



AGENDA
GRANTS ADVISORY SUB-COMMITTEE
TO BE HELD ON WEDNESDAY, 2017-JAN-18 AT 2:00 P.M.
BOARD ROOM, 411 DUNSMUIR STREET

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 Room, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-OCT-19 at 2:00 p.m. *Pg. 3-4*

5. INFORMATION ITEMS:

- (a) 2012 – 2016 Grants Awarded *Pg. 5*
- (b) 2017 Grants Committee Budget *Pg. 6*
- (c) Diane Hiscock, Staff Liaison, to provide a verbal update regarding:
- 2017 PTE 3-Year Review; and,
 - PTE and Social Enterprise.
- (d) The following material was distributed at the 2016-OCT-19 meeting to be reviewed and discussed by committee members:
- Security Check Fee Grants; *Pg. 7-8*
 - Application for Other Grants; and, *Pg. 9-14*
 - Application for PTE (*revised at the 2016-OCT-19 meeting*) *Pg. 15-19*

6. RENEWAL APPLICATIONS:

- (a) **RPTE-01 Nanaimo Recycling Exchange Society** *Pg. 20-135*
- Folio 05446.015 at 2491 Kenworth Road
(Property leased from Windhover Enterprises Ltd.)
Municipal portion of 2017 taxes: \$10,256

(b) **RPTE-02 The Nature Trust of British Columbia**

Pg. 136-174

	<u>Folio</u>	<u>Address</u>	<u>Municipal Portion of 2017 Taxes</u>
1.	05457.004	201 Dogwood Road	\$ 13,034
2.	05457.006	250 Dogwood Road	3,632
3.	05761.005	787 Nanaimo Lakes Road	16,910
4.	05762.101	731 Dogwood Road	43,191
5.	05765.003	941 College Drive	32,650
6.	05828.005	1946 Jingle Pot Road (Leased from City)	694
7.	16007.500	1780 Jingle Pot Road	17,564
8.	16021.300	200 Buttertubs Drive	2,023
9.	16170.000	1141 Frew Road	2,208
10.	16171.000	1050 Raines Road	4,516
11.	16172.000	901 Raines Road	14,245
12.	16173.000	1145 Maughan Road	3,148
13.	16174.000	900 Raines Road	527
14.	16175.000	1141 Maughan Road	1,024
15.	16176.000	1201 Maughan Road	2,536
16.	16178.000	1125 Maughan Road	3,020
		Total	\$160,922

(c) **RPTE-03 Nanaimo & District Museum Society**

Pg. 175-200

Folio 85093.002 at #1 – 100 Cameron Road
(Property leased from City of Nanaimo)
Municipal portion of 2017 taxes: \$6,321

(d) **RPTE-04 Vancouver Island Military Museum**

Pg. 201-224

Folio 85093.003 at #2 & #3 – 100 Cameron Road
(Property leased from City of Nanaimo)
Municipal portion of 2017 taxes: \$14,758

(e) **RPTE-05 British Columbia Old Age Pensioners Branch 4 Inc.**

Pg. 225-235

Folio 05426.150 at 2465 Labieux Road
Municipal portion of 2017 taxes: \$2,000

7. **NEXT MEETING:**

The next meeting is scheduled for 2017-FEB-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, 2016-OCT-19, 2:00 P.M.
BOARD ROOM, 411 DUNSMUIR STREET

MEMBERS PRESENT:

Councillor I. Thorpe, Chair
Councillor W. Pratt
V. Alcock-Carter

D. Appell
B. Anderson
S. Pachkowsky

MEMBERS ABSENT:

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 2:07 p.m.

2. ADOPTION OF AGENDA:

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

3. 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, 2016-SEP-21 at 2:05 p.m. be adopted as circulated. The motion carried unanimously.

4. INFORMATION ITEMS:

The Committee discussed and reviewed the Permissive Tax Exemption Instructions, Application form and Questionnaire, and simplified the material.

5. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2016-NOV-16 at 2:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

6. ADJOURNMENT:

It was moved and seconded at 4:00 p.m. that the meeting terminate. The motion carried unanimously.

Chair

Date

**GRANTS ADVISORY COMMITTEE
2012 - 2016 Grants Awarded**

Other Grants 275000 - 1334

OG-01 Nanaimo Volunteer & Information Centre Society *
Big Brothers Big Sisters
DARE
Nanaimo Citizens on Patrol
PTE-01 Nanaimo Disability Resource Centre

Subtotal: Other Grants 275000 - 1334

Permissive Tax Exemption Cash Grant 275000 - 1332

Nanaimo Travellers Lodge
Columbian Centre

*The Committee rarely recommends paying PTE cash grants,
only in cases of severe hardship when they have applied for
a PTE for the next year, but need assistance with current yr taxes*

Subtotal: Permissive Tax Exemptions 27500 - 1332

Security Check Grants 275000 - 1329

Subtotal: Security Check Grants 275000 - 1329

Totals

2012 Grant	2013 Grant	2014 Grant	2015 Grant	2016 Grant	2017 Request	2017 Recommend	2017 Awarded	Remaining 2016 Budget
								7,000.00
1,397.42	1,443.62	1501.47	1,526.23	1,551.46				7,000.00
		2,500.00	2500.00					7,000.00
2,500.00				2500.00				7,000.00
								7,000.00
3,897.42	1,443.62	4,001.47	4,026.23	4,051.46	0.00	0.00	0.00	7,000.00
0.00		5,266.99	0.00	0.00				5,000.00
	4022.91							5,000.00
								5,000.00
								5,000.00
								5,000.00
0.00	4,022.91	5,266.99	0.00	0.00	0.00	0.00	0.00	5,000.00
490.00	495.00	500.00	0.00	0.00				2,000.00
								2,000.00
490.00	495.00	500.00	0.00	0.00	0.00	0.00	0.00	2,000.00
4,387	5,962	9,768	4,026	4,051	0	0	0	

*At the 2016-FEB-22 Committee of the Whole Meeting, Council approved this grant in advance until the end of their term (October 2018). The Society will continue to send a letter of request to the Grants Advisory Committee each year prior to the event. A new application must be submitted in 2019.

2016 Budget	14,000.00
Add: Transfer from Council Contingency	
Add: Transfer from Council Contingency	
Add: Transfer from Prior Year	
Less: Grants Awarded	0.00
Remaining Budget	14,000.00

GRANTS ADVISORY COMMITTEE
2017 Grant Applications

	Actual					2017 Request	2017 Recommend	2017 Awarded	Remaining Budget
	2012 Grant	2013 Grant	2014 Grant	2015 Grant	2016 Grant				
Other Grants (275000 - 1334)									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)									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)									2,000.00 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-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 Budget	14,000.00
Add: Transfer from Council Contingency	
Add: Transfer from Council Contingency	
Add: Transfer from Prior Year	
Less: Grants Awarded	0.00
Remaining Budget	14,000.00



SECURITY CHECK FEE GRANTS

Each year, Nanaimo City Council sets aside funding for the reimbursement of security check fees incurred by eligible community organizations. This money is available to those community organizations that must have security checks carried out by the R.C.M.P. on employees and/or volunteers.

The criteria set for awarding this grant include the following:

- must be able to identify services provided to residents of Nanaimo;
- non-profit organization;
- sound financial and administrative management;
- must conform to all City of Nanaimo bylaws and policies.

When completing this form, please provide all the information requested. There is a \$500 per year maximum on this grant. Applications for this category are considered throughout the calendar year.

If you require further information about applying for reimbursement of the cost of security checks, please contact Diane Hiscock in the City's Finance Department at (250) 755-4413.



CITY OF NANAIMO

APPLICATION FOR SECURITY CHECK GRANT IN AID

Office Use

ORGANIZATION:		DATE:	
ADDRESS:		PRESIDENT:	
		SENIOR STAFF MEMBER:	
		POSITION:	
		CONTACT:	
TELEPHONE:		TELEPHONE:	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY:			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:			
NO. OF FULL TIME STAFF:		NO. OF PART TIME STAFF:	
NO. OF COMMUNITY VOLUNTEERS:		NO. OF VOLUNTEER HOURS PER YEAR:	
NO. OF MEMBERS:		MEMBERSHIP FEE:	
CLIENTS SERVED, LAST YEAR:		CLIENTS SERVED, THIS YEAR (PROJECTED):	
NUMBER OF SECURITY CHECKS CARRIED OUT IN THE CURRENT CALENDAR YEAR? (PLEASE ATTACH ORIGINAL RECEIPTS)			
WHAT WILL BE THE EFFECT IF YOU DO NOT RECEIVE A SECURITY CHECK GRANT FROM THE CITY OF NANAIMO?			
SIGNATURE:		TITLE/POSITION:	
		DATE:	



APPLICATION FOR OTHER GRANTS

REQUIRED INFORMATION, CRITERIA AND KIND OF FUNDING

The following must be attached to this application for consideration of the Grants Advisory Committee:

1. Copy of most recent Society Act Annual Report (Form 11)
2. Most recent Audited Financial Statement (or year-end financial statements)
3. Year-to-date Financial Statements (including both Balance Sheet and Income Statement)
4. A budget for this fiscal year as well as the next fiscal year
5. List of Directors

Criteria for Awarding Other Grants:

1. large number of volunteers
2. registered nonprofit society
3. sound financial and administrative management
4. demonstrated financial need
5. accessible to a large portion of the community
6. broad base of support
7. other source of financial support
8. must be local in focus and comply with City of Nanaimo bylaws and policies
9. cash grants not provided if organization receives a PTE or where the facility is provided by the City free of charge or reduced rate. Notwithstanding the above statement, organizations facing critical financial difficulties are eligible to apply for emergency funding.

Kind of Funding Provided for Other Grants:

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



CITY OF NANAIMO

APPLICATION FOR GRANT

OTHER GRANTS

Office Use

ORGANIZATION:		DATE:	
ADDRESS:		PRESIDENT:	
		SENIOR STAFF MEMBER:	
TELEPHONE:		POSITION:	
FAX:		CONTACT:	
EMAIL:		TELEPHONE:	
OVERVIEW OF YOUR ORGANIZATION'S PROGRAMS AND SERVICES OFFERED IN THE COMMUNITY:			
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:			
NO. OF FULL TIME STAFF:		NO. OF PART TIME STAFF:	
NO. OF COMMUNITY VOLUNTEERS:		NO. OF VOLUNTEER HOURS PER YEAR:	
NO. OF MEMBERS:		MEMBERSHIP FEE:	
CLIENTS SERVED, LAST YEAR:		CLIENTS SERVED, THIS YEAR (PROJECTED):	
B.C. SOCIETY ACT REG. NO.:		REVENUE CANADA CHARITABLE REG. NO.:	
CURRENT BUDGET:		DO YOU REQUIRE A RENTAL SUBSIDY? IF SO, HOW MUCH?	
INCOME			
EXPENSES:		DO YOU REQUIRE A CASH GRANT? IF SO, HOW MUCH?	
NEXT YEAR PROJECTED:			
INCOME:		TOTAL GRANT REQUESTED:	
EXPENSES:			
SIGNATURE:		TITLE/POSITION:	
		DATE:	

NOTE: YOUR ORGANIZATION'S MOST RECENT AUDITED FINANCIAL STATEMENTS, CURRENT FINANCIAL STATEMENTS AND BALANCE SHEET AND INCOME STATEMENT MUST BE ATTACHED TO THE APPLICATION FORM (SEE COMPLETE LIST OF REQUIRED ATTACHMENTS ON BACK OF THIS FORM).

**CITY OF NANAIMO
GRANT QUESTIONNAIRE**

1. What is the main purpose of your organization?

2. Describe the work your organization does in this community.

3. What other agencies provide similar services?

4. How is your organization different than those organizations providing similar services in question 3. above?

5. Describe who your clients are.

6. Where do your clients live?

CITY OF NANAIMO GRANT QUESTIONNAIRE

7. Describe the needs of your clients.

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

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

10. Describe your organization's community support.

11. Describe the role of volunteers in your organization.

12. What are your organization's problems and how are they being addressed?

CITY OF NANAIMO GRANT QUESTIONNAIRE

13. Provide details of fees for service in your organization, and how costs and fees are determined.

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

15. Provide details of any funds that are controlled by your organization that are not part of your operating income. Also provide details of any capital, special purpose bequests, endowments or reserve funds.

16. Describe your policy and treatment of year-end surpluses or deficits.

17. Detail current and/or planned revenue-generating activities of your organization.

CITY OF NANAIMO GRANT QUESTIONNAIRE

18. List grants applied for/received from other governments or service clubs.

19. Name other organizations or individuals who can endorse your organization. Provide names and telephone numbers.

Name:	Telephone No.:
<hr/>	<hr/>

Name:	Telephone No.:
<hr/>	<hr/>

Name:	Telephone No.:
<hr/>	<hr/>

20. Identify previous grants from the City of Nanaimo and other agencies and describe how your organization ensured funding went towards the program identified.

21. What do you plan to use the City grant for this year?

22. What will the effect be if you do not receive a Grant from the City of Nanaimo?

If you have any questions, call Diane Hiscock at 250-755-4413



APPLICATION FOR PERMISSIVE TAX EXEMPTION – INSTRUCTIONS

Division 7 of the *Community Charter* permits Council to exempt from taxation, property used for certain purposes. Organizations that are successful in receiving a Permissive Taxation Exemption will be exempt from taxes in the following and subsequent years. Permissive Tax Exemptions are reviewed every three years.

Applications for Permissive Taxation Exemptions are first examined to determine whether they meet the requirements of the *Community Charter*. If they do not, they must be rejected by the Grants Advisory Sub-Committee. If the application meets the requirements, the Committee will then evaluate the application on the basis of financial need, appropriateness and service provided to the local community. Applicants may be required to appear before the Committee to answer questions with respect to program services, finances or other issues.

In preparation of your application, you are encouraged to submit any appendices that you feel would add to the understanding of your service. Please complete all attached forms even if you are submitting separate attachments. Ensure all questions on the application are completed or the application will be returned.

Please return applications to the Grants Advisory Sub-Committee, c/o Diane Hiscock, Finance Department, City of Nanaimo, 455 Wallace Street, Nanaimo, BC, V9R 5J6. If you require further information or have any questions regarding the application, please call Diane Hiscock at 250-755-4413. Applications received after July 1 cannot be placed on the Permissive Taxation Exemption Bylaw for the next taxation year.

The following attachments are also required for consideration:

1. Copy of most recent Society Act Annual Report (Form 11)
2. Most recent Year-End Financial Statements
3. Year-to-Date Financial Statements
4. Current Year Budget (income and expenditure) or Year-to-Date Statements

Please provide a typewritten application and questionnaire response. The forms are available as a fillable pdf on the City's website, or a Word version of the questionnaire can be requested.



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

ORGANIZATION:		DATE:	
ADDRESS:		PRESIDENT:	
		SENIOR STAFF MEMBER:	
		POSITION:	
		CONTACT:	
TELEPHONE:		TELEPHONE:	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION:			
NO. OF FULL TIME STAFF:		NO. OF PART TIME STAFF:	
NO. OF COMMUNITY VOLUNTEERS:		NO. OF VOLUNTEER HOURS PER YEAR:	
CLIENTS SERVED, LAST YEAR:		CLIENTS SERVED, THIS YEAR (PROJECTED):	
B.C. SOCIETY ACT REG. NO.:		REVENUE CANADA CHARITABLE REG. NO.:	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY:	
INCOME			
EXPENSES:		TAX FOLIO NUMBER:	
NEXT YEAR PROJECTED:			
INCOME:		CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES:			
SIGNATURE:		TITLE/POSITION:	
		DATE:	

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).

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

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

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

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

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

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

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

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.

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

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

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

Name of Organization: Nanaimo Recycling Exchange Society

Grant No. RPTE-01

Criteria:	Meets Criteria:		Statement of Purpose:
	Yes	No	
➤ 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;			All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.
➤ services provide benefits and be accessible to residents of the City of Nanaimo;			
➤ 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:	\$		Amount Recommended:
Grant Awarded:	Yes	No	
			\$

Discussion:

Notes:



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

Office Use

RPT E-01

ORGANIZATION: Nanaimo Recycling Exchange Society		DATE: November 17, 2016	
ADDRESS: 2477 Kenworth Road		PRESIDENT: Carla Smith	
Nanaimo BC V9T 5K4		SENIOR STAFF MEMBER: Jan Hastings	
		POSITION: Executive Director	
		CONTACT: Jan Hastings	
TELEPHONE: 250-758-7777		TELEPHONE: 250-758-7777	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Regional District of Nanaimo, City of Nanaimo, and communities between Sointula and Cassidy			
NO. OF FULL TIME STAFF: 17		NO. OF PART TIME STAFF: 3	
NO. OF COMMUNITY VOLUNTEERS: 50		NO. OF VOLUNTEER HOURS PER YEAR: 3000	
CLIENTS SERVED, LAST YEAR: not tabulated this past year		CLIENTS SERVED, THIS YEAR (PROJECTED): 250,000 - 300,000	
B.C. SOCIETY ACT REG. NO.: S-28862		REVENUE CANADA CHARITABLE REG. NO.: 135967792RR	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: Lot A, Section 20, Range 6 Mountain District Plan 48960	
INCOME 1,163,758			
EXPENSES: 1,100,142		TAX FOLIO NUMBER: 05446.015	
NEXT YEAR PROJECTED:			
INCOME: 1,135,000		CURRENT YEAR TAXES (IF KNOWN):	
EXPENSES: 1,126,135			
SIGNATURE: Jan Hastings		TITLE/POSITION: Executive Director	
		DATE: November 17, 2016	

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).

CITY OF NANAIMO
GRANT QUESTIONNAIRE

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

The NRE is a Zero Waste residential and, where needed, commercial recycling depot dedicated to providing a one-stop, accessible and convenient drop-off service 360 days of the year. The eco-education department provides workshops and hands on learning in SD#68 schools and on site for adults. Our re-use market provides community users with affordable items that are not at end of life. Reduce, Re-use, and Recycle (3 R's) remain at the forefront of our mandate.

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

Recycling – residential and commercial

Education – adult and school programs

Employment skills training for people with barriers to employment or completing community service hours

Re-use and repurpose

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

Yes. Recycling programs are planned to include products such as mattresses and possibly upholstered furniture. In addition, repair and repurpose programs are planned. Employment training programs will be expanded, as will adult education.

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

Volunteers provide assistance and education to the public, and assist staff with routine sorting, cleaning, and organizing. This is crucial on days when more than 550 vehicles enter and use the site. All staff volunteer extra hours to ensure goals are met and the NRE can survive; this is not a requirement, but a choice that demonstrates commitment to the 3 R's and the way we live in our community.

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

No grant applications made. No funds received.

CITY OF NANAIMO
GRANT QUESTIONNAIRE

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

The NRE charges drop-off fees only for the products that cost the NRE to recycle. The costs are determined by our costs for handling, shipping, and processing. We try as much as possible to use revenue from sales of recyclable goods to offset these costs for non-revenue producing goods. This is becoming increasingly difficult because commodity pricing continues to challenge the recycling depots. Modest fees-for-service contracts with City of Nanaimo (for recycling service) and the RDN (for education services) offset some expense.

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

The property at 2491 Kenworth Road is owned by Windhover Enterprises, but Windhover does no business. The NRE owns Windhover.

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.

The NRE generates income from recycled goods, and that revenue is used to subsidize recycling programs that do not produce revenue. We continue to secure donations; for example, residents donate refundable containers and revenue from the program employs 1.5 people. Without some external support, there is no other mechanism to fund the range of recycling programs the NRE provides to the community.

CITY OF NANAIMO
GRANT QUESTIONNAIRE

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

The NRE supports inclusion by providing training opportunities for more than 10 Nanaimo agencies. The NRE absorbs cost for disposal of residential hazardous waste for which there is no alternative disposal option.

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

1. The NRE would continue to provide the same level of Zero Waste recycling and diversion of 8-10 MT per year from our landfill and free education to Nanaimo Residents.
2. We would be happy to acknowledge the City's support on all NRE communication streams.

Annual Report

1. Registration Number

2. Name of Society

FILE ONLINE



To file your BC Society Annual Report online, contact BC Registry Services at 1 877 526-1526 to have an access code mailed to the Registered Office of the society. Once the access code has been received, go to www.bcregistryservices.gov.bc.ca to file online.

Did you know? A new Societies Act will come into effect November 28, 2016. As of this date all Annual Reports will be required to file online.

PLEASE PRINT CLEARLY

3. Annual General Meeting Date

Date your Annual General Meeting was held: 2016/07/25
(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. Directors cannot be changed if no Annual General Meeting held.

4. Registered Office Address (Location of Records) – Additional \$15.00 for Address Updates

Is this a change to your registered address from the previous year? ☐ Yes ☒ No

Physical Address Required.

(Post Office Box alone will not be accepted.)

Mailing Address

(If different from physical address.)

2477 Kenworth Road, Nanaimo BC V9T5K4

5. Society Email Address

info@recycling.bc.ca

Enter one email address. Email address may be used as a contact for this form.

OFFICE USE ONLY

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
Beck	Eileen	1010 Beaufort Drive Nanaimo BC	V9S 2C8
Campbell	Robert	657 Stirling Avenue Nanaimo BC	V9R 4C8
McRae	Gayle	3570 Oakridge Drive Nanaimo BC	V9T 1M4
Quirt	Monica	1580 Bartlett Street Nanaimo BC	V9S 1C2
Smith	Carla	87 White Eagle Terrace Nanaimo BC	V9S 3C5
Geselbracht	Ben	106 Columbia Street Nanaimo BC	V9R 4L9

7. Signature

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

Date Signed (YYYY/MM/DD)



8. Return Form and Fee to BC Registry Society

Mailing Address:

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

Physical Address:

200 - 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/registration number 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 4, 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.

FILE ONLINE AT www.bcregistryservices.gov.bc.ca

If you wish to file your Annual Report online, please contact BC Registry Services at 1 877 526-1526 to have an access code mailed to the Registered Office of the society. Once the access code has been received, go to www.bcregistryservices.gov.bc.ca to file your Annual Report over the Internet. Payment is by credit card or BC OnLine deposit account. There is online information you can access to help you through the process. The fee to submit online is \$25. If you are also changing your registered office address in British Columbia, there is an additional fee of \$15.

If you need assistance to submit the Annual Report filing, either electronically or on paper, you can use the services of BC Registry Services' Preferred Service Provider Dye & Durham who will submit the filing on your behalf for an additional service fee. Complete and sign the form and mail it with a cheque payable to Dye & Durham for \$41.64 (or \$64.78 if you are also changing your registered office address). Your cancelled cheque will be your receipt. For more information, call toll free 1 800 665-6211 or visit www.dyedurhambc.com.

IMPORTANT INFORMATION ABOUT THE SOCIETY ACT

- A society does not file their financial statements with the Registrar of Companies. However, a society is required to keep copies of financial statements at the society's address and make them available to the public upon request.
- BC Registry Services staff do not examine changes to bylaws; instead, the registry is the repository of the bylaws for public access. A society that changes its bylaws must ensure their changes comply with section 6 of the *Society Act*, before filing them with the Registrar's office. If the society requires assistance with their bylaws, they may wish to seek legal advice.

INSTRUCTIONS FOR SOCIETIES IN BRITISH COLUMBIA

If you wish to file a paper Annual Report, please follow these instructions.

- A Section 68 of the *Society Act* requires every society to file an Annual Report (Form 11) within 30 days after the annual general meeting was held. ***Information you enter in this report must be current as at the close of the annual general meeting.***
- B Please read the section below titled **Important Information About the Annual Report** and then update this form if required by:
- entering the date of the Annual General Meeting in Item 3;
 - entering the Address of the society in Item 4;
 - providing your email address in Item 5;
 - listing the names and residential addresses of all of the directors of the society in Item 6 (attach an additional sheet if more space is required for directors); and
 - signing this form in Item 7.
- C If a society has FAILED TO FILE its annual report with this office for two years, the Registrar may strike the society from the register and dissolve it.
- D Society forms are available from this office or your local Service BC Centre.
- E Please take a photocopy of this document if you require a copy for your records.
- F Fees must be submitted with any documents you are filing. You may pay by cheque or money order payable to the Minister of Finance. Your cancelled cheque is your receipt.
- G Please return the original Annual Report with any additional forms and fees to (Item 8):
- | | |
|---------------------------|----------------------------|
| <u>Mailing Address</u> | <u>Physical Address</u> |
| PO Box 9431 Stn Prov Govt | 200 - 940 Blanshard Street |
| Victoria BC V8W 9V3 | Victoria BC V8W 3E6 |
- C If a society has FAILED TO FILE its annual report with this office for two years, the Registrar may strike the society from the register and dissolve it.

Freedom of Information and Protection of Privacy Act (FOIPPA) – Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the *Society Act* for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Executive Coordinator of the BC Registry Services at 1 877 526-1526, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

IMPORTANT INFORMATION ABOUT THE ANNUAL REPORT

- 1. Name of Society**
This is the full legal name of the society as shown on the Certificate of Incorporation or Change of Name.
- 2. Incorporation/Registration Number**
This number is assigned at the time of incorporation/registration and is located at the top right-hand corner of the Certificate of Incorporation.
- 3. Annual General Meeting**
Show the date the annual general meeting was held. Section 56 of the *Society Act* requires every society to hold its first annual general meeting not more than 15 months after the date of incorporation. After that, an annual general meeting must be held at least once every calendar year and not more than 15 months after the adjournment of the previous annual meeting.
- 4. Address of Society**
A society must have an address in the Province to receive notices and communications, to be served documents and a location where the financial statements are kept. This address must be a complete physical address. You may include general delivery, post office box, rural route, site or comp. number as part of the address, but BC Registry Services cannot accept this information as a complete address. You must also include a postal code. If an area does not have street names or numbers, please provide a description that will readily allow a person to locate the office.

If the address of the society has changed, you must include an additional filing fee of \$15. The change is NOT effective until the day after the form is filed by the Registrar of Companies.
- 5. Email Address**
Provide an email address that we may use for future communications.
- 6. Directors' Names and Residential Addresses**
These are the full names and residential addresses of all directors. The full name of a director must include a last name, a first name and initial(s) if any.

The *Society Act* defines a **director** to include a trustee, officer, member of an executive committee and a person occupying any such position by whatever name.

The residential address of a director must be a complete physical address. You may include general delivery, post office box, rural route, site or comp. number as part of the address, but BC Registry Services cannot accept this information as a complete address. You must also include a postal code. If an area does not have street names or numbers, please provide a description that will readily allow a person to locate the office.

Attach an additional sheet if more space is required for directors.
- 7. Signature**
This report must be originally signed.

NANAIMO RECYCLING EXCHANGE SOCIETY
FINANCIAL STATEMENTS
MARCH 31, 2016
(UNAUDITED)

NANAIMO RECYCLING EXCHANGE SOCIETY
FINANCIAL STATEMENTS
MARCH 31, 2016
(UNAUDITED)

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M Graham & Associates Inc
Chartered Professional Accountant

REVIEW ENGAGEMENT REPORT

To the Board of Directors of
Nanaimo Recycling Exchange Society

We have reviewed the statement of financial position of Nanaimo Recycling Exchange Society as at March 31, 2016 and the statements of operations, changes in net assets and cash flow for the year then ended. 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 management.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, 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 organizations.

Nanaimo, BC
June 7, 2016

Chartered Professional Accountant

NANAIMO RECYCLING EXCHANGE SOCIETY
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

	2016	2015
REVENUES		
Recyclable products, Schedule 1	\$ 769,776	\$ 874,908
Donations, Schedule 2	393,729	368,140
Freight cost recovered	2,528	29,065
Cash over (short)	<u>(2,275)</u>	<u>3,887</u>
	<u>1,163,758</u>	<u>1,276,000</u>

NANAIMO RECYCLING EXCHANGE SOCIETY
STATEMENT OF OPERATIONS, continued
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

	2016	2015
EXPENDITURES		
Wages and benefits	568,856	586,667
Rent	92,250	87,868
Interest on long-term debt	76,653	89,236
Equipment operational costs	52,495	63,421
Freight costs	49,058	57,933
Amortization	43,724	48,413
Donations - volunteer labour	41,431	38,019
Wood disposal	38,609	33,627
Equipment rental	37,907	23,729
Property taxes	16,948	16,467
Insurance	15,571	15,626
Bookkeeping	11,726	11,726
Utilities	8,130	7,868
Hazardous waste disposal	6,228	8,273
Legal	6,099	513
Travel and accommodation	5,368	5,029
Office	4,881	4,450
Safety & training	4,427	1,750
Bank charges, Interac fees and interest	4,082	2,847
Accounting	3,588	3,100
Repairs and maintenance	3,313	7,067
Telephone	3,284	2,997
Supplies	1,720	1,652
Memberships & conferences	1,618	1,293
Security	1,462	411
Bad debts	553	954
Advertising and promotion	161	783
	<u>1,100,142</u>	<u>1,121,719</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ 63,616</u>	<u>\$ 154,281</u>

NANAIMO RECYCLING EXCHANGE SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

	2016	2015
BALANCE, beginning of year	\$ 1,012,574	\$ 858,293
Excess of revenues over expenditures	<u>63,616</u>	<u>154,281</u>
BALANCE, end of year	<u>\$ 1,076,190</u>	<u>\$ 1,012,574</u>

NANAIMO RECYCLING EXCHANGE SOCIETY
STATEMENT OF FINANCIAL POSITION
MARCH 31, 2016
(UNAUDITED)

	2016	2015
ASSETS		
CURRENT ASSETS		
Cash	\$ 156,344	\$ 119,082
Accounts receivable	82,431	57,511
Prepaid expenses	5,742	5,853
GST receivable	<u>9,534</u>	<u>9,983</u>
	254,051	192,429
DUE FROM RELATED PARTY (Note 3)	2,027,786	2,185,945
PROPERTY, PLANT AND EQUIPMENT (Note 4)	<u>81,781</u>	<u>123,590</u>
	<u>\$ 2,363,618</u>	<u>\$ 2,501,964</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities		
Trade payables and accruals	\$ 28,397	\$ 26,172
WCB Payable	-	2,090
Wages and employee benefits payable	18,131	15,992
Current portion of long-term debt	<u>39,600</u>	<u>28,725</u>
	86,128	72,979
LONG-TERM DEBT (Note 6)	<u>1,201,300</u>	<u>1,416,411</u>
	1,287,428	1,489,390
NET ASSETS	<u>1,076,190</u>	<u>1,012,574</u>
	<u>\$ 2,363,618</u>	<u>\$ 2,501,964</u>

On behalf of the Board

Carol Smith Member
M. Quirt Member

NANAIMO RECYCLING EXCHANGE SOCIETY
CASH FLOW STATEMENT
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

	2016	2015
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 1,139,286	\$ 1,309,782
Cash paid to suppliers and employees	<u>(1,054,032)</u>	<u>(1,117,694)</u>
Net cash generated by operating activities	<u>85,254</u>	<u>192,088</u>
INVESTING ACTIVITY		
Purchase of property, plant and equipment	<u>(1,915)</u>	<u>(1,926)</u>
FINANCING ACTIVITIES		
Advances from (to) related party	158,159	(18,557)
Repayment of long-term debt	<u>(204,236)</u>	<u>(11,191)</u>
Net cash consumed by financing activities	<u>(46,077)</u>	<u>(29,748)</u>
NET INCREASE IN CASH (BANK INDEBTEDNESS)	37,262	160,414
CASH (BANK INDEBTEDNESS), beginning of year	<u>119,082</u>	<u>(41,332)</u>
CASH, end of year	<u><u>\$ 156,344</u></u>	<u><u>\$ 119,082</u></u>

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

NATURE OF OPERATIONS

Nanaimo Recycling Exchange Society is an organization operating programs aimed to raise community awareness of the environmental goals "Reduce, Reuse and Recycle". The Society is incorporated under the Societies Act of British Columbia as a not-for-profit organization and is exempt from income tax as a registered charity under the Income Tax Act.

1. ACCOUNTING POLICIES

The organization applies the Canadian accounting standards for not-for-profit enterprises.

(a) Property, plant and equipment

Property, plant and equipment are recorded at cost and are being amortized over their estimated useful lives on a straight-line method. The annual amortization rates are as follows:

Equipment	10 years
Vehicles	10 years
Computer equipment	3 years
Buildings	10 years
Office equipment	5 years
Asset under capital lease	10 years

(b) Capital lease obligations

Assets financed by capital lease obligation are recorded at their value at the inception of the lease with the principal portion of the rental obligation recorded as a long-term liability. Amortization is recorded as outlined in note 4 and the interest portion of the lease payments is expensed as incurred.

(c) Non-consolidation

These financial statements are in accordance with Canadian accounting standards for not-for-profit organizations except they are prepared on a non-consolidated basis. The owners of the organization have access to all pertinent information concerning the results and operations of the subsidiary and have unanimously consented to the preparation of non-consolidated financial statements.

(d) Cash and cash equivalents

Cash and cash equivalents are defined as cash and highly liquid investments, consisting primarily of term deposits, with terms to maturity of three months or less at the date of purchase.

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

1. ACCOUNTING POLICIES, continued

(e) Contributed services

Volunteers contribute approximately 3,315 hours in 2016 (3,168 in 2015) to assist the Society in carrying out its recycling activities. Management has made estimates in determining fair value of these services and they are recognized in the financial statements.

(f) Revenue recognition

The organization does not recognize revenue before the amount of revenue can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the organization, the stage of completion of the transaction at the end of the reporting period can be measured reliably, the costs incurred for the transaction and the costs to complete the transaction can be measured reliably and collection of the related receivable is reasonably assured.

(g) 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 at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Accounts specifically affected by estimates in these financial statements are reported amounts of revenue and expenses; and reported amounts of assets and liabilities..

(h) Accrual basis of accounting

Revenue and expenditures are recorded on the accrual basis of accounting under which they are recorded in the financial statements in the period they are earned or incurred respectively, whether or not such transactions have been settled by the receipt or payment of money.

(i) Donated material and services

Donated capital and investments are recorded in the financial statements at fair value on the date of the donation. Donated materials and services are recorded when the fair market value is determinable. With the exception of volunteer time, such material and services are not significant.

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

2. FINANCIAL INSTRUMENTS

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

(a) Fair value

The fair value of current financial assets and current financial liabilities approximates their carrying value due to their short-term maturity dates. The fair value of long-term financial liabilities approximates their carrying value based on the presumption that the organization is a going concern and thus expects to fully repay the outstanding amounts.

(b) Credit risk

The organization does have credit risk in accounts receivable \$82,431 (2015-\$57,511). Credit risk is the risk that one party to a transaction will fail to discharge an obligation and cause the other party to incur a financial loss. In the opinion of management the credit risk exposure to the organization is low and is not material

(c) Liquidity risk

The organization does have a liquidity risk in the bank indebtedness and accounts payable of \$28,397 (2015-\$28,262). Liquidity risk is the risk that the organization cannot repay its obligations when they become due to its creditors. The organization reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due; maintains an adequate line of credit to repay trade creditors and repays long term debt interest and principal as they become due. In the opinion of management the liquidity risk exposure to the organization low and is not material.

(d) Interest rate risk

The organization is exposed to interest rate risk. Interest rate risk is the risk that the organization has interest rate exposure on its bank indebtedness, which are variable based on the bank's prime rates. This exposure may have an effect on its earnings in future periods. The organization reduces its exposure to interest rate risk by regularly monitoring published bank prime interest rates which have been relatively stable over the period presented. There are some loans payable that are at fixed term rates, or zero interest rates and do not affect interest rate risk. The organization does not use derivative instruments to reduce its exposure to interest rate risk. In the opinion of management the interest rate risk exposure to the organization low and is not material.

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

2. FINANCIAL INSTRUMENTS, continued

(e) Price risk

The organization is exposed to price risk. Price risk is the risk that the commodity prices that the organization charges are significantly influenced by its competitors and the commodity prices that the organization must charge to meet its competitors may not be sufficient to meet its expenses. The organization reduces its exposure to price risk by ensuring that it obtains information regarding the commodity prices that are set by the competitors in the region to ensure that its prices are appropriate. In addition, management closely monitors expenses and matches capital outlays to its revenue stream. In the opinion of management the price risk exposure to the organization is low and is not material.

3. DUE FROM RELATED COMPANY

(a) During the year, the organization entered into transactions with the following related parties:

Windhover Enterprises Ltd., Subsidiary

(b) Transactions

These transactions are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

	2016	2015
Expenses - Rent	\$ 92,250	\$ 87,868

(c) Due from Related Party

	2016	2015
Investment in Windhover Enterprises Ltd.	\$ 603,650	\$ 603,650
Due from Related Party	1,424,136	1,582,295
	<u>\$ 2,027,786</u>	<u>\$ 2,185,945</u>

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

4. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2016 Net book value	2015 Net book value
Equipment	\$ 247,041	\$ 207,897	\$ 39,144	\$ 62,690
Vehicles	204,386	176,364	28,022	40,936
Computer equipment	11,258	7,938	3,320	2,937
Buildings	5,811	3,395	2,416	2,998
Office equipment	10,176	8,293	1,883	3,802
	<hr/>	<hr/>	<hr/>	<hr/>
	478,672	403,887	74,785	113,363
Asset under capital lease	32,303	25,307	6,996	10,227
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 510,975</u>	<u>\$ 429,194</u>	<u>\$ 81,781</u>	<u>\$ 123,590</u>
Vehicles consists of:				
Bobcat	\$ 44,314	\$ 43,798	\$ 516	\$ 4,946
Excavator	73,916	48,047	25,869	33,261
Hino Truck & attachments	86,156	84,519	1,637	2,729
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 204,386</u>	<u>\$ 176,364</u>	<u>\$ 28,022</u>	<u>\$ 40,936</u>

Amortization for the year amounted to \$43,724 (2015 - \$48,413).

5. BANK INDEBTEDNESS

A demand operating loan has been authorized by the Canadian Western Bank to a maximum of \$50,000 and bears interest at bank's prime lending rate plus 2.5% per annum and is secured by a general security agreement.

NANAIMO RECYCLING EXCHANGE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2016
(UNAUDITED)

6. LONG-TERM DEBT

	2016	2015
BDC Base rate + 0.25% loan, payable \$1,175 monthly plus interest, due on demand, secured by a demand mortgage on property located at 2491 Kenworth Road and a General Security Agreement on all existing and acquired property	\$ 1,240,900	\$ 1,439,875
Valliant Financial Services Inc. secured by 2007 Hyundai Forklift repayable at \$504 per month including GST.	<u>-</u>	<u>5,261</u>
	1,240,900	1,445,136
Less current portion	<u>39,600</u>	<u>28,725</u>
Due beyond one year	<u>\$ 1,201,300</u>	<u>\$ 1,416,411</u>
Estimated principal repayments are as follows:		
2017	\$ 39,600	
2018	39,600	
2019	39,600	
Subsequent years	<u>1,122,100</u>	
	<u>\$ 1,240,900</u>	

NANAIMO RECYCLING EXCHANGE SOCIETY
 SCHEDULE OF RECYCLABLE PRODUCTS
 FOR THE YEAR ENDED MARCH 31, 2016
 (UNAUDITED)

	2016	2015
Yard and garden	\$ 229,220	\$ 234,113
MMBC	174,483	151,795
Stewardship programs	136,016	151,636
City programs	77,440	77,799
Zero waste recycling	53,853	78,765
Metals	38,469	120,805
Wood	30,295	29,995
RDN program	30,000	30,000
	<u>\$ 769,776</u>	<u>\$ 874,908</u>

NANAIMO RECYCLING EXCHANGE SOCIETY
 SCHEDULE OF DONATIONS
 FOR THE YEAR ENDED MARCH 31, 2016
 (UNAUDITED)

	2016	2015
Reuse Market	\$ 307,378	\$ 279,244
Returnables	43,640	43,702
Volunteer labour	41,431	38,019
Cash	1,105	3,539
Air Service	175	3,546
In-kind	-	90
	<hr/>	<hr/>
	\$ 393,729	\$ 368,140
	<hr/>	<hr/>



PROFESSIONAL ACCOUNTING

FINANCIAL SUMMARY
FOR THE MONTH OF

April 30, 2016

Financial Summary

Cash on hand & in bank	\$	197,938
Accounts receivable	\$	57,978
GST refundable	\$	10,259
Accounts payable	\$	27,664
Accrued liabilities	\$	4,452
Wages payable	\$	20,852
Business Development Bank	\$	1,237,600

Income Statement	Current Month	Year to Date
Revenue	\$ 96,454	\$ 96,454
Expenses:		
Wages	\$ 44,160	\$ 44,160
Operating expenses	\$ 15,302	\$ 15,302
General & Administrative Expenses	\$ 23,205	\$ 23,205
Total expenses	\$ 82,667	\$ 82,667
Operating surplus for the month	\$ 13,787	\$ 13,787

Nanaimo Recycling Exchange Society
Accounts Receivable Summary As at 04/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 3,546.83	\$ 3,546.83	\$ -	\$ -	\$ -
Acer Landscaping Ltd	495.00	-	120.00	375.00	-
Archie Johnstone Plumbing	50.00	25.00	25.00	-	-
Christopher Furniture Services	20.00	-	-	20.00	-
City of Nanaimo- Freight	710.49	-	-	-	710.49
City of Nanaimo- Contract	19,350.00	12,900.00	-	-	6,450.00
Collective POS	116.51	116.51	-	-	-
Country Club Centre	80.00	45.00	35.00	-	-
DTZ Barnicke Nanaimo	78.00	-	-	-	78.00
Encorp Pacific Canada	1,281.58	1,281.58	-	-	-
Green by Nature ERP	2,250.00	1,710.00	-	540.00	-
Island Ink Jet Systems	220.00	50.00	-	30.00	140.00
Jim Pattison Hyundai Nanaimo	90.00	44.00	-	-	46.00
Multi-Material BC Society	8,278.63	8,278.63	-	-	-
Nanaimo Mitsubishi	33.00	-	-	33.00	-
Northview Apartment Real Estate Invest	126.25	61.25	-	65.00	-
Pacific Batteries	5,486.39	3,679.30	-	1,807.09	-
Parksville Bottle Depot	3,328.80	3,328.80	-	-	-
Product Care	2,833.50	2,833.50	-	-	-
Product Care - Light Recycle	540.76	540.76	-	-	-
Regional District of Nanaimo	10,000.00	5,000.00	-	5,000.00	-
Yard Plots Landscaping	412.00	-	-	-	412.00
Total outstanding:	\$ 59,327.74	\$ 43,441.16	\$ 180.00	\$ 7,870.09	\$ 7,836.49

Nanaimo Recycling Exchange Society
Accounts Payable Summary As at 04/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
Acklands- Grainger Inc	\$ 58.78	\$ 58.78	\$ -	\$ -	\$ -
Alpine	4,140.20	4,140.20	-	-	-
Berks Intertruck Ltd	2,362.55	2,362.55	-	-	-
Canadian Western Bank	855.00	1,050.44	(195.44)	-	-
Coast Environmental Ltd	9,746.10	8,435.70	-	900.90	409.50
Island Aggregates Ltd	139.55	139.55	-	-	-
Island Scales Ltd	312.06	312.06	-	-	-
Madill - The Office Company	153.33	-	110.88	-	42.45
Mid Island Consumer Services Co-op	1,145.24	1,145.24	-	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-	-
Shaw Cable	241.53	241.53	-	-	-
Travis Barrington	641.16	641.16	-	-	-
Westerra Equipment	1,568.00	1,568.00	-	-	-
Total outstanding:	\$ 23,211.50	\$ 21,943.21	\$ (84.56)	\$ 900.90	\$ 451.95

Nanaimo Recycling Exchange Society
 Combined Programs
 Program Income Summary 04/01/2016 to 04/30/2016

April 2016

Revenue:

Stewardship Programs

Multi Material BC Society	\$ 9,183.31
Paint & Product Care	3,374.26
Return it Electronics	5,386.19

Non-Steward Programs

Hazardous/Liquid Waste	4,181.75
Reuse Market	26,971.90
Yard & Garden Recycling	26,305.50
Zero Waste Recycling	14,932.89
Education & Outreach Programs	4,150.00
Community Outreach, Networking & Marketing	<u>1,650.00</u>
	\$ 96,135.80

Expenses:

Stewardship Programs

Multi Material BC Society	\$ -
Paint & Product Care	2,478.69
Return it Electronics	2,230.79

Non-Steward Programs

Hazardous/Liquid Waste	6,772.59
Reuse Market	8,167.30
Yard & Garden Recycling	10,333.17
Zero Waste Recycling	20,363.48
Education & Outreach Programs	5,066.20
Community Outreach, Networking & Marketing	<u>4,230.13</u>
	\$ <u>59,642.35</u>

Net Surplus from Operations	\$ 36,493.45
Administration Costs	<u>22,706.74</u>

Net Surplus	<u>\$ 13,786.71</u>
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Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 04/30/2016

Stewarded Recycling Programs

Multi Material BC Society

4095	EPR - Multi Material BC Society	\$	9,183.31		
5001	Wages & Salaries			\$	-
5002	CPP Expense				-
5003	EI Expense				-
		\$	9,183.31	\$	-

REVENUE minus EXPENSE \$ 9,183.31

Paint & Product Care

4100	EPR - Paint & Product Care	\$	3,374.26		
5001	Wages & Salaries			\$	2,318.60
5002	CPP Expense				99.08
5003	EI Expense				61.01
		\$	3,374.26	\$	2,478.69

REVENUE minus EXPENSE \$ 895.57

Return It Electronics

4105	EPR - Return It Electronics	\$	5,386.19		
5001	Wages & Salaries				2,086.71
5002	CPP Expense				89.12
5003	EI Expense				54.96
		\$	5,386.19	\$	2,230.79

REVENUE minus EXPENSE \$ 3,155.40

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 04/30/2016

Hazardous/Liquid Waste

Construction Wood Waste

4860	Service Fees - Wood	\$ 3,539.75	
5001	Wages & Salaries		2,318.60
5002	CPP Expense		99.08
5003	EI Expense		61.01
5480	Waste Disposal - Wood		4,041.60
		<u>\$ 3,539.75</u>	<u>\$ 6,520.29</u>

REVENUE minus EXPENSE \$ (2,980.54)

Toilet / Ceramic Recycling

4850	Service Fees - Toilets	\$ 622.00	
5350	Recycling Costs - HHWC		252.30
		<u>\$ 622.00</u>	<u>\$ 252.30</u>

REVENUE minus EXPENSE \$ 369.70

Hazardous / Liquid Waste

4810	Service Fees - HHWC Liquid Waste	\$ 20.00	
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REVENUE minus EXPENSE \$ 20.00

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 04/30/2016

Reuse Market

4015	Donations - Cash	\$	811.00	
4030	Donations - Comm. Volunteer Labour		1,587.50	
4120	Sales - Reusables		24,573.40	
5001	Wages & Salaries	\$		6,177.54
5002	CPP Expense			239.67
5003	EI Expense			162.59
5440	Volunteer Labour - Donated			1,587.50
		\$	26,971.90	\$ 8,167.30

REVENUE minus EXPENSE \$ 18,804.60

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 04/30/2016

Yard & Garden Recycling

4870	Service Fees - Yard & Garden	\$	26,305.50		
5001	Wages & Salaries			\$	3,941.61
5002	CPP Expense				168.42
5003	EI Expense				103.72
5235	Excavator Expense				121.32
5250	Freight Expense				5,998.10
		\$	26,305.50	\$	10,333.17

REVENUE minus EXPENSE

\$ 15,972.33

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 04/30/2016

Zero Waste Recycling

4030	Donations - Comm. Volunteer Labour	\$	1,550.00	
4109	Sales Recycle- Metals		3,646.83	
4110	Sales - Recyclable Non MMBC Plastic		0.00	
4112	Sales - Recyclables (Batteries)		2,447.76	
4115	Sales - Returnable Bottle Deposit		3,328.80	
4820	Service Fees - HHWC (other)		469.50	
4825	Service Fees - Ink Jet & Toner		30.00	
4845	Service Fees- Tires		310.00	
4945	CoN -Zero Waste recycling		3,150.00	
5001	Wages & Salaries	\$	12,520.41	
5002	CPP Expense		534.97	
5003	EI Expense		329.47	
5060	Bobcat Expenses		485.28	
5230	Equipment Rentals Expense-Bobcat		1,533.00	
5231	Equipment Rental Expense - Forklift		1,806.75	
5240	Forklift Expense		365.98	
5272	Insurance - Vehicle		138.00	
5290	Maintenance & Repairs Exp - Other		502.09	
5292	Maintenance & Repairs -Site		66.62	
5331	Operating Sup-Work Boots/Safety		95.53	
5410	Training Expense		290.00	
5435	Vehicle Operating Expense		145.38	
5440	Volunteer Labour - Donated		1,550.00	
		\$	14,932.89	\$ 20,363.48

REVENUE minus EXPENSE \$ (5,430.59)

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 04/30/2016

Education & Outreach Program

4945	CoN -Education	\$	1,650.00	
4955	RDN - Education		2,500.00	
5001	Wages & Salaries			\$ 2,558.50
5002	CPP Expense			112.20
5003	EI Expense			67.25
5420	Travel Expenses - Meals & Hotels			1,687.09
5422	Travel Expenses - Mileage			641.16
		\$	4,150.00	\$ 5,066.20

REVENUE minus EXPENSE

\$ (916.20)

Community Outreach, Networking & Marketing

4950	CoN -Education	\$	1,650.00	
5001	Wages & Salaries			\$ 3,296.73
5002	CPP Expense			72.82
5003	EI Expense			40.50
5020	Advertising			732.60
5275	Internet Costs			87.48
		\$	1,650.00	\$ 4,230.13

REVENUE minus EXPENSE

\$ (2,580.13)

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 04/30/2016

Administration

4015	Donations - Cash	\$	6.00	
4030	Donations - Comm. Volunteer Labour		312.50	
5001	Wages & Salaries			5,900.25
5002	CPP Expense			354.04
5003	EI Expense			201.68
5005	Payroll Processing Fees			189.71
5040	Bank Charges & Interest			294.11
5100	Bookkeeping Expense			902.00
5140	Cash Short/Over			138.40
5180	Conferences & Seminars			53.69
5270	Insurance & Licences Expense			1,492.01
5274	Interest Expense-LT Loan			3,815.19
5325	Office Equipment Lease			65.70
5330	Operating Supplies Expense			57.47
5345	Property Tax Expense			1,412.33
5370	Rent Expense - (Kenworth Lease)			7,687.50
5400	Telephone			148.66
5440	Volunteer Labour - Donated			312.50
		\$	318.50	\$ 23,025.24

REVENUE minus EXPENSE

\$ (22,706.74)

Ianaimo Recycling Exchange Society
 Project Income Detail 04/01/2016 to 04/30/2016

Date	Description	Source	JE#	Amount	Cumulative
1 - Administration					
REVENUE					
4015	Donations - Cash				
04/18/2016	April 18 Deposit	Redist	J223	6.00	6.00
4030	Donations - Comm. Volunteer L...				
04/30/2016	Volunteer Labour	reoccurring	J247	312.50	318.50
TOTAL REVENUE				<u>318.50</u>	
EXPENSE					
5001	Wages & Salaries				
04/02/2016	Payroll Ceridian PP ending April 2,2016 (April...	dir pmt	J142	624.50	624.50
04/20/2016	Payroll Ceridian PP ending April 16, 2016	dir pmt	J106	4,174.75	4,799.25
04/30/2016	Payroll Ceridian PP ending April 30, 2016	dir pmt	J129	4,312.97	9,112.22
04/30/2016	Adjust April Community Outreach , Networking...	Redist	J312	-3,212.05	5,900.17
				<u>5,900.17</u>	
5002	CPP Expense				
04/02/2016	Payroll Ceridian PP ending April 2,2016 (April...	dir pmt	J142	29.03	5,929.20
04/20/2016	Payroll Ceridian PP ending April 16, 2016	dir pmt	J106	193.46	6,122.66
04/30/2016	Payroll Ceridian PP ending April 30, 2016	dir pmt	J129	200.30	6,322.96
04/30/2016	Adjust April Community Outreach , Networking...	Redist	J312	-68.72	6,254.24
				<u>354.07</u>	
5003	EI Expense				
04/02/2016	Payroll Ceridian PP ending April 2,2016 (April...	dir pmt	J142	16.44	6,270.68
04/20/2016	Payroll Ceridian PP ending April 16, 2016	dir pmt	J106	109.88	6,380.56
04/30/2016	Payroll Ceridian PP ending April 30, 2016	dir pmt	J129	113.53	6,494.09
04/30/2016	Adjust April Community Outreach , Networking...	Redist	J312	-38.12	6,455.97
				<u>201.73</u>	
5005	Payroll Processing Fees				
04/02/2016	Payroll Ceridian PP ending April 2,2016 (April...	dir pmt	J142	12.43	6,468.40
04/20/2016	Payroll Ceridian PP ending April 16, 2016	dir pmt	J106	87.06	6,555.46
04/30/2016	Payroll Ceridian PP ending April 30, 2016	dir pmt	J129	90.22	6,645.68
				<u>189.71</u>	
5040	Bank Charges & Interest				
04/30/2016	Canadian Western Bank Charges & Interest	Bank Stat...	J100	25.00	6,670.68
04/30/2016	Canadian Western Bank Charges & Interest	Bank Stat...	J100	80.00	6,750.68
04/30/2016	Collective POS	April	J146	189.11	6,939.79
				<u>294.11</u>	
5100	Bookkeeping Expense				
04/11/2016	M Graham & Associates Inc	13975	J10	451.00	7,390.79
04/25/2016	M Graham & Associates Inc	13986	J51	451.00	7,841.79
				<u>902.00</u>	
5140	Cash Short/Over				
04/01/2016	April 1 Deposit - adjust for Mar 29-31 daily rec...	Redist	J46	-86.45	7,755.34
04/11/2016	April 11 Deposit	Redist	J221	-207.65	7,547.69
04/18/2016	April 18 Deposit	Redist	J223	-65.70	7,481.99
04/25/2016	April 25 Deposit	Redist	J255	-12.05	7,469.94
04/30/2016	Debit Card Deposits - as per summary	Redist	J227	510.25	7,980.19
				<u>138.40</u>	
5180	Conferences & Seminars				
04/05/2016	Coast Waste Management Assoc	2016-229	J2	53.69	8,033.88
5270	Insurance & Licences Expense				
04/30/2016	Redist Expired Insurance - Real Insurance Sol...	Pre Paid ...	J179	104.17	8,138.05
04/30/2016	Redist Expired Insurance - Real Insurance Sol...	Pre Paid ...	J181	104.17	8,242.22



FINANCIAL SUMMARY
FOR THE MONTH OF

May 31, 2016

Financial Summary

Cash on hand & in bank	\$	233,760
Accounts receivable	\$	65,484
GST refundable	\$	2,797
Accounts payable	\$	14,365
Accrued liabilities	\$	10,562
Wages payable	\$	22,427
Business Development Bank	\$	1,232,100

Income Statement	Current Month	Year to Date
Revenue	\$ 119,709	\$ 224,751
Expenses:		
Wages	\$ 43,689	\$ 87,849
Operating expenses	\$ 14,209	\$ 29,339
General & Administrative Expenses	\$ 25,578	\$ 48,499
Total expenses	\$ 83,476	\$ 165,687
Operating surplus for the month	\$ 36,233	\$ 59,064

Nanaimo Recycling Exchange Society
Balance Sheet As at 05/31/2016

ASSET

Current Assets

Total Floats	\$	683.75
Total Cash		233,760.35
Total Receivable		65,405.63
Total GST Refundable		2,796.80
Prepaid Expense		665.65
Refundable Deposits		1,829.00
Total Current Assets	\$	305,141.18

Non Current Assets

Intercompany Acct-Windhover	\$	1,424,135.65
Investment in Windhover		603,650.00
Net Non Current Assets	\$	2,027,785.65

Total Capital Assets	\$	81,781.00
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TOTAL ASSET	\$	2,414,707.83
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LIABILITY

Current Liabilities

Total Accounts Payable	\$	24,926.41
Wages Payable		22,426.85
Business Development Bank Loan		1,232,100.00
Total Current liabilities	\$	1,279,453.26

TOTAL LIABILITY	\$	1,279,453.26
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EQUITY

Surplus- Previous Year	\$	1,076,190.39
Current Earnings		59,064.18
Total Equity	\$	1,135,254.57

TOTAL EQUITY	\$	1,135,254.57
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LIABILITIES AND EQUITY	\$	2,414,707.83
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Generated On: 06/22/2016

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>May 31, 2016</u>	<u>Year To Date</u>
REVENUE		
Revenue		
Donations - Air Serv	\$ -	\$ 57.03
Donations - Cash	70.50	887.50
Donations - Comm. Volunteer Labour	3,362.50	6,812.50
EPR-Multi Material BC Society	10,441.21	19,588.52
EPR- Paint & Product Care	5,724.91	12,687.34
EPR - Return It Electronics	5,737.75	11,123.94
Sales Recyc- Metals	\$ 5,831.98	\$ 9,478.81
Sales - Recyclable Non MMBC Plastic	0.00	1,656.50
Sales - Recyclables (Batteries)	0.00	2,447.76
Sales - Returnables Bottle Deposit	0.00	4,913.80
Total Recyclable Return & Other	5,831.98	18,496.87
Sales - Reusables	37,778.11	62,351.51
Service Fees - HHWC Liquid Waste	\$ -	\$ 180.00
Service Fees - HHWC (other)	72.50	159.50
Service Fees - Ink Jet & Toner	10.00	260.50
Service Fees- Tires	431.50	743.50
Service Fees - Trolleys	875.65	1,497.65
Service Fees - Wood	5,348.10	8,887.85
Service Fees - Yard & Garden	35,074.51	61,380.01
Total Service Fees	41,812.26	73,109.01
CoN - Education	1,650.00	3,300.00
CoN - Outreach & Networking	1,650.00	3,300.00
CoN - Zero Waste Recycling	3,150.00	6,300.00
RDN Education	2,500.00	5,000.00
Wages Recovery	0.00	1,736.50
TOTAL REVENUE	\$ 119,709.22	\$ 224,750.72
EXPENSE		
Payroll Expenses		
Wages & Salaries	\$ 40,691.58	\$ 81,810.45
CPP Expense	1,744.60	3,514.03
EI Expense	1,070.88	2,153.12
Payroll Processing Fees	182.18	371.89
Total Payroll Expense	\$ 43,689.24	\$ 87,849.49
Other Operating Expenses		
Advertising Expense	\$ -	\$ 732.60
Bank Charges & Interest	268.72	562.83
Bobcat Expenses	644.56	1,129.84
Bookkeeping Expense	902.00	1,804.00

Cash Short/Over	100.57	238.97
Conferences & Seminars	0.00	53.69
Equipment Rentals Expense-Bobcat	1,533.00	3,066.00
Equipment Rental Expense - Forklift	1,806.75	3,613.50
Excavator Expense	161.14	282.46
Forklift Expense	349.49	715.47
Freight Expense	6,584.18	12,582.28
Insurance & Licences Expense	1,387.84	2,775.68
Insurance - Vehicle	138.00	276.00
Interest Expense-LT Loan	5,021.41	8,836.60
Internet Costs	87.48	174.96
Maintenance & Repairs Exp - Other	0.00	502.09
Maintenance & Repairs -Site	66.62	133.24
Office Supplies & Stationery	203.66	203.66
Office Equipment Lease	154.63	220.33
Operating Supplies Expense	0.00	57.47
Operating Sup-Work Boots/Safety	97.76	193.29
Property Tax Expense	1,412.33	2,824.66
Recycling Costs - HHWC	153.29	405.59
Rent Expense - (Kenworth Lease)	7,687.50	15,375.00
Security Expense	110.19	110.19
Shipping & Delivery	131.37	131.37
Telephone	148.66	297.32
Training Expense	0.00	290.00
Travel Expenses - Meals & Hotels	\$ -	\$ 1,687.09
Travel Expenses - Mileage	<u>446.16</u>	<u>1,087.32</u>
Total Travel Expenses	446.16	2,774.41
Utilities	923.57	923.57
Vehicle Operating Expense	1,795.38	1,940.76
Volunteer Labour - Donated	3,362.50	6,812.50
Waste Disposal - Wood	<u>4,107.82</u>	<u>7,796.72</u>
Total Expenses	<u>\$ 39,786.58</u>	<u>\$ 77,837.05</u>
 TOTAL EXPENSE	 <u>\$ 83,475.82</u>	 <u>\$ 165,686.54</u>
 NET INCOME	 <u><u>\$ 36,233.40</u></u>	 <u><u>\$ 59,064.18</u></u>

Generated On: 06/22/2016

Nanaimo Recycling Exchange Society
Customer Aged Summary As at 05/31/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 5,630.48	\$ 5,630.48	\$ -	\$ -	\$ -
Acer Landscaping Ltd	635.00	140.00	-	120.00	375.00
Air Serv	57.03	-	57.03	-	-
Archie Johnstone Plumbing	85.00	35.00	25.00	25.00	-
Christopher Furniture Services	20.00	-	-	-	20.00
City of Nanaimo- Freight	710.49	-	-	-	710.49
City of Nanaimo (RCMP)	8.00	8.00	-	-	-
City of Nanaimo- Contract	25,800.00	6,450.00	6,450.00	6,450.00	6,450.00
Collective POS	36.78	36.78	-	-	-
Country Club Centre	105.00	60.00	45.00	-	-
DTZ Barnicke Nanaimo	78.00	-	-	-	78.00
Encorp Pacific Canada	2,628.92	2,628.92	-	-	-
Green by Nature ERP	1,170.00	540.00	630.00	-	-
Island Ink Jet Systems	40.00	10.00	30.00	-	-
Jim Pattison Hyundai Nanaimo	175.00	85.00	44.00	-	46.00
Multi-Material BC Society	6,519.25	6,519.25	-	-	-
Nanaimo Mitsubishi	33.00	-	-	-	33.00
Northview Apartment Real Estate Invest	126.25	-	61.25	-	65.00
Pacific Batteries	2,447.76	-	2,447.76	-	-
Product Care	3,324.00	3,324.00	-	-	-
Product Care - Light Recycle	540.76	-	-	540.76	-
Product Care - Small Appliance	2,400.91	-	2,400.91	-	-
Regional District of Nanaimo	12,500.00	2,500.00	2,500.00	2,500.00	5,000.00
Yard Plots Landscaping	412.00	-	-	-	412.00
Total outstanding:	\$ 65,483.63	\$ 27,967.43	\$ 14,690.95	\$ 9,635.76	\$ 13,189.49

Generated On: 06/22/2016

Nanaimo Recycling Exchange Society
Vendor Aged Summary As at 05/31/2016

Name	Total	Current	31 to 60	61 to 90	91+
Alpine	\$ 3,846.73	\$ 3,846.73	\$ -	\$ -	\$ -
Berks Intertruck Ltd	1,493.90	1,493.90	-	-	-
Brad Miller	100.00	100.00	-	-	-
Coast Environmental Ltd	3,603.60	3,603.60	-	-	-
Island Aggregates Ltd	39.20	39.20	-	-	-
Madill - The Office Company	97.44	97.44	-	-	-
Mid Island Consumer Services Co-op	1,526.36	1,526.36	-	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-	-
Shaw Cable	241.53	241.53	-	-	-
Westerra Equipment	1,568.00	1,568.00	-	-	-
Total outstanding:	\$ 14,364.76	\$ 14,364.76	\$ -	\$ -	\$ -

Generated On: 06/22/2016

Nanaimo Recycling Exchange Society
 Combined Programs
 Project Income Summary 04/01/2016 to 05/31/2016

	<u>May 31, 2016</u>	<u>Year to Date</u>
<u>Revenue:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ 10,441.21	\$ 19,588.52
Product Care	5,724.91	12,687.34
Return It Electronics	5,737.75	11,123.94
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	39,090.61	66,062.51
Wood Recycling	5,348.10	8,887.85
Yard & Garden Recycling	35,074.51	61,380.01
Zero Waste Recycling	12,109.13	32,662.02
Education & Outreach Programs	4,150.00	8,300.00
Community Outreach, Networking & Marketing	<u>1,650.00</u>	<u>3,300.00</u>
	\$ 119,326.22	\$ 223,992.19
<u>Expenses:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ -	\$ -
Product Care	2,453.36	4,932.05
Return It Electronics	2,208.01	4,438.80
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	7,643.16	15,810.46
Wood Recycling	6,561.18	12,728.77
Yard & Garden Recycling	10,397.28	20,730.45
Zero Waste Recycling	22,089.26	42,705.04
Education & Outreach Programs	2,993.28	8,059.48
Community Outreach, Networking & Marketing	<u>3,552.29</u>	<u>7,782.42</u>
	\$ 57,897.82	\$ 117,187.47
 Net Surplus from Operations	 \$ 61,428.40	 \$ 106,804.72
Administration Costs	<u>25,195.00</u>	<u>47,740.54</u>
 Net Surplus	 \$ <u>36,233.40</u>	 \$ <u>59,064.18</u>

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

Stewarded Recycling Programs

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Multi Material BC Society</u>					
4095	EPR - Multi Material BC Society	\$ 10,441.21		\$ 19,588.52	
5001	Wages & Salaries		\$ -		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
		<u>\$ 10,441.21</u>	<u>\$ -</u>	<u>\$ 19,588.52</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 10,441.21</u>		<u>\$ 19,588.52</u>	
 <u>Paint & Product Care</u>		 <u>Revenue</u>	 <u>Expenses</u>	 <u>Revenue</u>	 <u>Expenses</u>
4100	EPR - Paint & Product Care	\$ 5,724.91		\$ 12,687.34	
5001	Wages & Salaries		\$ 2,294.08		\$ 4,612.68
5002	CPP Expense		98.90		197.98
5003	EI Expense		60.38		121.39
		<u>\$ 5,724.91</u>	<u>\$ 2,453.36</u>	<u>\$ 12,687.34</u>	<u>\$ 4,932.05</u>
REVENUE minus EXPENSE		<u>\$ 3,271.55</u>		<u>\$ 7,755.29</u>	
 <u>Return it Electronics</u>		 <u>Revenue</u>	 <u>Expenses</u>	 <u>Revenue</u>	 <u>Expenses</u>
4105	EPR - Return It Electronics	\$ 5,737.75		\$ 11,123.94	
5001	Wages & Salaries		\$ 2,064.69		\$ 4,151.40
5002	CPP Expense		89.00		178.12
5003	EI Expense		54.32		109.28
		<u>\$ 5,737.75</u>	<u>\$ 2,208.01</u>	<u>\$ 11,123.94</u>	<u>\$ 4,438.80</u>
REVENUE minus EXPENSE		<u>\$ 3,529.74</u>		<u>\$ 6,685.14</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Reuse Market</u>					
4030	Donations - Comm. Volunteer Labour	\$ 1,312.50		\$ 2,900.00	
4120	Sales - Reusables	37,778.11		63,162.51	
5001	Wages & Salaries		\$ 5,960.13		\$ 12,137.67
5002	CPP Expense		213.68		453.35
5003	EI Expense		156.85		319.44
5440	Volunteer Labour - Donated		1,312.50		2,900.00
		<u>\$ 39,090.61</u>	<u>\$ 7,643.16</u>	<u>\$ 66,062.51</u>	<u>\$ 15,810.46</u>
REVENUE minus EXPENSE		<u>\$ 31,447.45</u>		<u>\$ 50,252.05</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Construction Wood Waste</u>					
4860	Service Fees - Wood	\$ 5,348.10		\$ 8,887.85	
5001	Wages & Salaries		2,294.08		4,612.68
5002	CPP Expense		98.90		197.98
5003	EI Expense		60.38		121.39
5480	Waste Disposal - Wood		4,107.82		7,796.72
		<u>\$ 5,348.10</u>	<u>\$ 6,561.18</u>	<u>\$ 8,887.85</u>	<u>\$12,728.77</u>
REVENUE minus EXPENSE		<u>\$ (1,213.08)</u>		<u>\$ (3,840.92)</u>	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 05/31/2016

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Yard & Garden Recycling</u>					
4870	Service Fees - Yard & Garden	\$ 35,074.51		\$ 61,380.01	
5001	Wages & Salaries		\$ 3,899.94		7,841.55
5002	CPP Expense		237.36		405.78
5003	EI Expense		102.64		206.36
5235	Excavator Expense		161.14		282.46
5250	Freight Expense		5,996.20		11,994.30
		<u>\$ 35,074.51</u>	<u>\$ 10,397.28</u>	<u>\$ 61,380.01</u>	<u>\$ 20,730.45</u>
REVENUE minus EXPENSE		<u>\$ 24,677.23</u>		<u>\$ 40,649.56</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

		May 31, 2016		Year to Date	
		Revenue	Expenses	Revenue	Expenses
<u>Zero Waste Recycling</u>					
4030	Donations - Comm. Volunteer Labour	\$	1,737.50	\$	3,287.50
4107	Sales Recyc- Metals		5,831.98		9,478.81
4110	Sales - Recyclable Non MMBC Plastic		0.00		1,656.50
4112	Sales - Recyclables (Batteries)		0.00		2,447.76
4115	Sales - Returnables Bottle Deposit		0.00		4,913.80
4810	Service Fees - HHWC Liquid Waste		0.00		160.00
4820	Service Fees - HHWC (other)		62.00		149.00
4825	Service Fees - Ink Jet & Toner		10.00		260.50
4845	Service Fees- Tires		431.50		743.50
4952	CoN - Zero Waste Recycling		3,150.00		6,300.00
4980	Wages Recovery		0.00		1,736.50
5001	Wages & Salaries		\$ 12,388.05		\$ 24,908.46
5002	CPP Expense		464.83		999.80
5003	EI Expense		326.05		655.52
5060	Bobcat Expenses		644.56		1,129.84
5230	Equipment Rentals Expense-Bobcat		1,533.00		3,066.00
5231	Equipment Rental Expense - Forklift		1,806.75		3,013.50
5240	Forklift Expense		349.49		715.47
5250	Freight Expense		587.98		587.98
5272	Insurance - Vehicle		138.00		276.00
5290	Maintenance & Repairs Exp - Other		0.00		502.09
5292	Maintenance & Repairs -Site		66.62		133.24
5331	Operating Sup-Work Boots/Safety		97.76		193.29
5410	Training Expense		0.00		290.00
5435	Vehicle Operating Expense		1,795.38		1,940.76
5440	Volunteer Labour - Donated		1,737.50		3,287.50
		\$	11,222.98	\$	21,935.97
REVENUE minus EXPENSE					
		\$	(10,712.99)		\$(11,165.58)
<u>Ceramic Recycling</u>					
		Revenue	Expenses	Revenue	Expenses
4850	Service Fees - Ceramics	\$	875.65	\$	1,497.65
5350	Recycling Costs - HHWC		153.29		405.59
		\$	875.65	\$	1,497.65
		\$	153.29	\$	405.59
REVENUE minus EXPENSE					
		\$	722.36		\$ 1,092.06
<u>Hazardous / Liquid Waste</u>					
		Revenue	Expenses	Revenue	Expenses
4810	Service Fees - HHWC Liquid Waste	\$	10.50	\$	30.50
REVENUE minus EXPENSE					
		\$	10.50		\$ 30.50

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Education & Outreach Program					
4945	CoN -Education	\$ 1,650.00		\$ 3,300.00	
4955	RDN - Education	2,500.00		5,000.00	
5001	Wages & Salaries		\$ 2,380.00		\$ 4,938.50
5002	CPP Expense		104.48		216.68
5003	EI Expense		62.64		129.89
5420	Travel Expenses - Meals & Hotels		0.00		1,687.09
5422	Travel Expenses - Mileage		446.16		1,087.32
		<u>\$ 4,150.00</u>	<u>\$ 2,993.28</u>	<u>\$ 8,300.00</u>	<u>\$ 8,059.48</u>
REVENUE minus EXPENSE		<u>\$ 1,156.72</u>		<u>\$ 240.52</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Community Outreach, Networking & Marketing					
4950	CoN -Education	\$ 1,650.00		\$ 3,300.00	
5001	Wages & Salaries		\$ 3,226.82		\$ 6,523.55
5002	CPP Expense		153.06		225.88
5003	EI Expense		84.93		125.43
5020	Advertising		0.00		732.60
5275	Internet Costs		87.48		174.96
		<u>\$ 1,650.00</u>	<u>\$ 3,552.29</u>	<u>\$ 3,300.00</u>	<u>\$ 7,782.42</u>
REVENUE minus EXPENSE		<u>\$ (1,902.29)</u>		<u>\$ (8,964.84)</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 05/31/2016

		<u>May 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Administration</u>					
4014	Donations - Air Serv	\$ -		\$ 57.03	
4015	Donations - Cash	70.50		76.50	
4030	Donations - Comm. Volunteer Labour	312.50		625.00	
5001	Wages & Salaries		6,183.79		12,083.96
5002	CPP Expense		284.39		638.46
5003	EI Expense		162.69		364.42
5005	Payroll Processing Fees		182.18		371.89
5040	Bank Charges & Interest		268.72		562.83
5100	Bookkeeping Expense		902.00		1,804.00
5140	Cash Short/Over		100.57		238.97
5180	Conferences & Seminars		0.00		53.69
5270	Insurance & Licences Expense		1,387.84		2,775.68
5274	Interest Expense-LT Loan		5,021.41		8,836.60
5320	Office Supplies & Stationery		203.66		203.66
5325	Office Equipment Lease		154.63		220.33
5330	Operating Supplies Expense		0.00		57.47
5345	Property Tax Expense		1,412.33		2,824.66
5370	Rent Expense - (Kenworth Lease)		7,687.50		15,375.00
5373	Security Expense		110.19		110.19
5380	Shipping & Delivery		131.37		131.37
5400	Telephone		148.66		297.32
5425	Utilities		923.57		923.57
5440	Volunteer Labour - Donated		312.50		625.00
		<u>\$ 383.00</u>	<u>\$ 25,578.00</u>	<u>\$ 758.53</u>	<u>\$ 48,499.07</u>
REVENUE minus EXPENSE		<u>\$ (25,195.00)</u>		<u>\$ (47,740.54)</u>	



FINANCIAL SUMMARY
FOR THE MONTH OF

June 30, 2016

Financial Summary

Cash on hand & in bank	\$	211,481
Accounts receivable	\$	41,832
GST refundable	\$	3,747
Accounts payable	\$	25,156
Accrued liabilities	\$	7,062
Business Development Bank	\$	1,226,600

Income Statement	Current Month	Year to Date
Revenue	\$ 98,120	\$ 329,409
Expenses:		
Wages	\$ 49,931	\$ 137,780
Operating expenses	\$ 29,055	\$ 71,877
General & Administrative Expenses	\$ 18,080	\$ 55,541
Total expenses	\$ 97,066	\$ 265,198
Operating surplus for the month	\$ 1,054	\$ 64,211

Nanaimo Recycling Exchange Society
Balance Sheet As at 06/30/2016

ASSET

Current Assets

Total Floats	\$	763.75
Total Cash		211,481.57
Total Receivable		41,832.11
Total GST Refundable		3,747.05
Prepaid Expense		28,090.40
Refundable Deposits		1,829.00
Total Current Assets	\$	287,743.88

Non Current Assets

Intercompany Acct-Windhover	\$	1,425,504.07
Investment in Windhover		603,650.00
Net Non Current Assets	\$	2,029,154.07

Total Capital Assets	\$	81,781.00
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TOTAL ASSET	\$	2,398,678.95
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LIABILITY

Current Liabilities

Total Accounts Payable	\$	32,217.95
Business Development Bank Loan		1,226,600.00
Total Current liabilities	\$	1,258,817.95

TOTAL LIABILITY	\$	1,258,817.95
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EQUITY

Surplus- Previous Year	\$	1,075,649.63
Current Earnings		64,211.37
Total Equity	\$	1,139,861.00

TOTAL EQUITY	\$	1,139,861.00
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LIABILITIES AND EQUITY	\$	2,398,678.95
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Nanaimo Recycling Exchange Society
Customer Aged Summary As at 06/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 3,100.00	\$ 3,100.00	\$ -	\$ -	\$ -
Acer Landscaping Ltd	730.00	235.00	-	-	495.00
Archie Johnstone Plumbing	80.00	55.00	-	-	25.00
City of Nanaimo (RCMP)	28.00	28.00	-	-	-
City of Nanaimo- Contract	12,900.00	12,900.00	-	-	-
Collective POS	123.60	123.60	-	-	-
Country Club Centre	95.00	95.00	-	-	-
Cowichan Energy Alternative- UCO Recycling Account	120.00	120.00	-	-	-
Encorp Pacific Canada	735.32	735.32	-	-	-
Island Ink Jet Systems	60.00	30.00	-	30.00	-
Jim Pattison Hyundai Nanaimo	169.00	123.00	-	-	46.00
Multi-Material BC Society	8,821.80	8,821.80	-	-	-
Nanaimo Mitsubishi	59.25	26.25	-	-	33.00
Northview Apartment Real Estate Invest	65.00	-	-	-	65.00
Pacific Batteries	3,580.39	3,580.39	-	-	-
Parksville Bottle Depot	3,250.00	3,250.00	-	-	-
Regional District of Nanaimo	7,500.00	5,000.00	-	2,500.00	-
Van Fax	80.75	80.75	-	-	-
Yard Plots Landscaping	412.00	-	-	-	412.00
Total outstanding:	\$ 41,910.11	\$ 38,304.11	\$ -	\$ 2,530.00	\$ 1,076.00

Generated On: 07/18/2016

Nanaimo Recycling Exchange Society
Vendor Aged Summary As at 06/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
Alpine	\$ 4,063.32	\$ 4,063.32	\$ -	\$ -	\$ -
Canadian Western Bank - Credit Card	65.02	65.02	-	-	-
Coast Environmental Ltd	2,375.10	2,375.10	-	-	-
Hetherington Industries Ltd	91.35	91.35	-	-	-
Island Aggregates Ltd	254.41	254.41	-	-	-
Island Industries Inc	3,332.00	3,332.00	-	-	-
Island Office Equipment Ltd	0.29	0.29	-	-	-
Kel-Rob Holdings Inc	382.15	180.10	-	202.05	-
M Graham & Associates Inc	4,620.00	4,620.00	-	-	-
Madill - The Office Company	137.15	137.15	-	-	-
Mid Island Consumer Services Co-op	1,182.36	1,182.36	-	-	-
Nanaimo Foodshare	193.37	193.37	-	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-	-
Shaw Cable	241.53	241.53	-	-	-
Vomar Industries Inc	1,251.94	1,251.94	-	-	-
Westerra Equipment	1,568.00	1,568.00	-	-	-
WorkSafeBC	3,550.31	3,550.31	-	-	-
Total outstanding:	\$ 25,156.30	\$ 24,954.25	\$ -	\$ 202.05	\$ -

Generated On: 07/18/2016

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>June 30, 2016</u>	<u>Year to Date</u>
REVENUE		
Revenue		
Donations - Air Serv	\$ -	\$ 57.03
Donations - Cash	57.00	944.50
Donations - Comm. Volunteer Labour	2,618.75	9,431.25
EPR--Multi Material BC Society	8,821.80	32,838.08
EPR- Paint & Product Care	3,324.00	13,125.68
EPR - Return It Electronics	4,405.93	15,529.87
Sales Recyc- Metals	\$ 3,210.50	\$ 12,689.31
Sales - Recyclable Non MMBC Plastic	0.00	2,978.08
Sales - Recyclables (Batteries)	3,580.39	6,028.15
Sales - Returnables Bottle Deposit	3,250.00	11,838.70
Total Recyclable Return & Other	10,040.89	33,534.24
Sales - Reusables	28,120.85	90,472.36
Service Fees - HHWC Liquid Waste	\$ 120.00	\$ 300.00
Service Fees - HHWC (other)	174.00	333.50
Service Fees - Ink Jet & Toner	20.00	280.50
Service Fees - Styrofoam Drop off	20.00	20.00
Service Fees- Tires	295.00	1,038.50
Service Fees - Toilets	783.00	2,280.65
Service Fees - Wood	4,130.45	13,018.30
Service Fees - Yard & Garden	26,238.52	87,618.53
Total Service Fees	31,780.97	104,889.98
CoN - Education	1,650.00	4,950.00
CoN - Outreach & Networking	1,650.00	4,950.00
CoN - Zero Waste Recycling	3,150.00	9,450.00
RDN Education	2,500.00	7,500.00
Wages Recovery	-	1,736.50
	\$ 98,120.19	\$ 329,409.49
TOTAL REVENUE		
EXPENSE		
Payroll Expenses		
Wages & Salaries	\$ 43,200.20	\$ 125,010.65
CPP Expense	1,857.71	5,371.74
EI Expense	1,137.02	3,290.14
WCB Expense	3,550.31	3,550.31
Payroll Processing Fees	185.67	557.56
Total Payroll Expense	\$ 49,930.91	\$ 137,780.40
Other Operating Expenses		
Accounting & Audit Expense	\$ 87.50	\$ 87.50
Advertising Expense	-	732.60
Baler Expenses	9,049.20	9,049.20
Bank Charges & Interest	247.27	810.10
Bobcat Expenses	2,437.77	3,567.61

	<u>June 30, 2016</u>	<u>Year to Date</u>
Bookkeeping Expense	902.00	2,706.00
Cash Short/Over	(75.28)	163.69
Conferences & Seminars	-	53.69
Equipment Rentals Expense-Bobcat	1,533.00	4,599.00
Equipment Rental Expense - Forklift	1,806.75	5,420.25
Excavator Expense	55.83	338.29
Forklift Expense	211.09	926.56
Freight Expense	3,997.55	16,579.83
Insurance & Licences Expense	1,188.84	3,764.52
Insurance - Vehicle	138.00	414.00
Interest Expense-LT Loan	5,165.73	15,510.91
Internet Costs	87.48	262.44
Janitorial expenses	200.00	940.00
Maintenance & Repairs Exp - Other	-	502.09
Maintenance & Repairs -Site	1,089.06	1,222.30
Office Supplies & Stationery	85.76	348.22
Office Equipment Lease	65.70	286.03
Operating Supplies Expense	151.38	431.27
Operating Sup-Work Boots/Safety	-	289.63
Postage Expense	-	96.97
Property Tax Expense	1,412.33	4,236.99
Purchases - Vomar Tank Traders	1,222.13	1,222.13
Recycling Costs - HHWC	468.96	874.55
Rent Expense - (Kenworth Lease)	7,687.50	23,062.50
Security Expense	-	110.19
Service Fees-Food Share Program	193.37	193.37
Shipping & Delivery	-	131.37
Staff Appreciation	63.67	63.67
Telephone	148.66	445.98
Training Expense	545.00	545.00
Travel Expenses - Meals & Hotels	\$ -	\$ 1,687.09
Travel Expenses - Mileage	-	1,087.32
Total Travel Expenses	-	2,774.41
Utilities	243.90	1,369.52
Vehicle Operating Expense	140.05	2,090.81
Volunteer Labour - Donated	2,618.75	9,431.25
Waste Disposal - Wood	3,966.56	11,763.28
Total Expenses	\$ 47,135.51	\$ 127,417.72
 TOTAL EXPENSE	 \$ 97,066.42	 \$ 265,198.12
 NET INCOME	 \$ 1,053.77	 \$ 64,211.37

Generated On: 07/18/2016

Nanaimo Recycling Exchange Society
Combined Programs
Project Income Summary 04/01/2016 to 06/30/2016

	<u>June 30, 2016</u>	<u>Year to Date</u>
<u>Revenue:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ 8,821.80	\$ 32,838.08
Product Care	3,324.00	13,125.68
Return it Electronics	4,405.93	15,529.87
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	28,602.10	94,664.61
Wood Recycling	4,130.45	13,018.30
Yard & Garden Recycling	26,238.52	87,618.53
Zero Waste Recycling	16,427.89	54,086.39
Education & Outreach Programs	4,150.00	12,450.00
Community Outreach, Networking & Marketing	1,650.00	4,950.00
	<u>\$ 97,750.69</u>	<u>\$ 328,281.46</u>
<u>Expenses:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ -	\$ -
Product Care	2,588.64	7,520.69
Return it Electronics	2,329.79	6,768.59
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	9,740.19	25,550.65
Wood Recycling	6,555.20	19,283.96
Yard & Garden Recycling	8,454.07	29,184.52
Zero Waste Recycling	33,422.21	76,152.21
Education & Outreach Programs	2,623.56	10,683.04
Community Outreach, Networking & Marketing	3,746.38	11,528.80
	<u>\$ 69,460.04</u>	<u>\$ 186,672.46</u>
Net Surplus from Operations	\$ 28,290.65	\$ 141,609.00
Administration Costs	<u>27,236.88</u>	<u>77,397.63</u>
Net Surplus	<u>\$ 1,053.77</u>	<u>\$ 64,211.37</u>

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 06/30/2016

Stewarded Recycling Programs

June 30, 2016

Year to Date

Multi Material BC Society

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4095	EPR - Multi Material BC Society	\$ 8,821.80		\$ 32,838.08	
5001	Wages & Salaries		\$ -		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
		<u>\$ 8,821.80</u>	<u>\$ -</u>	<u>\$ 32,838.08</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 8,821.80</u>		<u>\$ 32,838.08</u>	

Paint & Product Care

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4100	EPR - Paint & Product Care	\$ 3,324.00		\$ 13,125.68	
5001	Wages & Salaries		\$ 2,238.95		\$ 6,851.63
5002	CPP Expense		96.17		294.15
5003	EI Expense		58.93		180.32
5004	WCB Expense		194.59		194.59
		<u>\$ 3,324.00</u>	<u>\$ 2,588.64</u>	<u>\$ 13,125.68</u>	<u>\$ 7,520.69</u>
REVENUE minus EXPENSE		<u>\$ 735.36</u>		<u>\$ 5,604.99</u>	

Return It Electronics

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4105	EPR - Return It Electronics	\$ 4,405.93		\$ 15,529.87	
5001	Wages & Salaries		\$ 2,015.06		\$ 6,166.46
5002	CPP Expense		86.56		264.68
5003	EI Expense		53.04		162.32
5004	WCB Expense		175.13		175.13
		<u>\$ 4,405.93</u>	<u>\$ 2,329.79</u>	<u>\$ 15,529.87</u>	<u>\$ 6,768.59</u>
REVENUE minus EXPENSE		<u>\$ 2,076.14</u>		<u>\$ 8,761.28</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Reuse Market</u>					
4030	Donations - Comm. Volunteer Labour	\$ 481.25		\$ 3,381.25	
4120	Sales - Reusables	28,120.85		91,283.36	
5001	Wages & Salaries		\$ 7,226.17		\$ 19,363.84
5002	CPP Expense		270.22		723.57
5003	EI Expense		190.18		509.62
5004	WCB Expense		549.93		549.93
5292	Maintenance & Repairs -Site		1,022.44		1,022.44
5440	Volunteer Labour - Donated		481.25		3,381.25
		<u>\$ 28,602.10</u>	<u>\$ 9,740.19</u>	<u>\$ 94,664.61</u>	<u>\$ 25,550.65</u>
REVENUE minus EXPENSE		<u>\$ 18,861.91</u>		<u>\$ 69,113.96</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Construction Wood Waste</u>					
4860	Service Fees - Wood	\$ 4,130.45		\$ 13,018.30	
5001	Wages & Salaries		2,238.95		6,851.63
5002	CPP Expense		96.17		294.14
5003	EI Expense		58.93		180.32
5004	WCB Expense		194.59		194.59
5480	Waste Disposal - Wood		3,966.56		11,763.28
		<u>\$ 4,130.45</u>	<u>\$ 6,555.20</u>	<u>\$ 13,018.30</u>	<u>\$ 19,283.96</u>
REVENUE minus EXPENSE		<u>\$ (2,424.75)</u>		<u>\$ (6,265.66)</u>	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Yard & Garden Recycling</u>					
4870	Service Fees - Yard & Garden	\$ 26,238.52		\$ 87,618.53	
5001	Wages & Salaries		\$ 3,806.22		11,647.77
5002	CPP Expense		163.49		569.27
5003	EI Expense		100.18		306.54
5004	WCB Expense		330.80		330.80
5235	Excavator Expense		55.83		338.29
5250	Freight Expense		3,997.55		15,991.85
		<u>\$ 26,238.52</u>	<u>\$ 8,454.07</u>	<u>\$ 87,618.53</u>	<u>\$ 29,184.52</u>
REVENUE minus EXPENSE		<u>\$ 17,784.45</u>		<u>\$ 58,434.01</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 06/30/2016

		June 30, 2016		Year to Date	
		Revenue	Expenses	Revenue	Expenses
Zero Waste Recycling					
4030	Donations - Comm. Volunteer Labour	\$	1,825.00	\$	5,112.50
4107	Sales Recyc- Metals		3,210.50		12,689.31
4110	Sales - Recyclable Non MMBC Plastic		0.00		2,978.08
4112	Sales - Recyclables (Battieries)		3,580.39		6,028.15
4115	Sales - Returnables Bottle Deposit		3,250.00		11,838.70
4810	Service Fees - HHWC Liquid Waste		0.00		160.00
4820	Service Fees - HHWC (other)		174.00		323.00
4825	Service Fees - Ink Jet & Toner		20.00		280.50
4840	Service Fees - Styrofoam		20.00		20.00
4845	Service Fees- Tires		295.00		1,038.50
4952	CoN - Zero Waste Recycling		3,150.00		9,450.00
4980	Wages Recovery		0.00		1,736.50
5001	Wages & Salaries		\$ 12,090.33		\$ 36,998.79
5002	CPP Expense		519.32		1,519.12
5003	EI Expense		318.22		973.74
5004	WCB Expense		1,050.77		1,050.77
5030	Baler Expenses		9,049.20		9,049.20
5060	Bobcat Expenses		2,437.77		3,567.61
5230	Equipment Rentals Expense-Bobcat		1,533.00		4,599.00
5231	Equipment Rental Expense - Forklift		1,806.75		5,420.25
5240	Forklift Expense		211.09		926.56
5250	Freight Expense		0.00		587.98
5272	Insurance - Vehicle		138.00		414.00
5290	Maintenance & Repairs Exp - Other		0.00		502.09
5292	Maintenance & Repairs -Site		66.62		199.86
5330	Operating Supplies		0.00		208.62
5331	Operating Sup-Work Boots/Safety		0.00		289.63
5348	Purchases - Vomar Tank Traders		1,222.13		1,222.13
5410	Training Expense		545.00		545.00
5435	Vehicle Operating Expense		140.05		2,090.81
5440	Volunteer Labour - Donated		1,825.00		5,112.50
		\$	15,524.89	\$	32,953.25
REVENUE minus EXPENSE				\$	51,655.24
					\$ 75,277.66

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
<u>Hazardous / Liquid Waste</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4810	Service Fees - HHWC Liquid Waste	\$ 120.00		\$ 140.00	
4820	Service Fees - HHWC (other)	0.00		10.50	
5350	Recycling Costs - HHWC		89.17		89.17
		<u>\$ 120.00</u>	<u>\$ 89.17</u>	<u>\$ 150.50</u>	<u>\$ 89.17</u>
REVENUE minus EXPENSE		<u>\$ 30.83</u>		<u>\$ 61.33</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Education & Outreach Program					
4945	CoN -Education	\$ 1,650.00		\$ 4,950.00	
4955	RDN - Education	2,500.00		7,500.00	
5001	Wages & Salaries		\$ 2,261.00		\$ 7,199.50
5002	CPP Expense		98.59		315.27
5003	EI Expense		59.50		189.39
5004	WCB Expense		204.47		204.47
5420	Travel Expenses - Meals & Hotels		0.00		1,687.09
5422	Travel Expenses - Mileage		0.00		1,087.32
		<u>\$ 4,150.00</u>	<u>\$ 2,623.56</u>	<u>\$ 12,450.00</u>	<u>\$ 10,683.04</u>
REVENUE minus EXPENSE		<u>\$ 1,526.44</u>		<u>\$ 1,766.96</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Community Outreach, Networking & Marketing					
4950	CoN -Education	\$ 1,650.00		\$ 4,950.00	
5001	Wages & Salaries		\$ 3,151.82		\$ 9,675.37
5002	CPP Expense		149.35		375.23
5003	EI Expense		82.96		208.39
5004	WCB Expense		274.77		274.77
5020	Advertising		0.00		732.60
5275	Internet Costs		87.48		262.44
		<u>\$ 1,650.00</u>	<u>\$ 3,746.38</u>	<u>\$ 4,950.00</u>	<u>\$ 11,528.80</u>
REVENUE minus EXPENSE		<u>\$ (2,096.38)</u>		<u>\$ (6,578.80)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 06/30/2016

		<u>June 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Administration</u>					
4014	Donations - Air Serv	\$ -		\$ 57.03	
4015	Donations - Cash	57.00		133.50	
4030	Donations - Comm. Volunteer Labour	312.50		937.50	
5001	Wages & Salaries		8,171.70		20,255.67
5002	CPP Expense		377.84		1,016.30
5003	EI Expense		215.08		579.50
5004	WCB Expense		575.26		575.26
5005	Payroll Processing Fees		185.67		557.56
5010	Accounting & Audit Expense		87.50		87.50
5040	Bank Charges & Interest		247.27		810.10
5100	Bookkeeping Expense		902.00		2,706.00
5140	Cash Short/Over		-75.28		163.69
5180	Conferences & Seminars		0.00		53.69
5270	Insurance & Licences Expense		1,188.84		3,764.52
5274	Interest Expense-LT Loan		5,165.73		15,510.91
5274	Janitorial Expense		200.00		940.00
5320	Office Supplies & Stationery		85.76		348.22
5325	Office Equipment Lease		65.70		286.03
5330	Operating Supplies Expense		151.38		222.65
5340	Postage Expense		0.00		96.97
5345	Property Tax Expense		1,412.33		4,236.99
5370	Rent Expense - (Kenworth Lease)		7,687.50		23,062.50
5373	Security Expense		0.00		110.19
5375	Service Fees - Food Share Program		193.37		193.37
5380	Shipping & Delivery		0.00		131.37
5390	Staff Appreciation		63.67		63.67
5400	Telephone		148.66		445.98
5425	Utilities		243.90		1,369.52
5440	Volunteer Labour - Donated		312.50		937.50
		\$ 369.50	\$ 27,806.38	\$ 1,128.03	\$ 78,525.66
REVENUE minus EXPENSE		\$ (27,236.88)		\$ (77,397.63)	



Imagine a world with no waste

FINANCIAL SUMMARY
FOR THE MONTH OF

July 31, 2016

Financial Summary

Cash on hand & in bank	\$	288,947
Accounts receivable	\$	38,983
GST refundable	\$	4,451
Accounts payable	\$	19,748
Accrued liabilities	\$	7,062
Business Development Bank	\$	1,221,100

Income Statement	Current Month	Year to Date
Revenue	\$ 102,413	\$ 444,727
Expenses:		
Wages	\$ 51,995	\$ 189,775
Operating expenses	\$ 15,434	\$ 93,181
General & Administrative Expenses	\$ 18,337	\$ 75,011
Total expenses	\$ 85,766	\$ 357,967
Operating surplus for the month	\$ 16,647	\$ 86,760

Nanaimo Recycling Exchange Society
Balance Sheet As at 07/31/2016

ASSET

Current Assets

Total Floats	\$	763.75
Total Cash		228,947.28
Total Receivable		38,982.95
Total GST Refundable		4,451.01
Prepaid Expense		25,351.23
Refundable Deposits		1,137.93
Total Current Assets	\$	289,634.15

Non Current Assets

Intercompany Acct-Windhover	\$	1,425,254.29
Investment in Windhover		603,650.00
Net Non Current Assets	\$	2,028,904.29

Total Capital Assets	\$	81,781.00
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TOTAL ASSET	\$	2,410,319.44
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LIABILITY

Current Liabilities

Total Accounts Payable	\$	26,810.04
Business Development Bank Loan		1,221,100.00
Total Current Liabilities	\$	1,247,910.04

TOTAL LIABILITY	\$	1,247,910.04
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EQUITY

Surplus- Previous Year	\$	1,075,649.63
Current Earnings		86,759.77
Total Equity	\$	1,162,409.40

TOTAL EQUITY	\$	1,162,409.40
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LIABILITIES AND EQUITY	\$	2,410,319.44
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Nanaimo Recycling Exchange Society
Vendor Aged Summary As at 07/31/2016

Name	Total	Current	31 to 60	61 to 90	91+
Acklands- Grainger Inc	\$ 87.03	\$ 87.03	\$ -	\$ -	\$ -
Alpine	3,759.38	3,759.38	-	-	-
Coast Environmental Ltd	3,034.13	3,034.13	-	-	-
Great West Equipment	4,053.09	-	4,053.09	-	-
Island Aggregates Ltd	399.73	399.73	-	-	-
Island Office Equipment Ltd	0.29	-	0.29	-	-
Madill - The Office Company	432.32	432.32	-	-	-
Mid Island Consumer Services Co-op	1,504.95	1,504.95	-	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-	-
Shaw Cable	241.53	241.53	-	-	-
Westerra Equipment	3,136.00	1,568.00	1,568.00	-	-
Total outstanding:	\$ 18,496.45	\$ 12,875.07	\$ 5,621.38	\$ -	\$ -

Generated On: 08/29/2016

Nanaimo Recycling Exchange Society
Customer Aged Summary As at 07/31/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 3,862.11	\$ 3,862.11	\$ -	\$ -	\$ -
Acer Landscaping Ltd	995.00	265.00	235.00	-	495.00
Archie Johnstone Plumbing	20.00	20.00	-	-	-
City of Nanaimo (RCMP)	20.00	-	20.00	-	-
City of Nanaimo- Contract	6,450.00	6,450.00	-	-	-
Collective POS	142.45	142.45	-	-	-
Country Club Centre	15.00	15.00	-	-	-
Cowichan Energy Alternative- UCO Recycling Account	120.00	-	120.00	-	-
Encorp Pacific Canada	5,288.81	4,553.49	735.32	-	-
Green by Nature ERP	1,170.00	630.00	540.00	-	-
Island Ink Jet Systems	70.00	10.00	20.00	10.00	30.00
Jim Pattison Hyundai Nanaimo	64.00	26.00	38.00	-	-
Mammoth Landscaping & Masonry Ltd	165.00	165.00	-	-	-
Multi-Material BC Society	4,729.10	4,729.10	-	-	-
Nanaimo Mitsubishi	34.75	26.75	8.00	-	-
NDT Corp - Canadian Diabetes Assoc	256.00	256.00	-	-	-
Northview Apartment Real Estate Invest	65.00	-	-	-	65.00
Pacific Batteries	4,842.29	1,261.90	3,580.39	-	-
Product Care	670.69	670.69	-	-	-
Regional District of Nanaimo	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
Van Fax	80.75	-	80.75	-	-
Total outstanding:	\$ 39,060.95	\$ 25,583.49	\$ 7,877.46	\$ 2,510.00	\$ 3,090.00

Generated On: 08/29/2016

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>July 31, 2016</u>	<u>Year to Date</u>
<u>REVENUE</u>		
Cash Over	\$ 40.50	\$ 40.50
Donations - Air Serv	-	57.03
Donations - Cash	704.00	1,648.50
Donations - Comm. Volunteer Labour	3,125.00	12,556.25
Interest Earned	11.34	11.46
EPR--Multi Material BC Society	8,222.41	42,748.16
EPR- Paint & Product Care	2,929.45	19,846.13
EPR - Return It Electronics	6,456.87	23,148.73
Sales Recyc- Metals	\$ 4,348.61	\$ 18,841.67
Sales -Commerical Paper	-	1,822.00
Sales - Recyclable Non MMBC Plastic	-	2,978.08
Sales - Recyclables (Batteries)	1,261.90	8,293.25
Sales - Returnables Bottle Deposit	-	12,442.20
Total Recyclable Return & Other	5,610.51	44,377.20
Sales - Reusables	33,944.01	124,780.37
Service Fees - Commercial	\$ 25.50	\$ 25.50
Service Fees - HHWC Liquid Waste	13.00	313.00
Service Fees - HHWC (other)	234.05	567.55
Service Fees - Ink Jet & Toner	10.00	290.50
Service Fees - Styrofoam Drop off	-	20.00
Service Fees- Tires	416.50	1,455.00
Service Fees - Toilets	819.75	3,100.40
Service Fees - Wood	4,228.60	17,246.90
Service Fees - Yard & Garden	26,671.70	114,290.23
Total Service Fees	32,419.10	137,309.08
CoN - Education	1,650.00	6,600.00
CoN - Outreach & Networking	1,650.00	6,600.00
CoN - Zero Waste Recycling	3,150.00	12,600.00
RDN Education	2,500.00	10,000.00
Wages Recovery	-	2,403.50
TOTAL REVENUE	\$ 102,413.19	\$ 444,726.91
<u>EXPENSES</u>		
<u>Payroll Expenses</u>		
Wages & Salaries	\$ 48,428.03	\$ 173,438.68
CPP Expense	2,082.63	7,454.37
EI Expense	1,274.63	4,564.77
WCB Expense	-	3,550.31
Payroll Processing Fees	209.51	767.07
Total Payroll Expense	\$ 51,994.80	\$ 189,775.20
<u>Other Operating Expenses</u>		
Accounting & Audit Expense	\$ -	\$ 87.50
Advertising Expense	-	732.60
Bad Debt Expense	312.00	312.00
Baler Expenses	-	9,049.20

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>July 31, 2016</u>	<u>Year to Date</u>
Bank Charges & Interest	245.29	1,055.39
Bobcat Expenses	659.72	8,189.94
Bookkeeping Expense	902.00	3,608.00
Cash Short/Over	1.66	165.35
Conferences & Seminars	-	53.69
Equipment Rentals Expense-Bobcat	1,533.00	7,665.00
Equipment Rental Expense - Forklift	1,806.75	7,227.00
Excavator Expense	164.93	503.22
Forklift Expense	454.22	1,380.78
Freight Expense	2,957.89	20,737.97
Insurance & Licences Expense	1,188.84	4,953.36
Insurance - Vehicle	138.00	552.00
Interest Expense-LT Loan	4,976.78	20,487.69
Internet Costs	87.48	349.92
Janitorial expenses	-	940.00
Legal & Professional Fees	30.75	30.75
Maintenance & Repairs Exp - Other	-	502.09
Maintenance & Repairs -Site	112.74	1,335.04
Office Supplies & Stationery	422.66	770.88
Office Equipment Lease	65.70	351.73
Operating Supplies Expense	27.14	458.41
Operating Sup-Work Boots/Safety	85.01	374.64
Postage Expense	-	96.97
Property Tax Expense	1,412.33	5,649.32
Purchases - Vomar Tank Traders	-	1,222.13
Recycling Costs - HHWC	454.55	1,329.10
Rent Expense - (Kenworth Lease)	7,687.50	30,750.00
Security Expense	-	110.19
Service Fees-Food Share Program	-	193.37
Shipping & Delivery	-	131.37
Staff Appreciation	-	63.67
Telephone	148.66	594.64
Training Expense	-	545.00
Travel Exp - Air, Ferry & Parking	\$ 135.40	\$ 135.40
Travel Expenses - Meals & Hotels	-	1,687.09
Travel Expenses - Mileage	-	1,087.32
Total Travel Expenses	135.40	2,909.81
Utilities	686.71	2,056.23
Vehicle Operating Expense	279.10	2,676.62
Volunteer Labour - Donated	3,125.00	12,556.25
Waste Disposal - Wood	3,669.84	15,433.12
Total Expenses	\$ 33,771.65	\$ 168,191.94
 TOTAL EXPENSE	 \$ 85,766.45	 \$ 357,967.14
 NET INCOME	 \$ 16,646.74	 \$ 86,759.77

Nanaimo Recycling Exchange Society
Combined Programs
Project Income Summary 04/01/2016 to 07/31/2016

	<u>June 30, 2016</u>	<u>Year to Date</u>
<u>Revenue:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ 8,222.41	\$ 42,748.16
Product Care	2,929.45	19,846.13
Return it Electronics	6,456.87	23,148.73
BCUOMA	-	-
Call 2 Recycle	-	1,003.20
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	35,094.01	130,122.62
Wood Recycling	4,228.60	17,246.90
Yard & Garden Recycling	26,671.70	114,290.23
Zero Waste Recycling	11,941.81	70,924.45
Education & Outreach Programs	4,150.00	16,600.00
Community Outreach, Networking & Marketing	<u>1,650.00</u>	<u>6,600.00</u>
	\$ 101,344.85	\$ 442,530.42
<u>Expenses:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ -	\$ -
Product Care	3,140.52	10,661.21
Return it Electronics	2,826.44	9,595.03
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	7,334.93	32,885.51
Wood Recycling	6,810.36	26,094.33
Yard & Garden Recycling	8,773.62	39,158.46
Zero Waste Recycling	24,098.24	106,052.77
Education & Outreach Programs	4,347.77	15,030.81
Community Outreach, Networking & Marketing	<u>3,471.71</u>	<u>15,000.51</u>
	\$ 60,803.59	\$ 254,478.63
Net Surplus from Operations	\$ 40,541.26	\$ 188,051.79
Administration Costs	<u>23,894.52</u>	<u>101,292.02</u>
Net Surplus	<u>\$ 16,646.74</u>	<u>\$ 86,759.77</u>

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 07/31/2016

Stewarded Recycling Programs

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Multi Material BC Society</u>					
4095	EPR - Multi Material BC Society	\$ 8,222.41		\$ 42,748.16	
5001	Wages & Salaries		\$ -		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
		<u>\$ 8,222.41</u>	<u>\$ -</u>	<u>\$ 42,748.16</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 8,222.41</u>		<u>\$ 42,748.16</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Paint & Product Care</u>					
4100	EPR - Paint & Product Care	\$ 2,929.45		\$ 19,846.13	
5001	Wages & Salaries		\$ 2,934.89		\$ 9,786.52
5002	CPP Expense		128.38		422.53
5003	EI Expense		77.25		257.57
5004	WCB Expense		-		194.59
		<u>\$ 2,929.45</u>	<u>\$ 3,140.52</u>	<u>\$ 19,846.13</u>	<u>\$ 10,661.21</u>
REVENUE minus EXPENSE		<u>\$ (211.07)</u>		<u>\$ 9,184.92</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Return It Electronics</u>					
4105	EPR - Return It Electronics	\$ 6,456.87		\$ 23,148.73	
5001	Wages & Salaries		2,641.38		\$ 8,807.84
5002	CPP Expense		115.54		380.22
5003	EI Expense		69.52		231.84
5004	WCB Expense		-		175.13
		<u>\$ 6,456.87</u>	<u>\$ 2,826.44</u>	<u>\$ 23,148.73</u>	<u>\$ 9,595.03</u>
REVENUE minus EXPENSE		<u>\$ 3,630.43</u>		<u>\$ 13,553.70</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Call 2 Recycle - Batteries</u>					
4105	EPR - Batteries	\$ -		\$ 1,003.20	
5001	Wages & Salaries		-		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,003.20</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ -</u>		<u>\$ 1,003.20</u>	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 07/31/2016

Stewarded Recycling Programs

		<u>July 31, 2016</u>		<u>Year to Date</u>	
<u>BCUOMA</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4105	EPR - BC Used Oil Management	\$ -		\$ -	
5001	Wages & Salaries		-		-
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ -</u>		<u>\$ -</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Reuse Market</u>					
4030	Donations - Comm. Volunteer Labour	\$ 1,150.00		\$ 4,531.25	
4120	Sales - Reusables	33,944.01		125,591.37	
5001	Wages & Salaries		\$ 5,800.53		\$ 25,164.37
5002	CPP Expense		204.62		928.12
5003	EI Expense		152.64		662.26
5004	WCB Expense		0.00		549.93
5292	Maintenance & Repairs -Site		0.00		1,022.44
5330	Operating Supplies		27.14		27.14
5440	Volunteer Labour - Donated		1,150.00		4,531.25
		<u>\$ 35,094.01</u>	<u>\$ 7,334.93</u>	<u>\$ 130,122.62</u>	<u>\$ 32,885.51</u>
REVENUE minus EXPENSE		<u>\$ 27,759.08</u>		<u>\$ 97,237.11</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Construction Wood Waste</u>					
4860	Service Fees - Wood	\$ 4,228.60		\$ 17,246.90	
5001	Wages & Salaries		2,934.89		9,786.52
5002	CPP Expense		128.38		422.53
5003	EI Expense		77.25		257.57
5004	WCB Expense		-		194.59
5480	Waste Disposal - Wood		3,669.84		15,433.12
		<u>\$ 4,228.60</u>	<u>\$ 6,810.36</u>	<u>\$ 17,246.90</u>	<u>\$26,094.33</u>
REVENUE minus EXPENSE		<u>\$ (2,581.76)</u>		<u>\$ (8,847.43)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Yard & Garden Recycling</u>					
4870	Service Fees - Yard & Garden	\$ 26,671.70		\$ 114,290.23	
5001	Wages & Salaries		\$ 4,988.30		16,637.07
5002	CPP Expense		218.25		787.52
5003	EI Expense		131.25		437.86
5004	WCB Expense		0.00		330.80
5028	Bad Debts Expense		312.00		312.00
5235	Excavator Expense		164.93		503.22
5250	Freight Expense		2,957.89		20,149.99
		<u>\$ 26,671.70</u>	<u>\$ 8,773.62</u>	<u>\$ 114,290.23</u>	<u>\$ 39,158.46</u>
REVENUE minus EXPENSE		<u>\$ 17,898.08</u>		<u>\$ 75,131.77</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 07/31/2016

		July 31, 2016		Year to Date	
		Revenue	Expenses	Revenue	Expenses
Zero Waste Recycling					
4030	Donations - Comm. Volunteer Labour	\$	1,662.50	\$	6,775.00
4107	Sales Recyc- Metals		4,348.61		18,841.67
4108	Sales -Commercial Paper		-		1,822.00
4110	Sales - Recyclable Non MMBC Plastic		-		2,978.08
4112	Sales - Recyclables (Batteries)		1,261.90		7,290.05
4115	Sales - Returnables Bottle Deposit		-		12,442.20
4790	Service Fees - Commercial		25.50		25.50
4820	Service Fees - HHWC (other)		170.00		493.00
4840	Service Fees - Styrofoam		-		20.00
4845	Service Fees- Tires		416.50		1,455.00
4952	CoN - Zero Waste Recycling		3,150.00		12,600.00
4980	Wages Recovery		-		2,403.50
5001	Wages & Salaries		\$ 15,848.38		\$ 52,847.17
5002	CPP Expense		693.25		2,212.37
5003	EI Expense		417.14		1,390.88
5004	WCB Expense		-		1,050.77
5030	Baler Expenses		-		9,049.20
5060	Bobcat Expenses		659.72		8,189.94
5230	Equipment Rentals Expense-Bobcat		1,533.00		7,665.00
5231	Equipment Rental Expense - Forklift		1,806.75		7,227.00
5240	Forklift Expense		454.22		1,380.78
5250	Freight Expense		-		587.98
5272	Insurance - Vehicle		138.00		552.00
5290	Maintenance & Repairs Exp - Other		-		502.09
5292	Maintenance & Repairs -Site		66.62		266.48
5330	Operating Supplies		-		208.62
5331	Operating Sup-Work Boots/Safety		85.01		374.64
5348	Purchases - Vomar Tank Traders		-		1,222.13
5410	Training Expense		-		545.00
5435	Vehicle Operating Expense		279.10		2,676.62
5440	Volunteer Labour - Donated		1,662.50		6,775.00
		\$	11,035.01	\$	23,643.69
REVENUE minus EXPENSE				\$	67,146.00
					\$104,723.67
		\$	(12,608.68)		\$(37,577.67)
Ceramic Recycling					
		Revenue	Expenses	Revenue	Expenses
4850	Service Fees - Ceramics	\$	819.75	\$	3,100.40
5350	Recycling Costs - HHWC		390.50		1,175.88
		\$	819.75	\$	3,100.40
		\$	390.50		1,175.88
REVENUE minus EXPENSE		\$	429.25		\$ 1,924.52

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
<u>Hazardous / Liquid Waste</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4810	Service Fees - HHWC Liquid Waste	\$ 13.00		\$ 313.00	
4820	Service Fees - HHWC (other)	64.05		74.55	
4825	Service Fees - Ink Jet & Toner	10.00		290.50	
5350	Recycling Costs - HHWC		64.05		153.22
		<u>\$ 87.05</u>	<u>\$ 64.05</u>	<u>\$ 678.05</u>	<u>\$ 153.22</u>
REVENUE minus EXPENSE		<u>\$ 23.00</u>		<u>\$ 524.83</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Education & Outreach Program					
4945	CoN -Education	\$ 1,650.00		\$ 6,600.00	
4955	RDN - Education	2,500.00		10,000.00	
5001	Wages & Salaries		\$ 3,940.25		\$11,139.75
5002	CPP Expense		168.40		483.67
5003	EI Expense		103.72		293.11
5004	WCB Expense		-		204.47
5415	Travel Expenses - Air, Ferry & Parking		135.40		135.40
5420	Travel Expenses - Meals & Hotels		-		1,687.09
5422	Travel Expenses - Mileage		-		1,087.32
		<u>\$ 4,150.00</u>	<u>\$ 4,347.77</u>	<u>\$ 16,600.00</u>	<u>\$15,030.81</u>
REVENUE minus EXPENSE		<u>\$ (197.77)</u>		<u>\$ 1,569.19</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Community Outreach, Networking & Marketing					
4950	CoN -Education	\$ 1,650.00		\$ 6,600.00	
5001	Wages & Salaries		\$ 3,151.92		\$12,827.29
5002	CPP Expense		149.35		524.58
5003	EI Expense		82.96		291.35
5004	WCB Expense		-		274.77
5020	Advertising		-		732.60
5275	Internet Costs		87.48		349.92
		<u>\$ 1,650.00</u>	<u>\$ 3,471.71</u>	<u>\$ 6,600.00</u>	<u>\$15,000.51</u>
REVENUE minus EXPENSE		<u>\$ (1,821.71)</u>		<u>\$ (8,400.51)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 07/31/2016

		<u>July 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Administration</u>					
4012	Cash Short/Over	\$ 40.50		\$ 40.50	
4014	Donations - Air Serv	-		57.03	
4015	Donations - Cash	704.00		837.50	
4030	Donations - Comm. Volunteer Labour	312.50		1,250.00	
4070	Interest Earned	11.34		11.46	
5001	Wages & Salaries		6,186.49		26,442.15
5002	CPP Expense		276.53		1,292.83
5003	EI Expense		162.83		742.33
5004	WCB Expense		-		575.26
5005	Payroll Processing Fees		209.51		767.07
5010	Accounting & Audit Expense		-		87.50
5040	Bank Charges & Interest		245.29		1,055.39
5100	Bookkeeping Expense		902.00		3,608.00
5140	Cash Short/Over		1.66		165.35
5180	Conferences & Seminars		-		53.69
5270	Insurance & Licences Expense		1,188.84		4,953.36
5274	Interest Expense-LT Loan		4,976.78		20,487.69
5278	Janitorial Expense		-		940.00
5280	Legal & Professional Fees		30.75		30.75
5292	Maintenance & Repairs -Site		46.12		46.12
5320	Office Supplies & Stationery		422.66		770.88
5325	Office Equipment Lease		65.70		351.73
5330	Operating Supplies Expense		-		222.65
5340	Postage Expense		-		96.97
5345	Property Tax Expense		1,412.33		5,649.32
5370	Rent Expense - (Kenworth Lease)		7,687.50		30,750.00
5373	Security Expense		-		110.19
5375	Service Fees - Food Share Program		-		193.37
5380	Shipping & Delivery		-		131.37
5390	Staff Appreciation		-		63.67
5400	Telephone		148.66		594.64
5425	Utilities		686.71		2,056.23
5440	Volunteer Labour - Donated		312.50		1,250.00
		\$ 1,068.34	\$ 24,962.86	\$ 2,196.49	\$ 103,488.51
REVENUE minus EXPENSE		\$ (23,894.52)		\$ (101,292.02)	



Imagine a world with no waste

FINANCIAL SUMMARY
FOR THE MONTH OF

August 31, 2016

Financial Summary

Cash on hand & in bank	\$	243,456
Accounts receivable	\$	46,106
GST refundable	\$	5,228
Accounts payable	\$	19,707
Accrued liabilities	\$	7,062
Business Development Bank	\$	1,215,600

Income Statement	Current Month	Year to Date
Revenue	\$ 106,315	\$ 569,213
Expenses:		
Wages	\$ 51,605	\$ 241,381
Operating expenses	\$ 23,374	\$ 139,798
General & Administrative Expenses	\$ 18,617	\$ 74,037
Total expenses	\$ 93,596	\$ 455,216
Operating surplus for the month	\$ 12,719	\$ 113,997

Nanaimo Recycling Exchange Society
Customer Aged Summary As at 08/31/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 3,845.60	\$ 3,845.60	\$ -	\$ -	\$ -
Acer Landscaping Ltd	705.00	440.00	265.00	-	-
Achie Johnstone Plumbing	50.00	30.00	20.00	-	-
BC Used Oil Management Association	3,628.80	3,628.80	-	-	-
City of Nanaimo (RCMP)	30.00	10.00	-	20.00	-
City of Nanaimo- Contract	12,900.00	6,450.00	6,450.00	-	-
Collective POS	76.61	76.61	-	-	-
Country Club Centre	60.00	45.00	15.00	-	-
Cowichan Energy Alternative- UCO Recycling Account	150.00	150.00	-	-	-
Encorp Pacific Canada	2,284.20	2,284.20	-	-	-
Green by Nature ERP	1,170.00	-	630.00	540.00	-
Island Ink Jet Systems	70.00	-	10.00	20.00	40.00
Jim Pattison Hyundai Nanaimo	66.25	40.25	26.00	-	-
Mammoth Landscaping & Masonry Ltd	165.00	-	165.00	-	-
Multi-Material BC Society	4,153.86	4,153.86	-	-	-
Nanaimo Mitsubishi	50.50	42.00	0.50	8.00	-
Northview Apartment Real Estate Invest	65.00	-	-	-	65.00
Pacific Batteries	1,261.90	-	1,261.90	-	-
Parksville Bottle Depot	4,868.00	-	4,868.00	-	-
Product Care	3,325.00	3,325.00	-	-	-
Product Care - Alarm Recycling	100.00	-	-	100.00	-
Product Care - Small Appliance	2,158.76	-	-	2,158.76	-
Regional District of Nanaimo	5,000.00	2,500.00	2,500.00	-	-
Total outstanding:	\$ 46,184.48	\$ 27,021.32	\$ 16,211.40	\$ 2,846.76	\$ 105.00

Generated On: 09/20/2016

Nanaimo Recycling Exchange Society
Vendor Aged Summary As at 08/31/2016

Name	Total	Current	31 to 60	61 to 90
Alpine	\$ 5,207.95	\$ 5,207.95	\$ -	\$ -
Canadian Western Bank Visa	2,219.76	2,219.76	-	-
Coast Environmental Ltd	3,194.10	3,194.10	-	-
Great West Equipment	4,053.09	-	-	4,053.09
Island Aggregates Ltd	130.93	130.93	-	-
Island Industries Inc	588.00	588.00	-	-
Island Office Equipment Ltd	0.29	-	-	0.29
M Graham & Associates Inc	462.00	462.00	-	-
Madill - The Office Company	273.24	273.24	-	-
Mid Island Consumer Services Co-op	1,388.62	1,388.62	-	-
Norm's Mobile Service Ltd.	99.02	99.02	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-
Shaw Cable	241.53	241.53	-	-
Total outstanding:	\$ 19,706.53	\$ 15,653.15	\$ -	\$ 4,053.38

Generated On: 09/20/2016

Nanaimo Recycling Exchange Society
Comparative Income Statement

	August 2016	Year to Date
REVENUE		
Cash Over	\$ -	\$ -
Donations - Air Serv	-	57.03
Donations - Cash	6.00	843.50
Donations - Comm. Volunteer Labour	3,337.50	15,893.75
Interest Earned	-	11.46
Miscellaneous Rev subject to GST	25.00	25.00
ERP- Call 2 Recycle Batteries	259.90	1,263.10
EPR- BC Used Oil Management Assoc	3,628.80	3,628.80
EPR--Multi Material BC Society	4,153.86	50,539.24
EPR- Paint & Product Care	3,325.00	31,742.15
EPR - Return It Electronics	5,473.34	26,697.43
Recycling - Precious Metals	\$ 1,650.80	\$ 1,650.80
Sales Recyc- Metals	6,133.17	28,394.19
Sales -Commerical Paper	-	1,822.00
Sales - Recyclable Non MMBC Plastic	-	2,978.08
Sales - Recyclables (Batteries)	-	7,290.05
Sales - Returnables Bottle Deposit	4,868.00	22,178.20
Total Recyclable Return & Other	12,651.97	64,313.32
Sales - Reusables	33,617.75	158,853.12
Service Fees - Commercial	\$ 461.51	\$ 487.01
Service Fees - HHWC Liquid Waste	198.50	507.50
Service Fees - HHWC (other)	-	567.55
Service Fees - Ink Jet & Toner	-	290.50
Service Fees - Styrofoam Drop off	-	20.00
Service Fees- Tires	309.50	1,764.50
Service Fees - Toilets	694.00	3,794.40
Service Fees - Wood	5,149.66	22,396.56
Service Fees - Yard & Garden	24,073.30	138,363.53
Total Service Fees	30,886.47	168,191.55
CoN - Education	1,650.00	8,250.00
CoN - Outreach & Networking	1,650.00	8,250.00
CoN - Zero Waste Recycling	3,150.00	15,750.00
RDN Education	2,500.00	12,500.00
Wages Recovery	-	2,403.50
TOTAL REVENUE	\$ 106,315.59	\$ 569,212.95
EXPENSES		
Payroll Expenses		
Wages & Salaries	\$ 48,120.50	\$ 221,559.18
CPP Expense	2,075.98	9,530.35
EI Expense	1,207.05	5,771.82
WCB Expense	-	3,550.31

Nanaimo Recycling Exchange Society
Comparative Income Statement

	August 2016	Year to Date
Payroll Processing Fees	202.06	969.13
Total Payroll Expense	\$ 51,605.59	\$ 241,380.79
<u>Other Operating Expenses</u>		
Accounting & Audit Expense	\$ -	\$ 87.50
Advertising Expense	-	732.60
Bad Debts Expense	(34.25)	277.75
Baler Expenses	574.87	9,624.07
Bank Charges & Interest	291.71	1,347.10
Board Meeting Expenses	-	52.73
Bobcat Expenses	2,585.99	13,053.53
Bookkeeping Expense	902.00	4,510.00
Cash Short/Over	105.60	389.45
Conferences & Seminars	604.75	658.44
Equipment Rentals Expense-Bobcat	1,533.00	7,665.00
Equipment Rental Expense - Forklift	1,806.75	9,033.75
Excavator Expense	138.58	641.80
Forklift Expense	829.55	2,210.33
Freight Expense	5,356.65	26,094.62
Insurance & Licences Expense	1,188.84	6,142.20
Insurance - Vehicle	160.63	712.63
Interest Expense-LT Loan	5,119.61	25,607.30
Internet Costs	87.48	437.40
Janitorial expenses	220.00	1,680.00
Legal & Professional Fees	25.00	55.75
Maintenance & Repairs Exp - Other	377.31	879.40
Maintenance & Repairs -Site	163.28	1,498.32
Office Supplies & Stationery	189.96	960.84
Office Equipment Lease	65.70	417.43
Operating Supplies Expense	129.83	739.55
Operating Sup-Work Boots/Safety	-	374.64
Postage Expense	-	96.97
Property Tax Expense	1,412.33	7,061.65
Purchases - Vomar Tank Traders	-	1,222.13
Recycling Costs - HHWC	1,502.04	2,831.14
Rent Expense - (Kenworth Lease)	7,687.50	38,437.50
Security Expense	116.85	227.04
Service Fees-Food Share Program	-	193.37
Shipping & Delivery	-	131.37
Staff Appreciation	-	63.67
Telephone	148.66	743.30
Training Expense	-	545.00
Travel Exp - Air, Ferry & Parking	\$ -	\$ 635.40

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>August 2016</u>	<u>Year to Date</u>
Travel Expenses - Meals & Hotels	-	1,687.09
Travel Expenses - Mileage	-	1,087.32
Total Travel Expenses	-	3,409.81
Utilities	-	2,056.23
Vehicle Operating Expense	278.83	4,020.87
Volunteer Appreciation	-	500.00
Volunteer Labour - Donated	3,337.50	15,893.75
Waste Disposal - Wood	5,083.92	20,517.04
Total Operating Expenses	<u>\$ 41,990.47</u>	<u>\$ 213,834.97</u>
TOTAL EXPENSES	<u>\$ 93,596.06</u>	<u>\$ 455,215.76</u>
NET INCOME	<u>\$ 12,719.53</u>	<u>\$ 113,997.19</u>

Nanaimo Recycling Exchange Society
Balance Sheet As at 08/31/2016

ASSET

Current Assets

Total Floats	\$	883.75
Total Cash		243,456.05
Total Receivable		46,106.48
Total GST Refundable		5,228.07
Prepaid Expense		24,517.43
Refundable Deposits		1,137.93
Total Current Assets	\$	321,329.71

Non Current Assets

Intercompany Acct-Windhover	\$	1,425,254.29
Investment in Windhover		603,650.00
Net Non Current Assets	\$	2,028,904.29

Total Capital Assets	\$	81,781.00
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TOTAL ASSET	\$	2,432,015.00
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LIABILITY

Current Liabilities

Total Accounts Payable	\$	26,768.18
Business Development Bank Loan		1,215,600.00
Total Current liabilities	\$	1,242,368.18

TOTAL LIABILITY	\$	1,242,368.18
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EQUITY

Surplus- Previous Year	\$	1,075,649.63
Current Earnings		113,997.19
Total Equity	\$	1,189,646.82

TOTAL EQUITY	\$	1,189,646.82
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LIABILITIES AND EQUITY	\$	2,432,015.00
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Nanaimo Recycling Exchange Society
Combined Programs
Project Income Summary 04/01/2016 to 08/31/2016

	<u>August 31, 2016</u>	<u>Year to Date</u>
<u>Revenue:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ 4,153.86	\$ 50,539.24
Product Care	3,325.00	31,742.15
Return it Electronics	5,473.34	26,697.43
BCUOMA	3,628.80	3,628.80
Call 2 Recycle	259.90	1,263.10
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	35,017.75	164,784.37
Wood Recycling	5,149.66	22,396.56
Yard & Garden Recycling	24,073.30	138,363.53
Zero Waste Recycling	19,115.48	98,323.28
Education & Outreach Programs	4,150.00	20,750.00
Community Outreach, Networking & Marketing	1,650.00	8,250.00
	<u>\$ 105,997.09</u>	<u>\$ 566,738.46</u>
<u>Expenses:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ -	\$ -
Product Care	3,219.76	13,880.97
Return It Electronics	2,897.75	12,492.78
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	5,985.23	38,870.74
Wood Recycling	8,303.68	34,398.01
Yard & Garden Recycling	10,934.57	50,093.03
Zero Waste Recycling	28,502.26	136,456.77
Education & Outreach Programs	4,080.26	19,111.07
Community Outreach, Networking & Marketing	3,441.96	18,442.47
	<u>\$ 67,365.47</u>	<u>\$ 323,745.84</u>
 Net Surplus from Operations	 \$ 38,631.62	 \$ 242,992.62
Administrallon Costs	25,912.09	128,995.43
 Net Surplus	 <u>\$ 12,719.53</u>	 <u>\$ 113,997.19</u>

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 08/31/2016

Stewarded Recycling Programs

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Multi Material BC Society</u>					
4095	EPR - Multi Material BC Society	\$ 4,153.86		\$ 50,539.24	
5001	Wages & Salaries		\$ -		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
		<u>\$ 4,153.86</u>	<u>\$ -</u>	<u>\$ 50,539.24</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 4,153.86</u>		<u>\$ 50,539.24</u>	
 <u>Paint & Product Care</u>		 <u>Revenue</u>	 <u>Expenses</u>	 <u>Revenue</u>	 <u>Expenses</u>
4100	EPR - Paint & Product Care	\$ 3,325.00		\$ 31,742.15	
5001	Wages & Salaries		\$ 3,010.18		\$ 12,796.70
5002	CPP Expense		130.35		552.88
5003	EI Expense		79.23		336.80
5004	WCB Expense		-		194.59
		<u>\$ 3,325.00</u>	<u>\$ 3,219.76</u>	<u>\$ 31,742.15</u>	<u>\$ 13,880.97</u>
REVENUE minus EXPENSE		<u>\$ 105.24</u>		<u>\$ 17,861.18</u>	
 <u>Return It Electronics</u>		 <u>Revenue</u>	 <u>Expenses</u>	 <u>Revenue</u>	 <u>Expenses</u>
4105	EPR - Return It Electronics	\$ 5,473.34		\$ 26,697.43	
5001	Wages & Salaries		2,709.15		\$ 11,516.99
5002	CPP Expense		117.30		497.52
5003	EI Expense		71.30		303.14
5004	WCB Expense		-		175.13
		<u>\$ 5,473.34</u>	<u>\$ 2,897.75</u>	<u>\$ 26,697.43</u>	<u>\$ 12,492.78</u>
REVENUE minus EXPENSE		<u>\$ 2,575.59</u>		<u>\$ 14,204.65</u>	
 <u>Call 2 Recycle - Batteries</u>		 <u>Revenue</u>	 <u>Expenses</u>	 <u>Revenue</u>	 <u>Expenses</u>
4105	EPR - Batteries	\$ 259.90		\$ 1,263.10	
5001	Wages & Salaries		-		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ 259.90</u>	<u>\$ -</u>	<u>\$ 1,263.10</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 259.90</u>		<u>\$ 1,263.10</u>	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 08/31/2016

Stewarded Recycling Programs

		<u>August 31, 2016</u>		<u>Year to Date</u>	
<u>BCUOMA</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4105	EPR - BC Used Oil Management	\$ 3,628.80		\$ 3,628.80	
5001	Wages & Salaries		-		-
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ 3,628.80</u>	<u>\$ -</u>	<u>\$ 3,628.80</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 3,628.80</u>		<u>\$ 3,628.80</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Reuse Market</u>					
4030	Donations - Comm. Volunteer Labour	\$ 1,400.00		\$ 5,931.25	
4120	Sales - Reusables	33,617.75		158,853.12	
5001	Wages & Salaries		\$ 4,114.38		\$ 29,278.75
5002	CPP Expense		137.55		1,065.67
5003	EI Expense		108.30		770.56
5004	WCB Expense		0.00		549.93
5292	Maintenance & Repairs -Site		0.00		1,022.44
5330	Operating Supplies		0.00		27.14
5440	Volunteer Labour - Donated		1,625.00		6,156.25
		<u>\$ 35,017.75</u>	<u>\$ 5,985.23</u>	<u>\$ 164,784.37</u>	<u>\$ 38,870.74</u>
REVENUE minus EXPENSE		<u>\$ 29,032.52</u>		<u>\$ 125,913.63</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Construction Wood Waste</u>					
4860	Service Fees - Wood	\$ 5,149.66		\$ 22,396.56	
5001	Wages & Salaries		3,010.18		12,796.70
5002	CPP Expense		130.35		552.88
5003	EI Expense		79.23		336.80
5004	WCB Expense		-		194.69
5480	Waste Disposal - Wood		5,083.92		20,517.04
		<u>\$ 5,149.66</u>	<u>\$ 8,303.68</u>	<u>\$ 22,396.56</u>	<u>\$34,398.01</u>
REVENUE minus EXPENSE		<u>\$ (3,154.02)</u>		<u>\$(12,001.45)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Yard & Garden Recycling</u>					
4870	Service Fees - Yard & Garden	\$ 24,073.30		\$ 138,363.53	
5001	Wages & Salaries		\$ 5,117.31		21,754.38
5002	CPP Expense		221.59		1,009.11
5003	EI Expense		134.69		572.55
5004	WCB Expense		-		330.80
5028	Bad Debts Expense (recovered)		(34.25)		277.75
5235	Excavator Expense		138.58		641.80
5250	Freight Expense		5,356.65		25,506.64
		<u>\$ 24,073.30</u>	<u>\$ 10,934.57</u>	<u>\$ 138,363.53</u>	<u>\$ 50,093.03</u>
REVENUE minus EXPENSE		<u>\$ 13,138.73</u>		<u>\$ 88,270.50</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Zero Waste Recycling</u>					
4030	Donations - Comm. Volunteer Labour	\$	1,625.00	\$	8,400.00
4079	Miscellaneous Rev Subject to GST		25.00		25.00
4106	Sales Recyc- Precious Metals		1,650.80		1,650.80
4107	Sales Recyc- Metals		6,133.17		28,394.19
4108	Sales -Commercial Paper		-		1,822.00
4110	Sales - Recyclable Non MMBC Plastic		-		2,978.08
4112	Sales - Recyclables (Batteries)		-		7,290.05
4115	Sales - Returnables Bottle Deposit		4,868.00		22,178.20
4790	Service Fees - Commercial		461.51		487.01
4820	Service Fees - HHWC (other)		-		483.00
4840	Service Fees - Styrofoam		-		20.00
4845	Service Fees- Tires		309.50		1,764.50
4952	CoN - Zero Waste Recycling		3,150.00		15,750.00
4980	Wages Recovery		-		2,403.50
5001	Wages & Salaries		\$ 16,254.96		\$ 69,102.13
5002	CPP Expense		703.88		2,916.25
5003	EI Expense		427.83		1,818.71
5004	WCB Expense		-		1,050.77
5030	Baler Expenses		574.87		9,624.07
5060	Bobcat Expenses		2,585.99		13,053.53
5230	Equipment Rentals Expense-Bobcat		1,533.00		7,665.00
5231	Equipment Rental Expense - Forklift		1,806.75		9,033.75
5240	Forklift Expense		829.55		2,210.33
5250	Freight Expense		-		587.98
5272	Insurance - Vehicle		160.63		712.63
5290	Maintenance & Repairs Exp - Other		377.31		879.40
5292	Maintenance & Repairs -Site		66.62		333.10
5330	Operating Supplies		-		300.34
5331	Operating Sup-Work Boots/Safety		-		374.64
5348	Purchases - Vomar Tank Traders		-		1,222.13
5410	Training Expense		-		545.00
5435	Vehicle Operating Expense		278.83		4,020.87
5440	Volunteer Labour - Donated		1,400.00		8,175.00
		\$	18,222.98	\$	27,000.22
REVENUE minus EXPENSE					
		\$	(8,777.24)		\$(39,969.30)
<u>Ceramic Recycling</u>					
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4850	Service Fees - Ceramics	\$	694.00	\$	3,794.40
5350	Recycling Costs - HHWC		246.42		1,422.30
		\$	694.00	\$	3,794.40
		\$	246.42	\$	1,422.30
REVENUE minus EXPENSE		\$	447.58	\$	2,372.10

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
<u>Hazardous / Liquid Waste</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4810	Service Fees - HHWC Liquid Waste	\$ 198.50		\$ 507.50	
4820	Service Fees - HHWC (other)	0.00		74.55	
4825	Service Fees - Ink Jet & Toner	0.00		290.50	
5350	Recycling Costs - HHWC		1,255.62		1,408.84
		<u>\$ 198.50</u>	<u>\$ 1,255.62</u>	<u>\$ 872.55</u>	<u>\$ 1,408.84</u>
REVENUE minus EXPENSE		<u>\$ (1,057.12)</u>		<u>\$ (536.29)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Education & Outreach Program					
4945	CoN -Education	\$ 1,650.00		\$ 8,250.00	
4955	RDN - Education	2,500.00		12,500.00	
5001	Wages & Salaries		\$ 3,811.25		\$14,951.00
5002	CPP Expense		168.68		652.36
5003	EI Expense		100.33		393.44
5004	WCB Expense		-		204.47
5415	Travel Expenses - Air, Ferry & Parking		-		135.40
5420	Travel Expenses - Meals & Hotels		-		1,687.09
5422	Travel Expenses - Mileage		-		1,087.32
		<u>\$ 4,150.00</u>	<u>\$ 4,080.26</u>	<u>\$ 20,750.00</u>	<u>\$18,111.07</u>
REVENUE minus EXPENSE		<u>\$ 69.74</u>		<u>\$ 1,638.93</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Community Outreach, Networking & Marketing					
4950	CoN -Education	\$ 1,650.00		\$ 8,250.00	
5001	Wages & Salaries		\$ 3,151.92		\$15,979.21
5002	CPP Expense		149.35		673.93
5003	EI Expense		53.21		344.56
5004	WCB Expense		-		274.77
5020	Advertising		-		732.60
5275	Internet Costs		87.48		437.40
		<u>\$ 1,650.00</u>	<u>\$ 3,441.96</u>	<u>\$ 8,250.00</u>	<u>\$18,442.47</u>
REVENUE minus EXPENSE		<u>\$ (1,791.96)</u>		<u>\$(10,192.47)</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 08/31/2016

		<u>August 31, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Administration</u>					
4012	Cash Short/Over	\$ -		\$ -	
4014	Donations - Air Serv	-		57.03	
4015	Donations - Cash	6.00		843.50	
4030	Donations - Comm. Volunteer Labour	312.50		1,562.50	
4070	Interest Earned	-		11.46	
5001	Wages & Salaries		6,941.17		33,383.32
5002	CPP Expense		316.93		1,609.76
5003	EI Expense		152.93		895.26
5004	WCB Expense		-		575.26
5005	Payroll Processing Fees		202.06		969.13
5010	Accounting & Audit Expense		-		87.50
5040	Bank Charges & Interest		291.71		1,347.10
5050	Board Meeting Expenses		-		52.73
5100	Bookkeeping Expense		902.00		4,510.00
5140	Cash Short/Over		105.60		389.45
5180	Conferences & Seminars		604.75		658.44
5270	Insurance & Licences Expense		1,188.84		6,142.20
5274	Interest Expense-LT Loan		5,119.61		25,607.30
5278	Janitorial Expense		220.00		1,680.00
5280	Legal & Professional Fees		25.00		55.75
5292	Maintenance & Repairs -Site		96.66		142.78
5320	Office Supplies & Stationery		189.96		960.84
5325	Office Equipment Lease		65.70		417.43
5330	Operating Supplies Expense		129.83		412.07
5340	Postage Expense		-		96.97
5345	Property Tax Expense		1,412.33		7,061.65
5370	Rent Expense - (Kenworth Lease)		7,687.50		38,437.50
5373	Security Expense		116.85		227.04
5375	Service Fees - Food Share Program		-		193.37
5380	Shipping & Delivery		-		131.37
5390	Staff Appreciation		-		63.67
5400	Telephone		148.66		743.30
5415	Travel Expenses		-		500.00
5425	Utilities		-		2,056.23
5437	Volunteer Appreciation		-		500.00
5440	Volunteer Labour - Donated		312.50		1,562.50
		\$ 318.50	\$ 26,230.59	\$ 2,474.49	\$ 131,469.92
REVENUE minus EXPENSE		\$ (25,912.09)		\$ (128,995.43)	



FINANCIAL SUMMARY
FOR THE MONTH OF

September 30, 2016

Financial Summary

Cash on hand & in bank	\$	238,480
Accounts receivable	\$	58,153
GST refundable	\$	6,130
Accounts payable	\$	19,660
Accrued liabilities	\$	7,062
Business Development Bank	\$	1,210,100

Income Statement	Current Month	Year to Date
Revenue	\$ 97,012	\$ 682,682
Expenses:		
Wages	\$ 53,108	\$ 294,489
Operating expenses	\$ 29,272	\$ 148,823
General & Administrative Expenses	\$ 19,638	\$ 115,552
Total expenses	\$ 102,018	\$ 558,864
Operating surplus for the month	\$ (5,006)	\$ 123,818

Nanaimo Recycling Exchange Society
Balance Sheet As at 09/30/2016

ASSET

Current Assets

Total Floats	\$	883.75
Total Cash		238,479.64
Total Receivable		58,074.72
Total GST Refundable		6,129.77
Prepaid Expense		21,755.59
Refundable Deposits		1,137.93
Total Current Assets	\$	326,461.40

Non Current Assets

Intercompany Acct-Windhover	\$	1,424,398.04
Investment in Windhover		603,650.00
Net Non Current Assets	\$	2,028,048.04

Total Capital Assets	\$	81,781.00
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TOTAL ASSET	\$	2,436,290.44
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LIABILITY

Current Liabilities

Total Accounts Payable	\$	26,722.04
Business Development Bank Loan		1,210,100.00
Total Current Liabilities	\$	1,236,822.04

TOTAL LIABILITY	\$	1,236,822.04
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EQUITY

Surplus- Previous Year	\$	1,075,649.63
Current Earnings		123,818.77
Total Equity	\$	1,199,468.40

TOTAL EQUITY	\$	1,199,468.40
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LIABILITIES AND EQUITY	\$	2,436,290.44
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Nanaimo Recycling Exchange Society
Vendor Aged Summary As at 09/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
Alpine	\$ 3,306.16	\$ 3,306.16	\$ -	\$ -	\$ -
BC Hydro	659.92	659.92	-	-	-
Canadian Western Bank Visa	285.00	285.00	-	-	-
Coast Environmental Ltd	1,965.60	1,965.60	-	-	-
Hetherington Industries Ltd	1,118.76	(145.44)	-	1,264.20	-
Island Aggregates Ltd	332.43	332.43	-	-	-
Island Office Equipment Ltd	0.29	-	-	-	0.29
Kimberly Nee	57.74	57.74	-	-	-
M Graham & Associates Inc	924.00	462.00	-	462.00	-
Madill - The Office Company	27.38	27.38	-	-	-
Mid Island Consumer Services Co-op	1,345.99	1,345.99	-	-	-
Pacific West Forklift Service Ltd	1,848.00	1,848.00	-	-	-
Ron Van Gyzen	350.00	350.00	-	-	-
Shaw Cable	241.53	241.53	-	-	-
Van Kam Freightways Ltd	595.43	595.43	-	-	-
Westerra Equipment	1,568.00	1,568.00	-	-	-
WorkSafeBC	5,034.16	5,034.16	-	-	-
Total outstanding:	\$ 19,660.39	\$ 17,933.90	\$ -	\$ 1,726.20	\$ 0.29

Nanaimo Recycling Exchange Society
Customer Aged Summary As at 09/30/2016

Name	Total	Current	31 to 60	61 to 90	91+
ABC Recycling	\$ 4,802.06	\$ 4,802.06	\$ -	\$ -	\$ -
Acer Landscaping Ltd	1,165.00	900.00	-	265.00	-
Archie Johnstone Plumbing	55.00	55.00	-	-	-
City of Nanaimo (RCMP)	20.00	-	-	-	20.00
City of Nanaimo- Contract	12,900.00	12,900.00	-	-	-
Collective POS	26.66	26.66	-	-	-
Country Club Centre	75.00	60.00	-	15.00	-
Cowichan Energy Alternative- UCO Recycling Account	250.00	120.00	130.00	-	-
Encorp Pacific Canada	2,366.00	2,366.00	-	-	-
Green by Nature ERP	810.00	810.00	-	-	-
Island Ink Jet Systems	110.00	40.00	-	10.00	60.00
Jim Pattison Hyundai Nanaimo	91.50	91.50	-	-	-
Mammoth Landscaping & Masonry Ltd	165.00	-	-	165.00	-
Multi-Material BC Society	13,325.20	13,325.20	-	-	-
Nanaimo Mitsubishi	(61.75)	(62.25)	-	0.50	-
Northview Apartment Real Estate Invest	65.00	-	-	-	65.00
Pacific Batteries	3,233.05	3,233.05	-	-	-
Parksville Bottle Depot	4,750.00	4,750.00	-	-	-
Product Care	3,693.00	3,693.00	-	-	-
Product Care - Light Recycle	700.00	700.00	-	-	-
Product Care - Small Appliance	2,112.00	2,112.00	-	-	-
Regional District of Nanaimo	7,500.00	5,000.00	-	2,500.00	-
Total outstanding:	\$ 58,152.72	\$ 54,922.22	\$ 130.00	\$ 2,955.50	\$ 145.00

Nanaimo Recycling Exchange Society
Comparative Income Statement

	September 2016	Year to Date
REVENUE		
Cash Over	\$ -	\$ (118.50)
Donations - Air Serv	-	119.79
Donations - Cash	6.00	1,149.50
Donations - Comm. Volunteer Labour	3,593.75	19,487.50
Interest Earned	-	11.46
Miscellaneous Revenue	-	441.51
Miscellaneous Rev subject to GST	57.14	82.14
ERP- Call 2 Recycle Batteries	-	1,263.10
EPR- BC Used Oil Management Assoc	-	3,628.80
EPR-Multi Material BC Society	13,736.20	74,663.20
EPR- Paint & Product Care	6,605.00	40,075.78
EPR - Return It Electronics	6,088.37	32,785.80
Recycling - Other Metals	204.81	\$ 1,855.61
Sales Recyc- Metals	5,402.06	33,751.25
Sales -Commerical Paper	-	4,726.00
Sales - Recyclable Non MMBC Plastic	-	2,978.08
Sales - Recyclables (Batteries)	1,876.15	10,523.10
Sales - Returnables Bottle Deposi	(118.00)	26,235.50
Total Recyclable Return & Other	7,365.02	80,069.54
Sales - Reusables	25,896.25	182,254.32
Service Fees - Commercial	-	\$ 45.50
Service Fees - HHWC Liquid Waste	230.75	949.30
Service Fees - HHWC (other)	-	567.55
Service Fees - Ink Jet & Toner	40.00	330.50
Service Fees - Styrofoam Drop off	80.00	100.00
Service Fees- Tires	296.50	2,038.00
Service Fees - Toilets	699.00	4,468.40
Service Fees - Wood	3,541.65	25,691.96
Service Fees - Yard & Garden	19,826.88	156,473.91
Total Service Fees	24,714.78	190,665.12
CoN - Education	1,650.00	9,900.00
CoN - Outreach & Networking	1,650.00	9,900.00
CoN - Zero Waste Recycling	3,150.00	18,900.00
RDN Education	2,500.00	15,000.00
Wages Recovery	-	2,403.50
TOTAL REVENUE	\$ 97,012.61	\$ 682,682.56
EXPENSES		
Payroll Expenses		
Wages & Salaries	45,172.56	\$ 266,731.74
CPP Expense	1,681.58	11,211.93
EI Expense	1,023.03	6,794.85

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>September 2016</u>	<u>Year to Date</u>
WCB Expense	5,034.16	8,584.47
Payroll Processing Fees	197.28	1,166.41
Total Payroll Expense	<u>\$ 53,108.61</u>	<u>\$ 294,489.40</u>
<u>Other Operating Expenses</u>		
Accounting & Audit Expense	\$ -	\$ 87.50
Advertising Expense	-	732.60
Bad Debts Expense (Recovered)	(34.25)	243.50
Baler Expenses	-	9,624.07
Bank Charges & Interest	221.46	1,568.56
Board Meeting Expenses	-	52.73
Bobcat Expenses	589.46	13,642.99
Bookkeeping Expense	902.00	5,863.00
Cash Short/Over	(122.89)	148.06
Conferences & Seminars	45.00	703.44
Equipment Rentals Expense-Bobcat	1,533.00	9,198.00
Equipment Rental Expense - Forklift	1,806.75	10,840.50
Equipment Rental Expense - Excavator	5,040.56	5,040.56
Excavator Expense	7,935.20	8,577.00
Forklift Expense	315.57	2,525.90
Freight Expense	3,939.15	30,033.77
Insurance & Licences Expense	1,188.84	7,331.04
Insurance - Vehicle	160.67	873.30
Interest Expense-LT Loan	5,096.55	30,703.85
Internet Costs	87.48	524.88
Janitorial expenses	380.00	2,060.00
Legal & Professional Fees	-	55.75
Maintenance & Repairs Exp - Other	-	879.40
Maintenance & Repairs -Site	66.62	1,564.94
Office Supplies & Stationery	384.60	1,345.44
Office Equipment Lease	65.70	483.13
Operating Supplies Expense	438.68	1,178.23
Operating Sup-Work Boots/Safety	338.15	712.79
Postage Expense	87.13	184.10
Property Tax Expense	1,412.33	8,473.98
Purchases - Vomar Tank Traders	-	1,222.13
Recycling Costs - HHWC	447.31	4,575.07
Rent Expense - (Kenworth Lease)	7,687.50	46,125.00
Security Expense	-	227.04
Service Fees-Food Share Program	-	193.37
Shipping & Delivery	-	131.37
Staff Appreciation	-	63.67
Telephone	148.66	891.96

Nanaimo Recycling Exchange Society
Comparative Income Statement

	<u>September 2016</u>	<u>Year to Date</u>
Training Expense	590.00	1,135.00
Travel Exp - Air, Ferry & Parking	\$ -	\$ 635.40
Travel Expenses - Meals & Hotels	-	1,687.09
Travel Expenses - Mileage	-	1,087.32
Total Travel Expenses	-	3,409.81
Utilities	645.19	2,701.42
Vehicle Operating Expense	692.70	4,713.57
Volunteer Appreciation	-	500.00
Volunteer Labour - Donated	3,593.75	19,487.50
Waste Disposal - Wood	3,227.43	23,744.47
Total Operating Expenses	\$ 48,910.30	\$ 264,374.39
TOTAL EXPENSES	\$ 102,018.91	\$ 558,863.79
NET INCOME	\$ (5,006.40)	\$ 123,818.77

Nanaimo Recycling Exchange Society
 Combined Programs
 Project Income Summary 04/01/2016 to 09/30/2016

	<u>Sept 30, 2016</u>	<u>Year to Date</u>
<u>Revenue:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ 13,736.20	\$ 74,663.20
Product Care	6,605.00	40,075.78
Return it Electronics	6,088.37	32,785.80
BCUOMA	-	3,628.80
Call 2 Recycle	-	1,263.10
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	27,421.25	189,800.57
Wood Recycling	3,541.65	25,691.96
Yard & Garden Recycling	19,826.88	156,473.91
Zero Waste Recycling	13,674.66	120,552.19
Education & Outreach Programs	4,150.00	24,900.00
Community Outreach, Networking & Marketing	<u>1,650.00</u>	<u>9,900.00</u>
	\$ 96,694.01	\$ 679,735.31
<u>Expenses:</u>		
<u>Stewardship Programs</u>		
Multi Material BC Society	\$ -	\$ -
Product Care	3,410.34	17,291.31
Return it Electronics	3,069.32	15,562.10
BCUOMA	-	-
Call 2 Recycle	-	-
Switch the Stat	-	-
<u>Non-Steward Programs</u>		
Reuse Market	6,717.24	45,452.98
Wood Recycling	6,637.77	41,035.78
Yard & Garden Recycling	22,096.99	72,190.02
Zero Waste Recycling	27,391.42	165,369.81
Education & Outreach Programs	2,784.89	21,895.96
Community Outreach, Networking & Marketing	<u>3,532.09</u>	<u>21,974.56</u>
	\$ 75,640.06	\$ 400,772.52
Net Surplus from Operations	\$ 21,053.95	\$ 278,962.79
Administration Costs	<u>26,060.35</u>	<u>155,144.02</u>
Net Surplus	<u>\$ (5,006.40)</u>	<u>\$ 123,818.77</u>

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 09/30/2016

Stewarded Recycling Programs

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Multi Material BC Society</u>					
4095	EPR - Multi Material BC Society	\$ 13,736.20		\$ 74,663.20	
5001	Wages & Salaries		\$ -		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
		<u>\$ 13,736.20</u>	<u>\$ -</u>	<u>\$ 74,663.20</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ 13,736.20</u>		<u>\$ 74,663.20</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Paint & Product Care</u>					
4100	EPR - Paint & Product Care	\$ 6,605.00		\$ 40,075.78	
5001	Wages & Salaries		\$ 2,898.56		\$ 15,695.26
5002	CPP Expense		125.86		678.74
5003	EI Expense		76.29		413.09
5004	WCB Expense		309.63		504.22
		<u>\$ 6,605.00</u>	<u>\$ 3,410.34</u>	<u>\$ 40,075.78</u>	<u>\$ 17,291.31</u>
REVENUE minus EXPENSE		<u>\$ 3,194.66</u>		<u>\$ 22,784.47</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Return It Electronics</u>					
4105	EPR - Return It Electronics	\$ 6,088.37		\$ 32,785.80	
5001	Wages & Salaries		2,608.71		\$ 14,125.70
5002	CPP Expense		113.28		610.80
5003	EI Expense		68.66		371.80
5004	WCB Expense		278.67		453.80
		<u>\$ 6,088.37</u>	<u>\$ 3,069.32</u>	<u>\$ 32,785.80</u>	<u>\$ 15,562.10</u>
REVENUE minus EXPENSE		<u>\$ 3,019.05</u>		<u>\$ 17,223.70</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Call 2 Recycle - Batteries</u>					
4105	EPR - Batteries	\$ -		\$ 1,263.10	
5001	Wages & Salaries		-		\$ -
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,263.10</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ -</u>		<u>\$ 1,263.10</u>	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 09/30/2016

Stewarded Recycling Programs

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
<u>BCUOMA</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4105	EPR - BC Used Oil Management	\$ -	-	\$ 3,628.80	-
5001	Wages & Salaries		-		-
5002	CPP Expense		-		-
5003	EI Expense		-		-
5004	WCB Expense		-		-
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,628.80</u>	<u>\$ -</u>
REVENUE minus EXPENSE		<u>\$ -</u>		<u>\$ 3,628.80</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Reuse Market</u>					
4030	Donations - Comm. Volunteer Labour	\$ 1,525.00		\$ 7,546.25	
4120	Sales - Reusables	25,896.25		182,254.32	
5001	Wages & Salaries		\$ 4,259.50		\$ 33,538.25
5002	CPP Expense		146.64		1,212.31
5003	El Expense		112.12		882.68
5004	WCB Expense		537.62		1,087.55
5292	Maintenance & Repairs -Site		0.00		1,022.44
5330	Operating Supplies		0.00		27.14
5331	Operating Supplies-Work Books/Safety		56.36		56.36
5410	Training Expense		80.00		80.00
5440	Volunteer Labour - Donated		1,525.00		7,546.25
		<u>\$ 27,421.25</u>	<u>\$ 6,717.24</u>	<u>\$ 189,800.57</u>	<u>\$ 45,452.98</u>
REVENUE minus EXPENSE		<u>\$ 20,704.01</u>		<u>\$ 144,347.59</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Construction Wood Waste</u>					
4860	Service Fees - Wood	\$ 3,541.65		\$ 25,691.96	
5001	Wages & Salaries		2,898.56		15,695.26
5002	CPP Expense		125.86		678.74
5003	EI Expense		76.29		413.09
5004	WCB Expense		309.63		504.22
5480	Waste Disposal - Wood		3,227.43		23,744.47
		<u>\$ 3,541.65</u>	<u>\$ 6,837.77</u>	<u>\$ 25,691.96</u>	<u>\$41,035.78</u>
REVENUE minus EXPENSE		<u>\$ (3,096.12)</u>		<u>\$(15,343.82)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Yard & Garden Recycling</u>					
4870	Service Fees - Yard & Garden	\$ 19,826.88		\$ 156,473.91	
5001	Wages & Salaries		\$ 4,927.56		26,681.94
5002	CPP Expense		213.96		1,223.07
5003	EI Expense		129.69		702.24
5004	WCB Expense		526.37		857.17
5028	Bad Debts Expense (recovered)		(34.25)		243.50
5232	Equipment Rental - Excavator		5,040.56		5,040.56
5235	Excavator Expense		7,935.20		8,577.00
5250	Freight Expense		3,357.90		28,864.54
		<u>\$ 19,826.88</u>	<u>\$ 22,096.99</u>	<u>\$ 156,473.91</u>	<u>\$ 72,190.02</u>
REVENUE minus EXPENSE		<u>\$ (2,270.11)</u>		<u>\$ 84,283.89</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Zero Waste Recycling</u>					
4030	Donations - Comm. Volunteer Labour	\$ 1,756.25		\$ 10,156.25	
4077	Miscellaneous Revenue	-		441.51	
4079	Miscellaneous Rev Subject to GST	57.14		82.14	
4106	Sales Recyc- Other Metals	204.81		1,855.61	
4107	Sales Recyc- Metals	5,402.06		33,751.25	
4108	Sales -Commercial Paper	-		4,726.00	
4110	Sales - Recyclable Non MMBC Plastic	-		2,978.08	
4112	Sales - Recyclables (Batteries)	1,876.15		10,523.10	
4115	Sales - Returnables Bottle Deposit	(118.00)		26,235.50	
4790	Service Fees - Commercial	-		45.50	
4820	Service Fees - HHWC (other)	-		493.00	
4840	Service Fees - Styrofoam	80.00		100.00	
4845	Service Fees- Tires	296.50		2,038.00	
4952	CoN - Zero Waste Recycling	3,150.00		18,900.00	
4980	Wages Recovery	-		2,403.50	
5001	Wages & Salaries		\$ 15,652.23		\$ 84,754.36
5002	CPP Expense		679.65		3,595.90
5003	EI Expense		411.96		2,230.67
5004	WCB Expense		1,671.99		2,722.76
5030	Baler Expenses		-		9,624.07
5060	Bobcat Expenses		589.46		13,642.99
5230	Equipment Rentals Expense-Bobcat		1,533.00		9,198.00
5231	Equipment Rental Expense - Forklift		1,806.75		10,840.50
5240	Forklift Expense		315.57		2,525.90
5250	Freight Expense		581.25		1,169.23
5272	Insurance - Vehicle		160.67		873.30
5290	Maintenance & Repairs Exp - Other		-		879.40
5292	Maintenance & Repairs -Site		66.62		399.72
5330	Operating Supplies		314.22		614.56
5331	Operating Sup-Work Boots/Safety		281.79		656.43
5348	Purchases - Vomar Tank Traders		-		1,222.13
5410	Training Expense		430.00		975.00
5435	Vehicle Operating Expense		692.70		4,713.57
5440	Volunteer Labour - Donated		1,756.25		10,156.25
		\$ 12,704.91	\$ 26,944.11	\$114,729.44	\$160,794.74
REVENUE minus EXPENSE					
		\$ (14,239.20)		\$ (46,065.30)	
<u>Ceramic Recycling</u>					
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4850	Service Fees - Ceramics	\$ 699.00		\$ 4,468.40	
5350	Recycling Costs - HHWC		325.00		1,747.30
		\$ 699.00	\$ 325.00	\$ 4,468.40	\$ 1,747.30
REVENUE minus EXPENSE		\$ 374.00		\$ 2,721.10	

Nanaimo Recycling Exchange Society
 Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
<u>Hazardous / Liquid Waste</u>		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
4810	Service Fees - HHWC Liquid Waste	\$ 230.75		\$ 949.30	
4820	Service Fees - HHWC (other)	0.00		74.55	
4825	Service Fees - Ink Jet & Toner	40.00		330.50	
5350	Recycling Costs - HHWC		122.31		2,827.77
		<u>\$ 270.75</u>	<u>\$ 122.31</u>	<u>\$ 1,354.35</u>	<u>\$ 2,827.77</u>
REVENUE minus EXPENSE		<u>\$ 148.44</u>		<u>\$ (1,473.42)</u>	

Nanaimo Recycling Exchange Society
Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Education & Outreach Program					
4945	CoN -Education	\$ 1,650.00		\$ 9,900.00	
4955	RDN - Education	2,500.00		15,000.00	
5001	Wages & Salaries		\$ 2,283.80		\$17,234.80
5002	CPP Expense		99.73		752.08
5003	EI Expense		60.12		453.56
5004	WCB Expense		341.24		545.71
5415	Travel Expenses - Air, Ferry & Parking		-		135.40
5420	Travel Expenses - Meals & Hotels		-		1,687.09
5422	Travel Expenses - Mileage		-		1,087.32
		<u>\$ 4,150.00</u>	<u>\$ 2,784.89</u>	<u>\$ 24,900.00</u>	<u>\$21,895.96</u>
REVENUE minus EXPENSE		<u>\$ 1,365.11</u>		<u>\$ 3,004.04</u>	

		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
Community Outreach, Networking & Marketing					
4950	CoN -Education	\$ 1,650.00		\$ 9,900.00	
5001	Wages & Salaries		\$ 3,151.92		\$19,131.13
5002	CPP Expense		15.64		689.57
5003	EI Expense		0.00		344.56
5004	WCB Expense		277.05		551.82
5020	Advertising		-		732.60
5275	Internet Costs		87.48		524.88
		<u>\$ 1,650.00</u>	<u>\$ 3,532.09</u>	<u>\$ 9,900.00</u>	<u>\$21,974.56</u>
REVENUE minus EXPENSE		<u>\$ (1,882.09)</u>		<u>\$(12,074.56)</u>	

Nanaimo Recycling Exchange Society

Project Income Summary 04/01/2016 to 09/30/2016

		<u>Sept 30, 2016</u>		<u>Year to Date</u>	
		<u>Revenue</u>	<u>Expenses</u>	<u>Revenue</u>	<u>Expenses</u>
<u>Administration</u>					
4012	Cash Short/Over	\$ -		\$ (118.50)	
4014	Donations - Air Serv	-		119.79	
4015	Donations - Cash	6.00		1,149.50	
4030	Donations - Comm. Volunteer Labour	312.50		1,875.00	
4070	Interest Earned	-		11.46	
5001	Wages & Salaries		6,491.72		39,875.04
5002	CPP Expense		160.96		1,770.72
5003	EI Expense		87.90		983.16
5004	WCB Expense		781.96		1,357.22
5005	Payroll Processing Fees		197.28		1,166.41
5010	Accounting & Audit Expense		-		87.50
5040	Bank Charges & Interest		221.46		1,568.56
5050	Board Meeting Expenses		-		52.73
5100	Bookkeeping Expense		902.00		5,863.00
5140	Cash Short/Over		(122.89)		148.06
5180	Conferences & Seminars		45.00		703.44
5270	Insurance & Licences Expense		1,188.84		7,331.04
5274	Interest Expense-LT Loan		5,096.55		30,703.85
5278	Janitorial Expense		380.00		2,060.00
5280	Legal & Professional Fees		-		55.75
5292	Maintenance & Repairs -Site		-		142.78
5320	Office Supplies & Stationery		384.60		1,345.44
5325	Office Equipment Lease		65.70		483.13
5330	Operating Supplies Expense		124.46		536.53
5340	Postage Expense		87.13		184.10
5345	Property Tax Expense		1,412.33		8,473.98
5370	Rent Expense - (Kenworth Lease)		7,687.50		46,125.00
5373	Security Expense		-		227.04
5375	Service Fees - Food Share Program		-		193.37
5380	Shipping & Delivery		-		131.37
5390	Staff Appreciation		-		63.67
5400	Telephone		148.66		891.96
5410	Training Expense		80.00		80.00
5415	Travel Expenses		-		500.00
5425	Utilities		645.19		2,701.42
5437	Volunteer Appreciation		-		500.00
5440	Volunteer Labour - Donated		312.50		1,875.00
		\$ 318.50	\$ 26,378.85	\$ 3,037.25	\$ 158,181.27
REVENUE minus EXPENSE		\$ (26,060.35)		\$ (155,144.02)	

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

Name of Organization: The Nature Trust of British Columbia

Grant No. RPTE-02

Criteria:

**Meets
Criteria:**

Yes No

Statement of Purpose:

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

➤ 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;

➤ services provide benefits and be accessible to residents of the City of Nanaimo;

➤ 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

Office Use

R.P.T.E - 02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: Peter Arcese	
		SENIOR STAFF MEMBER: Jasper Lament	
		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		200 BUTTERTUBS DRIVE	
INCOME \$2,400,000		LEGAL DESCRIPTION OF PROPERTY: LOT A PL VIP63268, NANAIMO LAND DISTRICT	
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 16021.300	
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE: 		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	


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).



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

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016
ADDRESS: 260-1000 ROOSEVELT CRES, NORTH VANCOUVER, B.C. V7P-3R4		PRESIDENT: Peter Arcese
		SENIOR STAFF MEMBER: Jasper Lament
		POSITION: Chief Executive Officer
		CONTACT: Carl MacNaughton
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia		
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1780 JINGLE POT ROAD L 1, PLAN 28980, SECTION 1, NANAIMO LAND DISTRICT
INCOME \$2,400,000		
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 16007.500
NEXT YEAR PROJECTED:		
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None
EXPENSES: \$2,800,000		
SIGNATURE: 	TITLE/POSITION: Conservation Land Manager	DATE: November 15, 2016

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT E-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1946 JINGLE POT ROAD LOT A, SEC 11, RGE 8, LD 31, PLN VIP85882, NANAIMO LAND DISTRICT	
INCOME \$2,400,000		TAX FOLIO NUMBER: 05828.005	
EXPENSES: \$2,696,000		NEXT YEAR PROJECTED:	
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	
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).			



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016
ADDRESS:		PRESIDENT: Peter Arcese
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer
		CONTACT: Carl MacNaughton
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia		
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 201 DOGWOOD ROAD SECTION 7, RANGE 7, MOUNTAIN LAND DISTRICT, EXC PL535R & EXC NO 4 RESERVOIR AS SHOWN ON PL UNDER NO 766-8562C WILDLIFE SANCTUARY
INCOME: \$2,400,000		
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 05457.004
NEXT YEAR PROJECTED:		
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None
EXPENSES: \$2,800,000		
SIGNATURE:	TITLE/POSITION: Conservation Land Manager	DATE: November 15, 2016

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES, +		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4 +		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: <small>250 DOGWOOD ROAD SECTION 7&8, RANGE 7, MOUNTAIN LAND DISTRICT, PORTION PARTS, PORTION: 8PTS OF SEC 7 RGE8 - #4 RESEVOIR AS SHOWN ON PL UNDER #768-8562C</small>	
INCOME \$2,400,000		TAX FOLIO NUMBER: 05457.006	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO
APPLICATION FOR PERMISSIVE
TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016
ADDRESS:		PRESIDENT: Peter Arcese
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer
		CONTACT: Carl MacNaughton
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia		
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 731 DOGWOOD ROAD L 4, PLAN 16149, SECTION 6, RANGE 8, MOUNTAIN LAND DISTRICT, EXC THOSE PTS INCL WITHIN BNDYS OF PLANS 18489 19566 & 24715 WILDLIFE SANCTUARY
INCOME \$2,400,000		
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 05762.101
NEXT YEAR PROJECTED:		CURRENT YEAR TAXES (IF KNOWN): None
INCOME: \$2,500,000		
EXPENSES: \$2,800,000		
SIGNATURE:	TITLE/POSITION: Conservation Land Manager	DATE: November 15, 2016

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 787 NANAIMO LAKES ROAD PCL A, SECTION 5, RANGE 8, MOUNTAIN LAND DISTRICT, PORTION (DD 49323N), EXCEPT PLAN 8707 18489 24716 28135	
INCOME \$2,400,000		TAX FOLIO NUMBER: 05761.005	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	
<p>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).</p>			



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 941 COLLEGE DRIVE S 7 R 8, MOUNTAIN LAND DISTRICT, EXC THE ELY 500 FT & EXC PT LYING WITHIN THE BNDY OF NO 4 RESERVOIR AS SHOWN ON PLAN DEPOSITED UNDER NO 766-8562C WILDLIFE SANCTUARY	
INCOME \$2,400,000		TAX FOLIO NUMBER: 05765.003	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

R.P.T.E.
02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		900 RAINES ROAD	
INCOME \$2,400,000		LEGAL DESCRIPTION OF PROPERTY: SEC2&3, R6, NANAIMO LAND DISTRICT	
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 16174.000	
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	
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).			



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 901 RAINES ROAD SEC2&3, R6, NANAIMO LAND DISTRICT, THOSE PARTS LYING W OF E BRANCH OF NANAIMO RIVER	
INCOME \$2,400,000		TAX FOLIO NUMBER: 16172.000	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES, H		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4 H		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1050 RAINES ROAD S 2 R6, NANAIMO LAND DISTRICT, PORTION LYING E OF NAN RIV, EXCEPT PLAN PCL A	
INCOME \$2,400,000		TAX FOLIO NUMBER: 16717.000	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

R.P.T.E-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		1125 MAUGHAN ROAD	
INCOME \$2,400,000		LEGAL DESCRIPTION OF PROPERTY: PARTW1/2, SEC2, NANAIMO LAND DISTRICT	
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 16178.000	
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPT-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		1141 FREW ROAD	
INCOME \$2,400,000		LEGAL DESCRIPTION OF PROPERTY: PARCELA DD35952-1, NANAIMO LAND DISTRICT	
EXPENSES: \$2,696,000		TAX FOLIO NUMBER: 16170.000	
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RPTe-
02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1141 MAUGHAN ROAD PARCEL A(393611) S1, R8, NANAIMO LAND DISTRICT, PORTION (DD391611), CONTAINING 9 ACRES MORE OR LESS	
INCOME \$2,400,000		TAX FOLIO NUMBER: 16175.000	
EXPENSES: \$2,696,000		CURRENT YEAR TAXES (IF KNOWN): None	
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000			
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RTE-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES, <small>260-1000 ROOSEVELT CRES, [map icon]</small>		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4 <small>NORTH VANCOUVER, B.C. V7P-3R4 [map icon]</small>		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1145 MAUGHAN ROAD S2 R7, NANAIMO LAND DISTRICT, EXCEPT PLAN 37922 & PCL A	
INCOME: \$2,400,000		TAX FOLIO NUMBER: 16173.000	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:			
INCOME: \$2,500,000		CURRENT YEAR TAXES (IF KNOWN): None	
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use

RTE-02

ORGANIZATION: The Nature Trust of British Columbia		DATE: November 15, 2016	
ADDRESS:		PRESIDENT: Peter Arcese	
260-1000 ROOSEVELT CRES,		SENIOR STAFF MEMBER: Jasper Lament	
NORTH VANCOUVER, B.C. V7P-3R4		POSITION: Chief Executive Officer	
		CONTACT: Carl MacNaughton	
TELEPHONE: 604-924-9771		TELEPHONE: 604-969-3241	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: The Province of British Columbia			
NO. OF FULL TIME STAFF: 16		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 1000	
CLIENTS SERVED, LAST YEAR: ~100,000 visitors province-wide		CLIENTS SERVED, THIS YEAR (PROJECTED): ~100,000 visitors	
B.C. SOCIETY ACT REG. NO.: S-9934		REVENUE CANADA CHARITABLE REG. NO.: 10808 9863 RR0001	
CURRENT BUDGET:		LEGAL DESCRIPTION OF PROPERTY: 1201 MAUGHAN ROAD SECTION 1, RANGE 8, NANAIMO LAND DISTRICT, EXCEPT PLAN A (DD 39161), 32333, VIP62603	
INCOME \$2,400,000		TAX FOLIO NUMBER: 16176.000	
EXPENSES: \$2,696,000			
NEXT YEAR PROJECTED:		CURRENT YEAR TAXES (IF KNOWN): None	
INCOME: \$2,500,000			
EXPENSES: \$2,800,000			
SIGNATURE:		TITLE/POSITION: Conservation Land Manager	
		DATE: November 15, 2016	

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).

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

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

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

The Nature Trust of British Columbia work with it's conservation partners to acquire and manage lands of ecological significance, to maintain or enhance habitat values, while ensuring safe opportunities for public enjoyment.

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

No, we will continue to acquire and manage conservation lands for the benefit of wildlife and people.

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

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

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

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

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

The Nature Trust of British Columbia does not charge fees for the public use of its conservation holdings.

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

Not applicable

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.

Not applicable

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

When acquiring lands, it is The Nature Trust of British Columbia's policy to actively pursue endowment funds for long-term land management on each property.

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

The past tax exemptions granted by the City of Nanaimo are very much appreciated.

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

The City of Nanaimo is listed as a Government Partner in our annual reports, as well as on our website. The City and The Nature Trust of BC cooperate in on the ground management of Buttertubs Marsh and the Nanaimo Estuary. As such, the City is recognized as a partner and contributor in management plans and on interpretive signage.

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



BRITISH COLUMBIA
The Best Place on Earth

Ministry
of Finance
BC Registry Services

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

SOCIETY
ANNUAL REPORT
FORM 11 Section 68
Society Act

Filing Fee: \$25.00

Telephone: 250 356-8609

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

Page of

A NAME OF SOCIETY **E** ADDRESS OF SOCIETY – MUST BE A PHYSICAL ADDRESS **C** CERTIFICATE OF INCORPORATION NUMBER

The Nature Trust of British Columbia
#260 - 1000 Roosevelt Crescent
North Vancouver, B.C.
V7P 3R4

85-9934

OFFICE USE ONLY – DO NOT WRITE IN THIS AREA

D ANNUAL GENERAL MEETING DATE

YYYY / MM / DD

This report contains information about the society
as at the close of the annual general meeting held on

2016/06/18

E DIRECTORS

LAST NAME

FIRST NAME & INITIALS (IF ANY)

RESIDENTIAL ADDRESS
(MUST BE A PHYSICAL ADDRESS)

POSTAL CODE

List attached

F CERTIFIED CORRECT – I have read this form and found it to be correct.

Signature of a current Director, Officer, or Society Solicitor

X *Louise Desrosiers*

DATE SIGNED

YYYY / MM / DD

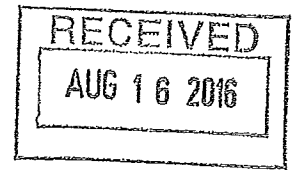
2016/07/13

FIN 731/B WEB Rev. 2007 / 11 / 20

THE NATURE TRUST OF BRITISH COLUMBIA

Directors at June 18, 2016

LAST NAME	FIRST NAME	RESIDENTIAL ADDRESS	POSTAL CODE
Anderson	Ron	3953 West 38 Avenue, Vancouver, BC	V6N 2Y7
Arcese	Peter	113 – 5683 Hampton PL, Vancouver, BC	V6T 2H3
Bay	Greg	2407 1 st SW, Calgary, AB	T2S 1P5
Butler	Rob	842 Ladner Street, New Westminster, BC	V3L 4W4
Clark	Brian	21475 123 Avenue, Maple Ridge, BC	V2X 4C1
Embree	Norman	1541 18 th Ave SE, Salmon Arm, BC	V1E 2N1
Griffiths-Hamilton	Emily	4655 Piccadilly North, West Vancouver, BC	V7W 1E3
Hannon	Susan	154 Reginald Hill Road, Salt Spring Island, BC	V8K 1V7
Janz	Doug	741 Quail Place, Nanaimo, BC	V9T 5R2
Otto	Sarah	1812 Maple Street, Vancouver, BC	V6J 3S7
Wade	Brooke	500 – 1195 W. Broadway, Vancouver, BC	V6H 3X5
Wood	Richard	3369 The Crescent, Vancouver, BC	V6H 1T6
Wyse	Jim	7022 Tucelnuit Dr, Oliver, BC	V0H 1T2



THE NATURE TRUST OF BRITISH COLUMBIA

CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2015



DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

200 – 1688 152 Street
Surrey, BC V4A 4N2
TEL 604.531.1154 | FAX 604.538.2613

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

700 – 2755 Lougheed Hwy.
Port Coquitlam, BC V3B 5Y9
TEL 604.941.8266 | FAX 604.941.0971

WWW.DMCL.CA

INDEPENDENT AUDITORS' REPORT

To the Directors of The Nature Trust of British Columbia

We have audited the accompanying consolidated financial statements of The Nature Trust of British Columbia, which comprise the consolidated statements of financial position as at December 31, 2015, the consolidated statements of operations and net assets and consolidated statements of cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

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

Auditors' Responsibility

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

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

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

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of The Nature Trust of British Columbia as at December 31, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Reporting on Other Legal and Regulatory Requirements

As required by the Society Act of British Columbia, we report that in our opinion, the accounting policies applied in preparing and presenting the financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations have been applied on a basis consistent with that of the preceding year

DMCL

Vancouver, Canada
May 31, 2016

DALE MATHESON CARR-HILTON LABONTE LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

PARTNERSHIP OF:

VANCOUVER Bradley G. Allen Inc. Robert J. Burkart, Inc. Kenneth P. Chong Inc. Alvin F. Dale Ltd. Donald L. Furney, Ltd. David J. Goertz, Inc. Matthew G. Gosden, Inc. Barry S. Hartley, Inc. Reginald J. LaBonte Ltd. Robert J. Matheson, Inc. Rakesh I. Patel Inc. Lorraine W. Rinfret, Inc. Brad A. Robin Inc.
SURREY Michael K. Braun Inc. Peter J. Donaldson, Inc. Harjit S. Sandhu, Inc. TRI-CITIES Isomura Services Corp. Fraser G. Ross, Ltd. Brian A. Shaw Inc.

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Financial Position

December 31, 2015

	General Fund \$	Endowment Fund \$	Property Fund \$	Land Management Fund \$	Total 2015 \$	Total 2014 \$
ASSETS						
CURRENT ASSETS						
Cash	2,347,134	-	-	-	2,347,134	307,739
Accounts receivable	232,487	-	-	-	232,487	243,400
Prepaid expenses and deposits	73,900	-	-	-	73,900	48,202
	2,653,521	-	-	-	2,653,521	599,341
INVESTMENTS (Note 2 (b), 2 (i) and 3)	13,956,375	4,139,932	-	3,251,663	21,347,970	20,225,644
CAPITAL ASSETS (Note 4)	556,733	-	-	-	556,733	568,297
CONSERVATION LANDS (Note 6)	-	-	64,841,415	-	64,841,415	64,332,882
CONSERVATION LANDS UNDER LONG TERM LEASE (Note 5)	-	-	895,948	-	895,948	895,948
PACIFIC ESTUARY CONSERVATION PROGRAM PROPERTIES (Note 2(e))	-	-	17,168,789	-	17,168,789	17,168,789
	17,166,629	4,139,932	82,906,152	3,251,663	107,464,376	103,790,901
LIABILITIES						
CURRENT LIABILITIES						
Accounts payable and accrued liabilities	57,313	-	-	-	57,313	34,286
Deferred contributions (Note 8)	3,980,848	-	-	-	3,980,848	1,685,992
	4,038,161	-	-	-	4,038,161	1,720,278
FUND BALANCES	13,128,468	4,139,932	82,906,152	3,251,663	103,426,215	102,070,623
	17,166,629	4,139,932	82,906,152	3,251,663	107,464,376	103,790,901

APPROVED ON BEHALF OF THE BOARD:

Director

Director

Commitments (see Note 11)
Contingency (see Note 13)
Subsequent events (see Note 16)

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Operations and Net Assets

December 31, 2015

	General Fund		Endowment Fund		Property Fund		Land Management Fund		Total	
	2015	2014	2015	2014	2015	2014	2015	2014	2015	2014
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
REVENUE										
Donations and grants (Note 6, 7)	1,343,933	895,802	288,856	565,771	509,435 (1)	2,243,667 (2)	125,812	352,607	2,268,036	4,057,847
Investment income (Note 9)	919,619	857,720	-	-	-	-	-	-	919,619	857,720
Rental and other income	459,219	505,830	-	-	-	-	-	-	459,219	505,830
	<u>2,722,771</u>	<u>2,259,352</u>	<u>288,856</u>	<u>565,771</u>	<u>509,435</u>	<u>2,243,667</u>	<u>125,812</u>	<u>352,607</u>	<u>3,646,874</u>	<u>5,421,397</u>
OPERATING EXPENSES										
Salaries and benefits	687,194	645,341	-	-	-	-	-	-	687,194	645,341
Administration expenses	591,206	581,163	-	-	-	-	-	-	591,206	581,163
	<u>1,278,400</u>	<u>1,226,504</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,278,400</u>	<u>1,226,504</u>
PROGRAM COSTS										
Land management										
Salaries and benefits	427,203	416,125	-	-	-	-	-	-	427,203	416,125
General program costs	29,024	89,054	-	-	-	-	-	-	29,024	89,054
Province-wide	123,211	61,998	-	-	-	-	-	-	123,211	61,998
Okanagan	262,026	151,237	-	-	-	-	-	-	262,026	151,237
Vancouver Island	37,273	35,391	-	-	-	-	-	-	37,273	35,391
North and Central	61,940	25,854	-	-	-	-	-	-	61,940	25,854
Kootenay	193,117	201,218	-	-	-	-	-	-	193,117	201,218
Lower Mainland	61,226	36,170	-	-	-	-	-	-	61,226	36,170
	<u>1,195,020</u>	<u>1,017,047</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,195,020</u>	<u>1,017,047</u>
EXCESS FROM OPERATIONS	249,351	15,801	288,856	565,771	509,435	2,243,667	125,812	352,607	1,173,454	3,177,846
Changes in fair value of investments	182,138	1,121,037	-	-	-	-	-	-	182,138	1,121,037
EXCESS OF REVENUE OVER EXPENSES	431,489	1,136,838	288,856	565,771	509,435	2,243,667	125,812	352,607	1,355,592	4,298,883
FUND BALANCE, beginning of year	12,696,077	11,560,297	3,851,076	3,285,305	82,397,619	80,152,894	3,125,851	2,773,244	102,070,623	97,771,740
INTERFUND TRANSFER										
Other transfers	902	(1,058)	-	-	(902)	1,058	-	-	-	-
FUND BALANCE, end of year	<u>13,128,468</u>	<u>12,696,077</u>	<u>4,139,932</u>	<u>3,851,076</u>	<u>82,906,152</u>	<u>82,397,619</u>	<u>3,251,663</u>	<u>3,125,851</u>	<u>103,426,215</u>	<u>102,070,623</u>

(1) All of the \$509,435 was used to acquire property in the 2015 fiscal year (Note 6)

(2) All of the \$2,243,667 was used to acquire property in the 2014 fiscal year (Note 6)

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Cash Flow

December 31, 2015

	2015	2014
	\$	\$
CASH PROVIDED BY (USED IN)		
OPERATIONS		
Excess of revenue over expenses	1,355,592	4,298,883
Items not involving cash:		
Amortization	17,927	19,154
Changes in fair value of investments	(182,138)	(1,121,037)
	1,191,381	3,197,000
Changes in non-cash working capital	8,235	(29,784)
Increase (decrease) in deferred contributions	2,294,856	257,169
	3,494,472	3,424,385
INVESTING ACTIVITIES		
Investment withdrawals	25,000	350,000
Investment purchases	(73,018)	(915,000)
Reinvestment of investment income	(892,170)	(900,010)
Purchase of conservation lands (Note 6)	(508,533)	(2,244,725)
Purchase of capital assets	(6,356)	(4,097)
	(1,455,077)	(3,713,832)
INCREASE (DECREASE) IN CASH	2,039,395	(289,447)
CASH, beginning of year	307,739	597,186
CASH, end of year	2,347,134	307,739

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

1. OPERATIONS

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

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

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

2. SIGNIFICANT ACCOUNTING POLICIES

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

The accounting policies of the Trust are as follows:

(a) Basis of accounting

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

(b) Investments

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

(c) Capital assets

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

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

(d) Trust property acquisitions

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

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

2. SIGNIFICANT ACCOUNTING POLICIES – Cont'd

(e) Pacific Estuary Conservation Program property acquisitions

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

(f) Fund accounting

(i) General Fund

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

(ii) Endowment Fund

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

(iii) Property Fund

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

(iv) Land Management Fund

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

(g) Revenue recognition

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

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

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

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

2. SIGNIFICANT ACCOUNTING POLICIES – Cont'd

(h) Use of estimates

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

(i) Financial instruments

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

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

Financial liabilities of the Trust include accounts payable and accrued liabilities and deferred revenue.

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

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

(j) Contributed assets

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

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

3. INVESTMENTS

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

	2015		2014	
	\$		\$	
	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>
Bond Fund	7,258,421	7,038,710	7,109,238	7,242,914
Canadian Equities	4,780,747	5,341,292	4,581,615	5,726,572
US Equities	1,670,858	5,118,128	3,496,445	6,013,738
Global Equities	3,512,907	3,618,100	1,176,226	1,132,420
Alternative investments	120,830	121,740	-	-
Term Deposits	110,000	110,000	110,000	110,000
	<u>17,453,763</u>	<u>21,347,970</u>	<u>16,473,524</u>	<u>20,225,644</u>

4. CAPITAL ASSETS

	2015		2014	
	\$		\$	
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net</u>	<u>Net</u>
Land	245,150	-	245,150	245,150
Building	383,795	117,260	266,535	273,288
Furniture and equipment	304,619	267,472	37,147	39,153
Vehicles	62,654	54,753	7,901	10,706
	<u>996,218</u>	<u>439,485</u>	<u>556,733</u>	<u>568,297</u>

5. CONSERVATION LANDS UNDER LONG-TERM LEASE

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

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

6. CONSERVATION LAND ACQUISITIONS

	Acquisition Cost \$	External Funding \$	Net Cost (Funding) \$
2015			
Property Fund assets at December 31, 2014	82,397,619		
Additions			
Salmon River Estuary Riparian Addition	507,189	507,189	-
Other	1,344	2,246	(902)
	508,533	509,435	(902)
Net cost (surplus)			(902)
Property Fund assets at December 31, 2015	82,906,152		
2014			
Property Fund assets at December 31, 2013	80,152,894		
Additions			
Antelope Brush Ph IIIa	1,515,015	1,516,590	(1,575)
Wigwam Flats Lot 3	113,238	113,238	-
Kitsumkalum Lake North	89,254	89,254	-
Northey Lake Ph II	527,218	524,325	2,893
Other	-	260	(260)
	2,244,725	2,243,667	1,058
Net cost (surplus)			1,058
Property Fund assets at December 31, 2014	82,397,619		

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

7. DONATIONS AND CONTRIBUTIONS – GENERAL FUND

Donations and Grants	2015 \$	2014 \$
Donations received from		
Individuals	1,078,706	248,501
Bequests	290,793	161,389
Corporations and other organizations	510,691	420,289
Transferred to deferred contributions	(1,270,752)	(386,514)
	<u>609,438</u>	<u>443,665</u>
Program grants		
Grants received	672,414	636,592
Transferred to deferred contributions	(572,611)	(548,656)
Transferred from deferred contributions	634,692	364,201
	<u>734,495</u>	<u>452,137</u>
Total donations and program grants – General Fund	1,343,933	895,802

8. DEFERRED CONTRIBUTIONS

Deferred contributions includes donations, grants and other funding received that must be used as designated by the contributor. These amounts will be recognized as revenue in the year the related expenditure is incurred.

	2015 \$	2014 \$
Conservation land acquisitions	3,185,720	906,770
Program expenditures	570,671	571,359
Pacific Estuary Conservation Program (PECP)	173,290	158,798
Other	51,167	49,065
	<u>3,980,848</u>	<u>1,685,992</u>

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

9. INVESTMENT AND OTHER INCOME

a) Vancouver Foundation

The Trust is the beneficiary of the income from The Nature Trust of British Columbia Fund held by the Vancouver Foundation. The capital and income funds held by the Vancouver Foundation on behalf of the Trust, which are not reflected in these financial statements, amount to \$278,191 and \$3,613 respectively at December 31, 2015 (2014 - \$278,191 and \$3,418). Included in investment income is \$14,256 (2014 - \$13,548) received from this fund. The fair market value of the fund on December 31, 2015 was \$414,439 (2014 - \$394,279).

b) Investment income consists of the following:

	2015 \$	2014 \$
Portfolio investment income	905,363	844,172
Vancouver Foundation	14,256	13,548
	<u>919,619</u>	<u>857,720</u>

c) British Columbia Government Endowment Fund

In April of 2008 the British Columbia government announced the creation of a \$6 million Conservation Land Operating Account on behalf of The Trust. The account is administered by the Habitat Conservation Trust Foundation and investment income generated from the account is used to fund conservation land management projects. The income received in 2015 was \$174,227 (2014 - \$149,588) and is included in donations and grants in the Statement of Operations and Net Assets.

10. FUNDS HELD IN TRUST

The Trust was appointed as administrator for the Vancouver Island Conservation Land Management Program, the Kootenay Conservation Program and the Crown Land Securement Partner Program. The Trust holds funds in trust for these programs in the amount of \$161,943, \$61,160 and \$96,445 respectively, (2014 - \$95,770; \$52,112; \$4,639), which are excluded from the Trust's statement of financial position.

11. COMMITMENTS

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

2016	20,968
2017	20,968
2018	15,349
2019	7,787
	<u>\$ 65,072</u>

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

12. BANK LINE OF CREDIT

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

13. CONTINGENCY

In 2009 an action was commenced by way of a petition brought by certain petitioners under the *Partition of Property Act* to apply for a partition of certain property located on Savary Island and jointly owned by the petitioners and the Trust. On February 3, 2010, the petition was heard, and an eight or four lot partition was ordered with the terms requiring each party to share in the costs of the subdivision. This ruling was subsequently appealed by the Trust which resulted in the original decision being upheld. The petitioners submitted an application for a four lot subdivision under the *Land Title Act* on November 4, 2010. The Preliminary Layout Approval (PLA) was issued by the Provincial Approving Officer (PAO) on January 23, 2012. The petitioners have requested to the PAO for one year extensions of the PLA in January 2013, January 2014, January 2015 and now in January 2016 and were granted another one year extension which will expire on January 30, 2017 with no comments from the PAO. The Trust's proportionate share of the subdivision costs are expected to be approximately \$750,000. To date the Trust has incurred legal and other professional support expenses of \$353,356 in respect of this matter. These expenses have been reported in the statement of operations as a period expense.

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

14. LIFE INSURANCE POLICIES

The Trust is the owner of several life insurance policies with an insured value of approximately \$2,251,900 (2014 - \$2,251,900). The Trust owns one policy in respect of which it makes the annual premium payment of \$22,857 (2014 - \$22,857), which is included in administration expenses. For the remaining policies the policy donors pay the annual premiums. The total cash surrender values associated with these policies is nominal and have not been included the Trust's statement of financial position.

15. FINANCIAL INSTRUMENTS AND RISK EXPOSURE

The trust 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 company's risk exposure and concentration as of December 31, 2015.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises four types of risk: currency risk, interest rate risk, credit risk and other price risk. The trust is exposed to currency risk, interest rate risk and other price risk.

THE NATURE TRUST OF BRITISH COLUMBIA

Notes to Consolidated Financial Statements

December 31, 2015

15. FINANCIAL INSTRUMENTS AND RISK EXPOSURE – Cont'd

Currency risk

Currency risk is the risk that the foreign currency or future cash flows of a foreign financial instrument will fluctuate because of changes in the foreign exchange rates. The trust's investments in foreign currency investments are subject to foreign exchange rates fluctuation risk at the time when income is received, investment is purchased or disposed.

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 trust's investments in Guaranteed Investment certificates are subject to cash flow risk and market interest rates fluctuation risk at the time of renewal upon maturity. Investments with fixed-rate are subject to a fair value risk.

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 trust is not exposed to any significant credit risk.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices other than those arises from interest and currency risks. The Trust is exposed to other price risk through its investments in equities and mutual fund units.

16. SUBSEQUENT EVENTS

On March 18, 2016 the Trust acquired Conservation Lands located in the Antelope Brush Conservation area in the South Okanagan for \$2,310,000. The purchase price for the property was paid in cash and was funded by way of donor contributions received in 2015 and included in deferred contributions as at December 31, 2015.

THE NATURE TRUST OF BRITISH COLUMBIA

DRAFT

2017 BUDGET SUMMARY

		TNTBC Budget 2017	TNTBC Budget 2016	TNTBC Projections to Dec 31/16
Revenues				
Investment income	page 10	892,000	812,000	812,000
Program grants	page 10	677,500	668,800	868,500
Rental and other income	page 10	150,000	149,000	149,000
Donations	page 10	500,000	500,000	500,000
Fundraising income	page 10	256,000	270,500	265,000
Relative Ecological Assessment Tool		-	2,500	2,500
		<u>2,475,500</u>	<u>2,402,800</u>	<u>2,597,000</u>
Operating expenses				
Salaries and benefits - administration		715,000	710,500	710,500
Communications and fundraising	page 2	280,000	286,500	262,000
Office and general	page 3	158,000	160,000	157,000
Depreciation	page 3	18,000	17,000	18,300
Insurance	page 3	60,000	60,000	66,000
Legal - corporate and appraisals	page 3	10,000	11,000	11,000
Savary Island expenses	page 3	100,000	100,000	50,000
Property taxes	page 3	43,000	43,000	43,000
Travel and meetings - Admin	page 4	49,000	51,000	50,000
		<u>1,433,000</u>	<u>1,439,000</u>	<u>1,367,800</u>
Program costs				
Salaries and benefits		506,000	445,500	445,500
Travel and meetings	page 4	16,000	17,500	17,000
Program expenses:				
Province-wide land management	page 5	68,000	95,000	101,000
Vancouver Island land management	page 5	57,500	55,000	80,000
Okanagan land management	page 6	225,000	208,000	252,000
Kootenay land management	page 7	320,600	338,300	381,000
North and Central land management	page 8	48,000	22,000	49,000
Lower Mainland land management	page 8	71,000	40,000	65,000
Biodiversity BC website		1,500	1,500	1,500
Subtotal - Program expenses		<u>791,600</u>	<u>759,800</u>	<u>929,500</u>
Conservation covenants	page 9	15,000	30,000	15,000
Awards and Scholarships	page 9	2,500	2,500	2,500
Relative Ecological Assessment Tool		-	2,500	2,500
		<u>1,331,100</u>	<u>1,257,800</u>	<u>1,412,000</u>
Total Expenses		<u>2,764,100</u>	<u>2,696,800</u>	<u>2,779,800</u>
Surplus (Deficit)		<u>(288,600)</u>	<u>(294,000)</u>	<u>(182,800)</u>

Donations to Endowment Fund	page 10	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
Capital assets	page 3	<u>13,200</u>	<u>11,800</u>	<u>13,356</u>

THE NATURE TRUST OF BRITISH COLUMBIA

Consolidated Statements of Operations and Net Assets (Unaudited)

August 31, 2016

	OPERATIONS					NET ASSETS			Totals	
	General Fund					Endowment	Property	Land		
	YTD Actuals 2016	YTD Actuals 2015	YTD Budget 2016	Variance Actuals to YTD Budget	Projected to Year end	Fund 2016 \$	Fund 2016 \$	Management Fund 2016 \$	2016 \$	2015* \$
REVENUE										
Investment income	240,548	243,521	239,300	1,248	812,000				240,548	243,521
Donations	87,914	189,252	97,000	(9,086)	250,000	4,080	9,760,096	365,850	10,217,940	441,728
Bequests	174,718	222,048	75,000	99,718	250,000				174,718	222,048
Fundraising Income	194,571	228,328	174,100	20,471	265,000				194,571	228,328
Rental and other income	73,843	71,333	66,448	7,395	149,000				73,843	71,333
Relative Ecological Assess. Tool	778		2,500	(1,722)	2,500				778	-
Program grants:				-						-
Province-wide land mgmt	37,733	17,134	10,000	27,733	46,000				37,733	17,134
Vancouver Island land mgmt	31,693	5,196	12,700	18,993	41,000				31,693	5,196
Okanagan land mgmt	108,682	150,350	107,500	1,182	215,000				108,682	150,350
Kootenay land mgmt	143,049	35,980	168,600	(25,551)	356,000				143,049	35,980
North & Central land mgmt	22,571	41,000	-	22,571	49,000				22,571	41,000
Lower Mainland land mgmt	27,670	18,360	15,000	12,670	65,000				27,670	18,360
Biodiversity BC website	739	849	950	(211)	1,500				739	849
6,000,000 HCTF interest funds	22,588	36,568	24,000	(1,412)	95,000				22,588	36,568
Total Program Grants	394,725	305,437	338,750	55,975	868,500	-	-	-	394,725	305,437
Total Revenue	1,167,097	1,259,919	993,098	173,999	2,597,000	4,080	9,760,096	365,850	11,297,123	1,512,395
OPERATING EXPENSES										
Salaries and benefits	480,684	462,369	480,900	(216)	710,500				480,684	462,369
Communications & fundraising	146,603	184,409	167,910	(21,307)	262,000				146,603	184,409
Office and general	72,568	77,946	77,740	(5,172)	157,000				72,568	77,946
Depreciation	8,441	9,081	8,800	(359)	18,300				8,441	9,081
Insurance	39,727	36,788	37,180	2,547	66,000				39,727	36,788
Legal - corporate and appraisals	5,182	143	6,000	(818)	11,000				5,182	143
Savary Island Expenses	79	-	325	(246)	50,000				79	-
Property Taxes	37,628	41,623	42,500	(4,872)	43,000				37,628	41,623
Travel and meetings - Admin	28,920	28,915	35,600	(6,680)	50,000				28,920	28,915
	819,832	841,274	856,955	(37,123)	1,367,800	-	-	-	819,832	841,274

	OPERATIONS					NET ASSETS			Totals	
	General Fund					Endowment	Property	Land		
	YTD Actuals 2016	YTD Actuals 2015	YTD Budget 2016	Variance Actuals to YTD Budget	Projected to Year end	Fund 2016 \$	Fund 2016 \$	Management Fund 2016 \$	2016 \$	2015* \$
PROGRAM COSTS										
Salaries and benefits	301,119	291,376	304,200	(3,081)	445,500				301,119	291,376
Travel and meetings	9,558	8,060	10,700	(1,142)	17,000				9,558	8,060
Program expenses:										
Province-wide land managemen	58,788	49,020	51,800	6,988	101,000				58,788	49,020
Vancouver Island land mgmt	49,873	23,377	30,880	18,993	80,000				49,873	23,377
Okanagan land management	163,842	196,949	156,200	7,642	252,000				163,842	196,949
Kootenay land management	203,960	88,325	208,800	(4,840)	381,000				203,960	88,325
North & Central land manageme	23,633	44,451	4,000	19,633	49,000				23,633	44,451
Lower Mainland land manageme	50,503	37,194	36,500	14,003	65,000				50,503	37,194
Biodiversity BC website	739	849	950	(211)	1,500				739	849
Subtotal - Program expenses	551,338	440,165	489,130	62,208	929,500				551,338	440,165
Conservation covenants	3,923	2,039	7,000	(3,077)	15,000				3,923	2,039
Awards and Scholarships	1,250	1,250	2,500	(1,250)	2,500				1,250	1,250
Relative Ecological Assess. Tool	778	988	2,500	(1,722)	2,500				778	988
	867,966	743,878	816,030	51,936	1,412,000				867,966	743,878
EXCESS (DEFICIENCY) (based upon 4% interest draw)	(179,082)	(20,097)								
EXCESS (DEFICIENCY) FROM OPERATIONS	(520,701)	(325,233)	(679,887)	159,186	(182,800)	4,080	9,760,096	365,850	9,609,325	(72,757)
Changes in fair value of Investments	649,359	463,628							649,359	463,628
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	128,658	138,395				4,080	9,760,096	365,850	10,258,684	390,871
FUND BALANCE, begin. of year	13,128,467	12,696,076				4,139,934	82,906,153	3,251,663	103,426,217	102,070,624
Transfer from (to) property fund	(206,198)	(21,948)				-	206,198		-	
FUND BALANCE, end of year	13,050,927	12,812,523				4,144,014	92,872,447	3,617,513	113,684,901	102,461,495

*2015 total \$'s include Endowment, Property and Land Management Fund \$'s, which are not shown here.

The Fund Balance, end of year for 2015 is to August 31, 2015. The Fund balance, beginning of year for 2016 is as of December 31, 2015.

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

Name of Organization: Nanaimo & District Museum Society

Grant No. RPTE-03

Criteria:	Meets Criteria:		Statement of Purpose:	
	Yes	No		
➤ 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;			All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.	
➤ services provide benefits and be accessible to residents of the City of Nanaimo;				
➤ 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:	\$		Amount Recommended:	\$
Grant Awarded:	Yes	No		

Discussion:

Notes:



NANAIMO MUSEUM

100 Museum Way, Nanaimo, BC, V9R 5J8
TELEPHONE 250 753.1821
info@nanaimomuseum.ca www.nanaimomuseum.ca

November 23, 2016

City Of Nanaimo
Permissive Tax Exemption Application

Hand Delivered

To whom it may concern,

Enclosed please find the application and attachments for the Nanaimo & District Museum Society request for a permissive Tax Exemption for the 100 Cameron Road site Folio # 85093.002. This site is used for storage and workshop for the Nanaimo Museum. The information and attachments relate to overall museum operations.

Attachments Include:

- Application
- 2015 audited financial statements
- copy of BC Society Annual filing 2016
- current financial statements
- Information package including Organization Profile, 2015 Annual Report, 2016/17 School Program Brochure, recent newsletters, Sport Hall of Fame 2015 Induction Program

Thank you for considering our request. Please contact me if you need any further information or a personal presentation.

Sincerely,

Debbie Trueman
General Manager



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use
 RPT-03

ORGANIZATION: Nanaimo & District Museum Society		DATE: November 23, 2016	
ADDRESS:		PRESIDENT: John Manning	
100 Museum Way		SENIOR STAFF MEMBER: Debbie Trueman	
Nanaimo, BC		POSITION: General Manager	
V9R 5J8		CONTACT: Debbie Trueman	
TELEPHONE: 2507531821		TELEPHONE:	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Nanaimo and surrounding area and visitors to the community			
NO. OF FULL TIME STAFF: 7		NO. OF PART TIME STAFF: 3 (.5 FTE)	
NO. OF COMMUNITY VOLUNTEERS: 48		NO. OF VOLUNTEER HOURS PER YEAR: 2015 - 3927 hours	
CLIENTS SERVED, LAST YEAR: 63,807		CLIENTS SERVED, THIS YEAR (PROJECTED): 65,000	
B.C. SOCIETY ACT REG. NO.: S6859		REVENUE CANADA CHARITABLE REG. NO.: 107758989	
CURRENT BUDGET: 575,450		LEGAL DESCRIPTION OF PROPERTY: 1-100 Cameron Road	
INCOME 575,450		TAX FOLIO NUMBER: 85093.002	
EXPENSES: 575,000		CURRENT YEAR TAXES (IF KNOWN):	
NEXT YEAR PROJECTED: 580,000			
INCOME: 587,450			
EXPENSES: 586,700			
SIGNATURE:		TITLE/POSITION: General Manager	
		DATE: November 23, 2016	

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).

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

The Nanaimo Museum is a dynamic community facility offering diverse interpretive programming encouraging visitors to make a discovery while exploring the history and heritage of our area. We are enjoying our 9th ever growing successful year in our new space thanks to the City of Nanaimo. The Museum also manages the Bastion, an icon in the community and 3rd oldest building in BC. We strive to engage the community and visitors in a meaningful, cultural experience.

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

please see attached annual report and school program brochure for a complete list of exhibits, adult, family and school programming and collection projects

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

The museum has 4 feature exhibits a year plus several exhibits in the community exhibit gallery. Curriculum based school programs are updated each year with usually a new program added.. Spring Break, Summer and Christmas family programming is offered annually. Collection and permanent gallery maintenance is ongoing with additions made every year.

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

volunteers are vital and support programming, gallery interpretation, reception/gift shop and members of several committees

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

City of Nanaimo management agreement

BC Arts Council operating grant

BC Community Gaming Grant

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

NA

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

NA

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.

NA

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

Our main fundraising activity is the Gift Shop. Other earned revenue comes from the Adopt an Artifact ongoing campaign,venue rental, program income admission and donations.

**CITY OF NANAIMO
GRANT QUESTIONNAIRE**

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

Please see our 2015 Annual Report, 2016/2017 School Program Brochure,
Museum Organizational Profile Document and most recent Sports Hall of Fame
Induction program and recent newsletters.

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

The City of Nanaimo is already recognized on all our printed promotional
material and on our website

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



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

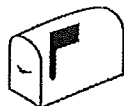
THE NANAIMO & DISTRICT MUSEUM SOCIETY
100 MUSEUM WAY
NANAIMO BC V9R 5J8

FILE ONLINE NOW



To file your BC Society Annual Report immediately, go to:

www.gov.bc.ca/SocietiesAct
and use **ACCESS CODE: 139080386**.



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

Date your Annual General Meeting was held: 2016, MARCH, 15
(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 accepted.)

100 MUSEUM WAY, NANAIMO BC V9R 5J8

Mailing Address (If different from physical address)

100 MUSEUM WAY, NANAIMO BC V9R 5J8

Enter new physical address if it has changed.

Enter new mailing address if it has changed.

3. Society Email Address

plc@pris.ca debbie@nanzamuseum.ca

Update email address if it has changed. Email address may be used as a contact for this form.

OFFICE USE ONLY





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
Dragani	Bruno	346 KENNEDY ST., NANAIMO BC	V9R 2J2
Fletcher	Rob	302 NOTTINGHAM DRIVE, NANAIMO BC	V9T 4T1
Jenkins	Moir	3107 TANGLEWOOD WAY, NANAIMO BC	V9T 5A5
Lance	Shirley	14 CILAIRE, NANAIMO BC	V9S 5H7
Manning	John	430 WENTWORTH, NANAIMO BC	V9R 3E1
Nilson	Ralph	3527 WHILTSHIRE, NANAIMO BC	V9X 1N8
O'Rourke	Eveline	3648 PLACE ROAD, NANAIMO BC	V9T 1M9
Peterson	Douglas	6259 MCROBB AVE, NANAIMO BC	V9V 1M4



2016 Annual Report

Incorporation Number: S-0006859

Waatainen	Paula	5359 BAYSHORE DR, NANAIMO BC	V9V 1R4
Yewchin	Ed	5196 LOST LAKE RD, NANAIMO BC	V9T 5E4

5. Signature

2016/03/16

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

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:

2nd floor, 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 S-0006859 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.

Nanaimo & District Museum Society
Financial Statements
December 31, 2015

Nanaimo & District Museum Society
Contents
For the year ended December 31, 2015

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Management's Responsibility

To the Members of Nanaimo & District Museum Society:


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

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

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Society. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board 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.

March 9, 2016


General Manager

Independent Auditors' Report

To the Members of Nanaimo & District Museum Society:

We have audited the accompanying financial statements of Nanaimo & District Museum Society, which comprise the statement of financial position as at December 31, 2015, 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.

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

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Nanaimo & District Museum Society as at December 31, 2015 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.

Report on Other Legal and Regulatory Requirements

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

Nanaimo, British Columbia

March 9, 2016

MNP LLP

Chartered Professional Accountants

Nanaimo & District Museum Society
Statement of Financial Position

As at December 31, 2015

	2015	2014
Assets		
Current		
Cash	171,857	102,945
Restricted cash - community gaming	1,812	26,320
Accounts receivable	4,569	3,585
Inventory (Note 3)	62,846	62,127
Goods and services tax receivable	4,075	9,067
Prepaid expenses	1,125	-
Investments	10,507	29,692
	256,791	233,736
Equipment (Note 4)	127,052	134,767
Internally restricted cash and investments (Note 5)	218,786	196,602
	602,629	565,105
Liabilities		
Current		
Accounts payable and accruals	17,465	19,066
Deferred contributions (Note 6)	74,487	98,995
Government remittances payable	10,517	10,194
	102,469	128,255
Deferred capital contributions (Note 7)	109,509	118,601
	211,978	246,856
Net Assets		
Internally restricted net assets (Note 8)	218,786	196,602
Unrestricted net assets	171,865	121,647
	390,651	318,249
	602,629	565,105

Approved on behalf of the Board

Director

Director

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society

Statement of Operations

For the year ended December 31, 2015

	2015	2014
Revenue		
Grants (Note 10)	389,052	404,511
Gift shop and book sales	119,399	117,428
Community gaming grant	87,508	63,000
Admissions, programs and events	38,323	29,442
Bequests	19,461	2,737
Amortization of deferred capital contributions (Note 7)	9,092	11,407
Interest	9,029	9,341
Bastion summer program	7,110	8,679
Adopt an Artifact	4,900	-
Donations	6,501	6,981
Other	3,055	2,371
Unrealized increase in fair value of investments	2,632	11,257
	696,062	667,154
Expenses		
Advertising and promotion	13,120	14,778
Amortization	13,570	14,972
Audit and legal	11,708	11,030
Bad debts	871	-
Building overhead	25,509	24,072
Donation to Nanaimo Community Archives Society	3,000	3,000
Exhibit development	22,663	31,390
Gift shop expenses	66,647	56,910
Insurance	4,960	5,196
Interest and bank charges	4,050	4,299
Investment fees	4,208	2,073
Materials and supplies	420	1,000
Office	8,653	11,283
Professional association dues	1,729	596
Professional development	4,522	7,106
Program and events	15,902	10,408
Repairs and maintenance	5,082	3,534
Salaries, wages and benefits	373,955	367,935
Sports Hall of Fame	5,711	-
Travel	4,121	5,107
Utilities	32,137	31,653
Volunteer expense	1,122	985
	623,660	607,327
Excess of revenues over expenses	72,402	59,827

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society
Statement of Changes in Net Assets
For the year ended December 31, 2015

	<i>Internally Restricted</i>	<i>Unrestricted</i>	<i>2015</i>	<i>2014</i>
Balance at beginning of year	196,602	121,647	318,249	258,422
Excess of revenues over expenses	-	72,402	72,402	59,827
Transfer to internally restricted <i>(note 12)</i>	22,184	(22,184)	-	-
Balance at end of year	218,786	171,865	390,651	318,249

The accompanying notes are an integral part of these financial statements

Nanaimo & District Museum Society
Statement of Cash Flows
For the year ended December 31, 2015

	2015	2014
<hr/>		
Cash provided by (used for) the following activities		
Operating activities		
Revenues received	690,169	633,598
Adopt an Artifact	4,900	-
Program service expenses paid	(231,774)	(221,100)
Cash paid for salaries and benefits	(373,955)	(367,935)
Interest paid	(4,051)	(4,299)
Interest received	11,661	20,598
	<hr/>	<hr/>
	96,950	60,862
Investing activities		
Purchase of equipment	(5,854)	(14,775)
Increase in internally restricted cash and investments	(22,184)	(11,304)
	<hr/>	<hr/>
	(28,038)	(26,079)
Increase in cash resources	68,912	34,783
Cash resources, beginning of year	102,945	68,162
Cash resources, end of year	<hr/>	<hr/>
	171,857	102,945

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

Nanaimo & District Museum Society

Notes to the Financial Statements

For the year ended December 31, 2015

1. Incorporation and nature of the organization

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

2. 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 using the following significant accounting policies:

Revenue recognition

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

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

Artifacts

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

Donated capital assets, materials and services

Donated capital assets, materials and services are not recognized in the financial statements.

Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the weighted average method.

Measurement uncertainty (use of estimates)

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

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

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2015

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

Equipment

Equipment is initially recorded at cost.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives. In the year of acquisition, amortization is taken at one-half of the below rates.

	Rate
Computer equipment	5 years
Curatorial equipment	5 years
Furniture and fixtures	5 years
Shelving	20 years

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.

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. In a prior year, the Society elected to measure its investments at fair value.

The Society subsequently measures investments at fair value. Fair value is determined by published price quotations. All other financial assets and liabilities are subsequently measured at amortized cost.

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

Financial asset impairment:

The Society assesses impairment of all of its financial assets measured at cost or amortized cost. The Society groups assets for impairment testing when there are numerous assets affected by the same factors. 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 excess of revenues over expenses.

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 the excess of revenues over expenses in the year the reversal occurs.

3. Inventory

The cost of inventories recognized as an expense and included in cost of sales amounted to \$66,647 (2014 - \$56,910).

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2015

4. Equipment

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2015 Net book value</i>	<i>2014 Net book value</i>
Computer equipment	25,317	8,043	17,274	15,897
Curatorial equipment	42,572	42,044	528	880
Furniture and fixtures	94,611	94,611	-	-
Shelving	174,800	65,550	109,250	117,990
	337,300	210,248	127,052	134,767

5. Internally restricted cash and investments

Included in the internally restricted cash and investments is cash of \$53,714 (2014 - \$53,348) and mutual funds of \$165,072 (2014 - \$143,254).

In 2008, the Society transferred \$100,000 to the Nanaimo Community Foundation, an independent public foundation. This transfer was matched by a matching funds grant from the Vancouver Foundations' Renaissance Fund. The Society holds a beneficial interest in these funds. The market value of the funds held by the Nanaimo Community Foundation was \$232,268 as at September 30, 2015.

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

6. Deferred Contributions

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

	<i>2015</i>	<i>2014</i>
Balance, beginning of year	98,995	101,567
Amount received or receivable during the year	112,461	93,165
Recognized as revenue during the year	(136,969)	(95,737)
	74,487	98,995
Deferred contributions at end of the year consist of:		
Sports Hall of Fame	9,117	9,117
New space donations	63,564	63,564
Community gaming grant	1,806	26,314
	74,487	98,995

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2015

7. Deferred capital contributions

Deferred capital contributions consist of the unamortized portion of restricted contributions that were used to purchase equipment. Changes in deferred capital contributions are as follows:

	2015	2014
Balance, beginning of year	118,601	130,008
Recognized as revenue during the year	(9,092)	(11,407)
Balance, end of year	109,509	118,601

8. Internally restricted net assets

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

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

	2015	2014
New permanent exhibits	140,339	140,339
Self insurance	7,559	7,559
Unspecified projects	42,571	39,931
Bequest	25,078	5,617
Cash donations and book sale proceeds held for future transfer to Nanaimo Community Foundation	3,239	3,156
	218,786	196,602

9. Permissive tax exemption

The City of Nanaimo provides a permissive tax exemption of \$69,913 (2014 - \$77,756) to the Society for its premises at 100 Museum Way and Unit 1 - 100 Cameron Road.

10. Grants

	2015	2014
City of Nanaimo	354,784	347,829
Provincial Government - BC Arts Council	30,000	30,000
Federal Government - wage subsidies	4,018	13,682
Canadian Heritage Foundation - exhibit sponsorship	250	13,000
	389,052	404,511

Nanaimo & District Museum Society
Notes to the Financial Statements
For the year ended December 31, 2015

11. Transfer to internally restricted fund

	2015	2014
Mary Holmes bequest	19,461	-
Increase in investments due to investment income and fair value adjustment	2,632	11,257
A Place in Time book sales	82	34
Interest earned on development fund	9	13
	<u>22,184</u>	<u>11,304</u>

12. Economic dependence

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

13. Financial instruments

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

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

14. Commitments

The Society rents its premises at 100 Museum Way from the City of Nanaimo for \$1 per year. The Society has entered into a lease agreement which expires December 31, 2022 with The City of Nanaimo for its premises at Unit 1 - 100 Cameron Road for estimated minimum annual payments recorded in Utilities expense as follows:

2016	3,000
2017	3,000
2018	3,000
2019	3,000
2020	3,000
Thereafter, to 2022	6,000
	<u>21,000</u>

ASSET

CURRENT ASSETS

Internally Restricted Cash		-10,506.77
Money Market Funds		10,506.77
Gift Shop Float/Petty Cash		450.00
Investments		175,579.18
Artifact Savings Acct.		0.09
Savings Acct #....3223		5.00
Community Gaming Grant		18,134.07
Development Fund		3,607.79
General Fund	180,089.57	
High Interest Savings	52,358.94	
Visa Clearing Account	0.00	
MC Clearing Account	0.00	
Debit Clearing Account	0.00	
UNIONPAY	0.00	
Pay Pal	227.36	
Cash: Total		232,675.87
GST Paid		7,260.85
HST Paid		0.00
Accounts Receivable	0.00	
Accounts Receivable POS	2,932.57	
Accounts Receivable Year End	-1,000.00	
Allowance For Bad Debts	-554.10	
TOTAL ACCOUNTS RECIEVAB...		1,378.47
Gift Shop Inventory		47,911.21
Boss Whistle Inventory		1,518.75
A Place In Time		6,928.74
Fred Bag #1		0.00
Those Island People		6,487.00
Bastion Pens		0.00
Fred Cards		0.00
Fred Tea Towels		0.00
Prepaid Insurance		4,315.00
TOTAL CURRENT ASSETS		506,252.02

Property, Plant and Equipment

Furniture & Fixtures	94,610.53	
Accum Amort - Furniture & Fixtu...	-94,610.33	
Net - Furniture & Fixtures		0.20
Curatorial/Other Equipment	42,572.01	
Accum Amort - Equipment	-42,043.95	
Net - Curatorial/Other Equipment		528.06
Computer Equipment	25,316.75	
Accum Amort - Computer Equip...	-8,042.82	
Net - Computer Equipment		17,273.93
Shelving	174,800.00	
Accum Amort - Shelving	-65,550.00	
Net - Shelving		109,250.00
Total Property, Plant and Equi...		127,052.19

TOTAL ASSET **633,304.21**

LIABILITY

CURRENT LIABILITIES

Due to Investment Fund	186.14
Due to Endowment Fund	326.03
Deferred Gift Certificate	-331.56
Deferred Operating Grant	5,000.02
Deferred Sports Hall of Fame	9,116.90
Mary Holmes Bequest	0.00
Deferred New Space Donations	63,563.58
Deferred Cultural Services Grant	0.00

Nanaimo & District Museum Society
Balance Sheet As at 10/31/2016

Deferred Community Gaming Gr...	12,312.26
Deferred Capital Contributions	109,508.80
Vacation Payable	-1,253.03
UIC Payable	969.95
CPP Payable	2,078.32
Income Tax Payable	3,973.06
Receiver General Payable	7,021.33
WCB Payable	1,510.35
PST Payable	1,072.51
HST Collected	0.00
GST Collected	5,471.60
TOTAL CURRENT LIABILITIES	213,504.93
TOTAL LIABILITY	213,504.93
EQUITY	
EQUITY	
Reserve	0.00
Surplus Operating Fund	168,175.63
Opening surplus	218,785.77
Current Equity	32,837.88
TOTAL EQUITY	419,799.28
TOTAL EQUITY	419,799.28
LIABILITIES AND EQUITY	633,304.21

Nanaimo & District Museum Society
Comparative Income Statement

	Actual 01/01/2016 to 10/31/2016	Budget 01/01/2016 to 10/31/2016	Percent
REVENUE			
EARNED REVENUE			
Gift Shop Sales	90,920.64	70,000.00	29.89
Community Donations	0.00	2,000.00	-100.00
Admissions	12,922.55	9,250.00	39.70
Membership Dues	684.04	1,750.00	-60.91
Bastion Summer Program	0.00	2,000.00	-100.00
Bastion Donations	8,627.40	4,000.00	115.69
New Space Donations	1,195.00	0.00	0.00
Other Income	4,707.62	1,000.00	370.76
Interest Income	274.58	1,666.60	-83.52
Endowment Interest	5,955.39	3,750.00	58.81
Photography Income	590.00	0.00	0.00
Community Gaming Grant	52,500.00	52,500.00	0.00
Office Services	355.68	0.00	0.00
Event Income	1,200.00	835.00	43.71
Venue Rental	6,780.00	6,664.00	1.74
Program Income	8,921.74	6,750.00	32.17
TOTAL EARNED REVENUE	195,634.64	162,165.60	20.64
GRANT/DEFERRED REVENUE			
City Of Nanaimo	301,560.00	301,830.00	-0.09
Prov. Gov. Cultural Serv.	25,000.00	31,250.00	-20.00
Federal Government-Employment	0.00	6,000.00	-100.00
Exhibit Sponsorship	0.00	1,500.00	-100.00
TOTAL GRANT/DEFERRED REV.	326,560.00	340,580.00	-4.12
TOTAL REVENUE	522,194.64	502,745.60	3.87
EXPENSE			
EXPENSES			
Those Island People Expense	0.00	0.00	0.00
Display Maintenance	1,399.03	833.30	67.89
Archives Expense	0.00	3,000.00	-100.00
Gift Shop Purchases	49,295.38	35,000.00	40.84
gift shop supply	407.01	1,250.00	-67.44
Collection Supply Expense	1,049.29	1,250.00	-16.06
Bastion Wages	6,696.00	2,000.00	234.80
Bastion-Summer	3,233.74	4,000.00	-19.16
Salary	275,545.75	272,500.00	1.12
Casual/Grant Wages	14,443.08	45,000.00	-67.90
UIC Expense	7,401.20	7,090.00	4.39
CPP Expense	12,653.37	12,375.00	2.25
WCB Expense	1,012.06	1,250.00	-19.04
Benefits Expense	0.00	0.00	0.00
Professional Development	3,086.35	5,000.00	-38.27
Board Development	419.05	0.00	0.00
Advertising/ Promotion	20,004.20	24,916.66	-19.72
Don Sale Bursary	0.00	250.00	-100.00
Bank Charges	25.00	416.67	-94.00
Cash Short	-1,163.12	0.00	0.00
Program Expense	2,354.89	6,000.00	-60.75
Event Expense	449.74	2,500.00	-82.01
Volunteer Expense	407.24	1,200.00	-66.06
Insurance	4,729.06	4,450.00	6.27
Maintenance Supplies	2,240.73	2,083.30	7.56
Professional Assoc. Dues	701.00	1,666.70	-57.94
Meeting Expenses	950.55	3,256.00	-70.81
Office Supplies	2,842.34	4,166.70	-31.78
Postage	771.06	1,666.70	-53.74
Photocopier Costs	616.81	3,600.00	-82.87

Nanaimo & District Museum Society
Comparative Income Statement

	Actual 01/01/2016 to 10/31/2016	Budget 01/01/2016 to 10/31/2016	Percent
Photography Supplies	456.75	0.00	0.00
Professional Fees	420.00	0.00	0.00
Endowment Fees	1,776.56	0.00	0.00
Security	1,447.48	625.00	131.60
Old Museum Building	2,971.93	3,333.30	-10.84
Building Overhead	19,328.76	19,166.60	0.85
Travel	3,697.88	4,950.00	-25.30
Temporary Exhibit Expense	16,765.77	12,500.00	34.13
Utility/ Hydro	21,126.13	23,333.30	-9.46
Utility/ Telephone	1,576.77	3,333.30	-52.70
Venue Rental	1,421.86	1,250.00	13.75
Visa/Mastercard Expense	3,835.61	1,666.70	130.13
Visitor Info Desk	0.00	0.00	0.00
Network Expense	984.00	3,000.00	-67.20
Old Museum dont use	0.00	0.00	0.00
Suspense	-735.00	0.00	0.00
TOTAL EXPENSES	486,645.31	519,879.23	-6.39
PROJECT EXPENSE			
Curatorial/Other Equipment	2,249.68	0.00	0.00
Lighting	461.77	0.00	0.00
New Exhibit	0.00	10,000.00	-100.00
TOTAL PROJECT EXPENSE	2,711.45	10,000.00	-72.89
TOTAL EXPENSE	489,356.76	529,879.23	-7.65
NET INCOME	32,837.88	-27,133.63	-221.02

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

Name of Organization: Vancouver Island Military Museum

Grant No. RPTE-04

Criteria:

**Meets
Criteria:**

Statement of Purpose:

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

- 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;
- services provide benefits and be accessible to residents of the City of Nanaimo;
- 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.

Yes No

Amount Requested:

\$

Grant Awarded:

Yes

No

Amount Recommended:

\$

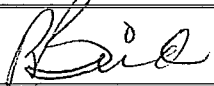
Discussion:

Notes:



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

Office Use
RPT-04

ORGANIZATION: Vancouver Island Military Museum		DATE: 15 November 2016	
ADDRESS:		PRESIDENT: Roger Bird	
100 Cameron Road		SENIOR STAFF MEMBER: Brian McFadden	
Nanaimo, BC V9T 0C8		POSITION: V/President	
TELEPHONE: 250-753-3814		CONTACT:	
TELEPHONE: 250-753-3814		TELEPHONE: 250-753-3814	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: Nanaimo & District & Vancouver Island			
NO. OF FULL TIME STAFF: N/A		NO. OF PART TIME STAFF: N/A	
NO. OF COMMUNITY VOLUNTEERS: 55		NO. OF VOLUNTEER HOURS PER YEAR: 780 per person	
CLIENTS SERVED, LAST YEAR: 3485		CLIENTS SERVED, THIS YEAR (PROJECTED): 3650	
B.C. SOCIETY ACT REG. NO.: S-0020906		REVENUE CANADA CHARITABLE REG. NO.: 12972-2260-RR0001	
CURRENT BUDGET: \$85,000		LEGAL DESCRIPTION OF PROPERTY: Centennial Building, Piper Park, Nanaimo District Plan 8979, Lot B, Section 1	
INCOME: \$85,000			
EXPENSES: \$83,000		TAX FOLIO NUMBER: 85093.003	
NEXT YEAR PROJECTED: \$80,000		CURRENT YEAR TAXES (IF KNOWN):	
INCOME: \$80,000			
EXPENSES: \$76,000			
SIGNATURE: 	TITLE/POSITION: President	DATE: 15 November 2016	

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).

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

To provide the citizens of Vancouver Island , Canada and visiting guests the knowledge and understanding of Canadian Military Heritage.

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

The display of militaria, displays and exhibits to the public on a continuous basis throughout the whole year.

The museum offers medal mounting and framing to veterans and families.

The museum conducts tours with schools and social groups.

Museum offers research to families searching for veterans information.

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

The museum is adding a 40mm Bofors gun taken from HMCS Nanaimo II.

The gun will be mounted next to the museum building late 2016 of early 2017.

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

Seven elected volunteers act as a Board of Directors to oversee the museum operation.

48 volunteers used as museum tour guides/greeters six days a week.

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

BC Gaming Grant \$40K.

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

Admission fees : \$4.00 per adult, \$2.00 per senior, Military members, veterans and children under 12 years free.

Medal mounting and framing charges - material costs plus small labour charge.

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

Museum is independent.

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.

Not applicable.

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

Income raised from the museum's Wall of Honour plaque sales.

Cost of granite plaque is \$195.00. Name of military veteran is engraved on plaque.

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

There are no paid employees at the museum and all income goes to the operation of the museum.

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

The City of Nanaimo is recognized for their support on promotional material produced by the museum.

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

B.C. Home

B.C. Registry Services

BC Society Annual Report

- Information Required
- Identify Society
- Annual General Meeting
- Confirm Intent
- Address Information
- Director Information
- Email Address
- Authorized Representative
- View Summary
- Payment Details
- Receipt
- Feedback

You must complete the fields preceded by a * symbol. Other fields may be left blank.

Payment for these services is by Visa, Visa Debit, Mastercard, or American Express
Help Desk: 1 800 663-6102

ONLINE SERVICES

Name Requests Online

Corporate Online

OneStop Business Registry

SoFi 1.4.0 - 3874
February 17, 2016 1:14 PM



BC Society Annual Report

Filing Completed

This is your receipt. Use the **Print Receipt** and **Filing** button to print a copy of your receipt at Annual Report filing.

BC Society:

VANCOUVER ISLAND MILITARY MUSEUM

Transaction Details

Form Filed:

BC Society Annual Report

Society Number:

S-0020906

Society Name:

VANCOUVER ISLAND MILITARY MUSEUM

Filing Date and Time:

February 17, 2016 1:14 PM Pacific Time

Payment Invoice Number:

SOFI000001950298

Transaction ID:

10011445

Fee:

\$25.00

Service Charge:

\$ 0.00

Subtotal:

\$25.00

Service Charge GST:

\$ 0.00

Total:

\$25.00

Payment Method:

Credit Card

Your Contact Name is:

Roger Bird

Your Contact Telephone Number is:

250-753-3814

Credit Card Type:

Visa

Credit Card Number:

XXXXXXXXXXXXXXX

Authorization Number:

413559

COPYRIGHT DISCLA



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

VANCOUVER ISLAND MILITARY MUSEUM
100 CAMERON RD
NANAIMO BC V9R 0C8

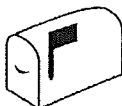
FILE ONLINE NOW



To file your BC Society Annual Report immediately, go to:

www.gov.bc.ca/SocietiesAct

and use **ACCESS CODE: 138564018.**



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

Date your Annual General Meeting was held: 2016/02/03
(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 accepted.)

Mailing Address (If different from physical address)

100 CAMERON RD, NANAIMO BC V9R 0C8

100 CAMERON RD, NANAIMO BC V9R 0C8

Enter new physical address if it has changed.

Enter new mailing address if it has changed.

3. Society Email Address

oic@vimms.ca

Update email address if it has changed. Email address may be used as a contact for this form.

OFFICE USE ONLY



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
Bird	Roger	5937 RALSTON DRIVE, NANAIMO BC	V9T 5X2
Brayshaw	Bill	807 DOUGLAS AVE, NANAIMO BC	V9R 4M9
Buch	Gordon H.	112 - 6310 MCROBB AVE, NANAIMO BC	V9V 1W8
Harris	Phil A.	3140 SMUGGLERS HILL, NANAIMO BC	V9T 1H8
Mcfadden	W. Brian	6142 GREENWOOD PLACE, NANAIMO BC	V9V 1K6
Murphy	Pat	124 - 6325 METRAL DR, NANAIMO BC	V9T 2L9
Patterson	Sheridan L.	1927 RICHARDSON RD., NANAIMO BC	V9X 1C2
Ziebart	Jack	1334 SHERWOOD, NANAIMO BC	V9T 1G5



2016 Annual Report

Incorporation Number: S-0020906

5. Signature

19 Feb 16

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

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:

2nd floor, 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 S-0020906 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.

VANCOUVER ISLAND MILITARY MUSEUM
(Incorporated under the Society Act of British Columbia)
FINANCIAL STATEMENTS
(UNAUDITED)
FOR THE YEAR ENDED MARCH 31, 2016

Prepared by:
MacRob Enterprises Ltd.
1355 Artesian Court
Victoria, BC V9B 0L9
Telephone (250) 298-7534

VANCOUVER ISLAND MILITARY MUSEUM

(Incorporated under the Society Act of British Columbia)

FINANCIAL STATEMENTS

MARCH 31, 2016

CONTENTS

	Page
Notice to Readers	1
Balance Sheet	2
Statement of Surplus	3
Statement of Operating Revenues and Expenditures	4
Notes to Financial Statements	5 - 7

Prepared by:
MacRob Enterprises Ltd.
1355 Artesian Court
Victoria, BC V9B 0L9
Telephone (250) 298-7534

MACROB ENTERPRISES LTD.
1355 Artesian Court
Victoria, BC
V9B 0L9
Telephone (250)298-7534

May 3, 2016

To the Directors of
Vancouver Island Military Museum

NOTICE TO READERS

I have compiled the accompanying balance sheet of Vancouver Island Military Museum as at March 31, 2016 and the statements of surplus and operating revenues and expenditures for the year then ended from the information supplied to me by the society.

I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Nothing, however, has come to my attention that leads me to believe that these financial statements are not, in all material respects, in accordance with generally accepted accounting principles.

W. A. MacDonald

MacRob Enterprises Ltd.
Accounting Services
Victoria, BC

VANCOUVER ISLAND MILITARY MUSEUM
BALANCE SHEET
(Unaudited)
AS AT MARCH 31, 2016

ASSETS

	2016	2015
	\$	\$
CURRENT ASSETS		
Bank / <i>GAMING / GENERAL</i>	17,145	15,367
Acquisitions fund / <i>SAVINGS</i>	14,750	23,911
Cash Float	100	100
Accounts receivable	1,560	2,687
	-----	-----
	33,555	42,065
 CAPITAL ASSETS (Note 3)	 277,524	 267,102
	-----	-----
	311,079	309,167
	=====	=====

LIABILITIES

CURRENT LIABILITIES		
Accounts payable	11,673	11,925

SURPLUSES

CAPITAL	243,408	243,388
OPERATING	55,998	28,854
RESTRICTED	-	25,000
	-----	-----
	311,079	309,167
	=====	=====

APPROVED BY THE DIRECTORS

_____ DIRECTOR

_____ DIRECTOR

See notes to financial statements

VANCOUVER ISLAND MILITARY MUSEUM
STATEMENT OF SURPLUS
(UNAUDITED)
FOR THE YEAR ENDED MARCH 31, 2016

CAPITAL SURPLUS

	2016	2015
	\$	\$
BALANCE AT BEGINNING OF YEAR	243,388	234,888
CONTRIBUTIONS FROM OPERATING FUND	20	8,500
	-----	-----
BALANCE AT END OF YEAR	243,408	243,388
	=====	=====

OPERATING SURPLUS

BALANCE AT BEGINNING OF YEAR	28,854	28,643
CONTRIBUTIONS FROM RESTRICTED FUNDS	25,000	-
EXCESS OF REVENUES OVER EXPENDITURES	2,144	211
	-----	-----
BALANCE AT END OF YEAR	55,998	28,854
	=====	=====

RESTRICTED FUNDS

BALANCE AT BEGINNING OF YEAR	25,000	25,000
CONTRIBUTIONS TO OPERATING FUND	25,000	-
	-----	-----
BALANCE AT END OF YEAR	-	25,000
	=====	=====

See notes to financial statements

VANCOUVER ISLAND MILITARY MUSEUM
STATEMENT OF OPERATING REVENUES AND EXPENDITURES
(UNAUDITED)
FOR THE YEAR ENDED MARCH 31, 2016

	2016	2015
	\$	\$
REVENUES (note 4)	87,862	94,558
	-----	-----
EXPENDITURES		
Acquisitions and display material	8,576	4,950
Advertising & promotion	7,966	7,822
Bank charges	1,246	1,078
Conferences & meetings	258	258
Consulting services	-	200
Fees, dues and licences	275	715
Insurance	1,757	1,737
Office	1,157	1,244
Programs	100	818
Rent and storage	41,001	40,001
Repairs and maintenance	1,341	1,890
Security	757	651
Supplies & small tools	1,689	2,571
Telephone	886	930
Travel & meals	84	154
Volunteer appreciation	3,291	3,916
Wall of Honour expenses	9,999	10,952
Website & internet	1,142	1,115
Workshop materials	4,173	4,845
	-----	-----
	85,698	85,847
	-----	-----
OPERATING SURPLUS (DEFICIT)	2,164	8,711
CONTRIBUTIONS TO CAPITAL SURPLUS	20	8,500
CONTRIBUTIONS FROM RESTRICTED FUNDS	-	-
	-----	-----
EXCESS OF REVENUES OVER EXPENDITURES	2,144	211
	=====	=====

See notes to financial statements

VANCOUVER ISLAND MILITARY MUSEUM
NOTES TO THE FINANCIAL STATEMENTS
(UNAUDITED)
FOR THE YEAR ENDED MARCH 31, 2016

1. PURPOSE OF THE ORGANIZATION

The Vancouver Island Military Museum is incorporated under the Society Act of British Columbia as a not-for-profit organization and is a registered charity under the Income Tax Act. The Society operates a Military Museum in Nanaimo, B.C.

2. SIGNIFICANT ACCOUNTING POLICIES

(a) Capital Assets

Capital assets are recorded at cost or at fair market value at time of donation if a donation receipt is issued. Capital assets are not amortized.

(b) Revenue Recognition

The Vancouver Island Military Museum 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 when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assumed.

Donated goods and services are recorded at their fair market value at the time of donation, only if a donation receipt is issued.

(c) Financial Instruments

The society's financial instruments consist of cash, accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the society is not exposed to significant interest, currency or credit risks arising from these financial instruments.

VANCOUVER ISLAND MILITARY MUSEUM
NOTES TO THE FINANCIAL STATEMENTS
(Unaudited)
FOR THE YEAR ENDED MARCH 31, 2016

3. CAPITAL ASSETS	2016	2015
Museum acquisitions	\$ 178,995	\$ 178,995
Museum equipment	2,394	2,394
Work shop equipment	2,615	2,615
Leasehold improvements	68,247	68,247
Computer hardware	1,621	1,621
Office equipment	4,007	4,007
Display equipment	5,652	5,652
Security system	13,993	3,571
	-----	-----
	\$ 277,524	\$ 267,102
	=====	=====

4. REVENUES

Donations from individuals	\$ 4,406	\$ 3,158
Donations from organizations	4,191	9,313
Admission fees	4,360	2,414
Gaming revenue	36,000	36,000
Gift shop sales	364	977
Donation box	1,750	4,658
Donations of goods	20	8,500
Workshop revenue	12,990	9,052
Sale of artifacts	2,860	2,030
Wall of Honour	20,885	18,215
Interest revenue	36	241
	-----	-----
	\$ 87,862	\$ 94,558
	=====	=====

Donations of goods include a military history book set with a value of \$20.

VANCOUVER ISLAND MILITARY MUSEUM
NOTES TO THE FINANCIAL STATEMENTS
(Unaudited)
FOR THE YEAR ENDED MARCH 31, 2016

7. SPECIAL RESOLUTION

A special resolution was passed by the Directors in 2006 to set up a \$25,000 restricted fund to be used for the possible relocation of the Vancouver Island Military Museum in the event that Shape Property Management Corp. terminate the lease or for future expansion.

A special resolution was passed by the Directors in 2008 to add \$50,000 to the restricted fund from a bequest made to the Vancouver Island Military Museum Society. This restricted fund was to be used only for a new museum relocation or construction.

Shape Property Management Corp. terminated the lease effective January 1, 2012. A search for a suitable location was made and with the cooperation of the City of Nanaimo the Vancouver Military Museum relocated to the Centennial Building at 100 Cameron Road.

The museum reopened to the public in July, 2012 after renovations were completed.

The restricted funds were used for the relocation and renovation expenses as was originally intended. A special resolution was passed by the Directors on May 29, 2015 to move all remaining restricted funds to operating funds for use in the everyday management of the museum.

VANCOUVER ISLAND MILITARY MUSEUM
Balance Sheet As at 31/10/2016

Page 1

To Oct 31/16
DOES NOT INCLUDE
OCT/16 BANK
STATEMENTS

ASSETS

CURRENT ASSETS

Bank Of Nova Scotia	5,215.58	
Gaming Account - Scotiabank	22,541.84	
Scotiabank - Savings	11,680.92	
Cash Float	<u>100.00</u>	
Cash: Total		<u>39,538.34</u>
TOTAL CURRENT ASSETS		<u><u>39,538.34</u></u>

FIXED ASSETS

Museum Acquisitions	178,995.08	
Museum Equipment	2,394.43	
Work Shop Equipment	2,615.09	
Leasehold Improvements	68,246.87	
Computer Hardware	1,621.28	
Office Equipment	4,007.44	
Display Equipment	5,651.66	
Security System	<u>15,759.77</u>	
TOTAL FIXED ASSETS		<u><u>279,291.62</u></u>

TOTAL ASSETS	<u><u>318,829.96</u></u>
---------------------	--------------------------

LIABILITIES

CURRENT LIABILITIES

Visa Payable	347.07	
Receiver General Payable	0.00	
GST 50% Fed. Portion Charged	<u>-1,065.91</u>	
GST Owing(Refund)		<u>-1,065.91</u>
TOTAL CURRENT LIABILITIES		<u><u>-718.84</u></u>

TOTAL LIABILITIES	<u><u>-718.84</u></u>
--------------------------	-----------------------

EQUITY

SURPLUSES

Capital	243,408.29	
Operating	55,998.25	
Surplus	<u>20,142.26</u>	
TOTAL EARNINGS		<u><u>319,548.80</u></u>

TOTAL EQUITY	<u><u>319,548.80</u></u>
---------------------	--------------------------

LIABILITIES AND EQUITY	<u><u>318,829.96</u></u>
-------------------------------	--------------------------

VANCOUVER ISLAND MILITARY MUSEUM
Comparative Income Statement

	Actual 01/10/2016 to 31/10/2016	Actual 01/04/2016 to 31/10/2016
REVENUE		
REVENUE		
Donations from individuals	1,100.00	1,782.00
Donations from organizations	0.00	2,259.65
Admission Fees	750.00	2,867.02
Gaming	0.00	40,000.00
Donation Box	280.61	2,461.11
Workshop Revenue	1,050.00	5,456.31
Wall of Honour	390.00	5,465.00
TOTAL REVENUE	3,570.61	60,291.09
TOTAL REVENUE	3,570.61	60,291.09
EXPENSE		
EXPENSES		
Acquisitions & Display Material	40.51	1,198.19
Advertising	203.97	2,434.65
Promotion	0.00	367.40
Total Advertising & Promotion	203.97	2,802.05
Bank Charges	18.25	152.86
Interac Fees	0.00	446.99
Delivery/Freight/Postage	11.67	243.42
Fees, Dues And Licences	0.00	45.00
Insurance	0.00	750.00
Internet	79.83	544.23
Membership Services	0.00	254.49
Office	36.15	966.97
Programs & Events	224.70	409.62
Rent & Utilities	10,251.03	20,501.03
Total Rent & Storage	10,251.03	20,501.03
Repairs & Maintenance - General	75.78	448.97
Total Repairs & Maintenance	75.78	448.97
Total Research	0.00	0.00
Resource Library	18.34	18.34
Security	151.42	4,223.05
Small Tools	0.00	258.65
Supplies - Museum	55.87	534.21
Telephone	88.28	605.65
Travel	0.00	284.61
Volunteer Appreciation	0.00	965.73
Website	0.00	0.02
Wall of Honour expenses	0.00	1,648.50
Workshop - Framing supplies	0.00	1,204.00
Workshop - Medals & Ribbon	183.42	1,326.99
Workshop - Supplies	8.71	315.26
Total Workshop Expenses	192.13	2,846.25
Total Wages & Benefits	0.00	0.00
TOTAL EXPENSES	11,447.93	40,148.83
TOTAL EXPENSE	11,447.93	40,148.83
NET INCOME	-7,877.32	20,142.26

VANCOUVER ISLAND MILITARY MUSEUM
VIMM Project Income Summary 01/04/2016 to 31/10/2016

	<u>Revenue</u>	<u>Expense</u>
4010 Donations from individuals	1,782.00	
4020 Donations from organizations	9.65	
4035 Admission Fees	2,867.02	
4050 Donation Box	2,461.11	
5020 Acquisitions & Display Material		1,198.19
5025 Advertising		2,230.68
5027 Promotion		367.40
5030 Bank Charges		94.01
5031 Interac Fees		446.99
5062 Delivery/Freight/Postage		243.42
5067 Fees, Dues And Licences		45.00
5070 Insurance		750.00
5080 Internet		544.23
5090 Membership Services		254.49
5100 Office		966.97
5105 Programs & Events		409.62
5120 Rent & Utilities		1.03
5140 Repairs & Maintenance - General		448.97
5155 Resource Library		18.34
5160 Security		4,223.05
5165 Small Tools		258.65
5170 Supplies - Museum		534.21
5180 Telephone		605.65
5190 Travel		284.61
5215 Volunteer Appreciation		965.73
5220 Website		0.02
	<u>7,119.78</u>	<u>14,891.26</u>
REVENUE minus EXPENSE	-7,771.48	

VANCOUVER ISLAND MILITARY MUSEUM

VIMM - Gaming Project Income Summary 01/04/2016 to 31/10/2016

		<u>Revenue</u>	<u>Expense</u>
4020	Donations from organizations	2,250.00	
4040	Gaming	40,000.00	
5030	Bank Charges		58.85
5120	Rent & Utilities		<u>20,500.00</u>
		42,250.00	20,558.85
REVENUE minus EXPENSE		21,691.15	

VANCOUVER ISLAND MILITARY MUSEUM

VIMM Workshop Project Income Summary 01/04/2016 to 31/10/2016

	<u>Revenue</u>	<u>Expense</u>
4060 Workshop Revenue	5,456.31	
5600 Workshop - Framing supplies		1,204.00
5620 Workshop - Medals & Ribbon		1,326.99
5660 Workshop - Supplies		315.26
	<u>5,456.31</u>	<u>2,846.25</u>
REVENUE minus EXPENSE	2,610.06	

VANCOUVER ISLAND MILITARY MUSEUM

Wall of Honour Project Income Summary 01/04/2016 to 31/10/2016

	<u>Revenue</u>	<u>Expense</u>
4090 Wall of Honour	5,465.00	
5025 Advertising		203.97
5250 Wall of Honour expenses		1,648.50
	<u>5,465.00</u>	<u>1,852.47</u>
REVENUE minus EXPENSE	3,612.53	

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

Name of Organization: British Columbia Old Age Pensioners Branch 4 Inc.					Grant No. RPTE-05	
Criteria:			Meets Criteria:		Statement of Purpose: All buildings and properties that receive a PTE must be reviewed every three years to ensure that they continue to meet the specific criteria set out in their applicable category.	
			Yes	No		
➤ the property qualifies for a PTE as a Church, Public Hospital, Community Care Facility, Private School, or other charitable, recreation, philanthropic or non-profit purposes;						
➤ services provide benefits and be accessible to residents of the City of Nanaimo;						
➤ 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:			\$		Amount Recommended:	
Grant Awarded:			Yes	No		
Discussion: <hr/> <hr/>						
Notes: <hr/> <hr/>						



CITY OF NANAIMO APPLICATION FOR PERMISSIVE TAX EXEMPTION

Office Use
RPT-05

ORGANIZATION: British Columbia Old Age Pensioners Branch 4		DATE: Nov.25, 2016	
ADDRESS:		PRESIDENT: Don Bayne	
2465 Labieux Rd.		SENIOR STAFF MEMBER: N/A	
Nanaimo BC		POSITION: N/A	
V9T 3M5		CONTACT: Susan Jarvis	
TELEPHONE: 250-585-5748		TELEPHONE: 250-619-8717	
GEOGRAPHIC AREA SERVED BY THE ORGANIZATION: City of Nanaimo			
NO. OF FULL TIME STAFF: 0		NO. OF PART TIME STAFF: 0	
NO. OF COMMUNITY VOLUNTEERS: 10		NO. OF VOLUNTEER HOURS PER YEAR: 3050	
CLIENTS SERVED, LAST YEAR: 150		CLIENTS SERVED, THIS YEAR (PROJECTED): 200	
B.C. SOCIETY ACT REG. NO.: S0024421		REVENUE CANADA CHARITABLE REG. NO.: N/A	
CURRENT BUDGET: 2016		LEGAL DESCRIPTION OF PROPERTY: Lot2, Sec.19RGE6, PLN40481 LD31	
INCOME 34,097		TAX FOLIO NUMBER: 05426.150	
EXPENSES: 37,040		CURRENT YEAR TAXES (IF KNOWN):	
NEXT YEAR PROJECTED: 2017			
INCOME: 25,429			
EXPENSES: 41,123			
SIGNATURE:		TITLE/POSITION: Treasurer	
		DATE: Nov. 25, 2016	
<p>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).</p>			

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

To provide a safe and comfortable environment for our members to enjoy our many activities

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

We have speakers come to our Potluck once a month to educate us on many issues for the safety and services for seniors. We provide lunches once a month, Tai Chi, Sit Fit exercises, Darts, Cribbage, Pool, Barbeques, Parties, etc.

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

We would like to add a program, perhaps once a week where Seniors could come for assistance filling out Government Forms and answering questions etc.

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

Everything we do is done by our volunteers/members, i.e. cooking, gardening, maintenance of the building and grounds.

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

We have received a Community Gaming Grant for the past three years in the amount of \$11000.00 which has been a tremendous help in upgrading our building, i.e. new windows heat pump, handicap ramp, kitchen upgrade, etc.

CITY OF NANAIMO GRANT QUESTIONNAIRE

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

We are grateful to the City of Nanaimo for this Tax relief. It allows us to keep the cost to our members affordable. We provide a homey venue where they are warmly welcomed. Some of our members lead lonely or troubled lives and just need a place and person to talk to and we are happy to provide this for them.

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

On occasions when we are interviewed by the media, we would give credit to the City of Nanaimo as being one of the benefactors who have helped to make our services possible.

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



2016 Annual Report BC SOCIETY

FORM 11
SOCIETY ACT
Section 68

Filed Date and Time: April 8, 2016 04:40 PM Pacific Time

ANNUAL REPORT DETAILS

NAME OF SOCIETY

BRITISH COLUMBIA OLD AGE PENSIONERS ORGANIZATION
BRANCH #4
2465 LABIEUX RD
NANAIMO BC
CANADA V9T 3M5

SOCIETY INCORPORATION NUMBER
S-0024421

DATE OF INCORPORATION
December 14, 1988

DATE OF ANNUAL GENERAL MEETING (AGM)
February 9, 2016

DIRECTOR INFORMATION as of February 9, 2016

Last Name; First Name, Middle Name:

BATTERSHILL, MARGARET

Physical Address:

21 - 80 FIFTH ST
NANAIMO BC V9R 1N1

Mailing Address:

21 - 80 FIFTH ST
NANAIMO BC V9R 1N1

Last Name, First Name, Middle Name:

BURLEY, LORRAINE

Physical Address:

426B HILLCREST AVE
NANAIMO BC V9R 3M1

Mailing Address:

426B HILLCREST AVE
NANAIMO BC V9R 3M1

Last Name, First Name, Middle Name:

CLARKE, BRENDA

Physical Address:

7079 AULDS ROAD
LANTZVILLE BC V0R 2H0

Mailing Address:

7079 AULDS ROAD
LANTZVILLE BC V0R 2H0

Last Name, First Name, Middle Name:

DODDS, KATHY

Physical Address:

809 ROBINS ST
NANAIMO BC V9R 1H6

Mailing Address:

809 ROBINS ST
NANAIMO BC V9R 1H6

Last Name, First Name, Middle Name:

FEKE, ARLENE

Physical Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Mailing Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Last Name, First Name, Middle Name:

JARVIS, STAN

Physical Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Mailing Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Last Name, First Name, Middle Name:

JARVIS, SUSAN

Physical Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Mailing Address:

6502 GERKE PL
NANAIMO BC V9V 1V8

Last Name, First Name, Middle Name:

MORRISON, IRENE

Physical Address:

160 JUNE AVE
NANAIMO BC V9S 4R7

Mailing Address:

160 JUNE AVE
NANAIMO BC V9S 4R7

Last Name, First Name, Middle Name:

NICKLOM, FRAN

Physical Address:

5821 CARRINGTON RD
NANAIMO BC V9T 6C2

Mailing Address:

5821 CARRINGTON RD
NANAIMO BC V9T 6C2

Last Name, First Name, Middle Name:

SLATER, JAMES

Physical Address:

451 BLYTHE AVE
NANAIMO BC V9S 4X5

Mailing Address:

451 BLYTHE AVE
NANAIMO BC V9S 4X5

Last Name, First Name, Middle Name:

THOMAS, HELEN

Physical Address:

5362 BAYSHORE DR
NANAIMO BC V9V 1R5

Mailing Address:

5362 BAYSHORE DR
NANAIMO BC V9V 1R5

2:13 PM
11/17/16
Cash Basis

OLD AGE PENSIONERS BRANCH#4
Balance Sheet Summary
As of December 31, 2015

	<u>Dec 31, 16</u>
ASSETS	
Current Assets	
Chequing/Savings	7,426.93
Other Current Assets	<u>-4,000.00</u>
Total Current Assets	3,426.93
Fixed Assets	<u>3,427.98</u>
TOTAL ASSETS	<u><u>6,854.91</u></u>
LIABILITIES & EQUITY	
Equity	<u>6,854.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,854.91</u></u>

2:15 PM
11/17/16
Cash Basis

OLD AGE PENSIONERS BRANCH#4
Profit & Loss Standard
January through December 2015

	<u>Jan - Dec 16</u>
Ordinary Income/Expense	
Income	
Baking	580.00
Dinner	2,491.95
DONATIONS	14,084.49
Dues	1,590.00
Games	2,937.95
GRANT	11,000.00
Lunches	3,500.91
MISCELLLANEOUS	697.80
Recycling	22.60
Xmas Craft Sale	2,054.05
Total Income	38,959.75
Expense	
Advertising	355.89
BC Hydro	1,379.13
City of Nanaimo user rates	360.00
Decorations	305.96
Dues Expense	40.00
Entertainment	634.01
Groceries	3,667.55
hall supplies	1,464.27
Insurance	1,669.72
Interest Expense	0.00
Internet Cable & Phone	1,755.00
Janitorial	2,800.00
labor day	15.99
lottery tickets	25.00
Miscellaneous	1,716.65
Office Supplies	710.44
paraphernalia	100.75
Per Capital	644.00
poppy wreath	40.00
Repairs and Maintenance	14,495.72
Security	922.00
Society's Act expense	25.00
Travel	2,532.50
Valentine Party	50.12
Xmas party	75.00
yard maintenance	365.00
Total Expense	36,149.70
Net Ordinary Income	2,810.05
Other Income/Expense	
Other Income	
Interest	0.38
Interest Income	35.23
raffle tickets	348.00
Total Other Income	383.61
Net Other Income	383.61
Net Income	3,193.66

2:11 PM
11/17/16
Cash Basis

OLD AGE PENSIONERS BRANCH#4
Balance Sheet Summary
As of October 31, 2016

	<u>Oct 31, 16</u>
ASSETS	
Current Assets	
Chequing/Savings	4,500.06
Other Current Assets	<u>-4,000.00</u>
Total Current Assets	500.06
Fixed Assets	<u>3,427.98</u>
TOTAL ASSETS	<u>3,928.04</u>
LIABILITIES & EQUITY	
Equity	<u>3,928.04</u>
TOTAL LIABILITIES & EQUITY	<u>3,928.04</u>

1:53 PM
11/17/16
Cash Basis

OLD AGE PENSIONERS BRANCH#4
Profit & Loss Standard
January through October 2016

	<u>Jan - Oct 16</u>
Ordinary Income/Expense	
Income	
Baking	570.00
Dinner	3,777.00
DONATIONS	11,087.50
Dues	1,860.00
Games	3,160.60
Lunches	2,416.35
MISCELLANEOUS	56.00
Xmas Craft Sale	170.00
Total Income	<u>23,097.45</u>
Expense	
Advertising	68.25
Bank Charges & Interest	4.00
BC Hydro	1,518.39
City of Nanaimo user rates	360.00
Decorations	78.10
Dues Expense	25.00
Entertainment	130.00
Groceries	630.07
Hall Supplies / Decorations	1,350.06
Insurance	2,259.78
Internet Cable & Phone	1,683.94
Janitorial	250.00
Miscellaneous	320.00
Office Supplies	301.99
paraphernalia	5,094.66
prizes	650.51
Repairs and Maintenance	8,574.12
Security	451.00
Travel	2,290.00
Total Expense	<u>26,039.87</u>
Net Ordinary Income	-2,942.42
Other Income/Expense	
Other Income	
Interest Income	15.55
Total Other Income	<u>15.55</u>
Net Other Income	<u>15.55</u>
Net Income	<u><u>-2,926.87</u></u>

Ordinary Income & Expenses	General A/C to Oct 31 2016	Grant A/C to Oct 31 2016	Combined to Oct 31 2016	Projected to Oct 31 2017
Income				
Baking	570.00	0.00	570.00	627.00
Dinner	3,777.00	0.00	3,777.00	4,154.70
Rental Income	11,087.50	0.00	11,087.50	12,196.25
Government Grant	0.00	11,000.00	11,000.00	0.00
Dues	1,860.00	0.00	1,860.00	2,046.00
Float Reimbursement	0.00	0.00	0.00	0.00
Games	3,160.60	0.00	3,160.60	3,476.66
Lunch	2,416.35	0.00	2,416.35	2,657.99
Miscellaneous	56.00	0.64	56.64	58.20
Pop Cans	0.00	0.00	0.00	25.00
Xmas Craft Sale	170.00	0.00	170.00	187.00
Total Income	23,097.45	11,000.64	34,098.09	25,428.80
Expenses				
Advertising	68.25	0.00	68.25	75.08
Bank Charges	4.00	0.64	4.64	5.00
BC Hydro	1,518.39	0.00	1,518.39	1,670.23
City of Nanaimo User Rates	360.00	0.00	360.00	396.00
Computer Maintenance	0.00	136.32	136.32	149.95
Decorations	78.10	26.06	104.16	114.58
Dues Expense	25.00	0.00	25.00	25.00
Entertainment	130.00	50.00	180.00	198.00
Exercise Classes	0.00	1,040.00	1,040.00	1,144.00
Float Out	0.00	0.00	0.00	0.00
Groceries	630.07	3,407.13	4,037.20	4,440.92
Hall Supplies	1,350.06	280.65	1,630.71	1,793.78
Heat Pump	0.00	1,220.48	1,220.48	1,342.53
Insurance	2,259.78	0.00	2,259.78	2,485.76
Internet/Phone	1,683.94	0.00	1,683.94	1,852.33
Janitor	250.00	1,700.00	1,950.00	2,145.00
Labour Day	0.00	0.00	0.00	0.00
Miscellaneous	320.00	11.39	331.39	364.53
Office Supplies	301.99	289.77	591.76	650.44
Paraphernalia	5,094.66	0.00	5,094.66	5,604.13
Per Capita	650.51	0.00	650.51	1,050.00
Professional Services fees	0.00	0.00	0.00	0.00
Reconciliation Discrepancies	0.00	0.00	0.00	0.00
Repairs & Maintenance	8,574.12	2,553.63	11,127.75	12,240.53
Security	451.00	0.00	451.00	496.10
Societies Act Bill	0.00	25.00	25.00	25.00
Travel	2,290.00	259.50	2,549.50	2,804.45
Valentine Party	0.00	0.00	0.00	50.00
Total Expenses	26,039.87	11,000.57	37,040.44	41,123.32
Net Ordinary Income	-2,942.42	0.07	-2,942.35	-15,694.52
Other Income/Expenses				
Other Income				
Interest Income	15.55	0.18	15.73	17.59
Total Other Income	15.55	0.18	15.73	17.59
Net Income	-2,926.87	0.25	-2,926.62	-15,676.93