

## REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for Tuesday, February 2, 2021 at 7:00 p.m. by electronic means via Zoom pursuant to Minister of Public Safety and Solicitor General of the Province of British Columbia – Emergency Program Act, updated Ministerial Order No. M192.



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**NOTE: Pursuant to the Provincial Health Officer Order regarding Gatherings and Events updated on December 2, 2020, members of the public are not permitted to attend Council meetings in person at this time due to COVID-19. Members of the public may view our Regular Council meeting by accessing the meeting via Zoom.**

For members of the public watching, staff will be moderating the meeting, but we ask that you please DO NOT turn on your camera or mic for the meeting until you are invited to do so by the Chair.

\*Should you wish to provide a comment or ask a question during Item 3 Public Input, or Item 17 Public Question Period please do so by:

- Sending an email to Juli Halliwell by 4 p.m. prior to the meeting at [juli.halliwell@anmore.com](mailto:juli.halliwell@anmore.com)
- Using the “raise hand” function in the Zoom meeting to indicate you’d like to speak or turning on your mic when invited by the Chair

To access the meeting: <https://us02web.zoom.us/j/88678205943>

THIS MEETING’S PROCEEDINGS WILL BE LIVE STREAMED VIA ZOOM AND AVAILABLE AS A RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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1. **Call to Order**

2. **Approval of the Agenda**

Recommendation: That the Agenda be approved as circulated.

3. **Public Input**

\*Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

**4. Delegations**

None.

**5. Adoption of Minutes**

Page 4      **(a) Minutes of the Regular Council Meeting held on January 26, 2021**

Recommendation: That the Minutes of the Regular Council Meeting held on January 26, 2021 be adopted, as circulated.

**6. Business Arising from Minutes****7. Consent Agenda**

None.

**8. Items Removed from the Consent Agenda****9. Legislative Reports**

Page 11      **(a) Anmore Green Estates Local Area Service Establishment Bylaw**

Report dated January 29, 2021 from Juli Halliwell, CAO, attached

**10. Unfinished Business****11. New Business**

Page 28      **(a) 2021 Anmore Community Grant Requests**

Report dated January 29, 2021 from Juli Halliwell, CAO, attached.

**(b) Amore South – Proposed OCP and Regional Growth Strategy Amendment Process**

(Report to be distributed via addendum.)

**12. Items from Committee of the Whole, Committees, and Commissions**

**(a) Request for Funding – Tree Removal**

The Finance Committee is scheduled to meet on Monday, February 1, 2021 and will consider a recommendation to Council regarding budget approval for the removal of trees identified for removal from the Anmore Community Hub site in order to facilitate construction.

**13. Mayor's Report****14. Councillors Reports****15. Chief Administrative Officer's Report****16. Information Items****(a) Committees, Commissions and Boards – Minutes**

- Minutes of the Community Engagement, Culture, and Inclusion Committee held on November 12, 2020
- Minutes of the Public Safety Committee held on December 9, 2020

**(b) General Correspondence**

None.

**17. Public Question Period**

*\*Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.*

**18. Adjournment**

## REGULAR COUNCIL MEETING – MINUTES

Minutes for the Regular Council Meeting scheduled for Tuesday, January 26, 2021 at 7:00 p.m. by electronic means via Zoom pursuant to Minister of Public Safety and Solicitor General of the Province of British Columbia – Emergency Program Act, updated Ministerial Order No. M192.



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### ELECTED OFFICIALS PRESENT

Mayor John McEwen  
Councillor Polly Krier  
Councillor Tim Laidler  
Councillor Kim Trowbridge  
Councillor Paul Weverink

### ABSENT

### OTHERS PRESENT

Juli Halliwell, CAO  
Karen Elrick, Manager of Corporate Services  
Eric White, RWPAS Ltd.  
Chris Boit, ISL Engineering

#### 1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

#### 2. Approval of the Agenda

IT WAS MOVED AND SECONDED:

R007/21                      That the Agenda be approved as amended to include under Item 11 (a) Pedestrian Bridge Grant Request Update.

Carried Unanimously

#### 3. Public Input

Doug Richardson, Anmore, regarding proposed Subdivision Bylaw and road dedication requirements. Mayor McEwen requested that staff reply and Ms. Halliwell noted that staff will endeavour to reply during this agenda item.



**4. Delegations****(a) Random Acts of Caring.**

Ms. Harriette Chang and SD43 Students provided a PowerPoint presentation which is included as Attachment 1 and forms part of the original minutes regarding recognition of Random Acts of Caring Week February 14 – 20, 2021. The presentation focussed on ways that random acts of caring can continue during COVID.

**5. Adoption of Minutes****(b) Minutes of the Regular Council Meeting held on January 12, 2021**

IT WAS MOVED AND SECONDED:

R008/21                      That the Minutes of the Regular Council Meeting held on January 12, 2021 be adopted, as circulated.

Carried Unanimously

**6. Business Arising from Minutes****7. Consent Agenda**

IT WAS MOVED AND SECONDED:

R009/21                      That the Consent agenda be adopted.

Carried Unanimously

**(a) Vaccination Priority for Essential Critical Infrastructure Municipal Employees**

Recommendation:      That Council receive the communication dated January 8, 2021 from City of Nelson regarding Vaccination Priority for Essential Critical Infrastructure Municipal Employees

**(b) Implementing a Province-wide Ban on Anticoagulant Rodenticides**

Recommendation:      That Council receive the communication dated January 11, 2021 from City of North Vancouver regarding Implementing a Province-wide Ban on Anticoagulant Rodenticides

**8. Items Removed from the Consent Agenda**

None.

**9. Legislative Reports****(a) Rezoning Proposal – 2307 Sunnyside Road – Third Reading & Adoption**

Ms. Juli Halliwell, CAO, provided an overview of the report and advised that conditions for securing legal documents and community amenity contribution have not yet been met but assurances have been received from the proponent's lender that the process is underway to meet those condition.

IT WAS MOVED AND SECONDED:

R010/21                      That Council defer Item 9 (a) Rezoning Proposal – 2307 Sunnyside Road – Third Reading and Adoption to the February 16, 2021 Regular Council meeting.

Carried Unanimously

Council expressed a desire to ensure that clear processes and guidelines were in place related to development procedures.

IT WAS MOVED AND SECONDED:

R011/21                      That Council direct staff to undertake a complete review of the current Zoning Bylaw and implications with the Official Community Plan and building regulation process.

Carried Unanimously

**(b) Subdivision and Development Control Bylaw**

Mr. Chris Boit, ISL Engineering, provided clarification on public input and confirmed that the intent of the bylaw would be to achieve dedicated land for the majority of road dedication; however, the bylaw does provide for some flexibility to allow for Statutory Rights of Ways (SROW) as a secondary option.

Discussion points included:

- This bylaw lays out the framework for development requirements
- Each subdivision has its own unique requirements
- This bylaw sets out rules and regulations which are in line with bylaws that are in place in other lower mainland communities

- Sewer infrastructure would not be required for small subdivisions under 4 parcels

IT WAS MOVED AND SECONDED:

R012/21                      That Council adopt Anmore Subdivision and Development Control Bylaw No. 633-2020.

Carried Unanimously

**10. Unfinished Business**

None.

**11. New Business**

**(a) Pedestrian Bridge Grant Request Update**

Ms. Juli Halliwell, CAO provided an overview of the grant process and previous Council resolution to apply for a grant which, if successful, would cover 100% of the cost to complete a project to construct a pedestrian bridge over Mossom Creek. At the December 15, 2021 Regular Council meeting, Council endorsed a request for a grant application of \$1,000,000. After further preliminary design considerations, including ensuring emergency vehicle access and sufficient bridge width, the total project cost was estimated at \$2,850,000, including contingency. Staff is seeking additional direction from Council should they wish to increase the amount requested on the grant application. It was noted that this grant is a 100% funding contribution and is not from the same funding source as the grant funding requested for the Anmore Community Hub project.

IT WAS MOVED AND SECONDED:

R013/21                      “That Council direct staff to apply to the Canada-British Columbia Investing in Canada Infrastructure Program Grant – COVID-19 Resilience Infrastructure Stream for the construction of a bridge over Mossom Creek project for a total project cost not to exceed \$2,850,000 and confirm the Village’s willingness to provide overall grant management and cover cost overruns should the application be successful.”

Carried Unanimously

**12. Items from Committee of the Whole, Committees, and Commissions****(a) Public Safety Committee**

Councillor Tim Laidler, Chair, Public Safety Committee to provide update on Committee activity noting the following:

- There have been two meetings to date
- Corporal Roemer, RCMP attended one of the meetings to provide a policing overview
- Crime statistics are low in Anmore
- RCMP has not identified any speed concerns in the Village and continues to monitor and enforce
- Next meeting is February 10
- Block Watch program is in need of more volunteer Block Watch Captains

**13. Mayor's Report**

Mayor McEwen reported that:

- He met with MP Ron McKinnon on January 14 regarding Village Hub funding
- Attended Advisory Planning Commission meeting on January 18 and John Burgess was appointed as Chair of the committee
- Met with building and planning regarding Zoning Bylaw
- He expressed accolades to Public Works department on their readiness for winter season
- Congratulated Jamie Ross on being elected as Mayor of Belcarra
- Last 2-3 weekends Buntzen Lake has reached capacity

**14. Councillors Reports**

Councillor Krier reported that:

- Community Engagement Culture & Inclusion Committee met and reviewed 2020 goals and discussed 2021 goals – excellent job on getting donations for 3030 Gordon house, Welcome to Anmore Guide is now with design team for Village, committee will focus on Anmore archives and heritage in the coming year
- Candy Cane Lane was a great success and Council agreed to send a letter of appreciation to Georgia Lyons who organized and solicited donations for Eagle Ridge Hospital Foundation
- Met with MP Nelly Shin on homelessness and also discussed the Village Hub project and MP Shin's desire to keep updated on the

Councillor Weverink

- Congratulated Mayor Jamie Ross of Belcarra
- Expressed concern regarding recent home invasion incident and RCMP

communication

- Urged everyone to continue to abide by COVID restrictions

Councillor Trowbridge

- Congratulated Mayor Jamie Ross of Belcarra and Councillor John Snell

**15. Chief Administrative Officer's Report**

Ms. Halliwell reported that:

- BC Conservation will attend the next Public Safety Committee meeting at 7 p.m. on February 10 and registration information will be available on the website
- Winter newsletter will be coming out in the next couple of weeks
- Website updates to increase functionality are taking place and thanks expressed to Mickelson Consulting and Carmen Disiewich
- She wanted to echo Mayor McEwen comments on the readiness of the Public Works crew ensuring that roads are salted and clear if snow is forecasted

**16. Information Items**

**(a) Committees, Commissions and Boards – Minutes**

- Minutes of the Community Engagement, Culture, and Inclusion Committee held on November 12, 2020
- Minutes of the Public Safety Committee held on December 9, 2020

**(b) General Correspondence**

None.

**17. Public Question Period**

Linda Weinberg, Anmore , regarding Village emergency preparedness and dark sky policies in relation to the new Subdivision and Servicing Bylaw.

**18. Adjournment**

It was MOVED and SECONDED:

R14/21                      THAT the meeting be adjourned at 8:20 p.m.

Carried Unanimously

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Karen Elrick  
Corporate Officer

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John McEwen  
Mayor



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: January 29, 2021 3900-30  
Submitted by: Juli Halliwell, CAO  
Subject: Anmore Green Estates Local Area Service Establishment Bylaw

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### Purpose / Introduction

A Local Area Service (LAS) Bylaw (**Attachment 1**) is provided for Council's consideration in response to direction provided by Council at the December 1, 2020 Regular Council Meeting to initiate the proposed LAS which will enable the Village to collect \$140,000 over a five year period on behalf of School District 43 as compensation for acquisition of interest in land from School District 43 (located on the site of Eagle Mountain Middle School) to allow for completion and operation of the David Avenue regional sewer connection project.

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### Recommended Options

**THAT Council receive the Certificate of Sufficiency dated January 29, 2021 pertaining to the proposed Anmore Green Estates Local Area Service Bylaw No. 636-2021;**

**AND THAT Council grant first, second, and third readings to Anmore Green Estates Local Area Service Bylaw No. 636-2021.**

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### Background

Anmore Green Estates (AGE) and 11 homes surrounding it currently treat the sewage with a community septic system that is permitted and regulated by the Ministry of Environment and Climate Change Strategy (MOE). The AGE septic system was found to be in non-compliance by the MOE November 2017 and the MOE issued a pollution abatement order directing AGE to address the issue. AGE worked with MOE to develop an action plan and to respond to the pollution abatement order through much of the first half of 2018. During that time it was identified that connecting to the regional sewer system operated by the GVS&DD would be the preferred option for AGE and MOE.

In late 2018, the Village made enquiries with the MOE, the Ministry of Municipal Affairs and Housing and Metro Vancouver as to what would be required to become a member of the GVS&DD and receive regional sewerage services.

## **Report/Recommendation to Council**

Anmore Green Estates and School District 43 Local Area Service Establishment Bylaw  
January 29, 2021

It was determined that the Ministry of Municipal Affairs and Housing would need to review the application and submit it to the Province for an Order in Council (OIC) to enable the Village to become a member of the GVS&DD. The provincial government approved the OIC in June 2020. A series of approvals and requirements were met in order for the Village to submit a complete application, including:

1. Changing the Village's Official Community Plan and Regional Context Statement to permit sewer connection and to advance the appropriate regional land uses that would permit connection. The Village completed this process, with Metro Vancouver, in the spring of 2019.
2. Securing a servicing agreement with the City of Port Moody to convey sewage from the school and residential properties to the GVS&DD system. Anmore Council and Port Moody Council approved a service agreement in March 2020.
3. Securing Metro Vancouver support for the Village to become a member. Metro Vancouver Board approved the Village's application for membership in July 2020. Additionally, the Village (following the lobbying of GVS&DD Board with AGE representatives) has negotiated a waiver of the regional growth levy that has dramatically reduced the current costs of membership for those benefitting from the regional service in the Village.
4. That a Local Area Service bylaw be adopted for the purpose of allowing the existing residences on the Anmore Green Estates Lands and Eagle Mountain Middle School to utilize the Greater Vancouver Sewerage and Drainage District system for disposal of liquid waste. The Village completed this process in February 2020.

## **Discussion**

The preferred route for the sewer connection was determined to connect to the existing sewer infrastructure through David Avenue. In order to achieve this connection, School District 43 has agreed to provide a right of way within their land too allow for completion and operation of the David Avenue regional sewer connection project. As compensation for the School District's loss of use of the land, AGE has agree to pay the School District 43 \$140,000. In recognition of the financial impacts of the overall project, both the School District 43 and the Village of Anmore have agreed spread the cost of \$140,000 over a 5-year period, interest free. The total cost of the local area service (\$140,000) is to be recovered by a local service tax in the form of a parcel tax allocated between the total number of residential units (50) serviced by the Anmore Green Estates current septic treatment system for a period of 5 years. The Village will in turn provide the collected funds to the School District 43 on an annual basis.



## Report/Recommendation to Council

Anmore Green Estates and School District 43 Local Area Service Establishment Bylaw  
January 29, 2021

Division 5, Local Service Taxes, of the *Community Charter* sets out the requirements for establishing a Local Area Service. In accordance with section 213 of the *Community Charter*, on December 1, 2020, Anmore Council passed the following resolution:

"That Council direct staff to begin the process to initiate a Local Area Service Bylaw for Anmore Green Estates pursuant to Section 213 of the *Community Charter* to enable the Village to collect \$140,000 over a five year period, on behalf of School District 43, as compensation for the Statutory Right of Way to allow for completion of the David Avenue regional sewer connection project."

Legislation requires that the notice be provided to affected property owners regarding a council initiated LAS bylaw. All property owners were sent notification by mail on December 10, 2020 which outlined the requirements and process for Council to consider the LAS bylaw and should any property owner oppose the proposed bylaw, the process by which the property owner could petition against the service. Additionally, notice of the proposed LAS (**Attachment 2**) was placed on the Village website and in the Tri City news on the December 10, 2020 and December 17, 2020 editions.

Council may not consider a council initiated LAS if sufficient petition against the LAS by property owners is received within the prescribed 30 day period from notification to property owners.

- A petition against must be signed by the owners of at least 50% of the parcels that would be affected.
- Collectively, these parcels must represent greater than 50% of the total assessed value of the land and improvements in the local service area.
- If a parcel is owned by more than one person, a majority of the owners must sign the petition.
  - If the parcel has two owners, both must sign.
  - If the parcel has three owners, at least two must sign.

As of the writing of this report, there have been zero property owners that have provided any notice of their opposition to this proposed LAS bylaw. The Certificate of Sufficiency is included as **Attachment 3**.

## **Report/Recommendation to Council**

Anmore Green Estates and School District 43 Local Area Service Establishment Bylaw  
January 29, 2021

### **Options**

**THAT Council receive the Certificate of Sufficiency dated January 29, 2021 pertaining to the proposed Anmore Green Estates Local Area Service Bylaw No. 636-2021;**  
**AND THAT Council grant first, second, and third readings to Anmore Green Estates Local Area Service Bylaw No. 636-2021.**

**(Recommended)**

Or

THAT Council refer the report back to staff in order to receive further information.

### **Financial Implications**

There are no financial implications to the broader Village in relation to the LAS bylaw. The LAS bylaw is the legislated mechanism that allows for the collection of monies from the property owners that are benefitting from the sewer service.

### **Communications / Civic Engagement**

There have been two information meetings (June 2019 and January 2020) in relation to the sewer connection project as well as two publications which were sent to directly to the affected property owners as well as the available to the broader public. Further updates have been provided via the Village website and through the Village newsletter.

### **Council Strategic Plan Objectives**

The LAS bylaw addresses Council's strategic plan objective to provide responsive, efficient, transparent and engaged service by enhancing service levels.

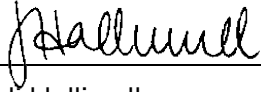
### **Attachments:**

1. Anmore Green Estates Local Area Service Establishment Bylaw No. 663-2021
2. Notice placed in December 10 and December 17, 2020 editions of Tri City News
3. Certificate of Sufficiency

## Report/Recommendation to Council

Anmore Green Estates and School District 43 Local Area Service Establishment Bylaw

January 29, 2021

<b>Prepared by:</b>	
 _____ Juli Halliwell Chief Administrative Officer	
<b>Corporate Review</b>	
Corporate Office	✓
Development Services	✓

**VILLAGE OF ANMORE****BYLAW NO. 636-2021**

A bylaw to establish a local area service for the purpose of allowing the existing residences on the Anmore Green Estates Lands acquisition of interest in land from School District 43 to allow for completion and operation of the David Avenue regional sewer connection project..

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**WHEREAS** section 211 the *Community Charter* authorizes the Council of the Village of Anmore, by bylaw, to establish a local area service:

**AND WHEREAS** Council initiated the process pursuant to section 213 of the *Community Charter* to undertake a local service area as defined in this bylaw to undertake the service described in this bylaw;

**AND WHEREAS** the municipal officer assigned responsibility under section 148 of the *Community Charter* has certified that notice of intention was provided under section 213 of the *Community Charter* and that a sufficient petition against the local area service pursuant to section 212 of the *Community Charter* was not received;

**AND WHEREAS** 100% of the costs will be paid for by the owners within the local area service;

**NOW THEREFORE** the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

**CITATION**

1. That this bylaw may be cited for all purposes as “**Anmore Green Estates Local Area Service Establishment Bylaw No. 636-2021**”.

**DESCRIPTION OF SERVICES**

2. A local area service is created for the purpose of the acquisition of an interest in land in the form of Statutory Rights of Way from School District 43 to allow for completion and operation of the David Avenue regional sewer connection project.

**BOUNDARIES OF LOCAL AREA SERVICE**

3. The boundaries of the local area service are shown on the sketch plan in Schedule “A” attached to and forming part of this bylaw and contain those properties legally described in Schedule “B” attached to and forming part of this bylaw.

**COST RECOVERY**

4. The total cost of the local area service is to be recovered by a local service tax in the form of a parcel tax based on equal apportionment of \$140,000 over a 5 year period between the total number of residential units serviced by the Anmore Green Estates current septic treatment.

**GENERAL PROVISIONS**

5. In the event that any section of this bylaw is for any reason held invalid by a decision of a court of competent jurisdiction, the invalid section shall be severed from and not affect the remaining provisions of this bylaw.
6. This bylaw shall come into full force and effect on the final adoption thereof.

**READ** a first time the                      day of , 2021

**READ** a second time the                      day of , 2021

**READ** a third time the                      day of , 2021

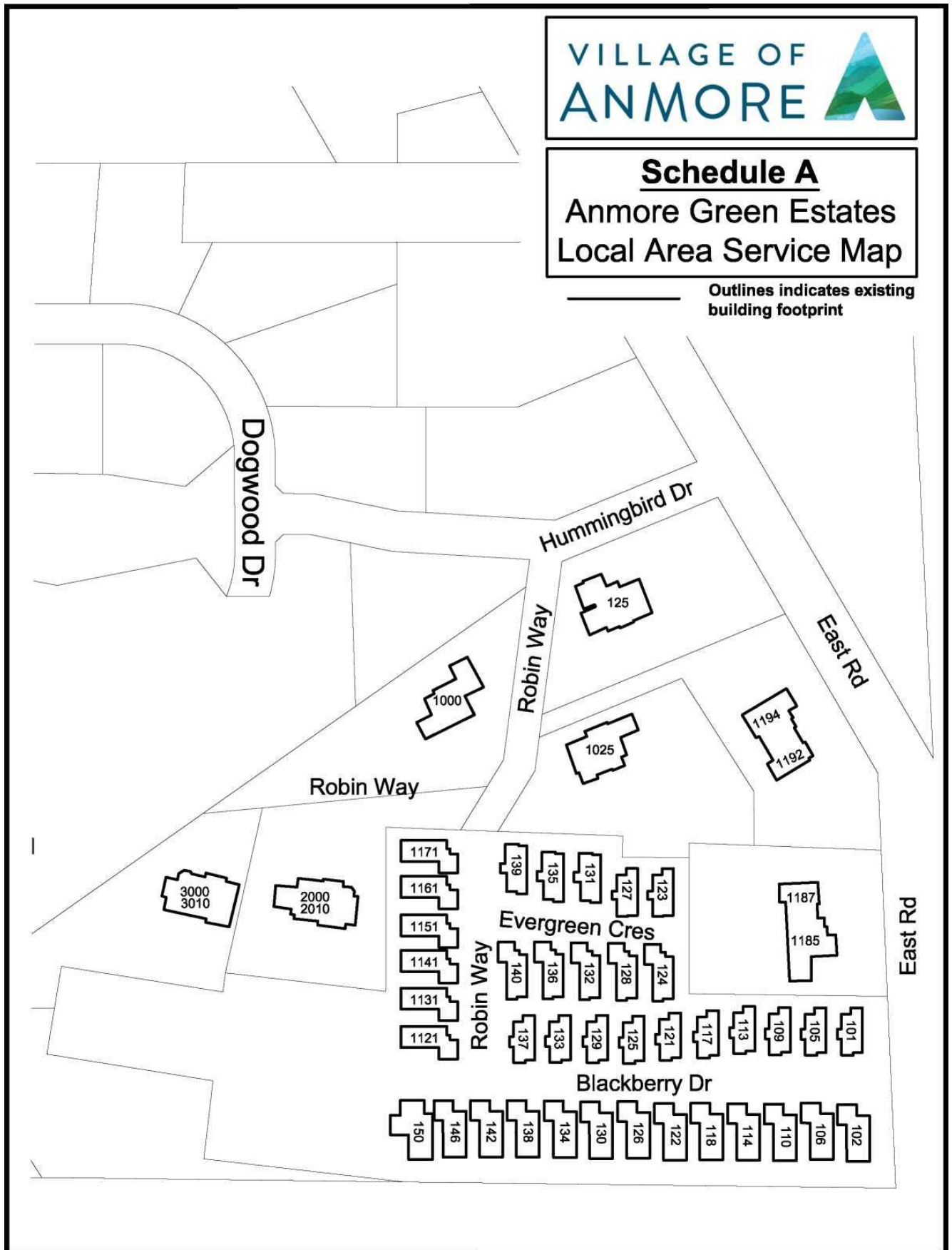
**ADOPTED** the                      day of , 2021

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MAYOR

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CORPORATE OFFICER



## SCHEDULE "B"

## Legal descriptions of Properties within Local Service Area

ROLL #	PID	LEGAL DESCRIPTION
3982131	024-026-654	Strata Lot 1 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
3982169	024-027-031	Strata Lot 39 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982132	024-026-662	Strata Lot 2 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982168	024-027-022	Strata Lot 38 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982133	024-026-671	Strata Lot 3 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982167	024-027-014	Strata Lot 37 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982134	024-026-689	Strata Lot 4 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

ROLL #	PID	LEGAL DESCRIPTION
3982166	024-027-006	Strata Lot 36 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982135	024-026-697	Strata Lot 5 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982165	024-026-999	Strata Lot 35 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982136	024-026-701	Strata Lot 6 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982164	024-026-981	Strata Lot 34 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982137	024-026-719	Strata Lot 7 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982163	024-026-972	Strata Lot 33 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
3982138	024-026-727	Strata Lot 8 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE



ROLL #	PID	LEGAL DESCRIPTION
3982162	024-026-964	Strata Lot 32 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982139	024-026-735	Strata Lot 9 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982161	024-026-956	Strata Lot 31 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982140	024-026-743	Strata Lot 10 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982160	024-026-948	Strata Lot 30 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982159	024-026-930	Strata Lot 29 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982158	024-026-921	Strata Lot 28 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982157	024-026-913	Strata Lot 27 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

ROLL #	PID	LEGAL DESCRIPTION
3982122	024-057-436	Strata Lot 2 Plan LMS3122 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982121	024-057-428	Strata Lot 1 Plan LMS3122 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982124	024-055-077	Strata Lot 2 Plan LMS3123 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982123	024-055-069	Strata Lot 1 Plan LMS3123 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982146	024-026-808	Strata Lot 16 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982145	024-026-794	Strata Lot 15 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982147	024-026-816	Strata Lot 17 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982144	024-026-786	Strata Lot 14 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

ROLL #	PID	LEGAL DESCRIPTION
3982148	024-026-824	Strata Lot 18 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982143	024-026-778	Strata Lot 13 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982149	024-026-832	Strata Lot 19 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
3982142	024-026-760	Strata Lot 12 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982150	024-026-841	Strata Lot 20 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982141	024-026-751	Strata Lot 11 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982114	023-971-860	Lot 4 Plan LMP35960 Section 16 Township 39 Land District 36
3982210	024-381-969	Lot 1 Plan LMP40733 Section 16 Township 39 Land District 36
3982113	023-971-851	Lot 3 Plan LMP35960 Section 16 Township 39 Land District 36
3982156	024-026-905	Strata Lot 26 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

ROLL #	PID	LEGAL DESCRIPTION
3982155	024-026-891	Strata Lot 25 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982154	024-026-883	Strata Lot 24 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982153	024-026-875	Strata Lot 23 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982152	024-026-867	Strata Lot 22 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
3982151	024-026-859	Strata Lot 21 Plan LMS3080 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1
3982222	024-466-085	Strata Lot 2 Plan LMS3838 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982221	024-466-069	Strata Lot 1 Plan LMS3838 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE
3982232	024-804-622	Strata Lot 2 Plan LMS4195 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

ROLL #	PID	LEGAL DESCRIPTION
3982231	024-804-614	Strata Lot 1 Plan LMS4195 Section 16 Township 39 Land District 36 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 OR V, AS APPROPRIATE

# NOTICE OF COUNCIL INITIATED LOCAL AREA SERVICE BYLAW

Anmore Municipal Council resolved to initiate the to process to establish a Local Area Service for Anmore Green Estates pursuant to Section 213 of the Community Charter to enable the Village of Anmore to collect \$140,000 over a five year period, on behalf of School District 43, as compensation for acquisition of interest in land from School District 43 to allow for completion and operation of the David Avenue regional sewer connection project. The total cost of the local area service is to be recovered by a local service tax in the form of a parcel tax allocated between the total number of residential units serviced by the Anmore Green Estates current septic treatment system.

The boundaries of the land to be included in the proposed local area service is outlined on the sketch below:



Council may proceed with establishing the local area service unless a petition against the service is presented within 30 days after notice has been given in accordance with section 213 of the Community Charter.

Karen Elrick  
Manager of Corporate Services  
karen.elrick@anmore.com



2697 Sunnyside Road, Anmore, BC V3H 5G9  
Phone: 604 469 9877 | Web: [www.anmore.com](http://www.anmore.com)

Attachment 3

VILLAGE OF ANMORE  
CORPORATE OFFICER'S CERTIFICATE OF SUFFICIENCY

I hereby certify that there have been zero petitions received against the service in relation to the Anmore Green Estates Local Area Service Establishment Bylaw No. 636-2020 and that notice requirements to property owners were met by:

1. Mailing notice to affected property owners on December 10, 2020
2. Providing notice to affected property owners by way of notice on Village of Anmore website and placing notice in the December 10, 2020 and December 17, 2020 editions of the Tri City News.

Dated the 29<sup>th</sup> day of January, 2021.

A handwritten signature in cursive script, appearing to read 'K. Elrick', is written over a horizontal line.

Karen Elrick

Corporate Officer



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: January 27, 2021

File No. 1850-20

Submitted by: Juli Halliwell, Chief Administrative Officer

Subject: 2021 Anmore Community Grant Requests

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### PURPOSE/INTRODUCTION

To seek direction from Council in regards to approving community grant applications received for the 2021 budget year.

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### RECOMMENDATION

That Council approve the following community grants as outlined in the report dated January 27, 2021 from the Chief Administrative Officer regarding 2021 Anmore Community Grant Requests, \_\_\_\_\_.

---

### BACKGROUND

Community Grants are intended to support not-for-profit organizations serving Village of Anmore residents. The Village of Anmore provides these grants to assist groups with the delivery of services that will improve the quality of life for residents on a social, economic or physical level. Approval of grants is contingent upon provision being included in the Village's annual operating budget. The current budget for community grants is \$7,000 per year.

Applicants must provide services to residents in the Village of Anmore; must demonstrate financial need and will be considered for funding once per calendar year.

### DISCUSSION

The following principles may be applied to determine funding allocations:

- a) Availability of funds budgeted for grants and donations;
- b) Community benefit;
- c) Scope in which the grant will promote the well-being and quality of life of Anmore residents;
- d) Evidence that, in addition to the Grant funding request, monies are also being sought from other funding source(s), or own funds are being contributed.
- e) Scope in which the funds are expended in Anmore;
- f) The needs of the applicant requesting funding;
- g) Evidence that barriers to services for persons with disabilities and demographic barriers (youth, seniors, ethnic citizens) have been addressed or considered.



## Report/Recommendation to Council

### 2021 Anmore Community Grant Requests

January 27, 2021

- h) Evidence that consideration to environmental sensitivities (printing papers when necessary, borrowing or sharing materials, etc.) has been addressed or considered.
- i) Scope in which volunteers are involved and community spirit is fostered.

Eligible funding expenses are listed as follows:

- a) Special Projects and Events (e.g. Hosting a workshop or producing resource material)
- b) Operating Costs (e.g. Ongoing operating costs such as salaries, utilities, rent)
- c) New Projects (e.g. New program to serve a particular group)

The Village of Anmore has received nine community grant applications for the 2021 budget year. The combined total of all applications requesting Council's consideration is \$14,637.00. The applicants are listed as follows:

<b>Applicant</b>	<b>Project, Event or Service</b>	<b>2021 Amount Requested</b>	<b>2020 Amount Received</b>	<b>2019 Amount Received</b>	<b>2018 Grant Received</b>
1 <sup>st</sup> Anmore Scouts	Link Camp & Activity Fees	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Anmore Elementary PAC	Barrier Fence & Sports Equipment	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Anmore Garden Club	Guest Speakers	\$ 500.00	\$ 500.00	Nil	Nil
Communities Embracing Restorative Action (CERA)	Restorative Justice Services	\$ 437.00	Nil	\$ 437.00	\$ 437.00
Coquitlam Search & Rescue	Search & Rescue E-Bikes	\$ 5,000.00	Nil	Nil	Nil
Friendly Forest Preschool (A)	COVID-19 Operational Upgrades	\$ 1,500.00	Nil	Nil	Nil
Friendly Forest Preschool (B)	School Sign Replacement	\$ 1,000.00	Nil	Nil	Nil
Friendly Forest Preschool (C)	Play Yard Upgrades	\$ 1,500.00	Nil	Nil	Nil
MADD Metro Vancouver	School Program (Grades 7-12)	\$ 1,700.00	Nil	Nil	Nil

## **Report/Recommendation to Council**

2021 Anmore Community Grant Requests

January 27, 2021

### **FINANCIAL IMPLICATIONS**

The financial implications are as listed in the table above. As noted, the annual budget is currently \$7,000 for community grants. Therefore, there are available funds to approve all grants, if so desired by Council. If Council were to approve all requests, the remaining funds for additional grant requests in 2021 would be \$7,637.00.

### **COMMUNICATIONS/CIVIC ENGAGEMENT**

If approved, applicants will be informed of their grant via letter.

### **OTHER OPTIONS**

1. That Council approve all community grants as outlined in the report dated January 27, 2021 from the Chief Administrative Officer regarding 2021 Anmore Community Grant Requests and direct staff to increase the budget accordingly in the 2021-2025 draft 5-Year Financial Plan;
2. That Council refer the report from the Chief Administrative Officer regarding 2021 Anmore Community Grant Requests back to staff for further information.

### **CORPORATE STRATEGIC PLAN OBJECTIVES**

Community grants are considered by way of guidelines that were endorsed by Council.

Community grants all meet the Corporate Strategic Plan objective of “continuing to provide support and funding for community events”.

### **ATTACHMENTS;**

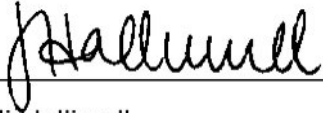
1. 1<sup>st</sup> Anmore Scouts community grant application.
2. Anmore Elementary PAC community grant application.
3. Anmore Garden Club community grant application.
4. Communities Embracing Restorative Action (CERA) community grant application.
5. Coquitlam Search and Rescue community grant application
6. Friendly Forest Preschool community grant application (A).
7. Friendly Forest Preschool community grant application (B).
8. Friendly Forest Preschool community grant application (C).
9. MADD Metro Vancouver community grant application.

**Report/Recommendation to Council**

2021 Anmore Community Grant Requests

January 27, 2021

**Prepared by:**

A handwritten signature in black ink, appearing to read "Juli Halliwell", is written over a horizontal line.

Juli Halliwell

Chief Administrative Officer



## Community Grant Application Form

Date of application: December 31, 2020

Name of organization/event: 1st Anmore Scouts Canada

Address: c/o Julie Mitten, Group Commissioner, 1092 Uplands Dr. Anmore, BC, V3H 5G6

Main contact person(s):

1. Name: Julie Mitten Position: Group Commissioner

Phone (primary): personal information Phone (alternate): \_\_\_\_\_

Email: personal information

2. Name: Angela Yin Position: Treasurer

Phone (primary): personal information Phone (alternate): \_\_\_\_\_

Email: personal information

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☒ Yes ☐ No

If yes, amount received: \$ 1,000

Describe project/event/service: Note 1

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.  
Note 2

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1,000

Describe your project/event/service:

Note 3

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.  
Note 4

Describe your organization and how its efforts do/might benefit the community:

Note 5

How many participants do you expect: from Anmore: 27 from outside Anmore: 22

How will the Village be recognized for its contributions?

Note 6

Identify any long term objectives or goals that the organization is working toward

Note 7

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 4900	Contributor: BC Gaming Grant
Provincial/Federal Monies	\$	
Participant Fees	\$ 5000	
Donations	\$	
Fund Raising	\$ 5000	
Other: Anmore Grant	\$ 1000	
Other/Accrual from previous period	\$ 500	
	\$	
<b>Total</b>	<b>\$ 16400</b>	

### EXPENSES

Venue Rental	\$
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: Activities	\$ 10450
Link Camp	\$ 1450
Training/Admin/Insurance/Misc	\$ 2900
	\$ 15900
<b>Total</b>	<b>\$</b>

### PROFIT / SHORTFALL

Revenue less expenses \$ 500

### FISCAL YEAR-END RESERVE BALANCE:

Description: Cash Buffer	Amount: \$ 400
Section Buffer	Amount: \$ 500
	Amount: \$

To the best of my knowledge, the above statements are true as of the date of this application.

Signature

Angela Yin  
Organization's Applicant

Signature

[Signature]  
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 6500	Contributor: BC Gaming Grant
Provincial/Federal Monies	\$	
Participant Fees	\$ 3400	
Donations	\$	
Fund Raising	\$ 4575	
Other: Village of Anmore Grant	\$ 1000	
	\$	
	\$	
<b>Total</b>	<b>\$ 15475</b>	

### EXPENSES

Venue Rental	\$
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$ 1683
Other: Activities	\$ 5326
Link Camp	\$ 330
Training/Admin/Insurance/ Storage Container/Misc	\$ 10567
<b>Total</b>	<b>\$ 17906</b>

### PROFIT / SHORTFALL

Revenue less expenses \$ (2431)

### FISCAL YEAR-END RESERVE BALANCE:

Description: Cash Buffer	Amount: \$ 400
Section Buffer	Amount: \$ 500
	Amount: \$

To the best of my knowledge, the above statements are true as of the date of this application.

Signature

Organization's Applicant

Signature

Organization's President or Chair



# Anmore Community Grant Application Form --

## Appendix

### *Scouts Canada – First Anmore*

#### Note 1

Scouts Canada -- 1st Anmore Scouting Program provides children and youth with the opportunity to participate in a variety of outdoor and scouting experiences. The program is aligned with the Scouts Canada Canadian Path Program and offers activities to improve skills in hiking, camping, wilderness survival, community service, and a variety of other outdoor recreation experiences. The activities planned for this scouting year include all-season overnight camps in a variety of locations in British Columbia; hiking, canoeing, snow shoeing, scuba diving, bowling, camp cooking, learning about wildlife, fire safety, and other outdoor activities. The benefits to Scouting are significant both for participants, and for the communities in which they operate.

#### Note 2

The funds received from the Village of Anmore in 2019 were used to offset the considerable costs in two specific areas:

1. **Equipment Replacement:** The execution of an effective Scouting program is highly dependent on the availability of quality camping gear. We attempt to renew some of our gear every year. In 2019-20, we purchased some new outdoor activity equipment with a total expenditure of \$1693. Without the Village Grant, we would not have had to scale back this necessary purchase.
2. **Link Camp:** The expense for this annual camp activity was less than budgeted due to COVID-19 restrictions. The actual expense was \$330. However, as this camp presents a unique opportunity to pass down customs and traditions, as well as enabling participants exposure to children and families of youth in other age sections, once the COVID restrictions removed, we will be able resume it to its full scale.

#### Note 3

Our project/event/service will be the same for the year 2020-2021 as described in Note 1 above. The details of projected activity/event is provided in Note 4 below.

#### Note 4

Provided the 2020 Community Grant is awarded, the funds will be dispersed as follows:

- \$1450 Link Camp
- \$3450 to offset section activity fees

• **\$4900 TOTAL**

**Link Camp \$1450** -- The annual Link Camp is where members and their families from all the different sections (all ages) come together to enjoy a weekend of outdoor activities. The camp takes place in British Columbia and is scheduled for 2021 at Camp Whonnock. It is the primary opportunity to build our Scouting community, as it is one of the only times during the year that all the sections are together. Link Camp will NOT occur without the support of Anmore Community Grant.

**Offset Activity Fees \$3450** – We expect to spend about \$10450 in activities for 2020-21. In addition to Link Camp above, Scouts Canada – First Anmore youth take part in several other outdoor and community service activities throughout the year. Anmore Community Grant Funds are used to offset participant fees to conduct these activities. A schedule of youth activities by age group is included below. We specifically budget Gaming Grant Funds for outdoor camp activities that are consistent with the Scouts Canada mission to **"develop well rounded youth better prepared for success in the world"**. The activities are designed to foster a love and respect of the outdoors, as well as encourage community service. Without Anmore Community Grant Funds, we would have to significantly reduce the number of camps and activities that First Anmore youth are currently engaged in.

Please see a calendar below of activities by section. Please be advised, that Scouts Canada First Anmore has planned for a full year of activities, however whether those activities occur, or if they will be modified will depend on Provincial Health directives pertaining to COVID-19. Scouts Canada has rigorous guidelines for in person events in order to comply with COVID restrictions, and has suggested virtual alternatives to Scouting activity, that some of our youth are participating in. Where no date is indicated, the event was cancelled or made virtual for 2020-21.

**Beavers (ages 4-7)**

<b>Date</b>	<b>Activities</b>	<b>Delivery of Activity</b>
	Terry Fox Walk	Attend. Take donations
17 Oct	First Bottle Drive	Community fund raising
	Search & Rescue Presentation	Education
	Hallowe'en Party	Community Event
	Sleep Over – Vancouver Aquarium	Education
	Remembrance Day Ceremony – Belcarra	Education. Community Event.
	Wreath Craft	Crafts. Education
	Skating	Community Event
	Christmas Party	Community Event
	CP Holiday Train Port Moody	Community Event



16 Jan	2 <sup>nd</sup> Bottle Drive	Community Fund Raising
9 Feb	Night Hike – Mundy Park	Outdoor Appreciation
18 Feb	Baden Powell Dinner	Community Event
6 Mar	Seymour Mtn Camp (cabin)	Plan. Prepare.
10 Apr	Link Camp – 2 nights	All sections community event
17 Apr	3 <sup>rd</sup> Bottle Drive	Community fund raising
18 May	Anmore Pitch In Night	Community service
19 Jun	Year-end BBQ/Picnic	Community Event

\*\* In the absence of any noted activity above, the Beavers will meet every Thursday at the school gym for crafts and games in accordance with Scouts Canada Canadian Path.

### **Cubs (ages 8 – 10)**

<b>Date</b>	<b>Activities</b>	<b>Delivery of Activity</b>
	Terry Fox Walk	Attend. Take donations
17 Oct	First Bottle Drive	Community fund raising
	Search & Rescue Presentation	Education
	Hallowe'en Party	Community Event
	Sleep Over – Vancouver Aquarium	Education
	Remembrance Day Ceremony – Belcarra	Education. Community Event.
	Wreath Craft	Crafts. Education
	Skating	Community Event
	Christmas Party	Community Event
	CP Holiday Train Port Moody	Community Event
16 Jan	2 <sup>nd</sup> Bottle Drive	Community Fund Raising
9 Feb	Night Hike – Mundy Park	Outdoor Appreciation
18 Feb	Baden Powell Dinner	Community Event
6 Mar	Seymour Mtn Camp (cabin)	Plan. Prepare.
10 Apr	Link Camp – 2 nights	All sections community event
17 Apr	3 <sup>rd</sup> Bottle Drive	Community fund raising
18 May	Anmore Pitch In Night	Community service
19 Jun	Year-end BBQ/Picnic	Community Event
TBD	Canadian Shore Clean-up	Community Service
TBD	Trail Building	Community Service

### Scouts (ages 11 – 14)

Date	Activities	Delivery of Activity
	Terry Fox Walk	Attend. Take donations
	Weekend Camp Lindeman Lake	Hike in. 2-night bush camp
	Crystal Fall Night Hike	Outdoor activity
17 Oct	First Bottle Drive	Community fund raising
	Intro to Outdoor Adventure Skills	Education
	Camp Allouette – Pre-cooking	Outdoor Appreciation + Education
	Wreath Making (prep for Remembrance)	Education + Community Event
	Remembrance Day Ceremony – Belcarra	Education. Community Event.
	Cook off camp – 2 nights Camp Ponder	Plan. Prepare. Camp. Hike.
	Rock Climbing – Climb Base	Activity
	Sandwich Making at Church	Community Service
	Delivery of Sandwich to homeless	Community Service
	Outdoor Adventure Skills	Education
16 Jan	2 <sup>nd</sup> Bottle Drive	Community Fund Raising
16/17 Jan	Winter Camp 1 – Burke Camp – 1 night	Camp. Survival training
9 Feb	Night Hike – Mundy Park	Outdoor Appreciation
18 Feb	Baden Powell Dinner	Community Event
6 Mar	Winter Camp 2 - Seymour - 2 nights	Camp. Survival training
10 Apr	Link Camp – 2 nights	All sections community event
17 Apr	3 <sup>rd</sup> Bottle Drive	Community fund raising
24 Apr	Canoe Practice – Buntzen Lake	Outdoor appreciation
19 May	Anmore Pitch In Night	Community service
29 May	Twin Island Canoe Camp	Outdoor appreciation
19 Jun	Year-end BBQ/Picnic	Community Event
TBD	Canadian Shore Clean-up	Community Service
TBD	Trail Building	Community Service

\*\* In the absence of any noted activity above, the Scouts will meet every Thursday at the school gym for crafts and games in accordance with Scouts Canada Canadian Path

### Venturers (ages 15 – 17)

Date	Activities	Delivery of Activity
	Terry Fox Walk	Attend. Take donations
	Weekend Camp Lindeman Lake	Hike in. 2-night bush camp

	Buntzen Lake Canoe Trip	Canoe to Island. Camp one night
17 Oct	First Bottle Drive	Community fund raising
	Search & Rescue Presentation	Education
	Hallowe'en Night Hike – Sasamat Lake	Outdoor Appreciation
	Remembrance Day Ceremony – Belcarra	Education. Community Event.
	Cook off camp – 2 nights Camp Ponder	Plan. Prepare. Camp. Hike.
	Sandwich Making at Church	Community Service
	Delivery of Sandwich to homeless	Community Service
16 Jan	2 <sup>nd</sup> Bottle Drive	Community Fund Raising
19 Jan	Prep for Winter Camp	Plan. Prepare
23 Jan	Manning Park Winter Camp – 2 nights	Camp. Survival training
9 Feb	Night Hike – Mundy Park	Outdoor Appreciation
18 Feb	Baden Powell Dinner	Community Event
6 Mar	Seymour Mtn Camp (cabin)	Plan. Prepare
10 Apr	Link Camp – 2 nights	All sections community event
17 Apr	3 <sup>rd</sup> Bottle Drive	Community fund raising
19 May	Anmore Pitch In Night	Community service
29 May	Twin Island Canoe Camp	Outdoor appreciation
19 Jun	Year-end BBQ/Picnic	Community Event
TBD	Canadian Shore Clean-up	Community Service
TBD	Trail Building	Community Service

## Note 5

The Scouting program promotes leadership, volunteering, citizenship and respect for the environment, personal growth, and development of all participants. It enables Anmore youth to build skills and attitudes that lead to better citizenship and community service.

In addition, the 1<sup>st</sup> Anmore Scouts Group participate in several local community events:

- Ma Murray Days
- Anmore Terry Fox Run
- Easter Egg hunt (and clean up) in April
- Garbage Pick Up event in May
- Remembrance Day ceremony conducted at Belcarra Park
- We have also participated in special events such as gardening at the Fire Hall two years ago.

## Note 6

In terms of participation from those youth from Anmore, Belcarra and those from outside the Village, the 1<sup>st</sup> Anmore Scouts group feels very fortunate to have the participation of several families from Port Moody and Coquitlam. The Port Moody Scouting program folded two years ago, so we are pleased that some of those families chose to continue their participation in Scouts Canada with the 1<sup>st</sup> Anmore troop. It is also noteworthy that the Port Moody families are active participants in the events noted above (Note 5) that take place in Anmore. We feel very fortunate to have them contributing to our Village. Notwithstanding the above, registration priority is given to families that are resident in Anmore.

Funding is verbally acknowledged at the Scouts Canada --First Anmore AGM (attached separately), and is entered as such into the minutes. We also have a sign we display at community events (such as MaMurray Day) with the following message:

“Scouts Canada First Anmore Group gratefully acknowledges the financial support of the Village of Anmore through its Community Grant Program”

Further, being a smaller community, all parents are well aware of, and have tremendous gratitude for the ongoing support of the Village of Anmore.

## Note 7

For the 1<sup>st</sup> Anmore Scouts our most important long-term goal is to sustain Scouts Canada’s presence in the Village of Anmore. The benefits to the Village of an engaged and active Scouts organization is articulated above. Across Canada, participation in Scouts is declining. This is due a variety of factors, but two specific factors are cost considerations, and competition from other youth activities. If we can manage these factors, and build on the momentum established by the history of the organization (since 1993 in Anmore), we will be successful in sustaining the program for youth in Anmore in the future. More pragmatically, the program is in desperate need of replacing critical equipment, such as tents, to enable a quality program to continue.

**1st Anmore Scouts**  
**Revenues & Expenses by Section**  
**For Year ending 31 August 2021**

	Group Committee		Beavers		Cubs		Scouts		Venturers		Total		Variance
	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	
<b>Registered Scouters</b>		5		3		3		3		2		16	
<b>Registered Youth</b>				11		11		6		5		33	
<b>Income</b>													
Membership Fees													
Dues (\$50 per youth)				-		-		-		-		-	
Community Gaming Grant	4,900										4,900		(4,900.00)
Village of Anmore Grant	1,000										1,000		(1,000.00)
Bottle Drives			1,667	-	1,667	-	909	-	757.58	-	5,000		(5,000.00)
Net Activity Part Fees			1,667		1,667		909		758		5,000		(5,000.00)
Section Fundraising (Net)													
Donations													
Other/Accrual from previous	100		100		100		100		100		500		(500.00)
<b>Total Income</b>	<b>6,000</b>		<b>3,433</b>		<b>3,433</b>		<b>1,918</b>		<b>1,615</b>		<b>16,400</b>		<b>(16,400.00)</b>
<b>Expenses</b>													
Activities	450												
Link Camp (Net)	1,450		3,333		3,333		1,818		1,515		10,450		(10,450.00)
Equipment & Supplies											1,450		(1,450.00)
Training													
Badges	900										900		(900.00)
Other/Misc	850										850		
Group Committee	250										250		
Insurance	500										500		(500.00)
Storage Container Elec	1,500										1,500		(1,500.00)
<b>Total Expenses</b>	<b>5,900</b>		<b>3,333</b>		<b>3,333</b>		<b>1,818</b>		<b>1,515</b>		<b>15,900</b>		<b>(15,900.00)</b>
<b>Net Operating Surplus (Deficit)</b>	<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>100</b>		<b>500</b>		<b>(500.00)</b>

**1st Anmore Scouts**  
**Statement of Revenues & Expenses - Summary**  
**Year Ending August 31, 2020**

	Budget	Actual
<b>Revenues</b>		
Membership Fees and Dues	3,400.00	3,400.00
Gaming Grant	6,500.00	6,500.00
Village of Anmore Grant	1,000.00	1,000.00
Net Bottle Drive	6,500.00	4,575.00
Activity Participant Fees		-
Section/Other Fundraising	-	
Accrual from Previous Period	500.00	
<b>Total Income</b>	<b>17,900.00</b>	<b>15,475.00</b>
<b>Expenses</b>		
Activities	9,250.00	5,326.00
Link Camp (Net)	2,500.00	330.00
Equipment & Supplies	1,900.00	1,683.00
Training	600.00	855.00
Group Committee	700.00	288.00
Insurance	1,100.00	1,436.00
Misc/Other		230.00
Storage Container Electrical		7,758.00
<b>Total Expenses</b>	<b>16,050.00</b>	<b>17,906.00</b>
<b>Net Surplus (Deficit)</b>	<b>1,850.00</b>	<b>(2,431.00)</b>

**1st Anmore Scouts**  
**Revenues & Expenses by Section**  
**For Year ending 31 August 2020**

	Group Committee		Beavers		Cubs		Scouts		Venturers		Total	
	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD	Budget	Actual YTD
<b>Registered Scouters</b>		2		9		4		3		3		21
<b>Registered Youth</b>				16		19		4		5		44
<b>Income</b>												
Membership Fees	1,200	1,200.00									1,200	1,200
Dues (\$50 per youth)			800	800	950	950	200	200	250	250	2,200	2,200
Community Gaming Grant	6,500	6,500.00									6,500	6,500
Village of Anmore Grant	1,000	1,000.00									1,000	1,000
Bottle Drives			2,364	1,664	2,807	1,976	591	416	738.64	519.89	6,500	4,575
Net Activity Part Fees							-				-	-
Section Fundraising (Net)											-	-
Donations											-	-
Other/Accrual from previous	100	5.66	100		100		100		100		500	6
<b>Total Income</b>	<b>8,800</b>	<b>8,705.66</b>	<b>3,264</b>	<b>2,463.64</b>	<b>3,857</b>	<b>2,925.57</b>	<b>891</b>	<b>615.91</b>	<b>1,089</b>	<b>769.89</b>	<b>17,900</b>	<b>15,481</b>
<b>Expenses</b>												
Activities	550	202.00		873		2,713	791	1,133		405.00	9,250	5,326.00
Link Camp (Net)	2,500	330			3,757						2,500	330.00
Equipment & Supplies	1,900	1,683									1,900	1,683.00
Training	600	855									600	855.00
Badges	850											
Other/Misc		230									-	230.00
Group Committee	700	288									700	288.00
Insurance	1,100	1,436									1,100	1,436.00
Storage Container Elec	-	7,758									-	7,758.00
<b>Total Expenses</b>	<b>8,200</b>	<b>12,782.00</b>	<b>3,164</b>	<b>873.00</b>	<b>3,757</b>	<b>2,713.00</b>	<b>791</b>	<b>1,133.00</b>	<b>989</b>	<b>405.00</b>	<b>16,050</b>	<b>17,906.00</b>
<b>Net Operating Surplus (Deficit)</b>	<b>600</b>	<b>(4,076.34)</b>	<b>100</b>	<b>1,590.64</b>	<b>100</b>	<b>212.57</b>	<b>100</b>	<b>(517.09)</b>	<b>100</b>	<b>364.89</b>	<b>1,850</b>	<b>(2,425.34)</b>
												<b>(4,275.34)</b>

**1st Anmore Scouts Canada  
Balance Sheet  
As at August 31, 2020**

	General Fund	Gaming Fund	Total
<b><u>Assets</u></b>			
VanCity Operating Account	11,112.22	-	11,112.22
VanCity Gaming Account		116.00	116.00
Prepaid Expenses		-	-
<b>Total Assets</b>	<b>11,112.22</b>	<b>116.00</b>	<b>11,228.22</b>
<b><u>Liabilities</u></b>			
Early Registration Fees Collected	-	-	-
Accounts Payable	2,702.16		2,702.16
Storage Container Electrical	7,758.00		
<b>Total Liabilities</b>	<b>10,460.16</b>	<b>-</b>	<b>2,702.16</b>
<b><u>Fund Balances</u></b>			
Restricted Fund Balances	-	-	-
Unrestricted Fund Balances	652.06	116.00	768.06
<b>Total Fund Balances</b>	<b>652.06</b>	<b>116.00</b>	<b>768.06</b>
<b>Total Liabilities and Fund Balances</b>	<b>11,112.22</b>	<b>116.00</b>	<b>3,470.22</b>





# 1st Anmore Beavers, Cubs, Scouts & Ventures



## ANNUAL GENERAL MEETING Minutes

Meeting held: Thursday, Sept 17, 2020 @ 6:33 PM– 7:23 PM

on Google Meet

### In Attendance:

Julie Mitten	Tony Drezet	Gary Richardson
Diane Sand	Barb Hubbs	Jed Nisenson
David Streat	Mikhail Viloso	Rob Newington
Bob Bradley	Kimberly Trafford	Angela Yin
Darlene Bemister	Julien Traverse	
Chloe Heisler	Marcel Guevura	

- Meeting called to Order** by Julie Mitten at 6:33pm.  
Julie Mitten, Chair, welcomed all.  
**15 voting members in attendance electronically. 0 proxies. There are 22 voting members, so quorum is achieved.**
- Approval of the Agenda**  
Motion: That the Agenda of the AGM be approved as pre-circulated and presented.  
Moved by Bob Bradley  
Second by Diane Sand.  
There are no objections. Motion carried.
- Approval of previous meeting minutes**  
Motion: That the Minutes of the last AGM be approved as pre-circulated and presented.  
Moved by Julien Traverse  
Second by Angela Yin  
There are no objections. Motion carried.
- Approval of the Registrar's Report**  
Julien Traverse presented the Registrar's Report.  
New and returning: 10 beavers, 13 cubs, 6 scouts and 5 ventures, 1 Rover. 15 Scouters  
Motion: That the Registrar's Report be adopted as presented.  
Motion moved by Julie Mitten.  
Second by Rob Newington.  
There are no objections. Motion carried.
- Approval of the Treasurer's Report**  
Bob Bradley presented the Financial Summary Report for the year ending August 31, 2020 and the proposed budget for the year-ending August 31, 2021. With the year being cut-short due to Covid, many of the ordinarily high-expenses from Spring didn't accrue. Bob presented a slideshow on how fee's and financials typically breakdown.  
Motion: That the Treasurer's Report and the proposed budget be approved as presented.  
Motion moved by Julie Mitten  
There are no objections. Motion carried.

**6. Introduction of the proposed Group Committee Members**

Chairperson/Group Commissioner: Julie Mitten

Treasurer: Angela Yin

Registrars: Kim Trafford/Julien Traverse

Secretary: Mikhail Villosio

Bottle Drive Co-ordinators: Julien Traverse/Tony Drezet

Quartermaster: Mikhail Villosio/Rob Newington

Youth Commissioner: Chloe Heisler

Motion: Voting required for group committee positions.

- Call for additional nominations.
- 2<sup>nd</sup> call for additional nominations
- 3<sup>rd</sup> call for additional nominations

Motion: That the Group Committee Positions be approved as noted above.

Motion moved by Rob Newington. Seconded by Bob Bradley

There are no objections. Motion carried unanimously.

**7. Bottle Drive for Fall 2020**

Julien presented the bottle drive details for the Fall 2020 period.

We will move to a spoke and hub system to allow us to keep socially distanced and have roles pre-assigned: Flyers & Marketing, Bottle Pick-Up, Sorting

Jobs were chosen by those in attendance. Julien will create a job spreadsheet for others not in attendance to sign-up.

**8. Adjournment**

Motion: That the Annual General Meeting be adjourned.

Motion moved by Julie Mitten.

There are no objections. Motion carried.



## Community Grant Application Form

Date of application: December 31th, 2020\_R1

Name of organization/event: Anmore Elementary Parent Advisory Council

Address: 30 Elementary Rd, Anmore, BC V3H 4Y6

Main contact person(s):

1. Name: Celina Kwasniak Position: Anmore Elementary Assistant Treasurer

Phone (primary): personal information Phone (alternate): \_\_\_\_\_

Email: \_\_\_\_\_

2. Name: Dawn Halliday Position: Anmore Elementary Treasurer

Phone (primary): personal information Phone (alternate): \_\_\_\_\_

Email: \_\_\_\_\_

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☒ Yes ☐ No

If yes, amount received: \$ 2,000

Describe project/event/service: Speed signs on Sunnyside Road by the school

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.  
Full amount was directed towards the speed signs - PAC funds paid the difference

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 2,000

Describe your project/event/service:

Project: school sport equipment upgrade.

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

The funds will be spend on high jump mat and indoor hockey nets, refer to the attached estimated quote.

Describe your organization and how its efforts do/might benefit the community:

PAC have an important influence on life at the school and the feelings the community has toward the school and education.

How many participants do you expect: from Anmore: 90 from outside Anmore: 21

How will the Village be recognized for its contributions?

School community will be informed about the Village of Anmore Community Grant via school communications: e-mails, Anmore Alerts.

Identify any long term objectives or goals that the organization is working toward

Increase student achievement, accomplishment, satisfaction, and bonding.

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REFER TO THE ATTACHED  
PROJECTED 2020/2021 BUDGET

### REVENUE

Other Grant Monies	\$ _____	Contributor: _____
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total</b>	<b>\$ _____</b>	

### EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total</b>	<b>\$ _____</b>

### PROFIT / SHORTFALL

Revenue less expenses \$ \_\_\_\_\_

### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature \_\_\_\_\_  
Organization's Applicant

Signature \_\_\_\_\_  
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

REFER TO THE ATTACHED  
ACTUAL 2020/2021 BUDGET

### REVENUE

Other Grant Monies	\$ _____	Contributor: _____
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total</b>	<b>\$ _____</b>	

### EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total</b>	<b>\$ _____</b>

### PROFIT / SHORTFALL

Revenue less expenses \$ \_\_\_\_\_

### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature \_\_\_\_\_

Organization's Applicant

Signature \_\_\_\_\_

Organization's President or Chair



### APAC 2019/2020 Budget (Actual)

Income		Notes
Anmore Grant	\$ 2,000.00	Received March 2020 / Spent Jan 8,2021
Gaming Grant	\$ 2,460.00	Not used in school year (COVID)
Interest	\$ 36.35	
PAC Operation	\$ 1,386.94	
<i>Fundraising</i>	\$ 37,668.60	
<b>Total Revenues</b>	<b>\$ 43,551.89</b>	
<b>Expenses</b>		
Float	\$ (840.00)	
Grade 5 Leave Taking	\$ (690.57)	
PAC Operation	\$ (60,389.70)	Includes Playspace payments
<i>Fundraising</i>	\$ (21,485.24)	
<b>Total Expenses</b>	<b>\$ (83,405.51)</b>	

### APAC 2020/2021 Budget (Projected)

Income		Notes
Anmore Grant	\$ 2,000.00	Application submitted December 2020
Gaming Grant	\$ 2,500.00	Approved October 2020
Interest	\$ 25.00	
PAC Operation	\$ -	Projecting less due to COVID restrictions
<i>Fundraising</i>	\$ 20,000.00	Projecting less due to COVID restrictions
<b>Total Revenues</b>	<b>\$ 24,525.00</b>	
<b>Expenses</b>		
Float	\$ (500.00)	
Grade 5 Leave Taking	\$ (500.00)	
PAC Operation	\$ (1,000.00)	Significantly lower / outdoor playspace fully paid
<i>Fundraising</i>	\$ (5,000.00)	Projecting less due to COVID restrictions
<b>Total Expenses</b>	<b>\$ (7,000.00)</b>	





what are you looking for ?

## Your Cart (3 Items)




**Item Code:** M724-5


**\$1,624.95**


▼ 1 ▲

\$1,624.95 ✕



CAD ▾

 (/Account.Php)

 (/Cart.Php)<sup>3</sup>

Deluxe Pro Hockey Goal (<https://www.marchants.com/deluxe-pro-hockey-goal/>)

Item Code: SHGPRO

Price

\$244.95

Quantity:

▾

2

▲

Total

\$489.90 ×

Subtotal:

\$2,114.85

Shipping:

\$256.28

Tax:

~~\$116.56~~

▲

\$116.56

Coupon Code:

Add Coupon

Gift Certificate:

Gift Certificate

Grand Total:

\$2,489.69

PROCEED TO CHECKOUT (/CHECKOUT)





## Community Grant Application Form

Date of application: January 18, 2021

Name of organization/event: Anmore Garden Club

Address: 1120 Thomson Rd Anmore BC V3H 4X9

Main contact person(s):

1. Name: Nancy Knauer Position: Chairperson

Phone (primary) personal information Phone (alternate): \_\_\_\_\_

Email: personal information

2. Name: Sharon Shuttleworth Position: Treasurer

Phone (primary) personal information Phone (alternate): \_\_\_\_\_

Email: personal information

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☒ Yes ☐ No

If yes, amount received: \$500.00

Describe project/event/service: Community Speakers in regards to gardening

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.

- Setting up a Zoom Account  
- membership to BC Council of Garden Clubs  
+ local interests

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$500.00

① Describe your project/event/service:  
See attached sheet

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

② " "

Describe your organization and how its efforts do/might benefit the community:

③ " "

④ How many participants do you expect: from Anmore: 20+ from outside Anmore: 10+

⑤ How will the Village be recognized for its contributions?

" "

⑥ Identify any long term objectives or goals that the organization is working toward

" "

→ Please provide additional information on separate paper.

- See cover letter 3a)  
b)

- ① Provide speaker(s) on topics relevant to Anmore/Belcarra residents and neighbouring communities.
- ② Paying for guest speakers on topics open to both the Garden club members + neighbouring communities
- ③ We are a non-profit organization of local residents with an interest in aspects of gardening, environment + our community. We provide community spirit by tidying and beautifying Anmore Public spaces. We organize Charitable events that beautify or benefit the greater community with the proceeds going to local organizations such as Vashamat Volunteer Fire Dept, SARS, Massom Creek Fish Hatchery. Once a year at Christmas we invite the community in to join us at our annual wreath making. We also open up our meetings to the community to their speakers & whose topics might be of interest to them. At the Murray Day we organize a booth to educate the public on various topics i.e. deer proof planting, bats, bees butterflies etc

- ⑤ We would recognize the Villages contribution through Social media - flyers and verbal contribution on the night of the event.
- ⑥ Providing a community organization that welcomes new members + existing residents to share in knowledge and friendship helping to keep our Community Spirit alive!

# BUDGET PROJECTIONS FOR CURRENT YEAR 2019/2020

Attach to Community Grant Application

## REVENUE

Other Grant Monies	\$ _____	Contributor: _____
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ 380.00	
Donations	\$ 7.00	
Fund Raising	\$ 153.00	- Ma Murray - Bake Sale
Other: Clothing Drive	\$ 1077.00	
	\$ _____	
	\$ _____	
<b>Total</b>	\$ _____	

## EXPENSES

Venue Rental	\$ _____	
Advertising	\$ _____	
Speakers	\$ 500.00	projected upon approval by council.
Meals	\$ _____	
Refreshments	\$ 103.70	
Equipment Rental	\$ _____	
Equipment Purchase	\$ _____	
Other: Crafts	\$ 51.35	
Donation to SARS	\$ 700.00	
	\$ _____	
<b>Total</b>	\$ _____	

Used to pay for Zoom account becoming a member of the BC Council of Garden Clubs.

## PROFIT / SHORTFALL

Revenue less expenses	\$ _____	Balance Dec 2019.
		\$ 1272.95

## FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature Nancy Knauer  
Organization's Applicant

Signature Nancy Knauer  
Organization's President or Chair



# FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

## REVENUE

Other Grant Monies	\$ <u>500.00</u>	Contributor: <u>Village of Anmore</u>
Provincial/Federal Monies	\$ _____	
Participant Fees <u>20.00 membership</u>	\$ <u>460.00</u>	- 23 members. 2020/2021 year
Donations <u>Re</u>	\$ <u>120.00</u>	
Fund Raising	\$ _____	
Other: _____	\$ _____	- Clothing Drive - cancelled
_____	\$ _____	- McMurday Bake Sale
_____	\$ _____	cancelled.
<b>Total</b>	\$ _____	

## EXPENSES

Venue Rental	\$ <u>/</u>	} Due to Covid Most meetings were cancelled - Feb Speaker N/C. Sept - in Spirit park social distance so no expenses
Advertising	\$ <u>/</u>	
Speakers	\$ <u>/</u>	
Meals	\$ <u>/</u>	
Refreshments	\$ <u>/</u>	
Equipment Rental	\$ <u>/</u>	
Equipment Purchase	\$ <u>/</u>	
Other: <u>Zoom Account</u>	\$ <u>240.00</u>	
<u>join B.C Council of Garden pay net to = Clubs</u>	\$ <u>37.00</u>	
<b>Total</b>	\$ _____	

## PROFIT / SHORTFALL

Revenue less expenses \$ \_\_\_\_\_

## FISCAL YEAR-END RESERVE BALANCE:

Description: <u>Bank Statement</u>	Amount: \$ <u>1,615.00</u>
<u>New Membership</u>	Amount: \$ <u>460.00</u>
_____	Amount: \$ _____

See bank account  
Sheet from  
Van City

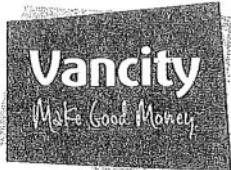
To the best of my knowledge, the above statements are true as of the date of this application.

Signature: Nancy Knauer  
Organization's Applicant

Signature: Nancy Knauer  
Organization's President or Chair







Sept. 2020

Additional Info 42

## Community Business

SEPTEMBER 01, 2020

My relationship number(s)

redacted

VANAS10500\_5281985 E D 15420

13721



ANMORE GARDEN CLUB  
100 ALPINE DRIVE  
ANMORE BC V3H 4Z2

My branch

PORT MOODY  
5-121 BREW ST.  
PORT MOODY BC V3H 0E2  
T 604 877 7000 TOLL-FREE 1 888 VANCITY  
vancity.com

### My accounts

STATEMENT PERIOD: 01 AUG 2020 to 31 AUG 2020

#### DAILY BANKING

##### ACCOUNT SUMMARY

	OPENING BALANCE ON 01 AUG 2020	TOTAL WITHDRAWALS	TOTAL DEPOSITS	CLOSING BALANCE ON 31 AUG 2020
COMMUNITY SERVICE PACKAGE [redacted]	500.00	0.00	1,115.00	1,615.00
TOTAL NUMBER OF CHEQUES 0				

##### COMMUNITY SERVICE PACKAGE [redacted]

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
	OPENING BALANCE			500.00
25 AUG	CASH DEPOSIT-BRANCH (CASH ON HAND)		1,115.00	1,615.00

#### SHARES

DATE	DESCRIPTION	WITHDRAWALS	DEPOSITS	BALANCE
	CLASS B MEMBERSHIP SHARES #100083990553			
	OPENING BALANCE			5.00

Note: Shares are not insured by the Credit Union Deposit Insurance Corporation.

Please review your statement and report any errors or omissions to us within 30 days of the statement date. If we don't hear from you within 30 days, this statement will be considered correct.

Make Good Money

0000/2021

3a

## Anmore Garden Club.

We are once again applying for the Community Grant.

For our group - the Anmore Garden Club it has been a very challenging year as we are very much a social group and couldn't meet.

We started off 2020 with an organizational meeting + announcing that we received the grant of \$500.00 from the Village of Abmore. We were all excited over the possibilities of the quality of speakers that we could contact.

Our second meeting in Feb, a speaker came to make a presentation on Fushias + Begonias at no cost to us. She also belonged to the BC Council of Garden Clubs so we ~~even~~ eagerly paid the dues and joined. We are now officially part of the membership. Our members benefit by receiving their newsletter full of informative information.

Then came CoVid + Social Distancing! All our past activities + fundraisers were cancelled + put on hold until a later time.

In July, we opened a bank account

and proudly deposited our \$500.00 grant

In Sept. when things weren't changing due to Covid we held our first outdoor meeting in Spirit Park - Luckily, it was a beautiful sunny day & lots of plans were made. The following week we went into the park in small groups and gave it a fall tidy up before winter, something we weren't able to do in March.

We are now in the process of launching our new Facebook page this week. Exciting

On Jan 25, we will be having our first meeting via Zoom. This is a new experience for me so I'm somewhat apprehensive about the new format.

Who knows, this might be a new beginning for our garden club.

Thank you for considering us for the Community Grant. Helping us pay for the Zoom Account & providing money to join a BC. Council of Garden Clubs has made a big difference. Your support over the years to our Garden Club is greatly appreciated.



December 22, 2020,

Village of Anmore  
2697 Sunnyside Road  
Anmore, BC  
V3H 5G9

Dear Mayor and Council,

Enclosed please find an application from Communities Embracing Restorative Action (CERA) Society for a Community Grant in the amount of \$437.00 for the 2021 fiscal year.

Our sincere thanks for your fiscal support over the past two decades. Last year, due to an oversight, we realize that we missed the deadline for the grant application. We both value and appreciate the grants that you have provided our organization.

I trust our application will meet the Village of Anmore's requirements. Please do not hesitate to contact me if you require additional information.

Yours truly,



Gurinder Mann,  
Executive Director

644 poirier st  
coquitlam, bc  
v3j 6b1

t 604 931 3165  
f 604 931 3176

[www.cerasociety.org](http://www.cerasociety.org)

[info@cerasociety.org](mailto:info@cerasociety.org)

## Community Grant Application Form

Date of application: December 28, 2020

Name of organization/event: Communities Embracing Restorative Action (CERA) Society

Address: 644 Poirier Street, Coquitlam, BC, V3J 6B1

Main contact person(s):

1. Name: Gurinder Mann Position: Executive Director  
 Phone (primary): 604-931-3165 Phone (alternate): 604-710-9106  
 Email: gmann@cerasociety.org
2. Name: Mary Hagen Johnstone Position: Administrative Assistant  
 Phone (primary): 604-931-3165 Phone (alternate): \_\_\_\_\_  
 Email: mary@cerasociety.org

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? *Please complete the attached 'Financial Statement from Previous Year' form.*

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 437.00

Describe your project/event/service:

Restorative Justice Services.

How will grant funds be spent? *Please also complete the attached 'Budget Projections for Current Year' form.*

Funds will go directly towards salaries, rent, utilities for operating restorative justice services

Describe your organization and how its efforts do/might benefit the community:

Refer to the attachment.

How many participants do you expect: from Anmore: \_\_\_\_\_ from outside Anmore: \_\_\_\_\_

How will the Village be recognized for its contributions?

Refer to the attachment.

Identify any long term objectives or goals that the organization is working toward

Refer to the attachment.

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 50,856
Provincial/Federal Monies	\$ 87,500
Participant Fees	\$
Donations	\$ 460
Fund Raising	\$
Other: fee for service - ICBC	\$ 2,300
bank interest	\$ 1,447
private sponsorship	\$ 14,000
<b>Total</b>	<b>\$ 156,563</b>

Contributor: Coquitlam/Port Moody,  
New Westminster

### EXPENSES

Venue Rental	\$
Advertising	\$ 951
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: salaries & benefits/contr	\$ 122,901
rent, communication, of	\$ 17,954
insurance/audit	\$ 7,107
<b>Total</b>	<b>\$ 148,913</b>


### PROFIT / SHORTFALL

Revenue less expenses \$ 7,650

### FISCAL YEAR-END RESERVE BALANCE:

Description: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_

To the best of my knowledge, the above statements are true as of the date of this application.

Signature  \_\_\_\_\_  
Organization's Applicant

Signature  \_\_\_\_\_  
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies \$ \_\_\_\_\_  
Provincial/Federal Monies \$ \_\_\_\_\_  
Participant Fees \$ \_\_\_\_\_  
Donations \$ \_\_\_\_\_  
Fund Raising \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
**Total** \$ \_\_\_\_\_

Contributor: \_\_\_\_\_

*Please Refer to  
2019 Audited  
Financial Statements*

### EXPENSES

Venue Rental \$ \_\_\_\_\_  
Advertising \$ \_\_\_\_\_  
Speakers \$ \_\_\_\_\_  
Meals \$ \_\_\_\_\_  
Refreshments \$ \_\_\_\_\_  
Equipment Rental \$ \_\_\_\_\_  
Equipment Purchase \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
**Total** \$ \_\_\_\_\_


### PROFIT / SHORTFALL

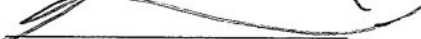
Revenue less expenses \$ \_\_\_\_\_

### FISCAL YEAR-END RESERVE BALANCE:

Description: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_

To the best of my knowledge, the above statements are true as of the date of this application.

Signature  \_\_\_\_\_  
Organization's Applicant

Signature  \_\_\_\_\_  
Organization's President or Chair



**Grant Application to the  
Village of Anmore  
For Support of the Community Youth Justice Program  
2021 Fiscal Year**

**Name of Organization:** Communities Embracing Restorative Action (CERA) Society  
**Phone:** 604.931.3165 **Fax:** 604.931.3176 **Email:** info@cerasociety.org  
**Mailing Address:** 644 Poirier Street, Coquitlam, BC V3J 6B1  
**Contact Person:** Gurinder Mann, Executive Director

**Organizational Goals, Objectives and Activities**

The Community Youth Justice Program (CYJP) is a community based initiative of Communities Embracing Restorative Action (CERA) Society. CERA is a non-profit registered charity incorporated in British Columbia in April 1999.

The purpose of the CYJP is to apply the principles of restorative justice in supporting youth and strengthening communities by addressing youth crime in meaningful and durable ways.

These guiding principles acknowledge that:

- Crime is injury.
- Crime hurts individual victims, communities, and young offenders and creates an obligation to make things right.
- All parties should be a part of the response to the crime, including the victim if he or she wishes, the community, and the young offender.
- The victim's perspective is central to deciding how to repair the harm caused by the crime.
- Accountability for the young offender means accepting responsibility and acting to repair the harm done.
- The community is responsible for the well-being of all its members, including both victim and offender.
- All human beings have dignity and worth.
- Restoration – repairing the harm and rebuilding relationships in the community is the primary goal of restorative youth justice.
- Results are measured by how much repair is done rather than by how much punishment is inflicted.
- Crime control cannot be achieved without active involvement of the community.
- The juvenile justice process is respectful of age, abilities, sexual orientation, family status, and diverse cultures and backgrounds – whether racial, ethnic, geographic, religious, economic, or other – and all are given equal protection and due process.

The mission of the CYJP is to enhance the quality of youth justice in the communities we serve through restorative action.

**The Program has the following aims :**

### **To Provide an Effective Alternative to the Court System**

In the spirit of the Youth Criminal Justice Act (YCJA) it is recognized that youth have not reached maturity and their development needs to be supported. This support will promote long term protection of the public by crime prevention through addressing underlying behaviour, rehabilitation of young persons and reintegrating them back into the community and by ensuring meaningful consequences for offending behaviour.

*CERA's vision for a community based approach:*

- Support from the community, opportunity to define the harm experienced, and participation in decision making about steps for repair result in increased victim recovery from the trauma of crime.
- Community involvement in preventing and controlling youth crime, improving neighbourhoods, and strengthening the bonds among community members results in community protection.
- Through understanding the human impact of their behaviour, accepting responsibility, expressing remorse, taking action to repair the damage, and developing their own capacities, young offenders become fully integrated and respected members of the community.
- Community justice facilitators organize and support processes in which individual crime victims, other community members, and young offenders are involved in finding constructive resolutions to harmful behaviour.

### **Some Relevant Outcomes Reported in CERA's Program Evaluation**

Participants were overwhelmingly satisfied with:

- The outcome and agreement of their restorative processes.
- Their facilitators.
- The conference itself.
- Their opportunity to speak and be heard.
- Positive impact on their confidence in the justice system.
- The durability of their satisfaction. Almost all, with one exception said they would recommend this process to others.

### **Services Provided to the Community**

The *Community Youth Justice Program* is a conflict resolution initiative in which the police officer who investigates an offence may exercise his/her discretion to resolve the matter without referral to Crown Counsel. Since May of 2006, local Crown Counsel may also refer to the program as an alternative to court proceedings. Youth referred to the program attend a resolution conference with the victim and parents/supporters of both the victim and the youth.

The intent of the conference is to:

- Confront the youth with the personal impact of the offence on the victim and both the victim's and the youth's families and other relationships.
- Start to repair the harm caused by the youth, both to the victim and to the community.
- Provide an opportunity for the youth to understand the harm done and express remorse and apology.
- Fully involve both victim and youth in establishing appropriate responses to the offence.
- Determine whether and what supportive services are required by the victim and the youth and their families.
- Start the process of reconnecting the youth to the community.

The specific services provided by CERA include:

- Initial case review and assignment to a volunteer facilitator.
- Preparatory meetings with affected parties.
- Convening of a resolution conference to resolve the case to the satisfaction of the victim, offender and immediate relationships of both.
- Follow-up with the offender to ensure the terms of the resolution agreement are fulfilled.
- Data collection and program performance monitoring.
- Training community volunteers in the principles of restorative justice, mediation and communication skills, and the procedures of the CYJP.

### **Fee Requested**

The fee requested for the provision of the above services to the Village of Anmore in the 2021 fiscal year is **\$437.00**

### **Benefits to Community Resulting from the Services**

The *Community Youth Justice Program* will create the following *tangible* benefits:

1. Reduced police workload through:
  - Preparation of fewer "Recommendations to Charge" to Crown Counsel.
  - Simplified reporting for the referral of youth to the CYJP.
  - Reduced overtime for court appearances.

Each case processed by the CYJP is estimated to save 9 hours of police time. This reduced workload will free up currently stretched police resources for other more pressing activities.

2. Cost-Effectiveness:
  - A highly conservative estimate is that it costs one tenth the expense to process a case through Restorative Justice as compared to the Criminal Justice System<sup>1</sup>.

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<sup>1</sup> Based upon discussions with police officials, John Howard Society, Crown Counsel and court related professionals.



3. Strengthened Community Capacity for Addressing Crime and Conflict:
  - Volunteer facilitators receive training and skill development in a variety of relevant areas: communication skills; cross cultural awareness; victim-offender mediation; maintaining confidentiality; report writing; etc.
  - Program participants learn skills in listening to other perspectives, acknowledging and legitimizing the harm caused, and collective problem solving.
4. Safer Communities through Restored Relationships:
  - 100% of accused youth referred to the CYJP, upon gaining a fuller understanding of the harm they caused, indicated that they would not commit future crimes.
  - Community members who participate in restorative processes are more likely to feel invested in the accused youth's success, and regularly serve to encourage the accused youth of his/her potential and opportunity for a new start.

The following *intangible* benefits flow from the *Community Youth Justice Program*:

1. For victim and offender ...
  - i. There are more timely and meaningful consequences for youth who commit criminal offences. Resolution conferences are typically conducted within 4 weeks of referral, as compared to the formal justice system where delays in processing cases of many months are typical. The intent is to create a strong linkage between an offence and its consequence. The consequences (sanctions) address the specific harm that has been done, through restitution to the victim, where appropriate, and/or reparation to the community. Sanctions are not intended as punishment or new harms, and are achievable.
  - ii. The resolution conference confronts the youth with the personal dimension of the harm caused by his/her crime, which is often more distressing and healing, than an experience with the formal justice system. Additionally, the conference tends to foster seeds of empathy. Both family and friends are mobilized as valuable resources to the youth. The youth is encouraged to take ownership of his/her behaviour and to accept responsibility for both having created and for repairing the harm.
  - iii. Both the victim and the offender experience a greater sense of fairness and justice having been done. The victim's needs and concerns are addressed. Victims have an opportunity to be heard and to participate actively in a process of reparation and vindication. Reconciliation with the youth facilitates healing and closure. Reconciliation with the victim promotes reconnection of the youth to the community. The youth gains greater respect for the justice system and the law itself, and a greater understanding of the impact of his/her actions on others.
2. For the wider community ...
  - i. Preparation for a resolution conference and the conference itself provides an opportunity for early intervention with youth at risk through the identification of factors contributing to the offence and the underlying needs of the youth. Early intervention has the potential to prevent a youth from becoming further involved in the criminal justice system, reducing the cost to taxpayers of court and custodial measures.



- ii. A more cohesive community results from a process that seeks to reconcile broken relationships and heal the harms caused by crime. In the process, community members – through volunteering or participating in the program – gain valuable skills to resolve conflicts in their own lives and feel a greater stake in successful conflict resolution outcomes.
- iii. The community gains from a response to youth justice that considers the root causes of crime, and is more timely and cost efficient than the current system.
- iv. The problem solving approach and community orientation of the CYJP complements current community initiatives in problem-oriented and community policing.

### **Degree of Other Community Support and Sponsorship**

The volunteers who are the core of the CYJP not only reflects the level of support for the program within the community, but also constitutes a significant community resource – a group of citizens with an understanding of restorative justice principles and mediation skills that can be taken into the community.

The police, School District 43, School District 40, Ministry of Children and Family Development, Youth Probation, Crown Counsel and ICBC support the CYJP.

Program staff has maintained an ongoing liaison with police and Crown Counsel to expand awareness and understanding of the CYJP, build support for the program and refine referral procedures. There is also ongoing liaison with other community service agencies.

In addition to the financial support of municipalities, the *Community Youth Justice Program*, since its inception, has received funding from business and the provincial government.

### **CERA's Relationship with Anmore**

CERA Society has served the Village of Anmore for over a decade. We are proud of our relationship with Anmore and hope that they will continue to assist us financially in operating the Community Youth Justice Program. The program is open to receiving referrals involving youth offenders from the Village of Anmore who have been referred by the RCMP or Crown.

It is difficult to project exactly how many referrals we shall receive involving youth from Anmore. We received a referral involving an offender from Anmore in 2020, and we can project that we will surely receive more referrals in the future. This option continues to be available to almost any youth offender in Anmore, for whom the RCMP and Crown feel would be a better alternative.

We continue to do presentations for the RCMP during their watch briefings, informing them of the work we do and the municipalities we serve. With the RCMP knowing that CERA serves Anmore, they have the information and ability to refer a case involving a youth from Anmore to CERA. This allows for youth being apprehended from Anmore the opportunity to be referred to an alternative to the Youth Criminal Court System. Furthermore, our service enables Anmore

residents the peace of mind to know that there is a community justice organization that promotes safety and peace in their Village.

We also hope to train more volunteer facilitators in 2021, and like before, we are interested in recruiting and training volunteers from all cities and municipalities we serve, including Anmore.

# **Communities Embracing Restorative Action (CERA) Society**

**Financial Statements**

**December 31, 2019**

# Communities Embracing Restorative Action (CERA) Society

December 31, 2019

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## CONTENTS

### Financial Statements

- Independent Auditors' Report
- Statement of Financial Position
- Statement of Changes in Net Assets
- Statement of Operations
- Statement of Cash Flows
- Notes to Financial Statements

## Independent Auditors' Report

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To the Members of Communities Embracing Restorative Action (CERA) Society :

We have audited the accompanying financial statements of Communities Embracing Restorative Action (CERA) Society , which comprise the statement of financial position as at December 31, 2019, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including significant accounting policies.

### *Management's Responsibility for the Financial Statements*

The society's management is responsible for the preparation and fair presentation of these financial statements in accordance with 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 an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting policies used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

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

### *Opinion*

In our opinion, these financial statements present fairly, in all material respects, the financial position of Communities Embracing Restorative Action (CERA) Society as at December 31, 2019 and the results of its operations, net assets and cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations. As required by the Society Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Carlyle Shepherd & Co.  
Chartered Professional Accountants

*Carlyle Shepherd & Co*

Vancouver, BC  
June 3, 2020

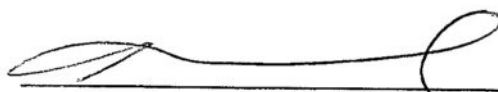
# Communities Embracing Restorative Action (CERA) Society

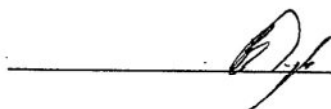
## Statement of Financial Position

December 31, 2019

	CYJP	Empowering Youth	Total	Total
	2019	2019	2019	2018
	\$	\$	\$	\$
<b>Assets</b>				
<b>Current</b>				
Cash and term deposits	52,458	-	52,458	67,221
Externally restricted cash (note 3)	50,000	10,000	60,000	70,000
Accounts receivable	600	-	600	434
Prepaid expenses	1,873	-	1,873	1,834
	104,931	10,000	114,931	139,489

Approved on behalf of the board:

 Chairman

 Treasurer

# Communities Embracing Restorative Action (CERA) Society

## Statement of Financial Position

December 31, 2019

	CYJP	Empowering Youth	Total	Total
	2019	2019	2019	2018
	\$	\$	\$	\$
<b>Liabilities and net assets</b>				
<b>Liabilities</b>				
<b>Current</b>				
Accounts payable and accruals	4,071	-	4,071	5,847
Deferred contribution (note 5)	50,000	10,000	60,000	70,000
	54,071	10,000	64,071	75,847
<b>Net assets</b>				
Net assets externally restricted	-	-	-	-
Unrestricted net assets	50,860	-	50,860	63,642
	50,860	-	50,860	63,642
	104,931	10,000	114,931	139,489

# Communities Embracing Restorative Action (CERA) Society

## Statement of Changes in Net Assets

December 31, 2019

	CYJP	Empowering Youth	Total	Total
	2019	2019	2019	2018
	\$	\$	\$	\$
<b>Net assets externally restricted</b>				
Opening balance	-	-	-	-
Amount received during the year	50,000	20,150	70,150	75,140
Amount recognized as revenue during the year (note 5)	(50,000)	(20,150)	(70,150)	(75,140)
Closing balance	-	-	-	-
<b>Unrestricted net assets</b>				
Opening balance	63,642	-	63,642	61,417
Excess (deficiency) of receipts over expenditures	(12,782)	-	(12,782)	2,225
Closing balance	50,860	-	50,860	63,642
	50,860	-	50,860	63,642



# Communities Embracing Restorative Action (CERA) Society

## Statement of Operations

Year Ended December 31, 2019

	CYJP	Empowering Youth	Total	Total
	2019	2019	2019	2018
	\$	\$	\$	\$
<b>Receipts</b>				
Grants				
Anmore and Belcarra	790	-	790	790
Coquitlam	33,856	-	33,856	33,856
New Westminster	10,000	-	10,000	17,500
Port Moody	2,000	-	2,000	-
Province of B.C. (note 6)	80,000	10,000	90,000	65,000
Private sponsorship				
Coast Capital Savings	-	10,000	10,000	10,000
Port Coquitlam Foundation	3,500	-	3,500	4,000
School District #43 (Coquitlam)	-	-	-	5,000
Other income (note 7)	9,447	150	9,597	3,116
	139,593	20,150	159,743	139,262
<b>Expenditures</b>				
Advertising and promotion (note 8)	7,423	137	7,560	1,777
Bank charges and interest	260	55	315	38
Dues and fees	72	18	90	80
Insurance	3,009	752	3,761	3,747
Office and sundry	430	98	528	767
Professional services	2,911	728	3,639	3,606
Rent	7,122	1,781	8,903	8,255
Telephone	3,510	877	4,387	3,892
Training and contract services (note 6)	34,246	3,145	37,391	15,938
Volunteers	-	-	-	25
Wages and benefits	93,392	12,559	105,951	98,912
	152,375	20,150	172,525	137,037
<b>Excess (deficiency) of receipts over expenditures</b>	(12,782)	-	(12,782)	2,225

# Communities Embracing Restorative Action (CERA) Society

## Statement of Cash Flows

Year Ended December 31, 2019

	CYJP	Empowering Youth	Total	Total
	2019	2019	2019	2018
	\$	\$	\$	\$
<b>Operating activities</b>				
Excess (deficiency) of receipts over expenditures	(12,782)	-	(12,782)	2,225
<b>Changes in non-cash working capital:</b>				
Accounts receivable	(166)	-	(166)	(16)
Prepaid expenses	(39)	-	(39)	25
Accounts payable and accruals	(1,776)	-	(1,776)	(4,007)
Deferred contribution	(10,000)	-	(10,000)	(9,505)
	(24,763)	-	(24,763)	(11,278)
<b>Investing activities</b>				
Externally restricted cash	10,000	-	10,000	9,505
Interfund transfers	-	-	-	-
	10,000	-	10,000	9,505
<b>Net decrease in cash and term deposits</b>	(14,763)	-	(14,763)	(1,773)
<b>Cash and term deposits at beginning of year</b>	67,221	-	67,221	68,994
<b>Cash and term deposits at end of year</b>	52,458	-	52,458	67,221

# Communities Embracing Restorative Action (CERA) Society

## Notes to financial statements

December 31, 2019

---

### 1. Purpose of the society

Communities Embracing Restorative Action (CERA) Society is incorporated under the Society Act of British Columbia as a not-for-profit society and is registered as a charity under the Income Tax Act. The society is exempt from income tax under paragraph 149(1)(l) of the Income Tax Act.

The purpose of the society is to promote the principle of restorative justice, focusing on the harms of wrongdoing, and restoring the rights of victims and their surrounding communities.

The society is funded by the provincial government, the municipalities and cities of Anmore, Belcarra, Coquitlam, Port Moody and New Westminster and private sponsors.

### 2. Significant accounting policies

#### Fund accounting

The society uses fund accounting and follows the deferred method of accounting for contributions.

The General Fund accounts for the organization's program delivery and administrative activities. This fund reports unrestricted resources and restricted operating grants.

The Empowering Youth Fund is an externally restricted fund to be used for Empowering Youth Program activities. Empowering Youth Program is a preventative education program for elementary to high school students.

#### Revenue recognition

Contributions that are restricted by the contributor for use in a future period for general operations are deferred and recognized as revenue in the year in which the related expenditures are incurred.

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

Donation and memberships are recognized as revenue in the year received.

# Communities Embracing Restorative Action (CERA) Society

## Notes to financial statements

December 31, 2019

---

### 2. Significant accounting policies (continued)

#### Contributed services

The society uses volunteers in the delivery of programs and administration services. Because of the difficulty in determining their fair value, contributed services of volunteers are not recognized in the financial statements.

#### Capital assets

Capital assets are recorded at cost and reported as expenditures in the year acquired. This policy is consistent with Canadian accounting standards for not-for-profit organizations.

#### Use of estimates

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. In preparing these financial statements, management has made estimates and assumptions that affect the amounts reported. Actual results could differ from those estimates.

### 3. Cash restriction

\$ 50,000 (2018 - \$50,000) cash and term deposits are externally restricted for the Community Youth Justice Program (CYJP). \$ 10,000 (2018 - \$20,000) cash and term deposits are externally restricted for the Empowering Youth Program.

### 4. Financial instruments

On January 1, 2008, the society adopted *CICA Handbook* Section 3855, "Financial Instruments recognition and measurement". The society has no such financial assets or financial liabilities held for trading; no investments held-to maturity and no financial assets available for sale.

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

The fair values of these financial instruments approximate their carrying value due to their short-term maturity date.

# Communities Embracing Restorative Action (CERA) Society

## Notes to financial statements

December 31, 2019

### 5. Deferred contributions

Deferred contributions represent any unspent resources externally restricted and restricted operating funding received in the current year that is related to the subsequent year. Changes in the deferred contributions balance are as follows:

	2019 \$	2018 \$
CYJP beginning balance	50,000	50,000
Add: amount received - Province of B.C. (note 6)	50,000	50,000
Less: amount recognized as revenue in the year	<u>(50,000)</u>	<u>(50,000)</u>
CYJP ending balance	<u>50,000</u>	<u>50,000</u>
Burpee Award beginning balance	-	495
Add: amount received - Private sponsorship	-	-
Less: amount recognized as revenue in the year	-	(220)
amount refunded - cancellation of the program	<u>-</u>	<u>(275)</u>
Burpee Award ending balance	<u>-</u>	<u>-</u>
Empowering Youth beginning balance	20,000	10,000
Add: amount received - Private sponsorship	-	20,000
Add: amount received - Other not-for-profit organization	-	5,100
Add: amount received - Province of B.C. (note 6)	10,000	10,000
Add: amount received - term deposit interest	150	40
Less: amount recognized as revenue in the year	<u>(20,150)</u>	<u>(25,140)</u>
Empowering Youth ending balance	<u>10,000</u>	<u>20,000</u>

### 6. Provincial grants

A grant of \$ 60,000 (2018 - \$60,000) was provided by the Province of British Columbia under the direct access program grants. These funds are restricted under the terms of British Columbia's Gaming Control Act and Regulations for costs that are essential to the delivery of the approved programs. \$ 50,000 (2018 - \$50,000) of the funds is for Community Youth Justice Program (CYJP) to assist with ongoing operating costs such as wages, rent and office expenses. \$ 10,000 (2018 - \$10,000) of the funds is for Empowering Youth Program to assist with ongoing operating costs such as wages, rent and training resources. As at December 31, 2019, the Society received \$60,000 in grants for the year 2020 program.

# Communities Embracing Restorative Action (CERA) Society

## Notes to financial statements

December 31, 2019

### 6. Provincial grants (continued)

Additional funding of \$30,000 (2018 - \$5,000) was received from the Province of British Columbia during the year. \$10,000 (2018 - \$5,000) of the funds is under the Community Accountability Grants Program. \$20,000 (2018 - Nil) of the funds is under Civil Forfeiture Program to provide the training workshops to the Restorative Justice (RJ) Practitioners and Police Victim Services (VS) Workers.

### 7. Other income

	2019 \$	2018 \$
Interest income	1,355	716
Charitable donations	1,860	820
Workshops	150	100
Member dues	50	80
Fees for services	1,200	1,400
RJ Symposium event (note 8)	4,981	-
	9,596	3,116

### 8. RJ Symposium event

Of the total expenditures of advertising and promotion, \$6,595 (2018 - \$550) was for the RJ Symposium event.

\$4,981 (2018 - Nil) of receipts for the RJ Symposium event was included in other income (note 7).

### 9. Lease commitments

The society has entered into a premises lease at \$844 per month expiring January 31, 2020.

On March 7, 2020, the lease was extended for another year with monthly payment of \$1,108 and will expire on January 31, 2021.

**Communities Embracing Restorative Action (CERA) Society**  
**Organizational Budget for 2021**

<b>CERA Budget for 2021</b>	
<b>Revenues</b>	
Grants – Municipal & Province of BC:	
Anmore	437
Belcarra	353
Coquitlam	33,856
Port Moody	2,000
New Westminster	17,500
CAP (Community Accountability Program)	16,000
Community Gaming Grant – Gaming BC	60,000
Coast Capital Savings	12,000
School District	5,000
ICBC	3,000
Charitable Donations	200
Fees – Membership dues / Private funding	100
<b>Total Revenues</b>	<b>150,446</b>
<b>Expenses</b>	
Advertising/Promotion	1,950
Bank Charges	250
Rent	8,350
Telecommunications	3,600
Insurance	3,750
Office Expense	250
Computer Expense	300
Accountant Audit Fees	3,500
Training & Contract Services	18,984
Wages & Benefits	109,512
<b>Total Expenses</b>	<b>150,446</b>
<b>Difference</b>	<b>0</b>



Coquitlam Search & Rescue  
 Town Centre Fire Hall  
 1300 Pinetree Way  
 Coquitlam, BC V3B 7S4  
 604-927-3484  
[info@coquitlam-sar.bc.ca](mailto:info@coquitlam-sar.bc.ca)

September 23, 2020

Village of Anmore  
 Community Foundation  
 2697 Sunnyside Road  
 Anmore, BC V3H 5G9

Dear Ms. Cameron,

Coquitlam Search and Rescue (SAR) has been serving the communities of Coquitlam, Port Coquitlam, Port Moody, Anmore, Belcarra, Burnaby and New Westminster since 1972.

Our team of 53 active members (all volunteers) make the commitment to be on call 24 hours a day, 7 days a week, on a year-round basis, and are often called to work in darkness and inclement weather. Team members frequently take time off from their jobs to attend searches, and pay for much of their own gear. Professional emergency service providers – police agencies, BC Ambulance Service and the Provincial Coroner's Office – and the community have come to rely upon Coquitlam SAR for the essential services it provides. Coquitlam SAR performs inland water, wilderness and urban search and rescue in an area bounded by Indian Arm on the west, Pitt Lake on the east, Garibaldi Park to the north, and the Fraser River to the south. This primary area is over 1000km and includes some of the most rugged and inaccessible terrain in the southwest region of the Province. The team also assists police with evidence searches and searches for missing persons, responds to requests for mutual aid from other SAR teams in the province, and can provide assistance during natural disasters such as floods, forest fires, and earthquakes.

In 2019, Coquitlam Search and Rescue members responded to 47 incidents and spent a total of 8076 volunteer hours on Incident Response, Training and Community outreach. So far, as of Jan 2020 our team has reached 47 incidents by the end of July already!

Members of Coquitlam SAR are committed to maintaining the skills necessary to perform to a professional standard. Team members are constantly training for eventualities they hope will never occur. The team maintains a rigorous training program, which includes marine rescue operations, navigation, technical (rope) rescue, swift water rescue, advanced first aid, mountain travel, avalanche



rescue and helicopter long line rescue. Training is conducted every Tuesday evening at Town Centre Fire Hall or in the field, and augmented with a full day field training session typically one weekend a month.

The team contributes to public education through free outdoor education programs and participating in community fairs and events. Coquitlam SAR delivers the Hug-a-Tree program (how to survive if you get lost) to about 200 to 300 children per year, including school groups, Scout or Girl Guide groups, and organized youth camps. Coquitlam SAR has allied itself with the Coquitlam Alternate Basic Education School to assist their instructors deliver an outdoor education program to students in the Tri-Cities who struggle within the traditional school system.

Coquitlam Search and Rescue is a registered charitable society. As a charitable organization, our team relies on the generous support of our community. Our team secures funding for training, gear acquisition, upgrades, replacement, and maintenance through grants and donations. Coquitlam SAR is constantly working to improve its training and equipment resources. Rescue equipment is generally expensive and subject to severe wear and tear. To keep our volunteers and those we rescue safe, our equipment needs ongoing replacement and repair.

Mountain / Back Country Rescues are on the rise and to expedite our trained volunteers to get to a scene quickly, Coquitlam Search and Rescue are in need to invest in purchasing e-bikes. E-bikes will enable us to be faster and can be more responsive once on scene, rather than trying to catch our breath after you've pedalled halfway up. Allow our team to cover more areas in a shorter amount of time and enable our team to get to a patient, assess the patient, determine what your needs are going to be, and prepare for transport. Precious time that could make the difference between life and death. We are requesting a grant of \$5000 that will go towards purchasing e-bikes along with e-bike charger.

By choosing to support Coquitlam Search and Rescue, you are leading the way in social responsibility. Your support will allow our organization to react quicker to a water search and rescue missions. Thank you for your consideration.

Sincerely,



Tracy Crawford  
Resource Member  
Coquitlam Search and Rescue



# Community Grant Application Form

Date of application: September 23, 2020

Name of organization/event: Coquitlam Search and Rescue

Address: 1300 Pinetreet Way, Coquitlam, BC V3B 7S4

Main contact person(s):

1. Name: Tracy Crawford Position: Resource Member  
 Phone (primary)  Phone (alternate)   
 Email: tracy.crawford@coquitlam-sar.bc.ca
2. Name: Tom Zajac Position: President  
 Phone (primary)  Phone (alternate): \_\_\_\_\_  
 Email: tom.zajac@coquitlam-sar.bc.ca

## PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.

## CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 5000

Describe your project/event/service:

Search and Rescue E-Bikes

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

Funds will be used to purchase an e-bike and charger

Describe your organization and how its efforts do/might benefit the community:

Our volunteers are called out to conduct search & rescue missions in our communities, 24/7, 265 days a year.

How many participants do you expect: from Anmore: all from outside Anmore: all

How will the Village be recognized for its contributions?

We will include your logo on our website as well as social media mentions & a photo which we will send to media.

Identify any long term objectives or goals that the organization is working toward

Rescue Boat, E Bikes & Central location for our Command Post, vehicle storage to enable us to get to a someone in need quickly and more efficiently.

Please provide additional information on separate paper.



# BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

## REVENUE

Other Grant Monies \$ \_\_\_\_\_ Contributor: \_\_\_\_\_  
Provincial/Federal Monies \$ \_\_\_\_\_  
Participant Fees \$ \_\_\_\_\_  
Donations \$ \_\_\_\_\_  
Fund Raising \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_

## EXPENSES

Venue Rental \$ \_\_\_\_\_  
Advertising \$ \_\_\_\_\_  
Speakers \$ \_\_\_\_\_  
Meals \$ \_\_\_\_\_  
Refreshments \$ \_\_\_\_\_  
Equipment Rental \$ \_\_\_\_\_  
Equipment Purchase \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
\_\_\_\_\_ \$ \_\_\_\_\_  
Total \$ \_\_\_\_\_

## PROFIT / SHORTFALL

Revenue less expenses \$ \_\_\_\_\_

## FISCAL YEAR-END RESERVE BALANCE:

Description: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_

To the best of my knowledge, the above statements are true as of the date of this application.

Signature \_\_\_\_\_  
Organization's Applicant

Signature Tom Zajac  
Organization's President or Chair



# FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

## REVENUE

Other Grant Monies	\$ _____	Contributor: _____
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total</b>	<b>\$ _____</b>	

## EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total</b>	<b>\$ _____</b>

## PROFIT / SHORTFALL

Revenue less expenses \$ \_\_\_\_\_

## FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature \_\_\_\_\_  
Organization's Applicant

Signature Ton Zgac  
Organization's President or Chair



		Operating (OP) Fiscal Year			Gaming 2020	Gaming 2021	BCSARA 2020/21	City of Coquitlam Other Grants In Kind	Treasurer's Notes	
INCOME										
Grants	Gaming (Jan 2020-Dec 2020)				80,000.00					
	Gaming (Jan 2021-Dec 2021)						0.00		May not be available due to impact of pandemic)	
	BCSARA (March 2020-Feb 2021)						104,400.00		0.00 No other grants issued or confirmed.	
	Other									
EMBC	Mileage			10,000.00						
	Equipment Claims			7,000.00						
	Task (Basic)			45,000.00						
	HETS			5,000.00						
	Marine			5,000.00						
Donations (in Kind)										
	City of Coquitlam							40,000.00		
Donations (Cash)										
	General			10,000.00						
	City of Coquitlam			3,800.00					Conservative pandemic-era estimate Then assign this money for Boat (\$2000), Connect Rocket (\$1800_	
Interest	Bank Account and Savings			100.00						
Income Subtotals				85,900.00	80,000.00	0.00	104,400.00	40,000.00	0.00	
TOTAL INCOME (all sources combined)				310,300.00						
EXPENSES										
Banking	Team O Banking				300.00			350.00		
Communications										
	License fees			Program Comms	1,500.00					
	Services			Program Comms	3,500.00					
*	Contingency			Program Comms / Misc / TBD					Including \$1800 from City of Coquitlam for Connect Rocket	
	Subtotal (all columns)			5,000.00						
Equipment										
	Avalanche & Winter Travel			Equipment Avalanche & Winter Travel						
	Consumables			Equipment Consum	1,600.00					
	Gear Fund			Equipment Gear F	5,000.00					
	Rope Rescue			Equipment Rope Rescue	1,980.00					
*	Safety, Personal and First Aid			Equipment Safety &	1,000.00				Includes PPE	
	Swiftwater			Equipment Swiftwater	7,000.00					
	Repair & Maintenance			Equipment Repair &	5,000.00					
	Rescue General			Equipment Rescue General				10,000.00		
	Uniform			Equipment Misc / TBD	4,000.00			1,000.00	Team shirts (per wishlet)	
	Subtotal (all columns)			36,580.00						
HETS										
	Training			Training HETS				20,000.00		
	Small Equipment			Equipment HETS	2,000.00			6,000.00		
	Fees			Program HETS /	1,500.00					
	Subtotal (all columns)			29,500.00						
Marine										
	Boat Operation and Storage			Marine	5,000.00				Estimate for new boat. no precedent costs known. Expected to be funded by EMBC reimbursements.	

Operating (OP) Fiscal Year					Gaming 2020	Gaming 2021	BCSARA 2020/21	City of Coquitlam Other Grants In Kind	Treasurer's Notes	
* Training	Training	Training Marine					4,000.00		On wish list	
	Repair & Maintenance	Equipment Repair /	2,000.00	3,000.00			1,000.00		Including \$2000 from City of Coquitlam and \$3000 from Jordan's operating wish list item; BCSARA \$1000 training maintenance	
	Small Equipment	Equipment Small /	500.00	11,470.00			12,010.00		On wish list (boat equipment)	
	New Boat	Equipment Large / Marine		30,000.00					Do not change. Only for the cost of boat per Gaming grant.	
	Contingency	Equipment Misc / TBD								
	<b>Subtotal (all columns)</b>	<b>63,980.00</b>								
* Training	Avalanche & Winter Travel	Training Avalanche & Winter Travel					5,000.00			
	First Aid	Training First Aid		4,500.00						
	Helicopter	Training Helicopter								
	Mountain Rescue	Training Mountain Rescue					10,000.00		Pitt Divide trip (see Wishlist)	
	Swiftwater	Training Swiftwater								
* Training	UTV	Training UTV								
	Member Training Expenses	Member Training Expenses					4,000.00			
	Contingency	Training Misc / T	2,400.00						Operating expenses on wishlist	
	<b>Subtotal (all columns)</b>	<b>25,900.00</b>								
* Transport	Maintenance / Repair	Equipment Repair / Fleet		8,000.00			4,000.00			
	Insurance	Swiftwater					120.00			
	Small Equipment	Equipment Small / Fleet		500.00						
	Vehicle maintenance donations	Program Misc / Fleet					40,000.00			
	<b>Subtotal (all columns)</b>	<b>52,620.00</b>								
* Operations	Technology & Services	Team O Techno	3,500.00						Hardware, software, services	
	Bookkeeping and Accounting						10,000.00			
	Technology Infrastructure and Installation	Team Operations	7,000.00	8,500.00			11,000.00		Per wish list	
	Program operations	Program Various	2,700.00				5,350.00		Do not put to a grant; See Team Operations table at bottom of page	
	Task Expenses	Program Task E	20,000.00						Incidentals for training, EQ	
	<b>Subtotal (all columns)</b>	<b>68,050.00</b>							Mileage, claims, consumables	
* Savings / Transfers	Donations to Endowment Fund	Capital F New Hg	15,000.00							
	HETS Payments to HETS Savir	Equipment HETS	6,000.00							
	<b>Subtotal (all columns)</b>	<b>21,000.00</b>								
	Unallocated	Program Various								
	Expenses Subtotals		85,200.00	79,250.00		0.00	103,830.00	40,000.00	0.00	
	<b>TOTAL EXPENSES (all sources combined)</b>	<b>308,280.00</b>								
<b>BALANCE (INCOME less EXPENSES)</b>										
	Subtotals		700.00	750.00		0.00	570.00	0.00	0.00	A positive balance is a surplus
	<b>TOTAL</b>		<b>2,020.00</b>							A positive balance is a surplus
<b>Team Operations Allocated to:</b>										
Social Office		5000 Operating								
		1700 BCSARA								
Admin and advr		1250 BCSARA								
		1000 BCSARA								
PR & Media		1000 BCSARA								
		1000 BCSARA								
Recognition		200 BCSARA								
		2000 Operating								

Operating (OP) Gaming		Operating (OP) Gaming	Gaming	BCSARA	City of Coquille Other Grants	Treasurer's Notes									
Fiscal Year		2020	2021	2020/21	In Kind										
Food	200 BCSARA														
Total		12350													

**Coquitlam Search And Rescue Society**  
**CSAR Balance Sheet - YE**  
**End of FY 2020**

Financial Row	Current Period	Notes
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Bank</b>		
<b>1100 - Cash and Cash Equivalents</b>		
1115 - RBC - Gaming	\$155,248.22	2)
1120 - RBC - Operating (formerly MCC)	\$9,895.16	1)
1125 - RBC - General Grants Account (BCSARA)	\$1,326.82	3)
1130 - RBC - HETS Kit Account - Savings	\$25,801.70	4)
1135 - RBC - Boat Account - Savings	\$19,240.91	5)
1150 - Endowment Fund (Coquitlam Foundation)	\$185,289.32	6)
<b>1160 - Credits</b>		
1161 - Credit - Talon	\$4,138.18	7)
1162 - Credit - Valley	\$4,436.25	7)
1169 - Other Credits	\$1,540.87	7)
<b>Total - 1160 - Credits</b>	<b>\$10,115.30</b>	
<b>Total - 1100 - Cash and Cash Equivalents</b>	<b>\$406,917.43</b>	
<b>1170 - Donation Services</b>		
1175 - PayPal Donations	\$170.00	
<b>Total - 1170 - Donation Services</b>	<b>\$170.00</b>	
<b>Total Bank</b>	<b>\$407,087.43</b>	
<b>Accounts Receivable</b>		
<b>1400 - Accounts Receivable</b>		
1401 - Accounts Receivable - EMBC	\$27,749.68	8)
1402 - Accounts Receivable - Members	\$325.94	9)
<b>Total - 1400 - Accounts Receivable</b>	<b>\$28,075.62</b>	
<b>Total Accounts Receivable</b>	<b>\$28,075.62</b>	
<b>Other Current Asset</b>		
1450 - GST/HST on Purchases	\$3,595.19	10)
<b>Total Other Current Asset</b>	<b>\$3,595.19</b>	
<b>Total Current Assets</b>	<b>\$438,758.24</b>	
<b>Total ASSETS</b>	<b>\$438,758.24</b>	
<b>LIABILITIES &amp; EQUITY</b>		13)
<b>Equity</b>		
3200 - Opening Balance	\$392,745.74	
Retained Earnings	-\$62,111.22	12)
Net Income	\$108,123.72	
<b>Total Equity</b>	<b>\$438,758.24</b>	
<b>Total LIABILITIES &amp; EQUITY</b>	<b>\$438,758.24</b>	



## Balance Sheet - Notes

- 1) Operating account - not restricted
- 2) Gaming account - for Provincial Gaming funds only
- 3) General Grants account: For annual BCSARA grant
- 4) HETS Kit account: Saving for replacement HETS kit. Internally restricted.
- 5) Boat replacement savings account. Internally restricted
- 6) Endowment Fund for new hall or rent. Externally restricted
- 7) Payments for services or goods not yet delivered
- 8) Outstanding task or claims reimbursements from EMBC
- 9) Accounts receivable
- 10) Recoverable portion of GST paid (as a non-profit)
- 11) In kind donations with tax receipts (this year: none)
- 12) Retained earnings: Investment income from previous year
- 13) At time of FY end we had paid 2 out of 3 installments for a new boat. \$46,570 was still outstanding. It is not visible in the statement.

**Coquitlam Search And Rescue Society**  
**CSAR - Income / Expense YE**  
**FY 2020**

Financial Row	Amount	
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4000 - Revenue</b>		
4100 - Interest	\$111.56	
<b>4200 - EMBC Task Reimbursements</b>		
4210 - Task Reimbursements - Tasks Basic	\$45,368.43	
4220 - Task Reimbursements - EQ Claims	\$6,742.56	
4230 - Task Reimbursements - HETS	\$3,600.00	
<b>Total - 4200 - EMBC Task Reimbursements</b>	<b>\$55,710.99</b>	
<b>4300 - Donations</b>		
4310 - General Donations	\$17,497.56	
4320 - Other Donations	\$1,117.20	3)
<b>Total - 4300 - Donations</b>	<b>\$18,614.76</b>	
<b>4400 - Grants</b>		
4410 - Provincial Gaming Grant	\$80,000.00	1)
4420 - Provincial Funding Grant	\$208,800.00	2)
4440 - Municipal Grant	\$36,800.00	4)
<b>Total - 4400 - Grants</b>	<b>\$325,600.00</b>	
4600 - Sale of Equipment	\$3,800.00	
<b>4900 - In Kind Contributions</b>		
4910 - City of Coquitlam (In Kind Contribution)	\$35,858.51	5)
<b>Total - 4900 - In Kind Contributions</b>	<b>\$35,858.51</b>	
<b>Total - 4000 - Revenue</b>	<b>\$439,695.82</b>	
<b>Total - Income</b>	<b>\$439,695.82</b>	
<b>Gross Profit</b>	<b>\$439,695.82</b>	

**Coquitlam Search And Rescue Society**  
**CSAR - Income / Expense YE**  
**FY 2020**

Financial Row	Amount	
<b>Expense</b>		
5830 - GST Transfer (Expense)	\$6,677.50	
<b>6000 - Expenses</b>		
<b>6100 - Operating Expenses</b>		
6110 - Bank Charges	\$398.48	
6120 - Admin Expenses	\$884.45	
6125 - Office Supplies and Expenses	\$853.89	
6130 - Licenses	\$250.00	
6140 - Professional Fees	\$40.00	
6145 - Repair and Maintenance	\$891.21	
6150 - Consumables	\$1,159.72	
6155 - Food	\$31.53	
6160 - Fuel	\$303.64	
6170 - Telecom Services	\$8,568.91	
6175 - Events	\$4,216.21	
6180 - Recognition	\$1,000.17	
6185 - Program Expenses	\$146.00	
6191 - Operating - In Kind	\$962.93	5)
<b>Total - 6100 - Operating Expenses</b>	<b>\$19,707.14</b>	
<b>6300 - Equipment</b>		
6305 - Consumables	\$1,545.03	
6310 - Small Tools and Hardware	\$7,292.75	
6315 - Safety & Personal	\$8,708.51	
6320 - Rescue General	\$8,877.70	
6325 - Technology	\$440.46	
6330 - Radio Communications	\$29,954.47	
6350 - Capital Projects	\$46,127.09	
<b>Total - 6300 - Equipment</b>	<b>\$102,946.01</b>	
<b>6400 - Fleet Expenses</b>		
6405 - Repair and Maintenance	\$1,472.90	
6410 - Small Tools and Hardware	\$1,798.17	
6420 - Misc and Program	\$44.75	
6435 - Insurance	\$224.00	
6450 - Capital Projects	\$106,006.72	
6460 - Fleet In-Kind (Maintenance, Fuel, Etc)	\$34,895.58	5)
<b>Total - 6400 - Fleet Expenses</b>	<b>\$144,442.12</b>	
<b>6500 - Task Expenses</b>		
6501 - Task Consumables	\$2,943.65	
6505 - Meals / Food (Task)	\$1,240.42	
6510 - Gear Replacement	\$2,950.40	
6515 - Travel and Accommodation	\$565.86	
6520 - Task Supplies	\$12.92	
6525 - Mileage	\$10,255.45	
6530 - Misc Task Expenses	\$552.82	
<b>Total - 6500 - Task Expenses</b>	<b>\$18,521.52</b>	
<b>6600 - Training Expenses</b>		
6610 - Training Travel	\$963.10	
6615 - Meals / Accommodation	\$4,135.17	
6620 - Training Course Fees	\$8,105.00	
6625 - Misc Training Expenses	\$5,335.00	
6630 - Helicopter Time	\$3,498.00	
<b>Total - 6600 - Training Expenses</b>	<b>\$22,036.27</b>	
<b>Total - 6000 - Expenses</b>	<b>\$307,653.06</b>	
6750 - Misc Expenses	-\$0.01	
6800 - GST (non recoverable)	\$5,976.77	
9995 - PST Expenses BC	\$11,264.78	
<b>Total - Expense</b>	<b>\$331,572.10</b>	
<b>Net Ordinary Income</b>	<b>\$108,123.72</b>	
<b>Net Income</b>	<b>\$108,123.72</b>	

**Coquitlam Search And Rescue Society**  
**CSAR - Income / Expense YE**  
**FY 2020**

Financial Row	Amount
1) Provincial Gaming Grant Fall 2019	
2) EMBC/BCSARA Grant (2): July 2018, June 2019	
3) Donations towards new boat	
4) Grant by City of Coquitlam towards new boat	
5) City of Coquitlam In-Kind: Mostly fleet maintenance, fuel, etc. A small amount for cellphones (See accounts 6460 and 6191)	

**Coquitlam Search And Rescue Society**  
**Balance Sheet**  
**End of Jun 2019**  
**2019-12-06**

Financial Row	Current Period
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank</b>	
<b>1100 - Cash and Cash Equivalents</b>	
1110 - RBC - Operating 1)	\$19,864.38
1115 - RBC - Gaming 2)	\$17,408.22
1120 - RBC - Special Projects 3)	\$20,316.41
1125 - RBC - General Grants Account 4)	\$25,594.84
1130 - RBC - HETS Kit Account - Savings 5)	\$19,506.72
1135 - RBC - Boat Account - Savings 6)	\$2,475.29
1150 - Endowment Fund (Coquitlam Foundation) 7)	\$185,289.32
<b>1160 - Credits 8)</b>	
1161 - Credit - Talon	\$4,138.18
1162 - Credit - Valley	\$1,434.25
1163 - Credit - Priority Care	\$210.00
1169 - Other Credits	\$1,540.87
<b>Total - 1160 - Credits</b>	<b>\$7,323.30</b>
<b>Total - 1100 - Cash and Cash Equivalents</b>	<b>\$297,778.48</b>
<b>Total Bank</b>	<b>\$297,778.48</b>
<b>Accounts Receivable</b>	
<b>1400 - Accounts Receivable</b>	
1401 - Accounts Receivable - EMBC 9)	\$17,652.26
1402 - Accounts Receivable - Members 10)	\$325.94
<b>Total - 1400 - Accounts Receivable</b>	<b>\$17,978.20</b>
<b>Total Accounts Receivable</b>	<b>\$17,978.20</b>
<b>Other Current Asset</b>	
1450 - GST/HST on Purchases 11)	\$957.42
<b>Total Other Current Asset</b>	<b>\$957.42</b>
<b>Total Current Assets</b>	<b>\$316,714.10</b>
<b>Other Assets</b>	
1210 - Other In-Kind 12)	\$1,000.00
<b>Total Other Assets</b>	<b>\$1,000.00</b>
<b>Total ASSETS</b>	<b>\$317,714.10</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
<b>Equity</b>	
3200 - Opening Balance	\$378,825.32
<b>Total - Equity</b>	<b>\$378,825.32</b>
Retained Earnings 13)	\$2,622.67
Net Income	-\$63,733.89
<b>Total Equity</b>	<b>\$317,714.10</b>
<b>Total LIABILITIES &amp; EQUITY</b>	<b>\$317,714.10</b>

#### Balance Sheet - Notes

- 1) Operating account - not restricted
- 2) Gaming account - for Gaming funds only
- 3) Special Projects: For replacement of equipment truck "Coquitlam 2". Internally restricted.
- 4) General Grants account: For annual BCSARA grant
- 5) HETS Kit account: Saving for replacement HETS kit. Internally restricted.
- 6) Boat replacement savings account. Internally resstricted
- 7) Endowment Fund for new hall or rent. Externally restricted
- 8) Credits: From vendors: Prepayment of services, or credits for goods not delivered
- 9) Outstanding task or claims reimbursements from EMBC
- 10) Accounts receivable
- 11) Recoverable portion of GST paid (as a non-profit)
- 12) In kind donations with tax receipts (this year: team maps)
- 13) Retained earnings: Investment income from previous year

**Coquitlam Search And Rescue Society**  
**Income / Expense**  
**From Jul 2018 to Jun 2019**  
**2019-12-06**

Financial Row	Amount
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4000 - Revenue</b>	
4100 - Interest	\$89.11
4150 - Investment Income	-\$6,807.47
<b>4200 - EMBC Task Reimbursements</b>	
4210 - Task Reimbursements - Tasks Basic	\$44,485.28
4220 - Task Reimbursements - EQ Claims	\$7,001.72
4230 - Task Reimbursements - HETS	\$8,400.00
<b>Total - 4200 - EMBC Task Reimbursements</b>	<b>\$59,887.00</b>
<b>4300 - Donations</b>	
4310 - General Donations	\$49,255.93
4320 - Other Donations	\$1,193.00
4330 - In Kind	\$1,000.00
<b>Total - 4300 - Donations</b>	<b>\$51,448.93</b>
<b>4400 - Grants</b>	
4410 - Provincial Gaming Grant 1)	\$30,000.00
4430 - Regional Grant 2)	\$2,000.00
4440 - Municipal Grant 3)	\$15,000.00
4450 - Private Grant 4)	\$5,250.00
<b>Total - 4400 - Grants 5)</b>	<b>\$52,250.00</b>
4500 - Fundraising	\$1,400.00
<b>4900 - In Kind Contributions</b>	
4910 - City of Coquitlam (In Kind Contribution)	\$44,585.06
<b>Total - 4900 - In Kind Contributions</b>	<b>\$44,585.06</b>
<b>Total - 4000 - Revenue</b>	<b>\$202,852.63</b>
<b>Total - Income</b>	<b>\$202,852.63</b>
<b>Gross Profit</b>	<b>\$202,852.63</b>
<b>Expense</b>	
<b>6000 - Expenses</b>	
<b>6100 - Operating Expenses</b>	
6110 - Bank Charges	\$798.08
6120 - Admin Expenses	\$132.58
6125 - Office Supplies and Expenses	\$2,092.47
6130 - Licenses	\$1,393.00
6145 - Repair and Maintenance	\$445.16
6150 - Consumables	\$1,053.70
6155 - Food	\$509.74
6160 - Fuel	\$74.99
6170 - Telecom Services	\$6,778.31
6175 - Events	\$4,647.76
6180 - Recognition	\$509.32
6185 - Program Expenses	\$4,974.03
<b>Total - 6100 - Operating Expenses</b>	<b>\$23,409.14</b>
6200 - Community Education	\$82.00
<b>6300 - Equipment</b>	
6305 - Consumables	\$106.06
6310 - Small Tools and Hardware	\$1,870.04
6315 - Safety & Personal	\$30,527.58
6320 - Rescue General	\$4,555.70
6325 - Technology	\$319.00
6330 - Radio Communications	\$5,456.07
6340 - Written / Electronic Material	\$532.92
<b>Total - 6300 - Equipment</b>	<b>\$43,367.37</b>
<b>6400 - Fleet Expenses</b>	
6405 - Repair and Maintenance	\$8,102.74
6410 - Small Tools and Hardware	\$4,680.09

6415 - Large Equipment	\$576.55
6420 - Misc and Program	\$42,874.74
6450 - Capital Projects	\$83,473.50
<b>Total - 6400 - Fleet Expenses</b>	<b>\$139,707.62</b>
<b>6500 - Task Expenses</b>	
6501 - Task Consumables	\$1,090.83
6505 - Meals / Food (Task)	\$1,072.92
6510 - Gear Replacement	\$1,545.22
6515 - Travel and Accommodation	\$1,326.37
6520 - Task Supplies	\$450.00
6525 - Mileage	\$8,639.97
6530 - Misc Task Expenses	\$225.00
<b>Total - 6500 - Task Expenses</b>	<b>\$14,350.31</b>
<b>6600 - Training Expenses</b>	
6605 - Training Supplies	\$273.05
6610 - Training Travel	\$829.95
6615 - Meals / Accommodation	\$1,313.59
6620 - Training Course Fees	\$17,686.20
6625 - Misc Training Expenses	\$17,320.29
<b>Total - 6600 - Training Expenses</b>	<b>\$37,423.08</b>
7100 - Investment Expenses	\$887.46
<b>Total - 6000 - Expenses</b>	<b>\$259,226.98</b>
6800 - GST (non recoverable)	\$2,503.68
9995 - PST Expenses BC	\$4,855.86
<b>Total - Expense</b>	<b>\$266,586.52</b>
<b>Net Ordinary Income</b>	<b>-\$63,733.89</b>
<b>Net Income</b>	<b>-\$63,733.89</b>



- 1) Provincial Gaming Grant Jan 2019
- 2) Metro Vancouver Grant (for 2018 and 2019)
- 3) Spirit of Coquitlam Grant
- 4) Coquitlam Foundation (\$5,000), Adventure Smart Stipend (\$250)
- 5) No Grant through EMBC in FY 2019:  
2018 EMBC grant received in 6/2018, 2019 EMBC grant received in 7/2019



## Community Grant Application Form

Date of application: December 29, 2020

Name of organization/event: Friendly Forest Preschool Association

Address: 2505 Sunnyside Road Anmore, BC V3H 4Y6

Main contact person(s):

1. Name: Sasha Chih Position: VP - Grants

Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_

Email: vpgrants@friendlyforestpreschool.com

2. Name: Danielle Kruper-Crockett Position: Co-President

Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_

Email: president@friendlyforestpreschool.com

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? *Please complete the attached 'Financial Statement from Previous Year' form.*

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1500.00

Describe your project/event/service:

COVID-19 Operational Upgrades

How will grant funds be spent? *Please also complete the attached 'Budget Projections for Current Year' form.*

Website upgrades to eliminate in-person registration, virtual communication (Zoom) subscription, increased cleaning

Describe your organization and how its efforts do/might benefit the community:

These operational upgrades are necessary to continue to operate safely during the COVID-19 pandemic

How many participants do you expect: from Anmore: 21 from outside Anmore: 46

How will the Village be recognized for its contributions?

We will continue to recognize the financial support of the Village through our newsletter, AGM and website

Identify any long term objectives or goals that the organization is working toward

To provide high quality early childhood education to preschool aged children in our community

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 16,310	
Participant Fees	\$ 163,185	
Donations	\$	
Fund Raising	\$	
Other: <u>Cleaning Opt-Out Revenue</u>	\$ 500	
<u>T-Shirt Revenue</u>	\$ 750	
<u>Kinsight Child Services Funding</u>	\$ 8,000	
<b>Total</b>	<b>\$ 195,745</b>	

### EXPENSES

Venue Rental	\$ 4,931
Advertising	\$ 200
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 130,000
<u>Program/Admin Expenses</u>	\$ 29,751.82
<u>Maintenance/Other Expenses</u>	\$ 30,835
<b>Total</b>	<b>\$ 195,717.82</b>

### PROFIT / SHORTFALL

Revenue less expenses	\$ 27.18
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### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 23,108.79	
Participant Fees	\$ 102,539	
Donations	\$	
Fund Raising	\$ 6,745	
Other: <u>Kinsight Child Services Funding</u>	\$ 8,170.08	
<u>Cleaning Opt-Out/Social Events Revenue</u>	\$ 2,756.31	
<u>T-Shirt Revenue</u>	\$ 790.00	
<b>Total</b>	<b>\$ 151,109.18</b>	

### EXPENSES

Venue Rental	\$ 4,930.90
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 124,191.66
<u>Programming/Admin Expenses</u>	\$ 16,669.66
<u>Maintenance/Other Expenses</u>	\$ 7,395.76
<b>Total</b>	<b>\$ 153,187.98</b>

### PROFIT / SHORTFALL

Revenue less expenses	\$ -2,078.80
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### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature \_\_\_\_\_

Organization's Applicant

Signature \_\_\_\_\_

Organization's President or Chair



## **Village Of Anmore Community Grant December 2020**

### **Friendly Forest Preschool Association**

#### **COVID-19 Operational Upgrades**

#### **Program Information**

Friendly Forest Preschool Association opened its doors in 1985 and since that time our passionate early childhood educators, alongside generations of revolving parent volunteers, have been providing high-quality, enriching, developmentally appropriate programming for preschoolers in our community. The preschool was founded by a dedicated group of Anmore residents, who had a vision of an innovative and developmentally enriching early childhood learning center within their community. As a non-profit, parent cooperative school, the operation and administration of the preschool is shared by the parents of the children enrolled at the preschool. The preschool primarily serves the Villages of Anmore and Belcarra, however, due to Friendly Forest Preschool's outstanding reputation for excellent curriculum, award-winning teachers, and beautiful Anmore location, we also attract families from surrounding communities including Port Moody, Coquitlam, and Port Coquitlam. Friendly Forest Preschool Association has been an integral landmark within the Village of Anmore for over 30 years. While the demographics of the area have shifted over the years, this very special school continues to bring young families into Anmore for their children's foundational years of education.

Friendly Forest is an inclusive preschool, with an open door policy, that welcomes children of all abilities and backgrounds, and enthusiastically invites volunteers and members of the community to share their expertise. The emergent curriculum provides the students the chance to develop an appreciation and respect for the environment around them. The children are immersed with nature both indoors and out and practice environmental stewardship through simple practices such as using washable dishes and hand towels instead of disposable products, composting, and utilizing rain barrels in our play yard. Friendly Forest Preschool provides children with opportunities to learn about cultures from around the world, as well as, traditions within the Anmore community. A favourite annual event of the students is our holiday cookie sale to raise money for the Sasamat Volunteer Fire Department. Although it looked a little different this year due to COVID-19, the students were very proud to walk to the Village Hall to drop off the money they raised.

Friendly Forest Preschool Association is a proud member of the Anmore community and we value our alliance with the Village.

#### **Grant Request: COVID-19 Operational Upgrades**

It will come as no surprise that 2020 was a challenging year for Friendly Forest. Our preschool was closed from March-June of this year due to the global COVID-19 pandemic and we have had to significantly change our operations in order to reopen the school while keeping our staff, students, and families safe and healthy. It is our understanding that the Village of Anmore received a significant grant from the provincial COVID-19 Safe Restart

Grant program. We are hopeful that as an important children's service provider in Anmore, that our organization will be eligible to receive funding to support the operational upgrades necessary to continue to operate safely during the pandemic.

We are seeking a \$1500 grant to support our operational upgrades.

These upgrades include:

- Upgrading our registration process by implementing an online registration system to eliminate the need of an in-person registration process. This includes \$500 for web development and \$300 for the registration program and e-signature word press add-on.
- Virtual communication subscription (Zoom) for our AGM, monthly Board meetings, and parent/teacher meetings. The cost of this is \$200 annually.
- \$500 towards our increased professional cleaning, sanitizing and cleaning supplies, the cost of which has increased over 250% from our previous year's budget and is currently projected to cost the school \$7700 for the 2020/21 school year.

Funding from the Village of Anmore towards our COVID-19 Operational Upgrades will greatly help to relieve the financial burden of the pandemic. We very much appreciate the opportunity to receive funding from a Community Grant and will continue to recognize the contributions received from the Village of Anmore at our Annual General Meeting, in our newsletter, in our board minutes, and also our website.

# Friendly Forest Preschool

## Budget: 2020/2021

	Budget 01/07/19 to 30/06/20	Actual 01/07/19 to 30/03/20	Budget 01/07/20 to 30/06/21
<b>REVENUE</b>			
<b>Revenues</b>			
Application Fees	5,801.60	3,275.00	6,000.00
Registration Fees	5,250.00	1,568.00	10,650.00
Student Fees	131,600.00	94,047.00	140,800.00
Allowance for Vacant Spots	-19,740.00		
Early Withdrawal Deposit	0.00	329.00	0.00
Fundraising Fee*	6,000.00	6,745.00	-
Snack Fee	-	-	2,535.00
Social Events Revenue	2,000.00	1,856.31	0.00
Child Care Operating Funding	9,000.00	9,777.69	9,000.00
Activity Fee: Field Trips / Photography	2,980.00	3,320.00	3,200.00
BC Gaming Funding	7,000.00	7,000.00	7,000.00
Community Grants	500.00	0.00	0.00
Donations	50.00	0.00	0.00
Cleaning Opt Out Revenue	500.00	900.00	500.00
Parent Duty Deposits	0.00	0.00	0.00
T-Shirt Revenue	920.00	790.00	750.00
<b>Total Revenues</b>	<b>151,861.60</b>	<b>129,608.00</b>	<b>180,435.00</b>
<b>Funding</b>			
Affordable Child Care Benefits	0.00	0.00	0.00
Kinsight Child Service	5,000.00	8,170.08	8,000.00
Prov of BC Wage Enhancement	3,440.00	3,246.10	7,310.00
Canada Emergency Wage Subsidy	0.00	10,085.00	0.00
<b>Total Funding</b>	<b>8,440.00</b>	<b>21,501.18</b>	<b>15,310.00</b>
<b>TOTAL REVENUE</b>	<b>160,301.60</b>	<b>151,109.18</b>	<b>195,745.00</b>
<b>EXPENSE</b>			
<b>Programming</b>			
Conference Fees/Courses	1,250.00	142.87	2,501.82
Class Celebrations	530.00	0.00	500.00
Photography	1,650.00	1,800.00	2,000.00
Field Trips	1,330.00	669.00	1,200.00
Preschool Equipment & Supplies	5,000.00	3,547.74	7,500.00
Miscellaneous Programming	0.00	29.12	0.00
<b>Total Programming Expenses</b>	<b>9,760.00</b>	<b>6,188.73</b>	<b>13,701.82</b>

**Administrative Expenses**

Accounting/Legal	4,000.00	3,494.03	5,000.00
Advertising	500.00	0.00	200.00
Bank Charges	100.00	-138.01	750.00
Gifts	300.00	509.95	300.00
Insurance	2,650.00	2,549.00	3,000.00
Online Registration Upgrade	0.00	0.00	300.00
Meetings & Parent Education	250.00	212.40	500.00
Office Supplies & Photocopying	350.00	265.15	200.00
Preschool Lease	4,950.00	4,930.90	4,931.00
Re-pay Contingency Funds			1,500.00
Utilities	4,200.00	3,588.41	4,500.00
<b>Total Administrative Expenses</b>	<b>17,300.00</b>	<b>15,411.83</b>	<b>21,181.00</b>

**Other Expenses**

Social Events Expenses	2,000.00	1,061.81	0.00
Snack Groceries	-	-	2,535.00
T-shirt Order	-	-	1,200.00
Contingency Fund Expenses	-	-	9,900.00
<b>Total Other Expenses</b>	<b>2,000.00</b>	<b>1,061.81</b>	<b>13,635.00</b>

**Maintenance Expenses**

Cleaning Services	3,800.00	2,850.00	7,200.00
Cleaning Supplies	100.00	52.00	500.00
Furnishings & Indoor Equipment	500.00	306.21	1,500.00
Landscaping & Outdoor Equipment	500.00	1,500.00	5,000.00
Maintenance & Repairs	1,000.00	1,625.74	3,000.00
<b>Total Maintenance Expenses</b>	<b>5,900.00</b>	<b>6,333.95</b>	<b>17,200.00</b>

**Wage Expenses**

Teachers Wages	125,335.60	124,191.66	130,000.00
<b>Total Wage Expenses</b>	<b>125,335.60</b>	<b>124,191.66</b>	<b>130,000.00</b>

<b>TOTAL EXPENSE</b>	<b>160,295.60</b>	<b>153,187.98</b>	<b>195,717.82</b>
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<b>NET INCOME</b>	<b>6.00</b>	<b>-2,078.80</b>	<b>27.18</b>
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## Community Grant Application Form

Date of application: December 29, 2020

Name of organization/event: Friendly Forest Preschool Association

Address: 2505 Sunnyside Road Anmore, BC V3H 4Y6

Main contact person(s):

1. Name: Sasha Chih Position: VP - Grants  
 Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_  
 Email: vpgrants@friendlyforestpreschool.com
2. Name: Danielle Kruper-Crockett Position: Co-President  
 Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_  
 Email: president@friendlyforestpreschool.com

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1000.00

Describe your project/event/service:

School Sign Replacement

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

Replacement of 2 cedar signs: one outside of the school and one at the corner of Sunnyside Road and Elementary Road

Describe your organization and how its efforts do/might benefit the community:

New signs will make our school more visible and will help to attract new families to our school and community

How many participants do you expect: from Anmore: 21 from outside Anmore: 46

How will the Village be recognized for its contributions?

We will continue to recognize the financial support of the Village through our newsletter, AGM and website

Identify any long term objectives or goals that the organization is working toward

To provide high quality early childhood education to preschool aged children in our community

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 16,310	
Participant Fees	\$ 163, 185	
Donations	\$	
Fund Raising	\$	
Other: <u>Cleaning Opt-Out Revenue</u>	\$ 500	
<u>T-Shirt Revenue</u>	\$ 750	
<u>Kinsight Child Services Funding</u>	\$ 8,000	
<b>Total</b>	<b>\$ 195,745</b>	

### EXPENSES

Venue Rental	\$ 4,931
Advertising	\$ 200
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 130,000
<u>Program/Admin Expenses</u>	\$ 29,751.82
<u>Maintenance/Other Expenses</u>	\$ 30,835
<b>Total</b>	<b>\$ 195,717.82</b>

### PROFIT / SHORTFALL

Revenue less expenses	\$ 27.18
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### FISCAL YEAR-END RESERVE BALANCE:

Description: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 23,108.79	
Participant Fees	\$ 102,539	
Donations	\$	
Fund Raising	\$ 6,745	
Other: <u>Kinsight Child Services Funding</u>	\$ 8,170.08	
<u>Cleaning Opt-Out/Social Events Revenue</u>	\$ 2,756.31	
<u>T-Shirt Revenue</u>	\$ 790.00	
<b>Total</b>	<b>\$ 151,109.18</b>	

### EXPENSES

Venue Rental	\$ 4,930.90
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 124,191.66
<u>Programming/Admin Expenses</u>	\$ 16,669.66
<u>Maintenance/Other Expenses</u>	\$ 7,395.76
<b>Total</b>	<b>\$ 153,187.98</b>


### PROFIT / SHORTFALL

Revenue less expenses	\$ -2,078.80
-----------------------	--------------

### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair



## **Village Of Anmore Community Grant December 2020**

### **Friendly Forest Preschool Association School Sign Replacement**

#### **Program Information**

Friendly Forest Preschool Association opened its doors in 1985 and since that time our passionate early childhood educators, alongside generations of revolving parent volunteers, have been providing high-quality, enriching, developmentally appropriate programming for preschoolers in our community. The preschool was founded by a dedicated group of Anmore residents, who had a vision of an innovative and developmentally enriching early childhood learning center within their community. As a non-profit, parent cooperative school, the operation and administration of the preschool is shared by the parents of the children enrolled at the preschool. The preschool primarily serves the Villages of Anmore and Belcarra, however, due to Friendly Forest Preschool's outstanding reputation for excellent curriculum, award-winning teachers, and beautiful Anmore location, we also attract families from surrounding communities including Port Moody, Coquitlam, and Port Coquitlam. Friendly Forest Preschool Association has been an integral landmark within the Village of Anmore for over 30 years. While the demographics of the area have shifted over the years, this very special school continues to bring young families into Anmore for their children's foundational years of education.

Friendly Forest is an inclusive preschool, with an open door policy, that welcomes children of all abilities and backgrounds, and enthusiastically invites volunteers and members of the community to share their expertise. The emergent curriculum provides the students the chance to develop an appreciation and respect for the environment around them. The children are immersed with nature both indoors and out and practice environmental stewardship through simple practices such as using washable dishes and hand towels instead of disposable products, composting, and utilizing rain barrels in our play yard. Friendly Forest Preschool provides children with opportunities to learn about cultures from around the world, as well as, traditions within the Anmore community. A favourite annual event of the students is our holiday cookie sale to raise money for the Sasamat Volunteer Fire Department. Although it looked a little different this year due to COVID-19, the students were very proud to walk to the Village Hall to drop off the money they raised.

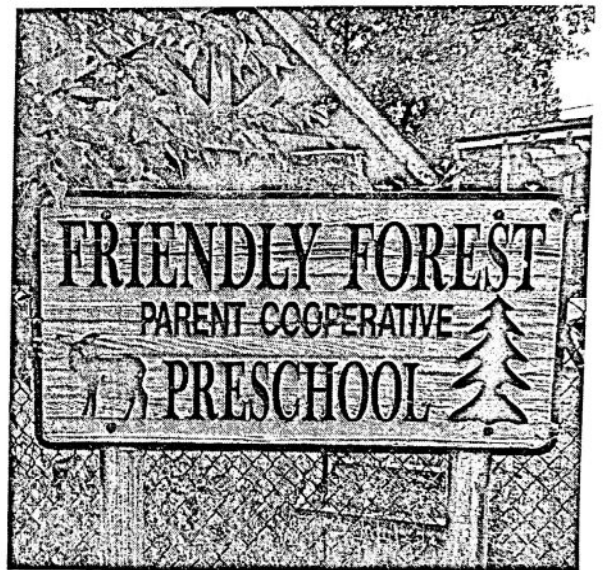
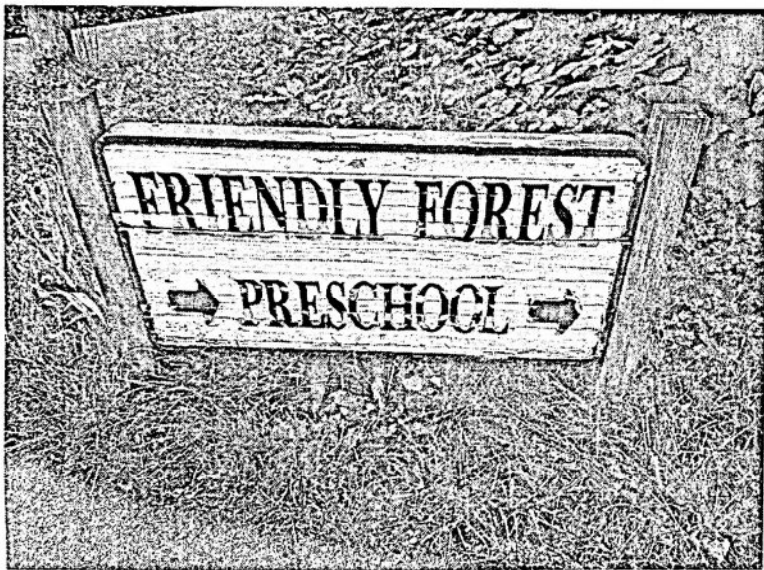
Friendly Forest Preschool Association is a proud member of the Anmore community and we value our alliance with the Village.

#### **Grant Request: School Sign Replacement**

Friendly Forest Preschool is nestled amongst the trees, tucked beside Anmore Elementary School. Our picturesque little corner of Anmore is the perfect place for children to play, grow, and develop a lifelong love and appreciation for nature. Our location does however have the drawback that we can be hard to find. We currently have 2 large cedar signs: one outside of our school and one directional sign on the corner of Sunnyside Road and

Elementary Road. Over the years these signs have become worn and rotten and while parent volunteers have attempted to keep the signs painted and repaired, the wood rot is now past the point of repair and the signs need to be replaced. New signs will help increase awareness of the school, especially sparking the interest of families driving along Sunnyside Road on day trips to Anmore's wonderful recreational sites. Along with increasing awareness and helping new families find our school, new signs will also help to revitalize and beautify the community. I have attached photos of our current signs as well as two quotes for the sign replacement. We are seeking a \$1000 grant towards the anticipated cost of \$3337.60 to replace these signs.

Funding from the Village of Anmore will greatly help us achieve our goal of replacing our school signs. We very much appreciate the opportunity to receive funding from a Community Grant and will continue to recognize the contributions received from the Village of Anmore at our Annual General Meeting, in our newsletter, in our board minutes, and also our website.





## Signature Sign Studio

#1 - 45940 Railway Ave.  
Chilliwack, B.C.  
Canada V2P 1L3

604.795.3850  
mysignaturesign@gmail.com  
www.signaturesignstudio.com

Date: November 24, 2020  
Quote #2020 – 112401

Salesperson: Jeffrey Jamieson

Contact: Sasha Chih  
Company: Friendly Forest Preschool  
Phone:  
Email: vpgrants@friendlyforestpreschool.com

Job: sandblasted cedar signs with install

### DESCRIPTION:

1x - 2'x4' single sided sandblasted cedar sign - \$960  
1x - 2'x4' double sided sandblasted cedar sign - \$1,520  
2x - sets of plain finished cedar posts - \$500 (\$250 each set)

PRICE: \$2,980.00  
GST: \$149.00  
PST: \$208.60  
TOTAL: \$3,337.60

Install \$650 +tax

*All Prices in Canadian dollars – 50% deposit required. Balance due upon completion  
Shipping and install not included unless otherwise stated  
Quote includes 4 proofs. Additional proofing will be billed out at \$75/hr  
Quotations are subject to change based on softwood lumber prices and availability, & order quantity.  
Confirm prior to ordering.*





# CONDOR SYSTEMS LTD.

BOX 1467,  
VERNON, BC V1T 6N7  
PHONE (250) 545-7474  
FAX (250) 545-6989

INVOICE

24216

SOLD TO FRIENDLY FOREST

Date August 8<sup>th</sup> 2018

ADDRESS Quote

Purchase Order No. \_\_\_\_\_

Provincial Tax No. \_\_\_\_\_

QUANTITY	DESCRIPTION	PRICE
1	2 SIDED SAND BLASTED CEDAR SIGN	
1	SINGLE SIDE SAND BLASTED CEDAR SIGN	
	Both signs ARE 2'x4'	
	TAXES + SHIPPING + HANDLING EXTRA	3200.00
		7% PST
		GST #120072400 7% GST
		TOTAL
		Deposit
		BALANCE OWING

PLEASE PAY FROM THIS INVOICE  
NO STATEMENT WILL BE ISSUED

Thank You!

Web: [www.condorsigns.ca](http://www.condorsigns.ca) • E-mail: [info@condorsigns.ca](mailto:info@condorsigns.ca)

# Friendly Forest Preschool

## Budget: 2020/2021

	Budget 01/07/19 to 30/06/20	Actual 01/07/19 to 30/03/20	Budget 01/07/20 to 30/06/21
<b>REVENUE</b>			
<b>Revenues</b>			
Application Fees	5,801.60	3,275.00	6,000.00
Registration Fees	5,250.00	1,568.00	10,650.00
Student Fees	131,600.00	94,047.00	140,800.00
Allowance for Vacant Spots	-19,740.00		
Early Withdrawal Deposit	0.00	329.00	0.00
Fundraising Fee*	6,000.00	6,745.00	-
Snack Fee	-	-	2,535.00
Social Events Revenue	2,000.00	1,856.31	0.00
Child Care Operating Funding	9,000.00	9,777.69	9,000.00
Activity Fee: Field Trips / Photography	2,980.00	3,320.00	3,200.00
BC Gaming Funding	7,000.00	7,000.00	7,000.00
Community Grants	500.00	0.00	0.00
Donations	50.00	0.00	0.00
Cleaning Opt Out Revenue	500.00	900.00	500.00
Parent Duty Deposits	0.00	0.00	0.00
T-Shirt Revenue	920.00	790.00	750.00
<b>Total Revenues</b>	<b>151,861.60</b>	<b>129,608.00</b>	<b>180,435.00</b>
<b>Funding</b>			
Affordable Child Care Benefits	0.00	0.00	0.00
Kinsight Child Service	5,000.00	8,170.08	8,000.00
Prov of BC Wage Enhancement	3,440.00	3,246.10	7,310.00
Canada Emergency Wage Subsidy	0.00	10,085.00	0.00
<b>Total Funding</b>	<b>8,440.00</b>	<b>21,501.18</b>	<b>15,310.00</b>
<b>TOTAL REVENUE</b>	<b>160,301.60</b>	<b>151,109.18</b>	<b>195,745.00</b>
<b>EXPENSE</b>			
<b>Programming</b>			
Conference Fees/Courses	1,250.00	142.87	2,501.82
Class Celebrations	530.00	0.00	500.00
Photography	1,650.00	1,800.00	2,000.00
Field Trips	1,330.00	669.00	1,200.00
Preschool Equipment & Supplies	5,000.00	3,547.74	7,500.00
Miscellaneous Programming	0.00	29.12	0.00
<b>Total Programming Expenses</b>	<b>9,760.00</b>	<b>6,188.73</b>	<b>13,701.82</b>



**Administrative Expenses**

Accounting/Legal	4,000.00	3,494.03	5,000.00
Advertising	500.00	0.00	200.00
Bank Charges	100.00	-138.01	750.00
Gifts	300.00	509.95	300.00
Insurance	2,650.00	2,549.00	3,000.00
Online Registration Upgrade	0.00	0.00	300.00
Meetings & Parent Education	250.00	212.40	500.00
Office Supplies & Photocopying	350.00	265.15	200.00
Preschool Lease	4,950.00	4,930.90	4,931.00
Re-pay Contingency Funds			1,500.00
Utilities	4,200.00	3,588.41	4,500.00
<b>Total Administrative Expenses</b>	<b>17,300.00</b>	<b>15,411.83</b>	<b>21,181.00</b>

**Other Expenses**

Social Events Expenses	2,000.00	1,061.81	0.00
Snack Groceries	-	-	2,535.00
T-shirt Order	-	-	1,200.00
Contingency Fund Expenses	-	-	9,900.00
<b>Total Other Expenses</b>	<b>2,000.00</b>	<b>1,061.81</b>	<b>13,635.00</b>

**Maintenance Expenses**

Cleaning Services	3,800.00	2,850.00	7,200.00
Cleaning Supplies	100.00	52.00	500.00
Furnishings & Indoor Equipment	500.00	306.21	1,500.00
Landscaping & Outdoor Equipment	500.00	1,500.00	5,000.00
Maintenance & Repairs	1,000.00	1,625.74	3,000.00
<b>Total Maintenance Expenses</b>	<b>5,900.00</b>	<b>6,333.95</b>	<b>17,200.00</b>

**Wage Expenses**

Teachers Wages	125,335.60	124,191.66	130,000.00
<b>Total Wage Expenses</b>	<b>125,335.60</b>	<b>124,191.66</b>	<b>130,000.00</b>

<b>TOTAL EXPENSE</b>	<b>160,295.60</b>	<b>153,187.98</b>	<b>195,717.82</b>
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<b>NET INCOME</b>	<b>6.00</b>	<b>-2,078.80</b>	<b>27.18</b>
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## Community Grant Application Form

Date of application: December 29, 2020

Name of organization/event: Friendly Forest Preschool Association

Address: 2505 Sunnyside Road Anmore, BC V3H 4Y6

Main contact person(s):

1. Name: Sasha Chih Position: VP - Grants  
 Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_  
 Email: vpgrants@friendlyforestpreschool.com
2. Name: Danielle Kruper-Crockett Position: Co-President  
 Phone (primary) [redacted] Phone (alternate): \_\_\_\_\_  
 Email: president@friendlyforestpreschool.com

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1500.00

Describe your project/event/service:

Play Yard Upgrades

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

Renovation of the front entrance patio and stairs, and purchase of weather-proof sails

Describe your organization and how its efforts do/might benefit the community:

These upgrased will improve daily operations, especially during the rainy season

How many participants do you expect: from Anmore: 21 from outside Anmore: 46

How will the Village be recognized for its contributions?

We will continue to recognize the financial support of the Village through our newsletter, AGM and website

Identify any long term objectives or goals that the organization is working toward

To provide high quality early childhood education to preschool aged children in our community

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 16,310	
Participant Fees	\$ 163, 185	
Donations	\$	
Fund Raising	\$	
Other: <u>Cleaning Opt-Out Revenue</u>	\$ 500	
<u>T-Shirt Revenue</u>	\$ 750	
<u>Kinsight Child Services Funding</u>	\$ 8,000	
<b>Total</b>	<b>\$ 195,745</b>	

### EXPENSES

Venue Rental	\$ 4,931
Advertising	\$ 200
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 130,000
<u>Program/Admin Expenses</u>	\$ 29,751.82
<u>Maintenance/Other Expenses</u>	\$ 30,835
<b>Total</b>	<b>\$ 195,717.82</b>

### PROFIT / SHORTFALL

Revenue less expenses	\$ 27.18
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### FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 7,000	Contributor: <u>BC Gaming</u>
Provincial/Federal Monies	\$ 23,108.79	
Participant Fees	\$ 102,539	
Donations	\$	
Fund Raising	\$ 6,745	
Other: <u>Kinsight Child Services Funding</u>	\$ 8,170.08	
<u>Cleaning Opt-Out/Social Events Revenue</u>	\$ 2,756.31	
<u>T-Shirt Revenue</u>	\$ 790.00	
<b>Total</b>	<b>\$ 151,109.18</b>	

### EXPENSES

Venue Rental	\$ 4,930.90
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 124,191.66
<u>Programming/Admin Expenses</u>	\$ 16,669.66
<u>Maintenance/Other Expenses</u>	\$ 7,395.76
<b>Total</b>	<b>\$ 153,187.98</b>

### PROFIT / SHORTFALL

Revenue less expenses \$ -2,078.80

### FISCAL YEAR-END RESERVE BALANCE:

Description: \_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_  
\_\_\_\_\_ Amount: \$ \_\_\_\_\_

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair



## **Village Of Anmore Community Grant December 2020**

### **Friendly Forest Preschool Association**

#### **Play Yard Upgrades**

#### **Program Information**

Friendly Forest Preschool Association opened its doors in 1985 and since that time our passionate early childhood educators, alongside generations of revolving parent volunteers, have been providing high-quality, enriching, developmentally appropriate programming for preschoolers in our community. The preschool was founded by a dedicated group of Anmore residents, who had a vision of an innovative and developmentally enriching early childhood learning center within their community. As a non-profit, parent cooperative school, the operation and administration of the preschool is shared by the parents of the children enrolled at the preschool. The preschool primarily serves the Villages of Anmore and Belcarra, however, due to Friendly Forest Preschool's outstanding reputation for excellent curriculum, award-winning teachers, and beautiful Anmore location, we also attract families from surrounding communities including Port Moody, Coquitlam, and Port Coquitlam. Friendly Forest Preschool Association has been an integral landmark within the Village of Anmore for over 30 years. While the demographics of the area have shifted over the years, this very special school continues to bring young families into Anmore for their children's foundational years of education.

Friendly Forest is an inclusive preschool, with an open door policy, that welcomes children of all abilities and backgrounds, and enthusiastically invites volunteers and members of the community to share their expertise. The emergent curriculum provides the students the chance to develop an appreciation and respect for the environment around them. The children are immersed with nature both indoors and out and practice environmental stewardship through simple practices such as using washable dishes and hand towels instead of disposable products, composting, and utilizing rain barrels in our play yard. Friendly Forest Preschool provides children with opportunities to learn about cultures from around the world, as well as, traditions within the Anmore community. A favourite annual event of the students is our holiday cookie sale to raise money for the Sasamat Volunteer Fire Department. Although it looked a little different this year due to COVID-19, the students were very proud to walk to the Village Hall to drop off the money they raised.

Friendly Forest Preschool Association is a proud member of the Anmore community and we value our alliance with the Village.

#### **Grant Request: Play Yard Upgrades**

Friendly Forest Preschool is seeking funding from the Village of Anmore in order to renovate our outdoor front entrance, including redoing the paving stone patio, stairs, and benches at our entrance gate and also purchasing weather-proof sails to provide additional sheltered areas on rainy days. Over the years the ground has settled, making the paving stones uneven and leading to pooling water at the gate when it rains. As this is the main

entrance to the preschool, having a large puddle to navigate in this high-traffic area is problematic. We are also hoping to replace the stairs and benches at the front of our play yard, as the wooden ties and boards have become rotten over the years and will become unsafe if left unattended. Our teachers have identified this project as a high priority as upwards of 80 children pass through this area each week and given our new COVID-19 policies, children are needing to wait at the gate for teachers to release them to their parents at the end of each class. Having the entrance area regraded and resurfaced with proper drainage as well as having safe stairs and benches will greatly improve our daily operations. The addition of weather-proof sails to our play yard will help to provide protection from the elements while the students and teachers make the most of the beautiful nature Anmore provides, rain or shine.

We have received a quote of \$7,285 for the construction portion of this project and the cost to purchase the weather-proof sails is \$400. We are seeking a grant of \$1500 from the Village of Anmore to help us complete this project. I have attached photos of our entrance area, as well as a quote for the construction portion of the project. We very much appreciate the opportunity to receive funding from a Community Grant and will continue to recognize the contributions received from the Village of Anmore at our Annual General Meeting, in our newsletter, in our board minutes, and also our website.





Bryan Ono  
 3312 Main Avenue  
 V3H 4R3 Belcarra, BC  
 604 345 3959

## ESTIMATE

ESTIMATE: FRIENDLY FOREST  
 DATE: AUG 13, 2020  
 EXPIRE: SEPT 13, 2020

**TO:**  
 Friendly Forest President  
 2505 Sunnyside Road

**FOR:**  
 New bench, steps and repair work

DESCRIPTION		AMOUNT
Remove and replace the existing benches with like size and materials		\$7,285
Remove and replace steps landscape ties and entrance area ties		
Remove and re-use pavers within entrance area. Area to be re-graded to promote better drainage.		
Optional Add of \$1,750+ for Composite Decking instead of wood benches		
Taxes not included		
	GST	\$
	TOTAL	\$

Thank you for your business!



# Friendly Forest Preschool

## Budget: 2020/2021

	Budget 01/07/19 to 30/06/20	Actual 01/07/19 to 30/03/20	Budget 01/07/20 to 30/06/21
<b>REVENUE</b>			
<b>Revenues</b>			
Application Fees	5,801.60	3,275.00	6,000.00
Registration Fees	5,250.00	1,568.00	10,650.00
Student Fees	131,600.00	94,047.00	140,800.00
Allowance for Vacant Spots	-19,740.00		
Early Withdrawal Deposit	0.00	329.00	0.00
Fundraising Fee*	6,000.00	6,745.00	-
Snack Fee	-	-	2,535.00
Social Events Revenue	2,000.00	1,856.31	0.00
Child Care Operating Funding	9,000.00	9,777.69	9,000.00
Activity Fee: Field Trips / Photography	2,980.00	3,320.00	3,200.00
BC Gaming Funding	7,000.00	7,000.00	7,000.00
Community Grants	500.00	0.00	0.00
Donations	50.00	0.00	0.00
Cleaning Opt Out Revenue	500.00	900.00	500.00
Parent Duty Deposits	0.00	0.00	0.00
T-Shirt Revenue	920.00	790.00	750.00
<b>Total Revenues</b>	<b>151,861.60</b>	<b>129,608.00</b>	<b>180,435.00</b>
<b>Funding</b>			
Affordable Child Care Benefits	0.00	0.00	0.00
Kinsight Child Service	5,000.00	8,170.08	8,000.00
Prov of BC Wage Enhancement	3,440.00	3,246.10	7,310.00
Canada Emergency Wage Subsidy	0.00	10,085.00	0.00
<b>Total Funding</b>	<b>8,440.00</b>	<b>21,501.18</b>	<b>15,310.00</b>
<b>TOTAL REVENUE</b>	<b>160,301.60</b>	<b>151,109.18</b>	<b>195,745.00</b>
<b>EXPENSE</b>			
<b>Programming</b>			
Conference Fees/Courses	1,250.00	142.87	2,501.82
Class Celebrations	530.00	0.00	500.00
Photography	1,650.00	1,800.00	2,000.00
Field Trips	1,330.00	669.00	1,200.00
Preschool Equipment & Supplies	5,000.00	3,547.74	7,500.00
Miscellaneous Programming	0.00	29.12	0.00
<b>Total Programming Expenses</b>	<b>9,760.00</b>	<b>6,188.73</b>	<b>13,701.82</b>



**Administrative Expenses**

Accounting/Legal	4,000.00	3,494.03	5,000.00
Advertising	500.00	0.00	200.00
Bank Charges	100.00	-138.01	750.00
Gifts	300.00	509.95	300.00
Insurance	2,650.00	2,549.00	3,000.00
Online Registration Upgrade	0.00	0.00	300.00
Meetings & Parent Education	250.00	212.40	500.00
Office Supplies & Photocopying	350.00	265.15	200.00
Preschool Lease	4,950.00	4,930.90	4,931.00
Re-pay Contingency Funds			1,500.00
Utilities	4,200.00	3,588.41	4,500.00
<b>Total Administrative Expenses</b>	<b>17,300.00</b>	<b>15,411.83</b>	<b>21,181.00</b>

**Other Expenses**

Social Events Expenses	2,000.00	1,061.81	0.00
Snack Groceries	-	-	2,535.00
T-shirt Order	-	-	1,200.00
Contingency Fund Expenses	-	-	9,900.00
<b>Total Other Expenses</b>	<b>2,000.00</b>	<b>1,061.81</b>	<b>13,635.00</b>

**Maintenance Expenses**

Cleaning Services	3,800.00	2,850.00	7,200.00
Cleaning Supplies	100.00	52.00	500.00
Furnishings & Indoor Equipment	500.00	306.21	1,500.00
Landscaping & Outdoor Equipment	500.00	1,500.00	5,000.00
Maintenance & Repairs	1,000.00	1,625.74	3,000.00
<b>Total Maintenance Expenses</b>	<b>5,900.00</b>	<b>6,333.95</b>	<b>17,200.00</b>

**Wage Expenses**

Teachers Wages	125,335.60	124,191.66	130,000.00
<b>Total Wage Expenses</b>	<b>125,335.60</b>	<b>124,191.66</b>	<b>130,000.00</b>

<b>TOTAL EXPENSE</b>	<b>160,295.60</b>	<b>153,187.98</b>	<b>195,717.82</b>
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<b>NET INCOME</b>	<b>6.00</b>	<b>-2,078.80</b>	<b>27.18</b>
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## NATIONAL OFFICE

2010 Winston Park Drive, Suite 500, Oakville, Ontario, Canada L6H 5R7

Tel: (905) 829-8805 • Toll Free: 1-800-665-MADD • Fax: (905) 829-8860 • Web: [madd.ca](http://madd.ca) • Email: [info@madd.ca](mailto:info@madd.ca)

Charitable Registration No. 13907 2060 RR0001

January 24, 2021

Village of Anmore

***Impairment-related crashes remain Canada's leading criminal cause of death with nearly 60% of fatal crashes involving alcohol and/or drugs.***

Moreover, impaired driving takes a disproportionate toll among young Canadians. While those between the ages of 16-25 accounted for 13% of the population in 2013, they accounted for nearly a third of all the alcohol and drug-related crash deaths. Furthermore, motor vehicle crashes are the leading cause of death among 16 to 25 year olds, and alcohol and/or drug impairment is a factor in more than 50% of those crashes.

In 2014, alcohol was involved in 32.5% of 16–19 year old crash deaths and 45.1% of 20-25 year old crash deaths. During the same period, 36.2% of 16–19 year old fatally injured drivers and 43.0% of 20–25 year old fatally-injured drivers were positive for drugs – fatalities involving drugs now exceed those involving alcohol. Cannabis, the most commonly found drug, is present in almost half of the drug-positive fatal crashes (Alcohol and Drug Crash Problem in Canada).

These statistics and the recent legalization of cannabis have created an urgent need to further educate the public about the risks of smoking cannabis and driving. Statistics as they relate to youth in particular, indicate significant risk of harm and a need for proactive education. According to the Partnership for a Drug Free Canada study in 2014, 41% of teens say they are not concerned about getting into a car with someone who has been using drugs.

Recognizing this, in 1994 MADD Canada developed the *School Assembly Program* for students in grades 7 through 12. In 2020-2021, the program has been redeveloped in response to COVID-19 to delivered online via a new classroom format. With this new version of the program, the opening and closing is delivered via a live-stream video led by MADD Canada's Field Representative allowing for interaction with students throughout. The program's 45-minute video is also presented during the online version.

Students in a targeted 60 schools in BC reaching more than 1,000 youth, including a minimum of two presentations in Anmore, will participate in the program in 2020-2021. The video includes a fictional story and stories from real-life victims and survivors that demonstrate the devastating consequences that impaired driving can have on individuals, their families and friends. The presentation provides information about how students can keep themselves safe in risky situations and teaches youth alternative solutions to driving impaired from alcohol and/or drugs.

In 2020-2021, the program also includes a brand new component – an interactive audio drama – in which the Facilitator will review 3-4 scenarios in which the crash they just viewed within the video could have been prevented. This teaching tool will use interactive dialogue to educate youth about options available to them when they are faced with an impaired driving situation. In addition to the presentation itself, schools are provided with a leave-behind kit containing a comprehensive educators' guide, youth resource manual, posters and classroom videos to encourage continued discussion.

In Canada, the average age of first cannabis use among grades 7-12 students is 14.2 years old, validating that the target group for the *School Assembly Program* is ideal for this messaging.

Below is a summary of targeted program outcomes and measurable indicators of success for 2020-2021:

- Outcome: Increase awareness among youth to the dangers of driving impaired by alcohol and/or drugs. Indicator of Success: We will see students plan ahead with safe alternatives to driving impaired or riding with an impaired driver when they attend parties and other events where drinking and/or drugs may be taking place.
- Outcome: Bring awareness to students about the tragic emotional, financial and legal consequences of impaired driving to themselves, their families, friends and communities. Indicator of Success: Students will understand that deaths and injuries from impaired driving are 100% preventable and that they have the power to make the right choices. They will also understand that making the wrong choice can change their lives and the lives of their families and friends forever with no second chance to change the outcome of their choices.
- Outcome: Educate students about the dangers of being a passenger of an impaired driver and bring awareness about the consequences of allowing others to drive impaired. Indicator of Success: Students will discuss alternatives to riding with an impaired driver during post-presentation classroom discussions using the USB kit provided.
- Outcome: Save lives and prevent injuries among our most vulnerable road users. Indicator of Success: Continued ongoing professional research evaluations of the School Assembly Program will help ensure that our messaging is timely, relevant and resonating with youth.

In 2020-2021, each presentation costs \$850 to deliver. We seek funding to cover the cost of the presentation from schools and public health units, but schools often don't have the necessary budget available. As a result, we rely on the generosity of corporate sponsors and government and private foundation grants to deliver the program. Much of the funding secured is often restricted in terms of where presentations can occur, and there are several communities in which it is often a challenge to secure funding, including BC. In 2019-2020, we delivered 35 presentations to the nearly 400 middle and high schools in BC and we are looking to increase the number of schools we visit in 2020-2021. Typically, we deliver 70 presentations in BC annually, however with the recent loss of a long-term provincial sponsor, we had to decrease the number of presentations delivered in the province until new funding is secured.

The *School Assembly Program* is proven-effective at encouraging responsible decision-making among youth. In a 2017-2018 survey conducted by Environics Research Group among students who had seen the program, 74% said the program makes them want to make the right decision when it comes to impaired driving, 79% said that cannabis use will make someone drive a lot worse (increasing to 86% three months after they viewed the presentation) and 97% said they supported having a similar presentation at their school the following year. This study also showed that the messages are being retained longer-term and are changing behaviours.

MADD Canada's *School Assembly Program* aligns well with the Village of Anmore's funding interests of Community & Youth projects through our Program's proven ability to positively impact young people's development and decision-making for years to come, thereby helping to save lives and prevent injuries among our most vulnerable road users.

MADD Canada is asking the Village of Anmore to consider a donation of \$1,700 towards the direct program costs of delivering two presentations of MADD Canada's 2020-2021 *School Assembly Program* in Anmore, BC. MADD Canada is the authority on public awareness, education and legislation surrounding impaired driving and its devastating impact. Together with your support, we can positively impact young people's lives for years to come.

If you have any questions or would like to further discuss, please don't hesitate to contact me at 1-800-665-6233 x300 or [bcameron@madd.ca](mailto:bcameron@madd.ca)

Sincerely,

Beth Cameron  
Partnership Outreach Manager  
MADD Canada

## Community Grant Application Form

Date of application: November 20, 2020

Name of organization/event: MADD Metro Vancouver/2020-2021 School Program

Address: 14-12353 104th Avenue, Surrey BC, V3V 3H2

Main contact person(s):

1. Name: Beth Cameron Position: Partnership Outreach Manager

Phone (primary): 905-829-8805 ext. 300 Phone (alternate): \_\_\_\_\_

Email: bcameron@madd.ca

2. Name: Charlie Grahm Position: Incoming President

Phone (primary): 1-800-665-6233 ext. 266 Phone (alternate): \_\_\_\_\_

Email: maddvancouver@gmail.com

### PREVIOUS YEAR FUNDING

Did the Village of Anmore provide funding to this same organization last year? ☐ Yes ☒ No

If yes, amount received: \$ \_\_\_\_\_

Describe project/event/service: \_\_\_\_\_

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.

### CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1,700

Describe your project/event/service:

The School Program teaches grades 7-12 students alternative solutions to driving impaired.

How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.

The funds will cover the direct program costs of delivering 2 presentations of the program in Anmore.

Describe your organization and how its efforts do/might benefit the community:

MADD Canada's mission is to stop impaired driving and support victims of this violent crime.

How many participants do you expect: from Anmore: 160 from outside Anmore: 840

How will the Village be recognized for its contributions?

The Village will be recognized on our website, quarterly newsletter and prior to sponsored presentations.

Identify any long term objectives or goals that the organization is working toward

We are targeting delivery of 80 presentations of the program in BC reaching approximately 2,000 youth..

Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ 30,000	Contributor: <u>Confirmed sponsors</u>
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ 10,000	
Other: <u>MADD Canada/Chapters</u>	\$ 11,000	
_____	\$ _____	
_____	\$ _____	
<b>Total</b>	<b>\$ 51,000</b>	

### EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ 1,260
Other: <u>Admin, Crmn &amp; Salaries</u>	\$ 25,320
<u>Program Development</u>	\$ 23,220
<u>Promo &amp; Evaluation</u>	\$ 1,200
<b>Total</b>	<b>\$ 51,000</b>

### PROFIT / SHORTFALL

Revenue less expenses      \$ 0

### FISCAL YEAR-END RESERVE BALANCE:

Description: <u>Operating surplus</u>	Amount: \$ 32,719
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature   
Organization's Applicant

Signature   
Organization's President or Chair





## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

### REVENUE

Other Grant Monies	\$ _____	Contributor: _____
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ 238.83	
Fund Raising	\$ 105	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>Total</b>	<b>\$ 343.83</b>	

### EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ 660.70
Equipment Purchase	\$ _____
Other: Bank charges	\$ 9.65
_____	\$ _____
_____	\$ _____
<b>Total</b>	<b>\$ 670.35</b>

### PROFIT / SHORTFALL

Revenue less expenses	\$ -326.52
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### FISCAL YEAR-END RESERVE BALANCE:

Description: Operating surplus	Amount: \$ 32,719
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature  \_\_\_\_\_  
Organization's Applicant

Signature  \_\_\_\_\_  
Organization's President or Chair



**MADD Canada**  
**Unaudited Balance Sheet**  
**As At October 31, 2020**  
**Vancouver**

<b><u>Assets</u></b>	<b><u>Current Month</u></b>	<b><u>Previous Year End</u></b>
<b>Current Assets</b>		
Bank-General	20,671.03	19,413.55
Petty Cash	-	-
Prepaid Expenses	25.00	25.00
Investments	10,000.00	10,000.00
Accrued Interest	1,664.66	1,664.66
Accounts Receivable	-	-
Advances Receivable	-	-
Due from National	18.70	1,597.40
GST/HST Recoverable	13.40	18.70
<b>Total Current Assets</b>	<b>32,392.79</b>	<b>32,719.31</b>
<b>Fixed Assets</b>		
Vehicles	-	-
Vehicles-A/D	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>32,392.79</b>	<b>32,719.31</b>
Accounts Payable	-	-
Deferred Revenues	-	-
Due to National	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>-</b>
<b>Fund Balances</b>		
Operating Surplus (Deficit)	32,719.31	30,771.82
Operating Balance CY	(326.52)	1,947.49
Fund Balances (Surplus C/F)	32,392.79	32,719.31
<b>Liabilities &amp; Fund Balances</b>	<b>32,392.79</b>	<b>32,719.31</b>



**MADD Canada Vancouver Chapter  
Unaudited Chapter Income Statement  
as at October 31, 2020**

	<u>Current Month</u>	<u>Current YTD</u>
<b><u>Receipts</u></b>		
Memorial Donations	-	-
General Donations	123.00	238.83
Corporate Donations	-	-
Memberships	-	-
Grants	-	-
Revenue Sharing	-	-
Fundraiser	-	105.00
Red Ribbon Revenue	-	-
Foundations	-	-
Government Grants	-	-
Merchandise	-	-
All Interest	-	-
<b>Total Revenue</b>	<b>123.00</b>	<b>343.83</b>
<b><u>Disbursements</u></b>		
Promotion & Advertising	-	-
Special Project Expense	-	-
Merchandise	-	-
Wages	-	-
National Volunteer Conference	-	-
Victims' Weekend & Vigil	-	-
Victim Support, Services & Training	-	-
Program Meetings	-	-
All Public Education	-	-
Youth Program Awards	-	-
Travel, Accommodation & Meals	-	-
Rent	109.67	660.70
Insurance	-	-
Equipment Rental	-	-
Amortization	-	-
Communication	-	-
Postage/Courier	-	-
Supplies	-	-
Professional Fees	-	-
Bank Charges	0.50	9.65
Printing	-	-
Gov't Grants Expense	-	-
Fundraising	-	-
Red Ribbon	-	-
Publications/Memberships	-	-
<b>Total Expenses</b>	<b>110.17</b>	<b>670.35</b>
<b>Surplus (Deficit)</b>	<b>12.83</b>	<b>(326.52)</b>

# MADD Canada

## Metro Vancouver Chapter Bank Reconciliation

as at October 31, 2020

Balance Per G.L.: 036 20,671.03

Adjusted Balance Per G.L.: 20,671.03

**Balance Per Bank Statement(s):**

RBC Acct #06520 100-914-1 20,553.17

Less Outstanding Cheque(s) -

Add Outstanding Deposit(s) 117.86

Adjusted Balance Per Bank Statement: 20,671.03

Variance: 

-
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SUMMARY OF FUNDS IN TRANSIT			
Cheques:			
Chq Period	Chq #	Payee	Amount
Total Outstanding Cheques			-
Transfers:			
Inv. Period	MADD Inv. #	Description	Amount
Total Pending Transfers			-
Deposits:			
Deposit Date	Details		Amount
	PayPal Donations not yet Transferred to Bank		117.86
Total Outstanding Deposits			117.86

## Vancouver Paypal 2020-21

Trans. Period	Trans. Recorded in GL	Revenue/ Expense	Paypal Fees	Net	Transferred to Bank	Paypal Account Balance
Balance remaining at March 31, 2020				-		-
Apr-20	Apr-20			-		-
May-20	May-20	1.00	0.32	0.68		0.68
Jun-20	Jun-20			-		0.68
Jul-20	Jul-20	40.00	0.94	39.06		39.74
Aug-20	Aug-20	30.00	0.78	29.22		68.96
Sep-20	Sep-20	50.00	1.10	48.90		117.86
Oct-20	Oct-20			-		117.86
Nov-20				-		117.86
Dec-20				-		117.86
Jan-21				-		117.86
Feb-21				-		117.86
Mar-21				-		117.86
						<b>117.86</b>

**Chapter PayPal accounts must be monitored and reported on monthly. Include all revenue and PayPal fees. PayPal activity statements should accompany the monthly financial reporting submission.**

**All PayPal revenue should be transferred to the Chapter bank account quarterly at the minimum. Transfers can be delayed if the transfer amount is less than \$50 as there is fees charged on small balance transfers.**

**All donations requiring receipts must be sent to Dawn (dregan@madd.ca) within 14 days of the donation date. Please include a completed Charitable Receipt Request and a copy of the supporting documentation found on the PayPal website.**