.79	102.87	457,65	610.17	139.38
-	3,515.98	50,152.41	83.86	59,802.39	79,736.36	29,583,95
CAPITAL EXPENDITURES						
	0.00	0,00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	(3,515,98)	9,649.80	###########	(0.09)	0.00	(9,649.80)

# DEPARTMENT 421 - VIHA - YOUTH SAFE HOUSE

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4421 VIHA Youth Safe House	0,00	150,000.03	100.00	150,000.03	200,000.00	49,999.97
	0.00	150,000.03	100.00	150,000.03	200,000.00	49,999.97
EXPENSES						
6000 Audil/Bookkeeping *	236.25	1,653.75	100.00	1,653.75	2,362.50	708.75
6002 Clerical/Supervisory *	708,92	4,962.44	100,00	4,962.44	7,089.16	2,126.72
6025 Activity Chronicle	13.29	551,20	62.99	875.00	1,250.00	698.80
6130 Building Expense R/M	0.00	408,09	144,14	283,12	408.09	0.00
6400 Client Support	0.00	1,181.87	95.21	1,241.27	1,616.27	434.40
6470 Computers/Phones	0.00	714.80	122.54	583.31	833,34	118.54
7460 Membership Fees/Dues	0.00	0.00	0,00	116.69	166.66	166.66
7600 Office Expense	0.00	198.73	130.69	152.06	202.03	3.30
7930 Program Expense	0,00	661,12	103.25	640.28	890.31	229.19
8030 Program Expense Food	67,62	1,022.79	74.63	1,370.50	1,745.50	722.71
8100 Program Telephone Expense	0.00	420.00	85.42	491.69	616.66	196.66
8120 Professional Development	94,80	1,204.71	92.21	1,306.44	1,556.47	351.76
8230 Travel Expense	202.77	745.41	121.67	612.67	862.70	117.29
8500 Wages Payroll	3,309.96	136,663.42	79.40	172,122.77	212,110.99	75,447.57
8520 Wages CPP/EI Expense	208.44	8,738.81	74.30	11,761.68	14,753.90	6,015.09
8530 Wages Group Ins. Benefits	0.00	4,478.69	91.82	4,877.81	5,837.81	1,359.12
8540 Wages MSP benefits	0.00	928,50	90.63	1,024.50	1,240.50	312.00
8550 Wages WCB Expense	55.66	2,281.01	88.91	2,565.62	3,098.59	817.58
	4,897,71	166,815,34	80.73	206,641.60	256,641.48	89,826.14
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(4,897.71)	(16,815.31)	29.69	(56,641.57)	(56,641,48)	(39,826.17)

#### DEPARTMENT 422 - VIHA - HOW ABOUT THIS SELFIE?

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4422 VIHA How About That Selfie?	0.00	30,476.97	100.00	30,476.97	40,636.00	10,159.03
	0.00	30,476.97	100.00	30,476.97	40,636.00	10,159.03
•						
EXPENSES						
6390 Elder Participation	0.00	0.00	0.00	900.00	1,200.00	1,200.00
6460 Contract Services	0.00	8,000.00	133.33	6,000.03	8,000.00	0.00
8030 Program Expense Supplies	0.00	0.00	0.00	1,275.03	1,700.00	1,700.00
8500 Wages Payroll	1,890.00	8,400.00	44.44	18,900.00	25,200.00	16,800.00
8520 Wages CPP/EI Expense	110,73	581.41	38.76	1,500.03	2,000.00	1,418.59
8530 Wages Group Ins. Benefits	, 0.00	0.00	0.00	1,612.53	2,150.00	2,150.00
8550 Wages WCB Expense	0.00	0.00	0.00	289.53	386.00	386.00
	2,000.73	16,981.41	55.72	30,477.15	40,636.00	23,654,59
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(2,000.73)	13,495.56	-7497533.33	(0.18)	0.00	(13.495.56)

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### DEPARTMENT 520 - CSETS - LIFE SKILLS & LITERACY

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE 4520 CSETS Life Skills & Literacy	0.00	12,768.00	17.45	73,149.00	97,530.00	84.762.00
	0.00	12,768.00	17.45	73,149.00	97,530.00	84,762.00
EXPENSES						
6001 Overhead*	730.00	5,110.00	100.00	5,110.00	7,300.00	2,190.00
7740 Books Expense	0.00	943.89	188.78	500.00	1,000.00	56,11
8070 Training/Education Costs	200.00	1,637.00	163.70	1,000.00	2,000.00	363.00
8305 Student Support	56.83	1,933.17	80.55	2,400.00	4,200.00	2,266.83
8500 Wages Payroll	4,392.07	38,334.23	84,22	45,518.05	72,828.91	34,494.68
8520 Wages CPP/EI Expense	280.76	2,504.15	72.58	3,450,25	5,520.43	3,016.28
8530 Wages Group Ins. Benefits	0.00	1,380.61	70.79	1,950,30	3,120.51	1,739.90
8540 Wages MSP benefits	0.00	150.00	50.53	296.85	475.00	325.00
8550 Wages WCB Expense	68.43	577.18	85.10	678.20	1,085.15	507.97
	5,728.09	52,570.23	86.32	60,903.65	97,530.00	44,959.77
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(5.728.09)	(39,802.23)	-325.04	12,245.35	0.00	39,802.23

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#### DEPARTMENT 525 - LIFE SKILLS & LITERACY EDUCATION & MATERIALS FEES

CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
0.00	E 000 00	100.00	E 000 00	40,000,00	E 000 00
0.00	5,000.00	100.00	5,000.00	10,000.00	5,000.00 5,000.00
213.19 0.00	4,388,40 2,98	82,88 0.00	5,294.81 0.00	10,294.81	5,906.41 (2.98)
213.19	4,391.38	82.94	5,294.81	10,294.81	5,903.43
0.00	0.00	0.00	0.00	0.00	0.00
					(903.43)
	MONTH 0.00 0.00 213.19 0.00	MONTH         ACTUAL           0.00         5,000.00           0.00         5,000.00           213.19         4,388.40           0.00         2.98           213.19         4,391.38           0.00         0.00	MONTH         ACTUAL         YTD BUD           0.00         5,000.00         100.00           0.00         5,000.00         100.00           213.19         4,388.40         82.88           0.00         2.98         0.00           213.19         4,391.38         82.94           0.00         0.00         0.00	MONTH         ACTUAL         YTD BUD         BUDGET           0.00         5,000.00         100.00         5,000.00           0.00         5,000.00         100.00         5,000.00           213.19         4,388.40         82.88         5,294.81           0.00         2.98         0.00         0.00           213.19         4,391.38         82.94         5,294.81           0.00         0.00         0.00         0.00	MONTH         ACTUAL         YTD BUD         BUDGET         BUDGET           0.00         5,000.00         100.00         5,000.00         10,000.00           0.00         5,000.00         100.00         5,000.00         10,000.00           213.19         4,388.40         82.88         5,294.81         10,294.81           0.00         2.98         0.00         0.00         0.00           213.19         4,391.38         82.94         5,294.81         10,294.81           0.00         0.00         0.00         0.00         0.00

### DEPARTMENT 527 - QEQ COLLEGE

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4527 Qeq College SD #68	0.00	40,000.00	100.00	40,000.00	40,000.00	0.00
	0.00	40,000.00	100.00	40,000.00	40,000.00	0.00
EXPENSES 6460 Contract Services 8030 Program Expense 8550 Wages WCB Expense	0.00 0.00 0.00 0.00	20,237.05 20,000.00 349.69 40,586.74	101.19 100.00 0.00 101.47	20,000.00 20,000.00 0.00 40,000.00	20,000.00 20,000.00 0.00 40,000.00	(237.05) 0.00 (349.69) (586.74)
CAPITAL EXPENDITURES	0.00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(586.74)	0.00	0.00	0,00	586.74

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#### DEPARTMENT 528 - CSETS CHILDCARE ENHANCEMENT

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4528 CSETS Childcare Enhancement	0.00	4,500.00	50.00	9,000.00	9,000.00	4.500,00
	0.00	4,500.00	50.00	9,000.00	9,000.00	4,500.00
EXPENSES 6390 Elder Participation 6460 Contract Services 6690 Evaluation 8030 Program Expense	0.00 0.00 0.00 0.00 0.00	0.00 2,500.00 1,370.12 242.03 4,112.15	0.00 100.00 27.40 48.41 45.69	1,000.00 2,500.00 5,000.00 500.00 9,000.00	1,000.00 2,500.00 5,000.00 500.00 9,000.00	1,000.00 0.00 3,629.88 257.97 4,887,85
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	387,85	0.00	0.00	0.00	(387.85)

#### DEPARTMENT 529 - VIU - COMMUNITY ENGAGEMENT COORDINATOR

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4529 VIU Community Engagement Coordinato	0.00	10,000.00	100.00	10,000.00	20,000.00	10,000.00
	0.00	10,000.00	100.00	10,000.00	20,000.00	10,000.00
EXPENSES	0.00	0.00	0.00	20.000.00	20.000.00	20,000.00
8500 Wages Payroll						the second se
	0.00	0.00	0.00	20,000.00	20,000.00	20,000.00
CAPITAL EXPENDITURES	_					
	0.00	0,00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	10,000.00	-100.00	(10,000.00)	0.00	(10,000,00)

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### DEPARTMENT 530 - CSETS EMPLOYMENT ASSISTANCE SERVICES

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4530 CSETS Urban Aboriginal Employment Sc	0.00	54,401.00	58,08	93,660,00	124,881.00	70,480,00
	0.00	54,401.00	58.08	93,660.00	124,881.00	70,480.00
EXPENSES						
6001 Overhead*	891.67	8,025.03	100.00	8,025.03	10,700.00	2,674,97
6400 Client Support	0.00	7,551.69	56,68	13,322.97	17,764.00	10,212.31
8500 Wages Payroll	3,032,36	57,839.80	96.30	60,059.97	80,080.00	22,240,20
8520 Wages CPP/EI Expense	212,95	4,120.48	90.51	4,552.56	6,070.06	1,949.58
8530 Wages Group Ins. Benefils	0.00	3,581.46	79,02	4,532.31	6,043.11	2,461.65
8540 Wages MSP benefits	0.00	0.00	0.00	2,272.95	3,030.64	3,030.64
8550 Wages WCB Expense	48.42	885.38	98.94	894.87	1,193.19	307.81
	4,185.40	82,003.84	87.55	93,660.66	124,881.00	42,877.16
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(4,185.40)	(27,602.84)	4182248.48	(0.66)	0.00	27,602,84
	(1,100.10)	141,002.047	1.000010.10			

#### DEPARTMENT 550 - CSETS -YOUTH CAREER SUPPORT & LEADERSHIP

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4550 CSETS Youth Career Support & Leaders	0.00	37,256,00	126.51	29,448.00	39,265.00	2,009.00
	0.00	37,256.00	126.51	29,448.00	39,265.00	2,009,00
EXPENSES	0.00	000 49	65 40	4 500.00	2 000 00	101700
6400 Client Support	0.00	982.18	65.48	1,500.03	2,000.00	1,017.82
8500 Wages Payroll	1,225.00	23,397.50	97.95	23,888.00	31,850.00	8,452.50
8520 Wages CPP/EI Expense	86.21	1,685.59	93.10	1,810.53	2,414.00	728.41
8530 Wages Group Inc, Benefits	0.00	1,354.79	93.79	1,444.50	1,926.00	571.21
8540 Wages MSP. Benefils	0.00	337.50	75.00	450.00	600.00	262.50
8550 Wages WCB Expense	18.25	348.58	97.86	356.22	475.00	126,42
• · ·	1,329.46	28,106,14	95.44	29,449.28	39,265.00	11,158.86
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	(1,329,46)	9,149.86	-714832.81	(1.28)	0.00	(9,149.86)

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#### DEPARTMENT 620 - VIHA URBAN ABORIGINAL HEALTH CENTRE

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
		11010/16	110000	000001	DODOLI	
REVENUE						
4620 VIHA Urban Aboriginal Health	0.00	222,987.15	100.00	222,987.15	297,316.34	74,329.19
	0.00	222,987.15	100.00	222,987.15	297,316.34	74,329.19
EXPENSES						
6000 Audi//Bookkeeping *	385.08	3,465.72	100.00	3,465.72	4,621.00	1,155.28
6002 Clerical/Supervisory *	352.25	3,170.25	100.00	3,170.25	4,227.00	1,056.75
6006 Admin Photocopying *	18.33	164.97	100.00	164.97	220.00	55.03
6010 Admin Rent *	816.00	7,344.00	100.00	7,344.00	9,792.00	2,448.00
6012 Professional Fees Expense *	83,33	749.97	100.00	749,97	1,000.00	250.03
6014 Admin Telephone *	100.00	900.00	100.00	900.00	1,200.00	300.00
6018 Janitorial Expense *	93.67	843.03	100.00	843,03	1,124.00	280,97
6030 Audit/Accounting Expense *	52,50	472.50	100.00	472.50	630,00	157.50
6110 Utilities Expense *	22.50	202,50	100.00	202.50	270.00	67.50
6135 Program Rent*	408.00	3,672.00	100.00	3,672.00	4,896.00	1,224.00
6200 Childcare **	413.33	3,719.97	100,00	3,719.97	4,960.00	1,240.03
6460 Contract Services	0.00	3,000,00	133.33	2,250.00	3,000.00	0.00
6530 Driver **	314.83	2,833.47	100.00	2,833.47	3,778.00	944.53
6690 Evaluation	0.00	3,075.00	82.00	3,750.03	5,000.00	1,925.00
6920 Support / Training Breastfeeding	0.00	0.00	0.00	2,250.00	3,000.00	3,000.00
6950 Groups Diabeles	0.00	3,111.45	47.41	6,562.53	8,750.00	5,638.55
7010 Moms Dads Babies	413.67	2,682.20	110.04	2,437.47	3,250.00	567,80
7420 Meeting Expense	0.00	0.00	0.00	37.53	50.00	50.00
7600 Office Expense	24.05	538.07	71,75	749.97	1,000.00	461.93
7700 Postage/Courier Expense *	41.67	375.03	100.00	375.03	500.00	124.97
7710 Printing/Publishing Expense *	79.17	712.53	100.00	712.53	950.00	237.47
8030 Program Expense	0.00	70.12	18.70	375.03	500.00	429.88
8040 Medical Supplies	752,24	9,196.96	127.74	7,200.00	9,600.00	403.04
8065 Program Meeting Expense	0.00	0.00	0.00	37.53	50.00	50.00
8100 Program Telephone Expense *	150.00	1,350.00	100.00	1,350.00	1,800.00	450.00
8120 Professional Development	0.00	112.50	8.57	1,312.47	1,750.00	1,637.50
8230 Stalf Travel Expense	0.00	50.00	4.44	1,125.00	1,500.00	1,450.00
8500 Wages Payroll	6,662.98	131,524.12	86.13	152,696.74	203,498.34	71,974.22
8520 Wages CPP/EI Expense	196.20	6,453.69	119.51	5,400.00	7,200.00	746.31
8530 Wages Group Ins. Benefits	0.00	7,933.98	185.59	4,275.00	5,700.00	(2,233.98)
8540 Wages MSP benefits	0.00	1,418.00	105,04	1,350.00	1,800.00	382.00
8550 Wages WCB Expense	89.54	1,853.93	145,40	1,275.03	1,700.00	(153.93)
-	11,469.34	200,995.96	90.11	223,060.27	297,316.34	96,320.38
CAPITAL EXPENDITURES						
-	0.00	0,00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(11,469.34)	21,991.19	-30075.48	(73.12)	0.00	(21,991,19)

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#### DEPARTMENT 640 - VIHA SEXUAL ABUSE INTERVENTION PROGRAM

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
OCVENUE						
REVENUE 4640 VIHA Sexual Abuse Intervention Program	0.00	176,873.64	107.96	163,825.11	218,433.45	41,559.81
-1040 VINA DEXUSI ABUSE INCIVENION I JUGISI	0.00	176,873,64	107.96	163,825,11	218,433.45	41,559,81
		110101010101	101100	120(220)))		111000101
EVEL NOTE						
EXPENSES 6000 Audit/Bookkeeping *	423.75	3,813,75	100.00	3,813,75	5.085.00	1,271,25
6002 Clerical/Supervisory *	841.83	7,576.47	100.00	7,576.47	10,102.00	2,525.53
6004 Utilities *	3.17	28.53	100,00	28.53	38.00	2,020.03
6006 Admin Photocopying *	25.00	225.00	100.00	225.00	300.00	75.00
6008 Admin Postage/Courier *	4,17	37.53	100.00	37.53	50.00	12.47
6010 Admin Rent *	81.67	735.03	100.00	735.03	980.00	244,97
6012 Professional Fees Expense *	41.67	375.03	100.00	375.03	500.00	124.97
6012 Floessonari ees capense 6014 Admin Telephone *	20.00	180.00	100.00	180.00	240.00	60,00
6018 Janitorial Expense *	93.67	843.03	100.00	843.03	1,124.00	280,97
6030 Audil/Accounting Expense *	39.50	355,50	100.00	355,50	474.00	118.50
6110 Utilities Expense*	43.67	393.03	100.00	393,03	524.00	130,97
6135 Program Rent *	1,142.33	10,280.97	100.00	10,280,97	13,708.00	3,427.03
6460 Contract Services	0.00	4,000.00	133.33	2,999.97	4,000.00	0.00
7050 Support Group	0.00	212.25	68.70	308,97	412.00	199.75
7130 Participant Incentive	0.00	730.41	76.02	960.84	1,281.17	550,76
7420 Meeting Expense	0.00	74.52	99.40	74,97	100.00	25,48
7600 Office Expense	0.00	284.15	108.24	262,53	350,00	65.85
7710 Printing/Publishing *	35.00	315.00	100.00	315.00	420.00	105.00
8000 Program Audio/Visual	0.00	304.32	105.40	288.72	385.00	80.68
8030 Program Expense	0.00	705,95	49.20	1,434.78	1,913.00	1,207.05
8100 Program Telephone Expense *	280.00	2,520.00	100.00	2,520.00	3,360.00	840.00
8120 Professional Development	0.00	607.15	43.29	1,402.47	1,870.00	1,262.85
8230 Staff Travel Expense	0.00	784.32	30,01	2,613,78	3,485.00	2,700.68
8500 Wages Payroll	3,556.00	95,774.00	85.51	111,999.24	149,332.28	53,558.28
8520 Wages CPP/EI Expense	206.28	6,968.22	92.91	7,499.97	10,000.00	3,031.78
8530 Wages Group Ins. Benefits	0.00	6,492.74	149.26	4,349,97	5,800.00	(692,74)
8540 Wages MSP benefits	0.00	949,50	97,39	974,97	1,300.00	350.50
8550 Wages WCB Expense	81.14	1,592.14	163,30	974.97	1,300.00	(292,14)
	6,918.85	147,158,54	89,83	163,825,02	218,433.45	71,274.91
	· · · · · · · · · · · · · · · · · · ·					
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	(6,918.85)	29,715.10 3	3016777,79	0,09	0.00	(29,715.10)

#### DEPARTMENT 660 - VIHA ABORIGINAL HEALTH HIV / AIDS

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4660 VIHA HIV/AID'S	0.00	83,083.66	103,37	80,372.52	107,163.31	24,079.65
	0.00	83,083.66	103.37	80,372.52	107,163.31	24,079,65
EXPENSES						
6000 Audil/Bookkeeping *	95,92	863.28	100,00	863,28	1,151.00	287.72
6002 Clerical/Supervisory *	166.67	1,500.03	100.00	1,500.03	2,000,00	499.97
6004 Utilities *	4.17	37.53	100,00	37.53	50.00	12.47
6006 Admin Photocopying *	6.25	56.25	100.00	56,25	75.00	18.75
6008 Admin Postage/Courier *	1.67	15.03	100,00	15.03	20.00	4.97
6010 Admin Rent *	127.50	1,147.50	100,00	1,147.50	1,530.00	382.50
6012 Professional Fees Expense *	62,50	562.50	100.00	562,50	750,00	187.50
6014 Admin Telephone *	21,25	191.25	100.00	191.25	255.00	63.75
6018 Janitorial Expense *	70.17	631,53	100.00	631.53	842.00	210.47
6030 Audit/Accounting Expense *	22.92	206.28	100.00	206.28	275.00	68.72
6110 Utilities Expense *	22,50	202.50	100.00	202,50	270.00	67.50
6135 Program Rent *	552.00	4,968.00	100.00	4,968,00	6,624.00	1,656.00
6400 Client Support	0.00	125.24	55.66	225,00	300.00	174.76
7460 Membership Fees/Dues	0.00	75.00	40.01	187.47	250.00	175.00
7600 Office Expense	0.00	35.12	46.85	74.97	100.00	64.88
7700 Postage/Courier *	41.67	375.03	100.00	375.03	500.00	124,97
7710 Printing/Publishing *	69.83	628.47	100.00	628,47	838.00	209,53
8000 Program Audio/Visual	0.00	250.00	133,35	187.47	250.00	0.00
8010 Educational Material	0.00	0.00	0.00	225.00	300.00	300.00
8040 Medical Supplies	0.00	1,296.91	40,88	3,172.50	4,230.00	2,933.09
8100 Program Telephone Expense *	106.25	956.25	100.00	956.25	1,275.00	318,75
8120 Professional Development	0.00	52.50	8.75	600.03	800.00	747.50
8230 Staff Travel Expense	0.00	32.02	7,12	450.00	600.00	567,98
8500 Wages Payroll	2,644,00	47,174.00	89,50	52,708.77	70,278.31	23,104.31
8520 Wages CPP/EI Expense	187.14	3,356.07	91,32	3,674.97	4,900.00	1,543,93
8530 Wages Group Ins. Benefits	0,00	2,681.69	50.36	5,325.03	7,100.00	4,418.31
8540 Wages MSP benefits	0.00	0.00	0.00	637.47	850.00	850,00
8550 Wages WCB Expense	21.28	387.32	68.86	562.50	750.00	362.68
	4,223.69	67,807.30	84.37	80,372.61	107,163.31	39,356.01
	<u> </u>					
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0,00	0.00
SURPLUS/(DEFICIT)	(4,223.69)	15,276.36		(0.09)	0.00	(15.276.36)
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### DEPARTMENT 686 - CITY OF NANAIMO "LITTER PICK UP"

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						<u></u>
	0.00	0.00	0.00	0.00	0.00	0.00
EXPENSES						
8030 Program Expense	0.00	750.00	100.00	750.00	750.00	0.00
5	0.00	750.00	100.00	750.00	750.00	0.00
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	0.00	(750.00)	100.00	(750.00)	(750.00)	0.00

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#### DEPARTMENT 700 - CAPC - CREATING HEALTHY FAMILIES

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
5400 Inter Program Transfer	4,800.00	43,200.00	100.00	43,200.00	57,600.00	14,400.00
-	4,800.00	43,200,00	100.00	43,200,00	57,600.00	14,400.00
EXPENSES						
6000 Audit/Bookkeeping *	94.58	851.22	100.00	851.22	1,135.00	283.78
6002 Clerical/Supervisory *	201,25	1,811.25	100.00	1,811.25	2,415.00	603.75
6010 Admin Rent *	125.00	1,125.00	100.00	1,125.00	1,500.00	375.00
6012 Professional Fees Expense	6.17	55,53	100.00	55.53	74.00	18.47
6200 Childcare**	312.00	2,808.00	100.00	2,808.00	3,744.00	936.00
6430 Cook**	260.00	2,340.00	100.00	2,340.00	3,120.00	780.00
6530 Driver **	400.00	3,600.00	100.00	3,600.00	4,800.00	1,200.00
6630 Equipment Maintenance/Repair	0.00	174.06	77.36	225.00	300.00	125.94
7310 Liability Insurance *	9.17	82.53	100.00	82.53	110.00	27.47
8030 Program Expense	533.87	4,316.49	91.70	4,707.00	6,276.00	1,959.51
8120 Professional Development	0.00	50.00	12,92	387.00	516.00	466,00
8220 Travel Transportation Costs ***	1,000.00	9,000.00	100.00	9,000.00	12,000.00	3,000.00
8230 Staff Travel Expense	0.00	227.17	60.57	375.03	500.00	272.83
8500 Wages Payroll	790.00	11,516.00	81.28	14,167.53	18,890.00	7,374.00
8520 Wages CPP/EI Expense	55.10	793.22	60,61	1,308.78	1,745.00	951.78
8550 Wages WCB Expense	18.25	251.24	70.53	356.22	475.00	223.76
	3,805,39	39,001.71	90.28	43,200.09	57,600.00	18,598.29
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	994.61	4,198.29	-4664766.67	(0.09)	0.00	(4,198.29)

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#### DEPARTMENT 720 - CHRISTMAS HAMPER CAMPAIGN

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	ytd Budget	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
5605 Staff Xmas Hamper	100.00	390,00	650.00	60,00	00.00	(330.00)
5615 Christmas Hamper Campaign	130.00	8,832.80	2523.66	350.00	350.00	(8,482.80)
	230.00	9,222.80	2249.46	410.00	410.00	(8,812.80)
EXPENSES 7900 Christmas Hampers Staff 7930 Program Expense	300.00 1,900.00 2,200.00	300.00 16,516.29 16,816.29	237.06 111.86 112.92	126.55 14,765.70 14,892.25	126.55 14,765.70 14,892.25	(173.45) (1,750.59) (1,924.04)
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(1,970.00)	(7,593,49)	52.43	(14,482.25)	(14,482.25)	(6,888.76)

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#### DEPARTMENT 750 - DONATIONS

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	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4756 Donations Sweat Lodge	0.00	1,375.35	176.25	780.35	780.35	(595.00)
4760 Donations Qeq College	0.00	1,245.00	100.00	1,245.00	1,245.00	0,00
4762 Donations Tillicum Village Nickels & Dim	1,055.71	43,660.31	112.30	38,879.37	38,879.37	(4,780,94)
4763 Donations Tillicum Village	0.00	20,00	100.00	20,00	20.00	0.00
4765 Donations Nursing	0.00	75,00	100.00	75,00	75.00	0.00
	1,055.71	46,375.66	113.11	40,999.72	40,999.72	(5,375.94)
EXPENSES						
6130 YSH Expense	700.00	700.62	15.11	4,637.32	4,637,32	3,936,70
6131 ABE Expense	0.00	0.00	0,00	15.20	15,20	15.20
6132 Recreation Center Expense	0.00	0.00	0.00	5,953,16	5,953,16	5,953,16
6133 Gathering Place	0.00	0,00	0.00	500.00	500.00	500.00
6134 Sweat Lodge	0.00	1,034.00	21,70	4,765.00	4,765,00	3,731,00
6135 United Way	0.00	0.00	0.00	55.60	55,60	55,60
6136 Summer Camp	0.00	0.00	0.00	25.00	25.00	25,00
6137 Fathers Circle	0.00	0.00	0.00	60,00	60.00	60.00
6139 Health Center	0.00	0,00	0.00	45,94	45,94	45,94
6140 Qeg College	0.00	0.00	0.00	1,245.00	1,245.00	1,245.00
6141 Nursing	0.00	0.00	0.00	75.00	75.00	75.00
6990 Youth Group	0.00	0.00	0.00	4,089,05	4,089.05	4,089.05
6991 Tillicum Village	0.00	841.18	51.50	1,633.47	1,633.47	792.29
6993 Tillicum Village Nickels & Dimes	319.60	2,649.85	93,76	2,826.23	2,826.23	176.38
	1,019.60	5,225.65	20.16	25,925.97	25,925.97	20,700.32
CAPITAL EXPENDITURES						
	0.00	0.00	0.00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	36.11	41,150.01	272.99	15,073.75	15,073.75	(26,076.26)
		11,100,01	LIL, VU		10,010.70	120,010,201

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### DEPARTMENT 762 - ELDERS & YOUTH HOUSING

	CURRENT MONTH	YTD ACTUAL	% OF YTD BUD	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4762 Salish Lelum Housing	3,884.13	35,582.03	139.36	25,531.81	25,531.81	(10.050.22)
	3,884.13	35,582.03	139,36	25,531.81	25,531,81	(10,050.22)
EXPENSES 8500 Wages Payroll 8520 Wages CPP/UIC Expense 8530 Wages Group Ins. Benefits 8540 Wages MSP Benefits 8550 Wages WCB Expense	1,604.00 113.15 0.00 0.00 <u>20.56</u> 1,737.71	31,679.75 2,279.45 2,665.33 337.50 <u>395.21</u> 37,357.24	145,99 146,11 150,15 150,00 145,66 146,32	21,700.25 1,560.09 1,775.14 225.00 271.33 25,531.81	21,700,25 1,560,09 1,775,14 225,00 271,33 25,531,81	(9.979.50) (719.36) (890,19) (112.50) (123.88) (11,825.43)
CAPITAL EXPENDITURES	0.00	0.00	0.00	0,00	0.00	0.00
SURPLUS/(DEFICIT)	2,146.42	(1,775.21)	0.00	0,00	0.00	1,775.21

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#### DEPARTMENT 790 - GAMING

	CURRENT MONTH	YTD ACTUAL	% of Ytd Bud	YTD BUDGET	ANNUAL BUDGET	BUDGET REMAINING
REVENUE						
4790 Community Gaming Grants	0.00	65,000.00	100.00	65,000.00	65,000.00	0.00
5220 Interest Income	24.43	309.80	153.95	201.24	201.24	(108.56)
	24.43	65,309.80	100.17	65,201.24	65,201.24	(108.56)
EXPENSES 6480 Cultural Recreation 7900 Christmas Hampers Expense 8010 Educational Material Sandwich Shop	431.52 6,250.00 159.58 6,841.10	26,121.98 13,009.74 9,716.40 48,848.12	98.48 116.03 88.66 99.79	26,526.24 11,212.47 11,212.47 48,951.18	35,301.24 14,950.00 14,950.00 65,201.24	9,179.26 1,940,26 5,233.60 16,353.12
CAPITAL EXPENDITURES						
	0.00	0.00	0,00	0.00	0.00	0.00
SURPLUS/(DEFICIT)	(6,816,67)	16,461,68	101.30	16,250.06	0.00	(16,461.68)

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REMINDER Society Annual Report (Form 11) Filing Fee: \$25.00 Incorporation Number: S-0007994

### 2016 Annual Report

#### Did you know? A new Societies Act was passed.

To learn more details about what your society will need to do to get ready for the new act, go to: www.gov.bc.ca/SocietiesAct

TILLICUM LELUM ABORIGINAL SOCIETY 927 HALIBURTON ST., NANAIMO BC V9R 6N4 FILE ONLINE NOW To file your BC Society Annual Report immediately, go to: www.gov.bc.ca/SocietiesAct and use ACCESS CODE: 140054388. CONTRACTOR DESCRIPTION OF THE PARTY OF THE P Complete this section if submitting by mail. Annual Reports submitted by mail may take up to eight weeks to be filed. PLEASE PRINT CLEARLY. 1. Annual General Meeting Date OQ OG. Date your Annual General Meeting was held: 2016 (YYYY/MM/DD) The date of the Annual General Meeting must be during the same calendar year of the Annual Report. If no Annual General Meeting was held, write "NO MEETING HELD" in the date field above. NO MEETING HELD cannot be submitted for the current year until the year is over. 2. Registered Office Address (Location of Records) - Additional \$15.00 for Address Updates Physical Address Required. (Post Office Box alone will not be Mailing Address (If different from physical address) accepted.) 774B CENTRE ST, NANAIMO BC V9R 2Z6 927 HALIBURTON ST.,, NANAIMO BC V9R 6N4 Enter new physical address if it has changed. Enter new malling address if it has changed. **OFFICE USE ONLY** 3. Society Email Address officemanager@tillicumlelum.ca Update email address if it has changed. Email address may be used as a contact for this form.

S-0007994



REMINDER

Society Annual Report (Form 11) Filing Fee: \$25.00

### 4. Society Directors

Before you file your Annual Report, please review the directors listed below. If you submitted a Form 7 to update the directors and the changes are not yet reflected here, then contact BC Registry Services now at 1 877 526-1526.

• Directors listed below cannot be changed if no meeting was held.

• One director must be a BC resident.

• Director addresses must be a physical address. Post Office Box alone is not accepted.

• Full names of directors are required, initials only are not accepted.

• Draw a line through name if director has ceased, and amend the list in the space provided.

Last Name	First Name	Residential Address (Must be a physical address)	Postal Code
Davie	Tim	6605 GOLDEN EAGLE WAY, NANAIMO BC	V9V 1P8
Dunn	James	685 WESTERN ACRES, NANAIMO BC	V9R 5W9
Gallant	Leona	420 - 450 STEWART AVE, NANAIMO BC	V9S 5E9
James	Marguerit	102 - 479 TENTH ST, NANAIMO BC	V9R 0C5
Robinson	Rene	422 LENHART AVE, NANAIMO BC	V9S 4X3
Conter	Autumr	1482 Hewgate St, Nahaimo, BC	V9R 251

5. Signature

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Sign here. I certify that this information is accurate and complete.

2016/06/9

Date Signed (YYYY/MM/DD)



### 2016 Annual Report

6.	Return	Form	and	Fee to	вс	Regi	stry	Service	es

### Mailing Address:

PO Box 9431 Stn Prov Govt, Victoria BC, V8W 9V3 Questions? Call 1 877 526-1526 Physical Address: 2nd floor, 940 Blanshard Street, Victoria BC, V8W 3E6

Need help completing this form? Go to www.bcregistryservices.gov.bc.ca for further instructions.

Please make cheque payable to Minister of Finance. Write your incorporation number S-0007994 on the cheque.

Checklist if Submitting by Mail:
\$25.00 Annual Report filing fee included.
\$15.00 An additional fee is required if address updated within section 2, for a total fee of \$40.00.
All data provided: Annual General Meeting date. Registered office address and director updates made if required.
V Form signed.



# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

			sociation	
		Grant No. RPTE-27		
		Statement of Purpose	9:	
	No	No All buildings and properties that represented every three yers on the specific criteria set out in their ap category.		
\$ Yes	No	Amount Recommended: \$		
1				
	Me Crit Yes	Meets Criteria: Yes No	Meets Criteria:       Statement of Purpose         Yes       No         All buildings and properties to PTE must be reviewed every to ensure that they continue specific criteria set out in the category.         Image: Contract of the system of the syste	



# CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use
2PTE-

27

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	· · · ·				
ORGANIZATION: 808 (Thunderbird) Wing, RCAFA		DATE: DECEMBER 12, 2016			
ADDRESS:	14 4	PRESIDENT:			
MAILING: BOX 123 NANAIMO BC V9R 5	K4	TRACY GILLIS			
		SENIOR STAFF MEMBER:			
PHYSICAL: NANAIMO MILITARY CAMP:		NONE			
719 NANAIMO LAKES ROAD, NANAIMO B	719 NANAIMO LAKES ROAD, NANAIMO BC V9R3C2				
·		POSITION: N/A			
		CONTACT:	······································		
		TRACY GILLIS			
TELEPHONE:		TELEPHONE:			
N/A		CELL: 250-741-4554			
-					
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION	1:				
SOUTH CEDAR TO PARKSVILLE					
NO, OF FULL TIME STAFF: NONE		NO. OF PART TIME STAFF:NONE			
NO. OF COMMUNITY VOLUNTEERS: WING: ACTIVE MEMBERS – 20, TOTAL MEMBERSHIF	n 72 to 74	NO. OF VOLUNTEER HOURS PER YE			
CADETS: ACTIVE MEMBERS – 20, TOTAL MEMBERSHI	NTS) 20, TOTAL	WING: 280 – 320 HOURS P			
CADETS AT NOVEMBER 2016 – 68 TO 70	110/20,10112	CADETS: (STAFF & ACTIVE PARENTS): 480 HOURS			
		PER MONTH MINIMUM, 4,800 HOURS PER YEAR,			
1		MINIMUM (NO ACTIVITIES IN JULY/AUGUST)			
CLIENTS SERVED, LAST YEAR: 72 Wing members, 76 est Cadets			CLIENTS SERVED, THIS YEAR (PROJECTED):		
		SIMILAR, 72 AND 76			
B.C. SOCIETY ACT REG. NO.: S0026191		REVENUE CANADA CHARITABLE REG. NO.:			
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY	nit <u>ere</u>		
JUNE 30, 2016		LOT 1 PLAN VIP69992, SECTION			
INCOME		LEASED AREA AT NANAIMO MILITAR			
\$20,402	_	16000.014 PID 024-785-555			
EXPENSES:		TAX FOLIO NUMBER:			
\$22,977		16000.114 – 901 FIFTH STREET*			
NEXT YEAR PROJECTED: JULY 1, 2016 TO JUNE 30, 2017		*Access used to be from FIFTH			
30LT 1, 2010 10 00NE 30, 2011		NANAIMO LAKES ROAD.			
INCOME:					
\$25,500		CURRENT YEAR TAXES (IF KNOWN):	\$4,685 PER INFORMATION		
EXPENSES:		FROM CITY OF NANAIMO			
\$25,500	TITLE/POSIT				
SIGNATURE: Hacy Lillis	PRESIDEN		DATE:		
Vracy Xuus	FRESIDEI	NI	Dec12, 2016		
V					
NOTE: YOUR ORGANIZATION'S MOS	ST RECENT	YEAR-END FINANCIAL STATE	MENTS AND CURRENT		
YEAR-TO-DATE FINANCIAL STATEMENTS	S MUST BE A	TTACHED TO THE APPLICATION	ON FORM (INCLUDING A		
BALANCE SHEET AND INCOME STATEME	NT), AS WELL	AS THE MOST RECENT SOCIE	TY ACT ANNUAL REPORT		
(FORM 11).					
	****				
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DEC 2 3 2016					



#### 808 THUNDERBIRD WING -- ROYAL CANADIAN AIR FORCE ASSOCIATION P.O. Box 123, Nanaimo, B.C. V9R 5K4 • 719 Nanaimo Lakes Rd, Nanaimo, BC V9R 3C2

December 12, 2016

City of Nanaimo 455 Wallace Street, Nanaimo, BC V9R 5J6

#### RE: Permissive Tax Exemption, Bylaw No. 7177 Folio 16000.14 - 901 Fifth Street, Nanaimo, BC

#### To the members of the Grants Advisory Committee:

Enclosed please find the application form and supporting documents for the permissive tax exemption request for the three-year period commencing 2018.

808 Wing is a not for profit service organization formed in 1966 in Nanaimo. It is affiliated with the Royal Canadian Air Force Association, an organization formed at the end of World War II. In 1984, with land leased from the Department of National Defense (DND) at the Nanaimo Military Camp, Wing members raised the funds to construct a building with classrooms, offices, kitchen, storage and other facilities for the Air Cadet squadron and a single office for the Wing. There is a large common area used by both organizations.

Some cadet organizations pay rent, however this makes it more challenging for their sponsoring bodies to raise sufficient funds for experiential activities outside of the limited amount that DND pays. No funds for music programs, biathlon, intermural exchanges, and only limited funding for local travel. This meant that our squadron could not attend the massed gathering of provincial squadrons at the 75<sup>th</sup> Anniversary of the Battle of Britain held at Boundary Bay airport in 2015. Our squadron sponsoring body is determined to raise sufficient funds so that the entire squadron, currently over 70 young people between 12 and 19 years of age, can go on one major trip every two years. Possible destinations include: Ottawa, Victoria (perhaps every year), McCord Air Force Base where there is every possible aircraft that a cadet would want to see, or even some of the historical sites in Europe. Not charging rent for a building that was purpose constructed for them is the least that we can do.

The land lease with DND was renewed in 2014 with an automatic 10 year renewal if both parties agree. DND has clearly stated that the continued housing of 205 Air Cadet Squadron and 808 Wing, is in alignment with their vision for Nanaimo Military Camp. Due to our continued support of cadets, our annual lease payment did not increase. DND recognizes that we have no opportunity to sell or sublet the building as it is on DND land and even though it has no value to them, it's value is in providing space for cadets and the Wing members. Our lease indicates that as long as we support the Air Cadets, that we can continue in place. We can, and do, rent out one room to other community groups for meetings. This is one source of funds that we are trying to expand.

After years of steadily declining membership we have stabilised our membership numbers, this is no small task considering the advanced years of some of our members. Since our submission in 2013, we are at a steady 72 to 74 members and we are excited about welcoming former cadets; retired Air Force, Army and Naval members, and people with general ties to the civilian aviation industry. We continue to reach out to an estimated 5,000 or more former cadets in the surrounding area to encourage them to give back a portion of what being an Air Cadet gave to them. This support will be critical as the Federal Government is looking to cut 10 percent from the operating budgets of all cadet organizations in Canada. It is an undeniable fact that youth programs such as cadets are successful in teaching life skills, developing better citizens, and fostering the community and business leaders of tomorrow. People may shake their heads at the 'youth today' but the kids that go through the cadet programs are people to be proud of.

Proud sponsors of 205 (Collishaw) Squadron, Royal Canadian Air Cadets

We are also proud of the Squadron's more active liaison with the Duke of Edinburgh Awards; an award aimed at the youth of our Country. It is an award aimed at ongoing activities of choice, perseverance, developing good habits. Open to any young person aged 14-24 it is inclusive regardless of their gender, cultural background, religious or political affiliation or physical ability. An Award is gained through individual improvement and achievement, which means that disadvantaged young people and those with special needs are able to participate fully! This is particular important given that our geographic catchment area for Cadets includes the more socio-economically disadvantaged district of Nanaimo.

Between the Air Cadets and individual cadet participant in the Duke of Edinburgh award, 808 Wing is helping to build better citizens. Citizens such as 26 year old Jason Burndt, a former Nanaimo Air Cadet who will be soloing in a CF-18 Hornet this month. When he comes home for Christmas, he will be taking the time to meet with cadets in his old squadron to share his story. Or, perhaps the youngest cadet, Jemerson Boncaros who recently emigrated from Brazil. On December 11, as is the custom at the annual cadet Christmas dinner, the youngest cadet takes on the role of Acting Commanding Officer, while the officers serve the cadets and guests dinner. At just 12 years old, Jemerson worked hard to pronounce the names of the head table guests and gave thanks to the officers and parents, all in front of a group of over 70 peers, senior cadets, parents, and staff.

We recognize that government funds are squeezed at all levels and that there are challenges ahead so we have set a priority for our fund-raising activities. First we need to improve the safety in the old building; second, we will assist the cadet parent sponsoring body wherever possible to provide more funds for their operating costs and third, we will continue to provide scholarships for postsecondary studies.

We also need to provide better support for our more senior Wing members. It is a sad reality that many pensioners are outliving their pension plans. This is especially true in the earlier generation where often the man was the breadwinner with the decent pension and having passed away, the substantial part of the monthly income stopped too. To help with this we have a monthly event where we provide a low cost meal and send home healthy left-overs that provide an extra two or three meals.

We would also like to point out that as is standard practice across Canada, the Wing building on DND land is available as needed to temporarily house municipal governments, regional districts and other levels of government, in time of emergencies such as flooding, earthquakes or other natural or man-made disasters that result in the loss of local government buildings. We would welcome the opportunity to meet to discuss involvement in the Emergency Preparedness program committee.

As we are a registered non-reporting society, we are not required to have an external auditor review our financial statements however we do have an internal audit reviewer who is not a director or paid employee. His report is attached.

On behalf of the directors and members of 808 (Thunderbird) Wing, and the cadets and staff of 205 (Collishaw) Royal Canadian Air Cadet Squadron, I wish to thank you for this opportunity to apply for the permissive tax exemption and I am available should you have any questions about any part of our application.

Sincerely,

Shacep Gillis Willes

Tracy Gillis President Cellular phone: 250-741-4554 Email: <u>Tracy.Gillis@viu.ca</u>

**Enclosures:** 

- Application questionnaire
- 808 Wing Comparative Financial Information for year end June 30
- Letter from Internal reviewer
- Society Annual report Form 11 website printout.
- 808 Wing financial information for three months ended September 30, 2016

1. Please describe the Purpose or Mandate of your organization in this community.

808 Wing is a service organization formed in 1966 in Nanaimo. It is affiliated with the Royal Canadian Air Force Association of Canada, an organization formed at the end of World War II (www.rcafassociation.ca). Besides standing for the principles of democratic and ordered government the primary work of 808 Wing is to maintain the unity of purpose of serving and former participants in military or civilian aviation [808 Wing bylaws; Purpose of the society; pg 2; Section 2.para A] and to support the physical, mental and moral wellbeing of youth, specifically Air Cadets. [808 Wing bylaws; Purpose of the society; pg 2; Sections 2. para's D and G]

The purpose is achieved by integrating members of the Wing with Air Cadets during such events as the 50<sup>th</sup> Anniversary of the Wing in 2016, yearly Anniversary of the RCAF (April), the Battle of Britain memorial service in September (attended yearly by the Mayor and Members of Legislative Assembly and other guests), November 11 Remembrance Day services, cadet scholarship, 257 Ladysmith squadron anniversary parade, monthly cadet parades and activities, low to no cost social activities for Wing members; and to maintain and improve accommodation (physical building) for 205 Air Cadet squadron to enable that squadron to focus their fund-raising on cadet specific activities.

2. Please list the programs and services provided by your organization.

Information from Statistics Canada and BC Statistics point out that with the exception of the Aboriginal community the demographic profile in the central Vancouver Island region is one of an aging population. 808 Wing as supported by its dynamic working and retired members, and its connection with the civic leaders that are the hallmark of all cadet units, is ideally qualified to take care of its particular segment of the aging population.

Some of our elderly members are no longer able to drive and we have volunteers who pick them up and return them home after events so that they are not socially isolated. Take home meals are also provided for these members after social events. It was heartening to have a former member re-join the Wing after he saw the exemplary drill and respect of the cadets during the Battle of Britain commemoration. The Wing supported local historian Rod Szasz in the commemoration of a WW II crash site on Mount Whymper. Bil Derby, former Commanding Officer of 205 Squadron and past V-P of 808 Wing laid a wreath and Len Campbell of 808 Wing played a piper lament at the site this fall. This is significant given that Len is in his 80's, is a former fighter pilot, and had to hike up a steep grade in piper regalia with his pipes. He was proud to support the community in this effort.

This year we were able to award 2 scholarships; one for \$500 and one for \$350 to Air Cadets moving on to post secondary education. Over the years we have supported Cadets locally at VIU and UVic, and further afield in UBC, SFU, and beyond.

3. Are you planning to change or add to current programs and services in the future?

We will continue to recruit new members from military and civilian aviation retirees in the area, as well as from the estimated 5,000 or so former Air Cadets. Our building is ideally situated to provide additional services to both the retirees and to our young cadets as those needs are identified.

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

Volunteers are everything in our organization, there are no paid members. Our membership has stabilized at 72 – 74 members since our last submission and we are seeing renewed energy and enthusiasm. Cadets, cadet parents, and Wing members continue to work well together for building and grounds maintenance area. We all work together to maintain the physical property and to ensure that events such as the Battle of Britain take place.

Some specific examples:

- Former Cadet Jason Kitchen is now a regular member, volunteers at all events, and donates his expertise in security.
- Kenneth Meyer Mid Island representative to the Duke of Edinburgh program and is the Squadron Liaison officer;
- Bil Derby-Previous Commanding Officer 205 Collishaw Squadron generously donates his time for building inspections, fire safety improvements, and general building maintenance.
- David Ruel (Chair of Parents' Committee) and Alison Haapala volunteer monthly for building cleaning. David has sought his Commission in the Cadet Instructor List; a reserve component of the CF and have become members of the Wing. This is a testament to his appreciation for what the Wing does for Cadets.
- 5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and

other governments or service clubs.

No other grants other than the Permissive Tax Grant from the City of Nanaimo have been applied for.

No other grants have been applied for from other governments or other service clubs. As an organization, the Wing mainly plays a behind the scenes supporting role for cadets and in supporting its members. As such, it does not qualify for a charitable tax number. This is not to say that we do not receive donations of products and services 'in kind' in the form of time and materials needed to maintain and update the building to better safety standards. The values are laid out in the financial section of this report.

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

The annual membership fees are determined in great part by the National Air Force Association. We could increase the annual fees but at the present time, it would be difficult to justify the value to the members. The membership fees are between \$50 and \$85 depending on if dual, single, associate or regular.

Generally speaking with the exception of the free meal provided for the Battle of Britain and November 11 the charge for meals for events is now set at cost plus 20%. This price has been set so that we can then provide more free meals to our less financially able members.

Rental of the premises to service groups that have similar values as 808 Wing/205 Air Cadets is set at \$40 for 2 hours and \$15 per hour after that. We have three groups who rent on a consistent basis and advertising for more.

- 7. If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided. While we are affiliated with the Royal Canadian Air Force Association of Canada, the affect on 808 Wing is one-way only. The majority of our annual membership fees go to the national association with <u>no funds</u> coming back to 808 Wing. Past surveys to the members of 808 Wing suggesting that we separate from the national association have indicated no desire to do so. At the present time the members like the idea of being part of a larger organization.
- 8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

The main hall is approximately 800 sq ft plus use of the small kitchen (100 sq ft) and washrooms. The overall size of the building is 1,100 on each floor with the downstairs completely occupied by the cadets. The regular renters include: Island Fly Fishers: S. Lark, RMT workshops; and a Applique/Quilting group. Gross rents for 2016 was \$1,395.

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

We continue to fund raise with monthly events and with two or three bigger events a year. We are blessed with accomplished musicians in our membership which helps defray event costs. Examples have included a Fall Harvest Supper, and a Strawberry Tea. We offer a low cost meal (\$5) once a month at TGIF which members support fully and often generously.

#### Other activities

The upstairs common area along with the kitchen has been rented out to service groups who have similar values as 808 Wing and the Air Cadets. The upstairs is also used at no cost by the Air Cadet League of Canada, the Air Cadet League of BC and tri-service events for cadets. We are trying to expand the rentals to other service organizations but only to the extent that our Air Cadets are not displaced. In order to make our premises more attractive to other service groups, and to provide greater safety for our own use, we will have to upgrade our kitchen. We also currently rent the Wing to three outside clubs.

Page 4

10. Is there any other information about your organization that you would like to provide to support

#### your application?

If the permissive tax exemption is not received, funds will be diverted from necessary building safety upgrades and maintenance, as well as the activities supporting cadets and our elderly, shut-in members would be curtailed or cancelled in order to pay the necessary taxes. At an estimated \$4,800 per year in property taxes, our existing funds would be depleted quite quickly and while we would make our very best effort to continue operations it is doubtful that we would be able to quadruple our membership and corresponding fund-raising enough to offset the outflows.

In the event that we were no longer able to continue as the sponsor of 205 Air Cadets, we would be in default of our lease and would then be responsible for having the building demolished and the site cleared. The cadets would be forced to find rental accommodation off-site as the Military camp has very limited unused space.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

Wing members, the National Association, the Air Cadets, are all aware of how lucky we have been to have received this exemption in the past. The Mayor and other local, provincial, and federal dignitaries are often part of the invited guests that come out for significant events such as the Battle of Britain and the Anniversary of the Air Force. We always make a point of telling all of the attendees of the fact that despite our various struggles, we are able to soldier on in no small part because of the tax grant.

If we are fortunate enough to receive this contribution again, besides publishing the fact in our local newsletter, and using such free publications as are available, I will make sure that the news is forwarded to the National association and if funds are available, I will ensure that a gesture of appreciation is made public.

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### 808 (Thunderbird) Wing RCAFA Comparative Balance Sheet June 30

	Budget 2017	2016	2015	2014
1 CCT 70				
ASSETS	\$	\$	\$	\$
Cash and bank	28,000	28,631	30,431	29,016
Inventory	500	636	1,249	1,249
Prepaid expenses	2,300	2,445	2,363	3,567
	30,800	31,712	34,043	33,832
LONG LIVED ASSETS				
Furniture & Effects (fair value)	52,594	52,594	52,594	52,594
Building (assessed value)	278,000	278,000	278,000	278,000
	330,594	330,594	330,594	330,594
		<u></u>		····
TOTAL ASSETS	361,394	362,306	364,637	364,426
LIABILITIES				
Accounts payable	1,063	3,052	2,637	46
Unearned membership dues (net) (Note 1)	3,100	2,240	2,215	2,150
Un-awarded scholarship funds (Note 2)	1,050	833	1,028	508
	5,213	6,125	5,880	2,704
MEMBER EQUITY	0,120	0,220		2,7 - 1
Net worth, opening	356,181	358,756	361,722	364,098
Building value adjustment	550,101	556,750	501,722	304,030
		2 575	- 2,965	- 2,376
Current earnings (deficiency)	256 404	- 2,575		
Net worth, ending	356,181	356,181	358,757	361,722
TOTAL LIABILITIES AND EQUITY	361,394	362,306	364,637	364,426

#### 808 (Thunderbird) Wing RCAFA Comparative Statement of Receipts and Expenditures Year Ended June 30

		Budget 2017	2016	2015	2014
		\$	\$	\$	\$
RECEIPTS		Ý	Ŷ	Ŷ	Ŷ
Bar revenues (net)		3,000	2,344	2,864	3,169
Membership dues	(Note 1)	3,100	2,924	3,223	, 3,380
Hall rentals and event revenue		4,500	3,785	3,490	4,469
Scholarship donations		500	850	-	1,000
Bank interest and other revenue		100	966	384	689
Grants in kind	(Note 3)	14,300	9,534	10,192	10,019
Total receipts and grants		25,500	20,402 ~	20,153	22,726
EXPENDITURES					
Bar expenses including cost of sales		1,750	2,056	1,671	1,205
Membership expenses		1,250	1,073	1,209	1,368
Event expenses		1,100	1,232	1,490	1,374
Office and miscellaneous		700	1,699	2,010	1,221
Scholarships distributed	(Note 2)	500	850	-	1,000
Building expenses		5,900	6,533	6,546	8,916
Property taxes (covered by grants)	(Note 3)	4,600	4,684	5,192	5,469
Property repairs & maint covered by donations		9,700	4,850	5,000	4,550
Total expenditures including those covered by grant	ts/donations	25,500	22,977	23,118	25,103
Excess (deficiency) of receipts over expenditures	i		- 2,575	- 2,965	- 2,376

#### Note 1: Membership dues

Membership dues are for the period July 1 to June 30. In previous years, dues had been recognized as received. As of June 30, 2013 the dues recognized on the statement of receipts were the recognition of funds earned. Also in years prior to 2013, dues were recognized net of the payment to National Association. Starting 2013 the amounts were separated into the gross receipts, and a line item for the amount sent to National as an expenditure.

#### Note 2: Scholarship

Scholarship funds are recognized as a contingent liability until actually awarded. A minumum of \$500 is granted each year, but some years there are no applications in which case the funds can be added to the next year. When the funds are awarded, there is a reduction of the liability account and a corresponding recognition on the statement of receipts and expenditures.

#### Note 3: Grants in Kind (Property Taxes and Donations in Kind)

The following table provides the values of the material amounts of donations of goods and services including the property tax grant received by the Wing in the past three years. Wing members, cadets, parents, and cadet officers continue, as would be expected, to provide the mainstay of the volunteer labour necessary to keep the organization and its structures operating.

	2	017			
	Est	imate	<b>2</b> 016	2015	2014
Property taxes (amounts provided by City of Nanaimo)	\$	4,600	4,68	4 5,192	5,469
Property repairs & maintenance (donations)					
Clearing & grading parking lot (\$2,400)					2,750
Scaffolding for window cleaning (\$200),					200
Repairs to fire escape (\$1,600)					1,600
Toilet repairs (\$350); two new to us stoves (\$200), new BBQ (\$350)				900	
Concrete pad for new storage units (\$1,500)				1,500	
New storage units (\$2,500); fridge repair (\$100)				2,600	
Labour & wiring for upgraded Cadet flight simulators;			50	0	
Security and door access system & wiring (\$2,800)			2,80	0	
Painting exterior doors (\$400), donation of used cooler (\$150)			55	0	
Repairs to fire alarm panels and detectors (\$1,000)			1,00	0	
Rewire and replace all smoke and firm panels and alarms		5,000			
Gutters and wood facia on building		4,700			
Total property repairs and maintenance		9,700	4,85	0 5,000	4,550
Total grants and donations in kind		L4,300	9,53	410,192	10,019

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808 (Thunderbird) Wing RCAFA Balance Sheet As at 30/09/2016

### ASSET

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CURRENT ASSETS GENERAL ACCOUNT - TD CANADA TRU TD Canada Trust - GIC Total TD Canada Trrust Assets Entertainment Purchases Float Bar Purchases Float Bar Float (Cash Register) Prepaid Expenses Bar Stock Inventory At Yend Food Inventory Prepaid Building Insurance Prepaid DND Land Rental Total Current Assets	9,253.75 15,395.27	24,649.02 500.00 350.00 250.00 0.00 535.89 100.00 1,717.74 0.00 28,102.65
FIXED ASSETS Furniture & Effects Building at Original Valuation City Building Assessments Building Current Assessed Value TOTAL FIXED ASSETS	550,000.00 (272,000.00)	52,593.95 
TOTAL ASSET		358,696.60
LIABILITY		
LIABILITIES PST PAYABLE Other Accounts Payable Unearned Membership Dues Scholarship Funds Received Awarded Scholarships since Jun 2010 Unpaid Scholarship Awarded at ACR Scholarship Funds to be Awarded Accounts Payable TOTAL LIABILITIES	3,682.90 (3,250.00) 0.00	0.00 0.00 (85.00) 432.90 750.76 1,098.66
TOTAL LIABILITY		1,098.66
EQUITY		
NET WORTH Net Worth Previous Year End Building Value Adjustment Current Earnings CURRENT NET WORTH		356,266.11 0.00 1,331.83 357,597.94
TOTAL EQUITY		357,597.94
LIABILITIES AND EQUITY		358,696.60

Printed On: 06/12/2016

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#### 808 (Thunderbird) Wing RCAFA Income Statement 01/07/2016 to 30/09/2016

#### REVENUE

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BAR Bar Sales	482.73	
Total Bar Revenue		482.73
BEFORE BAR STOCK CHECKS		482.73
GENERAL REVENUE		
Membership Dues	3,260.00	
Hall Rental	250,00	
Event Revenue	270.00	
Scholarship Funds Recognized	0.00	
Bank Interest PST Commission Earned	15.16 0.00	
	0.00	2 705 40
		3,795.16
TOTAL GENERAL REVENUE		3,795.16
TOTAL REVENUE		4,277.89
EXPENSE		
BAR EXPENSES		
Bar Licence & Fees		220.00
PURCHASES - BC LIQUOR	0.00	
PURCHASES - NON ALCOHOLIC	0.00	
TOTAL BEVERAGE PURCHASES		0.00
TOTAL BEVERAGES EXPENSE		220.00
MEMBERSHIP & OFFICE EXPENSES		
National/ Pacific Dues/Meetings	879.00	
Lapel Pins Plaques etc	0.00	
Total Membership Expense		879.00
Ceremonial Battle of Britain/Nov11	0.00	
Event Expense	0.00	
TOTAL EVENT EXPENSE		0.00
Telus Phone Bill	208.43	
Office Expense Postal Expenses	12.50 163.80	
TOTAL OFFICE EXPENSE	100.00	384.73
Scholarship Funds Awarded		0.00
Miscellaneous Exp		7.75
TOTAL MEMBERSHIP & OTHER EXPENS		1,271.48
BUILDING EXPENSES		r00.00
DND Ground Rental (530 Quarterly) Janitorial Expenses		500.33 0,00
Repair & Maintenance		201.75
Insurance & Other Fees		752.50
TOTAL BUILDING EXPENSES		1,454.58
CAPITAL ADJUSTMENTS		
Adjustments to Building Value		0.00
TOTAL CAPITAL ADJUSTMENTS	-	0.00
TOTAL EXPENSE		2,946.06
NET INCOME		1,331.83

Printed On: 06/12/2016

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Change of Directors (/societies/S0026191/filing/changeOfDirectors)			\$15.00
Change of Address (/societies/filing/changeOfAddress?corpNum=S00	026191)		\$15.00
Change to Bylaws (/societies/filing/bylawAlteration?corpNum=S002	6191)		\$50.00
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To Do List			1 Item
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Transition Application.		<u></u>	
The tasks below can be completed in any order			

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Record	Date Filed	Filing History	÷ .
Filing	(Pacific Time)	Details	View Documents
2016 BC Society Annual	Sep 19, 2016 08:31 AM	Filed By: Registry Staff	Available on paper only
Report AGM: Jun 26, 2016	00.51 AM	Delivery Method	
2015 BC Society Annual	Sep 09, 2015	Filed By: Registry Staff	Available on paper only
Report AGM: Jun 21, 2015	01:22 PM	🕀 Delivery Method	
2014 BC Society Annual	Mar 27, 2015	Filed By: Registry Staff	Available on paper only
Report AGM: Jun 22, 2014	12:01 PM	🗄 Delivery Method	
2013 BC Society Annual	Nov 29, 2013	Filed By: Registry Staff	Available on paper only
Report AGM: Jun 09, 2013	09:36 AM	🕀 Delivery Method	
Notice of Change of Directors with Resolution	Mar 08, 2013 12:05 PM	Filed By: Registry Staff	Available on paper only
Notice of Change of Directors with Resolution	Mar 08, 2013 12:03 PM	Filed By: Registry Staff	Available on paper only
Notice of Change of Directors	Mar 08, 2013 11:45 AM	Filed By: Registry Staff	Available on paper only
Notice of Change of Directors	Mar 08, 2013 11:41 AM	Filed By: Registry Staff	Available on paper only
2012 BC Society Annual	Sep 26, 2012 03:37 PM	Filed By: Registry Staff	Available on paper only
Report AGM: Jul 16, 2012	05:57 PW	⊕ Delivery Method	
2011 BC Society Annual Report	Mar 22, 2011 12:00 AM	Filed By: Registry Staff	Available on paper only
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Alternate Email 808wing@gmail Society's Directo File a Change (\$' Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 3175 GARDNER LADYSMITH BC' DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI	L.com rs 15.00) (/societies/50026191/filing/cl rector? Directors KLEBANIC RD V9G 2A3 IBERLAIN AY 9T 6J2 L	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	page.
Alternate Email 808wing@gmail Society's Directo File a Change (\$' 9 Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 31 75 GARDNER LADYSMITH BC' DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS	L.com rs 15.00) (/societies/50026191/filing/cl rector? Directors KLEBANIC RD V9G 2A3 IBERLAIN AY 9T 6J2 L	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	page.
Alternate Email 808wing@gmail Society's Directo File a Change (\$' Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 31 75 GARDNER LADYSMITH BC ' DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI NANOOSE BAY E	L.com rs 15.00) (/societies/50026191/filing/cl irector? Directors KLEBANIK RD V9G 2A3 IBERLAIN AY 9T 6J2 L BC V9P 9B8	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	rpage.
Alternate Email 808wing@gmail Society's Directo File a Change (\$' Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 3175 GARDNER LADYSMITH BC' DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI	L.com rs 15.00) (/societies/S0026191/filing/cl irector? Directors KLEBANIK RD V9G 2A3 IBERLAIN AY 9T 6J2 L BC V9P 9B8	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	page.
Alternate Email 808wing@gmail Society's Directo File a Change (\$' Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 31 75 GARDNER LADYSMITH BC ' DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI NANOOSE BAY F	L.com rs 15.00) (/societies/S0026191/filing/cl irector? Directors KLEBANIK RD V9G 2A3 IBERLAIN AY 9T 6J2 L BC V9P 9B8	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	r page.
Alternate Email 808wing@gmail Society's Directo File a Change (\$ 9 Who can be a di 5 howing: 1 - 6 of 8 MICHAEL BROCH 31 75 GARDNER LADYSMITH BC DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI NANOOSE BAY F JACK LIGHTBUR 2229 HOLDEN C NANAIMO BC VS PATRICIA MEYEF 1706 WHITE BLC	Lcom rs 15.00) (/societies/50026191/filing/cl irector? Directors KLEBANIK RD V9G 2A3 IBERLAIN AY 9T 6J2 L BC V9P 9B8 IN CORSO RD 9X 1M7 R SSSOM WAY	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	page.
Alternate Email 808wing@gmail Society's Directo File a Change (\$ Who can be a di Showing: 1 - 6 of 8 MICHAEL BROCH 3175 GARDNER LADYSMITH BC DONALD CHAM 6226 FARBERWA NANAIMO BC VS TRACY L GILLIS 1349 CARMEL PI NANOOSE BAY F JACK LIGHTBUR 2229 HOLDEN C NANAIMO BC VS	Lcom rs 15.00) (/societies/50026191/filing/cl irector? Directors KLEBANIK RD V9G 2A3 IBERLAIN AY 9T 6J2 L BC V9P 9B8 IN CORSO RD 9X 1M7 R SSSOM WAY	LLLLLLLLLLLLLLL, / LL LL., MAILLLLL. & L. L.M. J.	, page.

https://www.bcregistry.ca/societies/S0026191/dashboard

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12/6/	/6/2016 Society Dashboard	
:	CORTNEE MORGAN 416 HAMBROOK ST PO BOX 1554 Station MAIN LADYSMITH BC V9G 1B2	
:	Prev 1 2 Next	
	Go to your Home (/societies/your_dashboard) to:	
	<ul> <li>Manage a different Extraprovincial Non-share Corporation or Society</li> <li>Create a new Extraprovincial Non-share Corporation or Society</li> </ul>	
<b>و ب</b> و بر بر ب		
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Society Dashboard

Upload Your Society's Bylaws
(transition/bylaw)

Confirm Registered Office Address & Directors (transition/addressesDirectors)

#### Submit (/societies/transition?corpNum=S0026191&wipId=)

Society's Registered Office Address File a Change (\$15.00) (/societies/filing/changeOfAddress?corpNum=S0026191) O Address.Requirements		
Delivery Address BLDG 719, MILITARY CAMP NANAIMO LAKES ROAD, PO BOX 123 NANAIMO BC V9R 5K4	Mailing Address BLDG 719, MILITARY CAMP NANAIMO LAKES ROAD, PO BOX 123 NANAIMO BC V9R 5K4	
Society's Email Address The Why is an Email Address requested?		
Primary Email tracy.gillis@viu.ca Alternate Email 808wing@gmail.com	. Edit	
Society's Directors Societies/S0026191/filing/cha Who can be a director?	ngeOfDirectors)	
Showing: 7 - 8 of 8 Directors TERRENCE TOTZKE 2369 WEST HILL PLACE NANAIMO BC V9R 6M9	Show $\begin{bmatrix} 6 & \mathbf{v} \end{bmatrix}$ results per page.	
ALANNA WOLLAN 2337 PORCUPINE HILL TRAIL NANAIMO BC V9T 3P8		
Prev 1 2 Next		
Go to your Home (/societies/your_dashboard) to: • Manage a different Extraprovincial Non-share Corpo • Create a new Extraprovincial Non-share Corporation	י סration or Society ר or Society	

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# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Mid-Island Intergroup Society				
			Grant No. RPTE-2	28
Criteria:		ets eria:	Statement of Purp	oose:
<ul> <li>&gt; 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;</li> <li>&gt; services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>&gt; exemptions are not given to services that are otherwise provided on a private, for profit</li> </ul>	Yes	No	All buildings and proper PTE must be reviewed even ensure that they conti specific criteria set out category.	very three years to nue to meet the
basis; and, ➢ must adhere to all of the City of Nanaimo's bylaws and policies.				
Amount Requested:	\$			
Grant Awarded:	Yes	No	Amount Recommended:	\$
Discussion:				
Notes:				



# FLIVATION FUR FERIMIDDIVE

AFFLIV	TAX EXEMPTION	
ORGANIZATION: Mid-Island Intergroup Society	December 12, 2016	
ADDRESS:	PRESIDENT: Chair - Theresa Hood	
285 Prideaux Street, Unit 212	Corinne Desgagne'	
Nanaimo, BC V9R 2N2	POSITION: Office Manager	
	Contact: Corinne	
TELEPHONE: 250-753-7513	TELEPHONE;	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION;	adysmith, Lantzville, Cedar, Gabriola Island, BC	
NO. OF FULL, TIME STAFF: 0	NO, OF PART TIME STAFF: 2	
NO. OF COMMUNITY VOLUNTEERS: 200	NO. OF VOLUNTEER HOURS PER YEAR: 2200	
CLIENTS SERVED, LAST YEAR: 2074	CLIENTS SERVED, THIS YEAR (PROJECTED): 2600	
B.C. SOCIETY ACT REG. NO.: S0038390	REVENUE CANADA CHARITABLE REG. NO.: NONE	
CURRENT BUDGET: May 2016 - April 2017	LD32, PRTN. lease community LEGAL DESCRIPTION OF PROPERTY: service building. Unit 212. MId	
INCOME \$34,473.00	Island Intergroup Society.	
EXPENSES: \$33,073.00	TAX FOLIO NUMBER: 81611.013	
NEKT YEAR PROJECTED: May 1, 2016 - April 30, 2017	TARPOLID NUMBER, DIG((. VIS	
INCOME: 25,000		
EXPENSES: 25,000	CURRENT YEAR TAXES (IF KNOWN): NIL.	
STONATORE:	Office Manager December 6, 2016	

YOUR ORGANIZATION'S MOST RECENT YEAR-END FINANCIAL STATEMENTS AND CURRENT NOTE: YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE ATTACHED TO THE APPLICATION FORM (INCLUDING A BALANCE SHEET AND INCOME STATEMENT), AS WELL AS THE MOST RECENT SOCIETY ACT ANNUAL REPORT (FORM 11).

DEC 3 0 2016

1. Please describe the Purpose or Mandate of your organization in this community.

We assist all Alcoholics Anonymous (AA) groups in the mid island area of Vancouver Island in their Primary Purpose of carrying the message to the alcoholic who still suffers.: By 1) provision of literature 2) telephone answering service 3) Maintaining meeting lists and a website 4) voluntary visits by members as requested by those asking for help, from AA to come and inform them on what we are and what we do. 5) receiving voluntary contributions 6) paying all bills associated with our services.

Please list the programs and services provided by your organization.
 As stated above our only primary purpose/priority is to carry the message of sobriety to the still suffering alcoholic.

 Are you planning to change or add to current programs and services in the future? No

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

1) Volunteers answer phones at our office and take calls at their homes during non office hours. 2) Volunteers meet with people asking for help,
 taking them to AA meetings, ensuring that they have other contacts in AA for support in staying sober.
 3) Volunteers/members maintain the website, the literature purchases and sales, produce a monthly newsletter,
 maintains and does data input for monthly financial statements. 4) Liaises with other professionals and institutions in the community.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

None. A key principle of AA is that we are self-supporting through our own voluntary contributions.

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

 there are no dues or fees for membership of volunteers, all contributions are voluntary.
 For our sales of AA Literature, selling price is cost to us, plus 30% to cover costs of stocking all literature and maintaining the office.

 If your organization is a branch of a larger organization, please indicate how this affects the financial and other information you have provided.
 AA Intergroups/groups are not branches of AA head quarters in New York, and do not receive any financial

assistance from them. In fact, each group is autonomous and contributes funds to support headquarters.

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

We do not rent our office space. It is strictly for the use of administration in carrying the message of sobriety.

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

All of our Income is:

1) voluntary contributions

2) sales of AA literature. We do on occasion promote sales of literature.

10. Is there any other information about your organization that you would like to provide to support your application?

Because we depend solely on contributions and literature sales, we often do not have a surplus. Our monthly costs for administrative operation are on average \$3000 per month. We have a small reserve in savings of \$1300 and will be discussing adding more to the reserve as we had to withdraw the last reserve of \$6000 due to lack of member support at the time.

- 11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?
  - "We greatly appreciate the opportunity to receive this grant as it helps us to do the work of our non-profit society.

We acknowledge in the minutes of our AGM that we have received a grant from the City of Nanaimo to waive property taxes".

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

#### STATEMENT OF INCOME AND MEMBERS' EQUITY

### YEAR ENDED APRIL 30, 2016

(Unaudited - See Notice to Reader)

	2016	2015
REVENUE		
Group contributions	\$ 18,427	\$ 20,709
Individual contributions	× 494	149
Other revenues	844	436
Literature sales	14,685	17,803
Interest income	23	
1	34,473	39,097
GENERAL EXPENSES		
Accounting	725	-
Amortization equipment	-	149
Insurance	765	725
Literature costs	8,051	11,511
Officé	3,044	3,052
Rent	2,698	2,667
Telephone	1,427	1,637
Wages and benefits	16,363	15,475
·	33,073	35,216
<b>REVENUE OVER EXPENSES</b>	1,400	3,881
MEMBERS' EQUITY		
Beginning balance	16,831	12,950
Ending balance - Page 3	\$ <u>18,231</u>	\$ <u>16,831</u>

Brent Johnson, CPA Ltd.

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#### STATEMENT OF FINANCIAL POSITION

#### APRIL 30, 2016

(Unaudited - See Notice to Reader)

#### ASSETS

	2016	2015
CURRENT		
Cash	\$ 15,237	\$ 13,695
Due from government agency	36	. 1
Inventory	3,748	2,907
Prepaid expenses	422	422
	19,443	17,025
EQUIPMENT (Note 2)		
Equipment - at cost	1,427	1,427
Less accumulated amortization	1,427	1,427
	5-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	• •
	\$ <u>19,443</u>	\$ <u>17,025</u>

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Brent Johnson, CPA Ltd.

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#### STATEMENT OF FINANCIAL POSITION

#### APRIL 30, 2016

(Unaudited - See Notice to Reader)

#### LIABILITIES

	:	2016	2015
CURRENT			
Accounts payable	\$	1,004	\$ 50
Due to government agencies		208	 144
		1,212	194

#### **MEMBERS' EQUITY**

MEMBERS' EQUITY - Page 1		<u> </u>
	18,231	16,831
	\$ <u>19,443</u>	\$ <u>17,025</u>

APPROVED BY THE DIRECTORS

\_\_\_\_\_Director \_\_\_\_\_\_Director

Brent Johnson, CPA Ltd.

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#### NOTES TO THE FINANCIAL STATEMENTS

#### APRIL 30, 2016

#### (Unaudited - See Notice to Reader)

#### 1. HISTORY AND NATURE OF THE BUSINESS

The Society commenced operations on June 1, 1998 and operates support services for groups of Alcoholics Anonymous in the mid Vancouver Island region.

#### 2, EQUIPMENT

	!	Cost	umulated ortization	Net 2016	Net 2015
Computer equipment Office equipment	\$	1,029 <u>398</u>	\$ 1,029 <u>398</u>	\$ -	\$ -
	\$	1,427	\$ 1,427	\$	\$ -

Brent Johnson, CPA Ltd.

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#### MID-ISLAND INTERGROUP SOCIETY STATEMENT OF CASH RECEIPTS AND DISURSEMENTS FOR THE YEAR ENDING APRIL 30 2017

and a second 
	Ma	ay-16	Jun-16	1	Jul-16		Aug-16		Sep-16		Oct-16		Nov-16		YTD	YTD	-15	Over	(Under)
Cash in operating account beginning of month	5	14.050	\$ 12.50	3 5	12,551	5	12.810	_	12,561	s	11,444	s	9,102	5	9,102	s	13.158	\$	(4,056
Cash received:	1			1															
Group Contributions	5	1,015	S 1.43	8 5	1,120	5	695	5	2,492	s	845	s	2,260	\$	9,855	s	10,412	\$	(557
Individual contributions and gratitude jar	s	102		2 5			5		1	_	100	_	the second second	s	231		288	\$	(57
Meeting Lists	s			1 5		ŝ	93		84	ŝ	57	<u> </u>	99	\$	591		433	š	158
Literature Sales	5	951		0 5	4,494	Š	974		1,303	s	929		1,783	s	11,525	s	8.704		2,821
G.S.T.	5	51		0 5	the second s		53		69	-	49	_	93	s	605		457	s	148
Bank Interest other	<u>†                                    </u>					ř		ř-	03	1-		ŝ	200	s	200	s	50	5	150
Total Cash Received	5	2,187	\$ 75	1 5	5,932	5	1,821	5	3.950	s	1,981	<u> </u>	4,445	s	23.008	s	20,344	ŝ	2,664
	1			1	5,562	Ť	1,041	Ť	5,255	-	1,501			*	20,000		20,044	Ť	2,004
Cash expended:																			
Salaries and benefits	5	974		75	1,553		1,086		1,904	\$	1,085	\$	1,163		9,454	s	8,886	s	568
Office Supplies and Postage	S	18	\$ 1/	5		\$	207	<u> </u>	245	\$	143	S	106	\$	865		938	\$	(73
Office Equipment Purchase / Repair								\$	880	\$	110	\$	4	\$	990	\$	68	s	922
Telephone, internet access and web site	\$	97		8 \$	99	5	100	\$	200	\$	15	\$	150	\$	758	\$	924	\$	(165
Insurance	\$	67		5 5	65	s	67	\$	66	\$	67	\$	67	\$	466	\$	442	\$	24
Printing and Photocopying	\$	84	\$ :	4				\$	81	1		\$	108	\$	307	5	336	\$	(29
Printing (meeting lists)	\$	56	\$ 10	2 \$	58	15	56	s	56	\$	56	s	56	\$	437	\$	313	s	124
Rent and property tax	s	Z27	S 2	7 5	217	5	237	s	227	s	568	5	327	\$	2,028	s	1.564	3	464
Literature purchases	s	1,141		5	2,482	1		5	1.032	5	1,294	5		5	5,948	5	5.004	5	944
Medallions/Tokens	\$	140	······································	5	83	1-		\$	137	-		5	159	\$	519			1	
U.S.Exchange	S	488		5	931	1		s	274	S	522	\$	60	\$	2,275	1		1	
Shipping	5	73		5	19			\$	55			\$	-	\$	155				
Other Literature Expense (bank drafts, GST)	\$	60	\$ 2	5 \$	33	\$	24		180		124			\$	694		104		590
Total Literature cost				5	3,692			\$	1,678	5	1,982		225		7,577	\$	4,157	\$	3,410
Miscellaneous Other (see note below)	+		-			ł-						5	1,061	\$	1,061	-			
GST paid on purchases	5	98	5 4	3 \$	145	15	29	5	105		33	<u>s</u>	83	-	537		389		148
GST paid(refunded)				5	(8,78)	<u> </u>				S	34.94	ļ		\$	26		461	5	(435
Total Cash Disbursed	\$	3,524	5 2,6	5 5	5,675	5	1,805	5	5,339	5	4,095	5	3,346	\$	26,448	\$	23,596	5	2,852
Net Cash Received (Disbursed)	5	(1,337)	\$	6 \$	258	5	16	5	(1,389)	\$	(2,114)	\$	1,099	5	(3,440)	s	(3,252)	\$	188
Subtotal	\$	12,713	\$ 12,5	9 \$	12,809	5	12,826	\$	11,172	\$	9,330	s	10,202	\$	5,682	\$	9,906	\$	(4,244
Transfers from (to) Prudent Reserve						Γ										\$	-	F	
Cash in operating bank account	s	12,503	\$ 12,5	1 5	12,810	5	12,561	\$	11,444	s	9,102	5	9,376	\$	9,102	5	12,557	s	(3,455
Due from(to) Social Committee	5	12,503	\$ 12.5	1		ŀ				1								s	••••••
Operating Fund Balance	s	12,510		1 5	12,810	s	12,561	s	11,444	s	9,102	5	9,376	s	10,215	s	12,557	s	(2,341
Prudent Reserve Fund * see note below	s	1,312		2 5	1,312	5	1,312		1,312		1,312		1,312		1,312	<u> </u>	1.289	_	23
Balance of Operating Fund and Reserves	\$	13,822	\$ 13,8		14,121	\$	13,873		12,755		10,414		10,687	5	11,528		13,846	_	(2,318
Note:Term Deposit of1311.63,cashable,Interest 3.50% rate maturing on April 18.2017	1					-		-		1									
						1-		1		1,	<u> </u>					<u> </u>	·····	<u> </u>	
P.I.fund opening balance	\$	243		3 5	245		263	\$	264	\$	264		264	\$	323	5	49	5	274
Transferred to P.J. fund			\$	2 5	18	\$	1	1		ļ		5	77	<u> </u>		ļ		ļ	·····
Withdrawn from P.J. fund						<u> </u>		<u> </u>				5	18	<u> </u>		<b> </b>		ļ	
As of May 2015 P.I. to be funded 7% of net cash received n	nanthly f	und not to r	red \$2000.00	14110	on com meeting)	1		1		+		<u> </u>		<u> </u>		+		+	

November Miscellaneous includes; 54,95 Bank Plan Fee 518,00 Reimburse Pl 5970.00 Accountant minus 48,50 GST (originally quoted \$750 + GST) 540,00 Registry Fee 528,322 PST \$1,026,27 Total

.

Cheques Not Cleared by Nov. 30, 2016 S114.43 - Nov. 9, Chq #97, Workshop Expanse S18.00 - Nov. 14, Chq #13, PI Refund S40.00 - Nov. 21, Chq #15, Corporate Regishy S52.72 - Nov. 22, Chq #16, Meeting List Printing S235.17 Total



Malling Address: PO Box 9431 Stn Prov Govt Victoria BC V8W 9V3 www.bcregistryservices.gov.bc.ca Location: 2nd Floor - 940 Blanshard Street Victoria BC 1 877 526-1526

# 2016 Annual Report BC SOCIETY

FORM 11 SOCIETY ACT

Filed Date and

August 29, 2016 11:32 AM Pacific Time

#### ANNUAL REPORT DETAILS

NAME OF SOCIETY

MID-ISLAND INTERGROUP SOCIETY SUITE 212 285 PRIDEAUX ST NANAIMO BC CANADA V9R 2N2 SOCIETY INCORPORATION NUMBER S-0038390

DATE OF INCORPORATION

June 1, 1998

DATE OF ANNUAL GENERAL MEETING (AGM) June 26, 2016

DIRECTOR INFORMATION as of June 26, 2016	
Last Name, First Name, Middle Name:	
ARMSTRONG-BORISENKOFF, ALEXZ	
Physical Address:	Mailing Address:
850 LINWOOD LANE NANAIMO BC V9R 6P2	850 LINWOOD LANE NANAIMO BC V9R 6P2
Last Name, First Name, Middle Name:	
HARRISON, TIM	
Physical Address:	Mailing Address:
930 ST. GEORGE ST NANAIMO BC V9S 1W8	930 ST. GEORGE ST NANAIMO BC V9S 1W8
Last Name, First Name, Middle Name:	
JACOBS, NORM	
Physical Address:	Mailing Address:
1621 MOREY RD NANAIMO BC V9S 1V6	1621 MOREY RD NANAIMO BC V9S 1V6

Date and Time: December 29, 2016 10:04 AM Pacific Time

	Last Name, First Name, Middle Name:	
	NEUFELD, JULIE	
	Physical Address:	Mailing Address:
	635 QUILCHENA CRES NANAIMO BC V9T 1P4	635 QUILCHENA CRES NANAIMO BC V9T 1P4
	Last Name, First Name, Middle Name:	
	TOMCZYK, LESLIE	
	Physical Address:	Mailing Address:
	305 - 645 TOWNSITE RD <sup>°</sup> NANAIMO BC V9S 5K1	305 - 645 TOWNSITE RD NANAIMO BC V9S 5K1
	Last Name, First Name, Middle Name:	
<del>,</del>	WRUCK, TONY	
	Physical Address:	Mailing Address:
	3237 ASH RD CHEMAINUS BC VOR 1K2	3237 ASH RD CHEMAINUS BC VOR 1K2

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# CITY OF NANAIMO EVALUATION PERMISSIVE TAX EXEMPTION THREE YEAR REVIEW

Name of Organization: Nanaimo Theatre Group							
			Grant No. RPTE-2	29			
Criteria:		ets eria:	Statement of Purpose:				
<ul> <li>&gt; 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;</li> <li>&gt; services provide benefits and be accessable to residents of the City of Nanaimo;</li> <li>&gt; exemptions are not given to services that are otherwise provided on a private, for profit</li> </ul>	Yes	No	All buildings and properties that receiv PTE must be reviewed every three years ensure that they continue to meet specific criteria set out in their applica category.				
<ul> <li>basis; and,</li> <li>&gt; must adhere to all of the City of Nanaimo's bylaws and policies.</li> </ul>							
Amount Requested:	\$	L					
Grant Awarded:	Yes	No	Amount Recommended:	\$			
Discussion:							
Notes:							



### CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION



ORGANIZATION:	DATE:		
Nanaimo Theatre Group	December		
ADDRESS:	PRESIDENT: Sue Gueulette		
2373 Rosstown Road	SENIOR STAFF MEMBER: Peg	gy Harris	
PO Box 796	POSITION: Treasurer	,	
Nanaimo, BC V9R 5M2	CONTACT: Peggy Ha	rris	
TELEPHONE:	TELEPHONE: 250-390-	-2190	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: RDN, audienc	e also from Parksville, Qualicum, A	Iberni, Ladysmith, Courtena	
NO. OF FULL TIME STAFF: No Paid Staff - all volunteer	NO. OF PART TIME STAFF: NO	paid staff	
NO. OF COMMUNITY VOLUNTEERS: 216	NO. OF VOLUNTEER HOURS PER YEAR: app. 17,000		
CLIENTS SERVED, LAST YEAR: 7,500	CLIENTS SERVED, THIS YEAR (PROJECTED): 7000 to 8000		
B.C. SOCIETY ACT REG. NO.: S-0008314	REVENUE CANADA CHARITABLE REG. NO.: 11905 0839 RR0001		
CURRENT BUDGET: to May, 2017	Mountain District, Lot 1, LEGAL DESCRIPTION OF PROPERTY: Section 19 Range 6,		
INCOME \$140,000.00		Plan 24020	
EXPENSES: 124,000.00	05431-100 TAX FOLIO NUMBER:		
NEXT YEAR PROJECTED: June 1/17 to May 31/18			
INCOME: 142,000.00		•	
EXPENSES: 125,000.00	CURRENT YEAR TAXES (IF KNOWN)		
SIGNATURE: TITLE/POSI	Treasurer	DATE: December 12, 2016	
NOTE: YOUR ORGANIZATION'S MOST RECENT YEAR-TO-DATE FINANCIAL STATEMENTS MUST BE A BALANCE SHEET AND INCOME STATEMENT), AS WELL (FORM 11).	YEAR-END FINANCIAL STATE	on form (including a	

:

DEC 2 2 2016



Nanaimo Theatre Group

2373 ROSSTOWN ROAD, P.O. BOX 796, NANAIMO, B.C. V9R 5M2 PHONE: 758-7246

December 12, 2016

City of Nanaimo 455 Wallace Street Nanaimo, BC V9R 5J6

Attention: Diane Hiscock, Finance Department

Re: Folio No.: 05431.100 2373 Rosstown Road Lot 1, Section 19, Range 6, Mountain District, Plan 24020

As requested, we are returning herewith our completed application form for the Permissive Tax Exemption.

We also enclose our current Income Statement and Balance Sheet as well as our yearend financial statements dated May 31, 2016, a copy of the Society Act Annual Report filed July 9, 2016, a list of our Directors and copies of our current and proposed next year's budgets.

If you require any further information or I can help you in any way, please do not hesitate to call. I can be reached at home at 250-390-2190.

Thank you for your consideration of our application.

NANAIMO THEATRE GROUP

Rego Harris

Peggy Harris Treasurer

Encls.

MEMBER OF THEATRE B.C.

- Please describe the Purpose or Mandate of your organization in this community.
   The Nanaimo Theatre Group has been in continuous operation since 1961. Our mandate over the past 55 years has been to provide first class, varied, enjoyable, exciting, and high quality theatrical experiences for our audiences and participants, and to continue to be viewed as an asset to the community.
- Please list the programs and services provided by your organization.
   We own and operate the 172 seat Bailey Studio, a facility which we are constantly improving.
   We produce four to five shows per year, always including the very popular Christmas Pantomime.
   We sponsor a Speech Arts Bursary and offer an annual scholarship for performing arts students. In addition, we donate tickets to other groups to help in their fund-raising efforst.
- 3. Are you planning to change or add to current programs and services in the future? We have no plans to change our programs. Every five years we host the annual Theatre BC North Island Zone Drame Festival, and May 2018 will see us welcoming participants from five or six othe groups from Alberni, Parksville/Qualicum, Courtenay, Campbell River and Powell River.
- 4. Please describe the role of volunteers in your organization.

NTG is entirely run by volunteers. The eight members of our Board and our Box Office Manager each give in excess of 200 hours per year. In addition, each of our four productions involves 20 to 30 cast & crew members, each of whom dedicate 200 plus hours rehearsing, building sets, making costumes & props, hanging lights, etc.

5. Please list all grants received from the City of Nanaimo, Regional District of Nanaimo, and other governments or service clubs.

We are very grateful to the City of Nanaimo for their past support through the permissive tax exemption. Other than this grant, we do not receive and have not applied for any other grants.

Page 2

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

All the work of NTG is performed by volunteers and no members receive any pay. Our Membership fees are \$25.00 per year. Our ticket prices are \$16.00 for Pantos and \$20.00 for all other productions.

7. 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

8. If you lease or rent out part of your premises: please note the amount of space rented (sq ft), total square feet of the premises, name of organization renting the space, and the annual rent received.

Although we very occasionally rent our theatre to other performance groups

and to the Speech Festival, this is not a regular occurence and we generally

earn less than \$1,000.00 per year from such rentals.

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

Our goal has always been to generate enough income through ticket sales and ad sales to pay the cost of the productions and defray building overhead costs. Over the years as costs have gone up, we have increased our ticket prices. However, we want our productions to be affordable to all, so we do everything possible to keep costs down. At \$20.00 per ticket, we are one of the most reasonably priced entertainment options in the area.

10. Is there any other information about your organization that you would like to provide to support your application?

NTG is very much a Community Group - our members and audiences are local and we shop locally.

Last year we spent \$153,200.00, and except for \$5,500.00 for royalties, every penny went to local

businesses. In addition, we give back to the community by allowing our use of our parking lot and donating

tickets. Last Sunday we donated our Panto dress rehearsal to the Nanaimo Hospital and they raised \$2,080.00.

11. In what ways would you recognize the City's support, should you receive a Permissive Tax Exemption?

We acknowledge the most appreciated support of the city on our Website (nanaimotheatregroup.ca), on our brochure, on production posters, on all print advertising and on the cover of all production programmes.

G:\ADMINISTRATION\Committees\Grants Advisory Sub-Committee\Grants Application Forms\Applications, Instructions, Info\ Permissive Tax Exemption Application.docx

### NANAIMO THEATRE GROUP **BALANCE SHEET** AS AT DECEMBER 5, 2016

#### ASSETS

<b>Current Assets</b>			
Cash in Bank	Operating Fund – Chequing	\$ 138,246.23	
	Gaming Account	18.67	
	Travel & Education Fund	<u>2,352.57</u>	
			\$ 140,617.47
GST Receivable			4,996.49
Inventory – Gen	eral		1,317.05
T-Shi	irts		<u>906.78</u>
			\$ 147,837.79
Fixed Assets			
Land		\$ 57,031.00	
Buildings		468,965.92	
Equipment		<u>320,371.14</u>	<u>\$846,368.06</u>
	Total Ass	sets	\$994,205.85
	LIABILITIES	& EQUITY	
Current Liabilitie	25		\$ 0.00
Members' Equit	y		
Forward June 1,	2016	\$ <b>952,7</b> 13 <i>.</i> 45	
Add Profit to dat	се —	<u>41,492.40</u>	
	Total Liabilities & Equity		\$ 994,205.85

Prepared without Audit

a Peggy Harris, Treasurer

#### NANAIMO THEATRE GROUP STATEMENT OF RECEIPTS DISBURSEMENTS FOR THE PERIOD ENDED DECEMBER 5, 2016

Receipts	
Production Income	70,193.76
Concession Sales	789.80
Sponsors	3,500.00
Donations	11,495.00
City Grant	·
Membership Fees	2,860.00
Rentals (Theatre & Costumes)	-
Interest	-
Unused Flexi Passes	1,315.24
Festival Play Benefit	4,925.00
TOTAL RECEIPTS	95,078.80
	,
Disbursements	
Production Expenses (Schedule 1)	18,341.46
Bailey Studio Expenses (Schedule 2)	17,783.23
Accounting & Legal	-
Bank Charges	34.00
Dues & Membership Fees	25.00
Donations & Bursaries	600.00
Festival Plays	3,030.00
Gala Expense	1,062.49
Kitchen, Janitorial & Social Supplies	2,234.15
Concession Expense	920.06
Costume Room General	-
Library (reading scripts)	22.75
Marketing	3,665.88
Benefit Show Expense	930.02
Office Supplies, Postage, Photocopier	484.43
Workshops	-
Box Office Expense (Including website)	179.83
Historian Expenses	123.36
Visa & M/C Fees	2,429.92
Travel & Education	1,172.58
Building Addition	-
TOTAL EXPENSES	53,039.16
EXCESS OF RECEIPTS OVER DISBURSEMENTS	42,039.64

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### NANAIMO THEATRE GROUP BALANCE SHEET AS AT MAY 31, 2016

#### ASSETS

<b>Current Assets</b>				
Cash in Bank	Operating Fun		\$ 99,006.52	
	Gaming Accou		18.67	
	Travel & Educa	ation Fund	2,352.57	
			\$ 101,377.76	
GST Receivable				4,996.49
Inventory – Gen				1,317.05
T-Sh				906.78
Prepaid Expense	e (Ad & Scripts)			<u>247.31</u> \$ 108,845.39
Fixed Assets				\$ 100,043.5 <del>5</del>
Land			\$ 57,031.00	
Buildings		\$415,944.76	φ.07,0031,00	
Add 2015/20	16 (Portico )	53,021.16		
7100 2020/20		30,022,20	468,965.92	
Equipment		\$314,946.80	,	
Add 2015/20	16 (lighting)	5,424.34	320,371.14	\$846,368.06
		Total Asse	ts	\$955,213.45
		LIABILITIES &	EQUITY	
<b>Current Liabiliti</b>	ês			
Future Revenue	(Sponsor)			\$ 2,500.00
Members' Equit	;y			
Forward June 1,			\$ 963,407.50	
Deduct 2015/20	16 Loss		10,694.05	<u>\$952,713.45</u>
•	Total Liabilitie	es & Equity		\$ 955,213.45
Prepared withou	ut Audit			
-				

Peggy Harris, Treasurer June 6, 2016

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#### NANAIMO THEATRE GROUP STATEMENT OF RECEIPTS DISBURSEMENTS FOR THE YEAR ENDED MAY 31, 2016 (With comparative figures for May 31, 2015

Receipts	2015/2016	2014/2015
Production Income (Schedule 1)	108,086.95	126,717.39
Concession Sales	4,298.40	1,541.00
Sponsors	3,500.00	3,750.00
Donations	10,750.00	13,795.00
City Grant	5,014.00	5,014.00
Membership Fees	3,178.05	1,860.00
Rentals (Theatre & Costumes)	1,275.00	2,895.00
Interest	339.68	-
Unused Flexi Passes	-	-
Festival Play Benefit	6,069.00	9,560.00
TOTAL RECEIPTS	142,511.08	165,132.39
Disbursements		
Production Expenses (Schedule 1)	28,265.56	28,208.31
Bailey Studio Expenses (Schedule 2)	82,767.54	34,767.76
Accounting & Legal	-	25.00
Bank Charges	102.00	374.47
Dues & Membership Fees	543.29	463.63
Donations & Bursaries	1,500.00	950.00
Festival Plays	2,259.42	3,913.80
Gala Expense	1,087.40	1,078.52
Kitchen, Janitorial & Social Supplies	2,713.57	3,630.60
Concession Expense	848.74	1,029.49
Costume Room General	437.82	566.45
Library (reading scripts)	290.78	85.63
Marketing	6,439.31	4,841.57
Benefit Show Expense	477.42	47.00
Office Supplies, Postage, Photocopier	1,435.53	2,017.62
Workshops	1,491.34	892.99
Box Office Expense (Including website)	10,310.78	7,199.03
Historian Expenses		146.13
Visa & M/C Fees	5,154.19	5,320.98
Travel & Education	7,080.44	4,590.00
Building Addition	-	7,458.92
TOTAL EXPENSES	153,205.13	107,607.90
EXCESS OF RECEIPTS OVER DISBURSEMENTS	-10694.05	57524.49

#### SCHEDULE #1 2016

#### NANAIMO THEATRE GROUP

2015-2016 PRODUCTION INCOME AND EXPENSES TO MAY 31, 2016

2013-2010 PRODUCTION MCC	THREE	EMPEROR'S	OFFICE	LOVE	COMPLETED	TOTALS
	MUSKETEERS	NEW CLOTHES	HOURS	SONG	PLAYS	
REVENUE:						-
TICKET SALES	18,574.80	34,208.00	34,206.88	17,165.73		104,155.41
BENEFIT PERFORMANCE				106.54	,	106.54
PROGRAMME ADS	793.75	793.75	793.75	1,118.75		3,500.00
TICKET ADS	81.25	81.25	81.25	81.25		325.00
TOTAL REVENUE	19,449.80	35,083.00	35,081.88	18,472.27	-	108,086.95
EXPENSES:						
SET	1,311.53	941.25	1,360.08	1,524.81	14.29	5,151.96
SET DRESSING	-	249.76	424.00	1,096.95 -		1,690.71
COSTUMES	1,053.05	922.93	272.89	471.77	62.25	2,782.89
PROPS	534.11	123.70	259.40	90.54	76.03	1,083.78
ROYALTIES/SCRIPTS	2,375.95	164.60	1,284.31	1,704.55		5,529.41
PHOTOS	420.00	120.00	80.00	100.00		720.00
PARTY	186.58	-	157.43	119.44		463.45
HAIR	201.91	-	-	40.51		242.42
MAKEUP	-	249.53	40.44	-		289.97
PUBLICITY	1,170.64	623,62	1,170.19	994.36	92.38	4,051.19
LIGHTING/SOUND		74.43	-	225.18		299.61
POSTERS	224.86	82.12	111.68	114.93		533.59
PROGRAMMES/TICKETS	885.82	1,057.29	1,051.68	768.18		3,762.97
SPECIAL EFFECTS		42.85	-			42.85
TECH LUNCH	255.24	151.00	168.14	140.95		715.33
NEW YEARS EVE		733.23				733.23
MISCELLANEOUS	36.60	77.20	58.40	-	-	172.20
TOTAL EXPENSES	8,656.29	5,613.51	6,438.64	7,392.17	2,835.90	28,265.56
NET PROFIT	10,793.51	29,469.49	28,643.24	11,080.10 -	2,835.90	79,821.39

### NANAIMO THEATRE GROUP MAY 31, 2016

Schedule 2 – Bailey Studio C	Operation	
Alarm	\$ 589.78	
BC Hydro	8,056.83	
Telephones & Internet	1,826.76	
Fortis Gas	1,117.92	
Garbage	695.48	
Water/Sewer	401.82	
Property Taxes	5,014.00	\$ 17,702.59
Insurance		\$ 11,066.00
Theatre Supplies		2,023.54
Repairs & Maintenance		<u>51,975.41</u>
		\$ 82,767.54

The City gives us a Grant in lieu of Taxes to cover these property taxes – the grant is shown on the Statement of Receipts and Disbursements. Including it here gives a truer picture of the actual cost of running the theatre.

Repairs & Maintenance costs are very high this year and include the following extraordinary expenses:

New Roof	\$ 22,365.40
Painting of Building	6,252.50
Extras re: Portico (foundation repair, new fans, etc.)	8,136.46
Fence & tree removal	4,683.23
New fridge and hot water heater	2,764.17

#### Travel and Education Fund

\$4,142.17							
4,298.40							
<u>(848.74)</u>	\$ 7,591.83						
\$ 6,069.00							
2,000.00							
(516.81)							
(7,245.60)	306.59						
	(1,702.00)						
	(1), 02.007						
Love Song Zone Expenses (truck, TBC member & subsidies)							
	(1,491.34)						
	\$ 2,352.21						
	4,298.40 ( <u>848.74</u> ) \$ 6,069.00 2,000.00 (516.81) (7,245.60) TBC member & subsidies)						

### NANAIMO THEATRE GROUP MAY 31, 2016

### Schedule 2 – Bailey Studio Operation (page 2)

Revenue – Sponsors		
Michael Gill	\$2,500.00	
Brochure Ads	1,000.00	\$ 3,500.00
Revenue - Donations		
Patrons	\$ 9,550.00	
Plaques/Seats/Bricks	650.00	
Miscellaneous	550.00	\$ 10,750.00
Disbursements – Donations		
Music Festival Bursary	450.00	
Mike Taugher Bursary	250.00	
VIU Seat Donation	300.00	
Mainstage Trophy	<u>500.00</u>	\$ 1,500.00

# Operating Budget Fiscal Year 2016 – 2017

REVENUE	
Production Income	\$ 110,000.00
Donations	20,000.00
Membership Fees	3,000.00
Rentals (Theatre & Costumes)	500.00
Concession	1075.00
Love Song Benefit	4,925.00
Miscellaneous	500.00
	\$ <b>140,000.00</b>
EXPENDITURES	
Production Expenses	\$ 40,000.00
Bailey Studio Expenses	40,000.00
Capital Projects	15,000.00
Bank & Credit Card Charges	6,000.00
Donations & Bursaries	1,200.00
Memberships & License Fees	900.00
Festival Plays	5,000.00
Gala Expenses	1,100.00
Educational Subsidies	2,600.00
Marketing & Public Relations	6,000.00
Miscellaneous	1,000.00
Office – Supplies & Postage	1,200.00
Supplies – Kitchen & Janitorial	3,000.00
Workshops	<u>1,000.00</u>
•	\$124,000.00

## NANAIMO THEATRE GROUP Operating Budget Fiscal Year 2017 – 2018

REVENUE	
Production Income	\$ 110,000.00
Donations	20,000.00
Membership Fees	3,000.00
Rentals (Theatre & Costumes)	500.00
Concession	1,200.00
Toronto, Mississippi Benefit	4,800.00
Zone Festival Income	2,000.00
Miscellaneous	500.00
	\$ 142,000.00
EXPENDITURES	
Production Expenses	\$ 40,000.00
Bailey Studio Expenses	41,000.00
Capital Projects	15,000.00
Bank & Credit Card Charges	6,000.00
Donations & Bursaries	1,200.00
Memberships & License Fees	900.00
Festival Plays	4,000.00
Gala Expenses	1,100.00
Educational Subsidies	2,800.00
Marketing & Public Relations	6,000.00
Miscellaneous	1,000.00
Office – Supplies & Postage	1,300.00
Supplies – Kitchen & Janitorial	3,200.00
Workshops	<u>1,500.00</u>
	\$125,000.00

Pord 25

Society Annual Report (Form 11) Filing Fee: \$25.00

### **2016 Annual Report**

BRITISH

Incorporation Number: S-0008314

#### Did you know? A new Societies Act was passed.

To learn more details about what your society will need to do to get ready for the new act, go to www.gov.bc.ca/SocietiesAct.

#### NANAIMO THEATHE GROUP 2373 ROSSTOWN ROAD PO BOX 796 NANAIMO BC V9R 5M2

COLUMBIA Services





To file your BC Society Annual Report immediately, go to:

www.gov.bc.ca/SocietiesAct

and use ACCESS CODE: 140094053.



Complete this section if submitting by mail. Annual Reports submitted by mail may take up to eight weeks to be filed. PLEASE PRINT CLEARLY.

### **Annual General Meeting Date**

Date your Annual General Meeting was held: 2016 / 06 /06

(YYYY/MM/DD)

The date of the Annual General Meeting must be during the same calendar year of the Annual Report.

If no Annual General Meeting was held, write "NO MEETING HELD" in the date field above.

NO MEETING HELD cannot be submitted for the current year until the year is over.

### Registered Office Address (Location of Records) - Additional \$15.00 for Address Updates

Physical Address Required. (Post Office Box alone will not be accepted.)

Mailing Address (If different from physical address)

2373 ROSSTOWN ROAD, PO BOX 796, NANAIMO BC V9R 5M2

2373 ROSSTOWN ROAD, PO BOX 796, NANAIMO BC V9R 5M2

Enter new physical address if it has charged Enter new mailing address if it has changed. OFFICE USE ONLY 3 Society Email Address dramapeg@hotmail.com Update email address if it has changed. Email address may be used as a contact for this form. Page: 1 of 3 S-0008314 www.bcregistryservices.gov.bc.ca



BCRegistry **Services** 

#### 2016 Annual Report

REMINDER Society Annual Report (Form 11) Filing Fee: \$25.00

Incorporation Number: S-0008314

#### 4. Society Directors

Before you file your Annual Report, please review the directors listed below. If you submitted a Form 7 to update the directors and the changes are not yet reflected here, then contact BC Registry Services now at 1 877 526-1526.

#### Directors listed below cannot be changed if no meeting was held.

- One director must be a BC resident.
- Director addresses must be a physical address. Post Office Box alone is not accepted.
- Full names of directors are required, initials only are not accepted.
- Draw a line through name if director has ceased, and amend the list in the space provided.

i. y	Last Name	First-Name	Residential Address (Must be a physical address)	Postal Code
	Brown	Jolyon	373 TRINITY DR; NANAIMO BC	V9R 5X3
Ī	Coultish	Sheila	2181 SALMON RD, NANAIMO BC	V9R 6H9
-				
	Gueulette	Sue	135B TOWNSITE ROAD, NANAIMO BC	V9S 1K5
	· ·			
•••	Harris	Peggy	7484 CLARK CRES, LANTZVILLE BC	V0R 2H0
	Leslie	Jan	6980 WARICK RD., LANTZVILLE BC	.VOR 2H0
	Matthews		2382 AND BEA CREE LAND FOUL HE HC.	VOBCHO
- - - - - - - - - - -	Reimer	Shannon	3042 KING RICHARD DR, NANAIMO BC	.V9T 1J8
• • •	Roszmann	Joan	340 EIGHTH ST, NANAIMO BC	V9R 1B1
. L				· · · ·

A.		BC	Reo	ristr	V									REMIN	
BRI COLL	TISH JMBIA	Ser	vice	s S	1					Soci	ety A	nnua		ort (For   Fee: \$	1.11.11.11.1
6 Ar	nnual R	eport							Inc	orpc	ratic	in Nu	mber	: S-00	D8314
Sig	nature														
	<u> </u>	1950 r /	Ha	Nies					201	61	077	/09			

Sign here. I certify that this information is accurate and complete.

7/09 2016/0 Date Signed (YYYY/MM/DD)

#### Return Form and Fee to BC Registry Services 6.

### Mailing Address:

PO Box 9431 Stn Prov Govt, Victoria BC, V8W 9V3

# Questions? Call 1 877 526-1526

# **Physical Address:**

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

Need help completing this form? Go to www.beregistryservices.gov.bc.ca for further instructions. Please make cheque payable to Minister of Finance. Write your incorporation number S-0008314 on the cheque.

# Checklist if Submitting by Mail:

\$25.00 Annual Report filing fee included.

\$15.00 An additional fee is required if address updated within section 2, for a total fee of \$40.00.

All data provided: Annual General Meeting date. Registered office address and director updates made if required.

# Form signed.

www.bcregistryservices.gov.bc.ca Page: 3 of 3 S-0008314 BC Registry Services

#### NANAIMO THEATRE GROUP

#### **BOARD MEMBERS**

PRESIDENT VICE PRESIDENT SECRETARY TREASURER MARKETING DIRECTOR EXECUTIVE PRODUCER BUILDING MANAGER MEMBER AT LARGE SUE GUEULETTE JAN LESLIE SHANNON REIMER PEGGY HARRIS JOAN ROSZMANN SHEILA COULTISH JOLYON BROWN CARINE CHARANIA