

REGULAR COUNCIL MEETING – AGENDA

Agenda for the Regular Council Meeting scheduled for
Tuesday, January 11, 2022, at 7:00 p.m. in Council Chambers at Village Hall,
2697 Sunnyside Road, Anmore, BC



NOTE: The Village Hall/Council Chambers is now open to the public. Members of the public are required to follow public health orders to wear a mask in public indoor spaces. Alternatively, members of the public may view our Regular Council meeting by accessing the meeting via our YouTube channel. For those who are not attending in person, questions/comments under Item 3 Public Input, or Item 17 Public Question Period may be submitted up to 4:00pm on meeting days to karen.elrick@anmore.com to be read by the Corporate Officer during the meeting. https://www.youtube.com/channel/UCeLV-BY6gZzAVEKX5cMWcAQ?view_as=subscriber

THIS MEETING'S PROCEEDINGS WILL BE BROADCAST LIVE VIA YOUTUBE AND AVAILABLE AS A
RECORDED ARCHIVE ON THE VILLAGE WEBSITE

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 December 7, 2021**

Recommendation: That the Minutes of the Regular Council Meeting held on December 7, 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 12 **(a) Anmore Zoning Amendment Bylaw No. 651-2021**

Recommendation: That Council adopt Anmore Zoning Amendment Bylaw No. 651-2021.

10. Unfinished Business

None.

11. New Business

Page 20 **(a) 2022 Anmore Community Grant Requests**

Report dated January 7, 2022 from Lena Martin, Manager of Financial Services, attached.

(b) Advisory Planning Commission Appointments

Recommendation: That Council extend the current Advisory Planning Commission appointments set to expire on January 31, 2022, until successors are appointed.

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

None.

13. Mayor's Report

14. Councillors Reports

15. Chief Administrative Officer's Report

16. Information Items

(a) Committees, Commissions and Boards – Minutes

None.

(b) General Correspondence

- Page 129
- Communication dated November 30, 2021 from Forest Enhancement Society of British Columbia

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, December 7, 2021, at 7:00 p.m. in Council Chambers at Village Hall,
2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

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

ABSENT

OTHERS PRESENT

Juli Halliwell, CAO
Chris Boit, Manager of Development Services
Lena Martin, Manager of Financial Services
Therese Mickelson, Mickelson Consulting
Richard White, RWPAS Consulting
Katherine White, RWPAS Consulting

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Approval of the Agenda

IT WAS MOVED AND SECONDED:

R164/21 That the Agenda be approved as circulated.

Carried Unanimously

3. Public Input

David Gregory, Anmore, regarding opposition to Birch Wynde Park proposal

Mike Barnes, Anmore, regarding opposition to Birch Wynde Bike Park proposal

Tanya Marshall, Anmore, regarding concerns and opposition Birch Wynde Bike Park proposal

Chloe Heisler, Anmore, regarding opposition to Birch Wynde Bike Park proposal and desire to keep the area as is

Jacenta, Anmore, regarding opposition to Birch Wynde Bike Park proposal

Jordon Birch, enjoyed Light Up Spirit Park with family, spoke regarding housing needs assessment and lack of housing options in Anmore

Jennifer Anderson, agreed with neighbours in opposition to Birch Wynde Bike Park proposal

Jody Summers Cooke, support concerns from residents Birch Wynde supports keeping space without bike park proposal

4. Delegations

None.

5. Adoption of Minutes

**(a) Minutes of the Regular Council Meeting held on November 16, 2021 and
Minutes of the Special Council Meeting held on November 23, 2021**

IT WAS MOVED AND SECONDED:

R165/21 That the Minutes of the Regular Council Meeting held on
November 16, 2021 and the Minutes of the Special Council
Meeting held on November 23, 2021 be adopted, as circulated.

Carried Unanimously

6. Business Arising from Minutes

7. Consent Agenda

IT WAS MOVED AND SECONDED:

R166/21 That the Consent agenda be adopted.

Carried Unanimously

(a) Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – Cloverdale Hospital Site

Recommendation: That Council receive the communication dated November 10, 2021 from Metro Vancouver regarding Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – Cloverdale Hospital Site, for information.

(b) Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – South Campbell Heights

Recommendation: That Council receive the communication dated November 10, 2021 from Metro Vancouver regarding Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – South Campbell Heights, for information.

(c) Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – 228 175A Street

Recommendation: That Council receive the communication dated November 10, 2021 from Metro Vancouver regarding Metro 2040: Shaping Our Future Land Use Designation Amendment Request from City of Surrey – 228 175A Street, for information.

(d) Village of Anmore Mandatory Vaccination Policy No. 72

Recommendation: That Council receive the Village of Anmore Mandatory Vaccination Policy No. 72, for information.

8. Items Removed from the Consent Agenda

None.

9. Legislative Reports

(a) Anmore Five-Year Financial Plan Amendment Bylaw

IT WAS MOVED AND SECONDED:

R167/21 That Council adopt Anmore Five-Year Financial Plan Amendment Bylaw No. 654-2021.

Carried Unanimously

10. Unfinished Business

None.

11. New Business**(a) Birch Wynde Bike Park Community Survey**

Ms. Therese Mickelson, Mickelson Consulting Inc. provided an overview of the engagement summary.

IT WAS MOVED AND SECONDED:

R168/21 That Council receive the Birch Wynde Bike Park Community Engagement Summary Report dated November 25, 2021 from Mickelson Consulting Inc.

Carried Unanimously

(b) Housing Need Assessment Report Results

Mr. Richard White, RWPAS Consulting, provided an overview and PowerPoint presentation, which is included as Attachment 1 and forms part of the original minutes, of the Housing Needs Assessment Report results.

Discussion points included:

- Overview of local demographic and market context
- Home prices and affordability including core housing needs
- Recent population growth and housing market response
- Future housing requirements
- Whether the province could regulate or provide incentives to local governments in the future to address housing needs
- Analysis based on 2016 census data and property values have substantially increased over the last 5 years

IT WAS MOVED AND SECONDED:

R169/21 That Council receive the Housing Needs Report dated November 2021 for information;

And that Council direct staff to forward the Village of Anmore Housing Needs Assessment report to the Union of British Columbia Municipalities, Metro Vancouver Regional District and

Province of British Columbia as well as post the report publicly on the Village's website.

Carried Unanimously

(c) GIS Trail Map

Mr. Chris Boit, ISL Engineering, provided an overview of the proposal to include trail network layers within the GIS data on the Village website.

IT WAS MOVED AND SECONDED:

R170/21 That Council approve the budget not to exceed \$7,000 plus GST to create the GIS trail network layers and content for the Village website to be funded from the COVID-19 Restart Grant.

Carried Unanimously

(d) 2022 Council Calendar and Council Appointments

Ms. Karen Elrick, Manager of Corporate Services, provided an overview of the proposed 2022 Council Calendar and appointments.

IT WAS MOVED AND SECONDED:

R171/21 THAT Council:

- A. Approve the 2022 Council Calendar as attached to the report dated December 3, 2022 from the Manager of Corporate Services, as amended to reflect the January 2022 Regular Council Meeting date as January 11, 2022; and
- B. Approve the following Acting Mayor Schedule for 2022:

Nov/Dec/Jan	Councillor Krier
Feb/Mar/Apr	Councillor Laidler
May/Jun/Jul	Councillor Trowbridge
Aug/Sep/Oct	Councillor Weverink
- C. Appoint Mayor John McEwen, Councillor Kim Trowbridge, and Councillor Paul Weverink as Trustees to the Sasamat Volunteer Fire Department for 2022.

Carried Unanimously

12. Items from Committee of the Whole, Committees, and Commissions**(a) Environment Committee – October 21, 2021**

At the October 21, 2021 Environment Committee meeting, the following recommendation was made to Council:

IT WAS MOVED AND SECONDED:

- R172/21 That Council direct staff to review and report back to Council items identified by the Environment Committee within the Tree Management Bylaw and prepare a report for Council consideration.
1. Define “tree” better and consider naming the species, add specifics to the bylaw “tree definition”.
 2. Incorporate climate change considerations in the replanting guidelines in detail.
 3. Consider clearer language other than “may”, to consider the word “shall”.
 4. “Administrator” should be more specific. It implies that someone “singular/one person” perhaps unqualified can make decisions. Everything should be signed off by a qualified professional (QEP).
 5. Include specifics for significant trees and wildlife trees.
 6. Have a policy that applies our tree bylaw to municipal land (refer to North Vancouver District policy regarding environmental protection on municipal land).
 7. Clarify who follows up, as per the terms of the bylaw on the permit (three-year period). What is the reporting?
 8. The bylaw needs to proofread and tightened up. Some typos could be shortened. Example: two different fines and penalties for two similar offences. Page 2 under definition “diameter” says “trucks” not “trunks”.
Note: Environment Committee would like to know how many fines had been collected penalties in the past.
 9. Replacing trees one month after cutting a tree down is not enough time in the case of development. Consider three months after occupancy to replant is more reasonable.”

Carried Unanimously

13. Mayor’s Report

Mayor McEwen reported that:

- The Village is seeking volunteers for the Advisory Planning Commission and Finance Committee and the deadline for submissions is December 31
- Quarterly Ombudsperson report was received on November 19 and one inquiry was noted with no investigation warranted
- A new “Anmore Residents Association” has been formed and he is looking forward to working with them and finding out about the organization
- Light Up Spirit Park event was successful and was attended by about 200 people. Thanks to Minister Selina Robinson, Mike Clay, former Port Moody Mayor, and Councillor Diana Dilworth, Port Moody, for the help serving hot chocolate and to Sabina Perrin and the CECI Committee for organizing
- This Sunday is the last kids bingo of the year from 6-8 p.m. at Council Chambers Village Hall
- Noted that Mary Ann Cooper has passed away at the age of 107 years

14. Councillors Reports

Councillor Krier reported that:

- Crossroad Hospice virtual fundraiser raised over \$55,000
- \$360 was raised for Eagle Ridge Hospital Foundation and Share at the Light Up Spirit Park event

Councillor Weverink:

- Expressed his sadness regarding Mary Anne Cooper’s passing and noted that he is going to see the commemorative documentary film
- Enjoyed the Light Up Spirit Park event
- Offered seasons greetings to everyone

Councillor Trowbridge offered seasons greetings to everyone.

15. Chief Administrative Officer’s Report

Ms. Juli Halliwell, CAO, reported that

- Notices have been sent out for outstanding taxes/utilities
- Village Hall will be closed over Christmas mid afternoon December 24 reopening Tuesday January 4
- Lance Fortier, Operations Superintendent, is leaving the Village effective December 17 and he was thanked for his many years of service to the Village
- Open house Question and Answer session regarding the financial analysis was held via zoom with a good turnout and questions and answers will be collated and shared in the coming days on the Village website

16. Information Items**(a) Committees, Commissions and Boards – Minutes**

- Minutes of the Parks and Recreation Committee Meeting held on July 21, 2021
- Minutes of the Environment Committee Meeting held on October 21, 2021
- Minutes of the Public Hearing held on November 16, 2021

(b) General Correspondence

- Communication dated November 17, 2021 from City of Pitt Meadows regarding Unfair Taxation Benefitting Railway and Industrial Operations
- Communication dated November 24, 2021 from School District 43 regarding Board of Education Chair and Vice-Chair appointments
- Communication dated November 25, 2021 from City of Coquitlam regarding City of Coquitlam Comments on Draft Metro 2050 Regional Growth Strategy

17. Public Question Period

Joerge Dyrkton, asked if all questions submitted for the Anmore South financial analysis would be answered publicly? It was noted that all answers provided will be posted publicly. Mr. Dyrkton asked if the Mayor considers scenario 2 under the financial analysis moderate and what is his position? Mayor McEwen replied that no position is taken and the analysis is for information.

18. Adjournment

It was MOVED and SECONDED:

R173/21 THAT the meeting be adjourned at 8:24p.m.

Carried Unanimously

Karen Elrick
Corporate Officer

John McEwen
Mayor

VILLAGE OF ANMORE

BYLAW NO. 651-2021

A bylaw to amend the Village of Anmore Zoning Bylaw No. 568-2017

WHEREAS the *Local Government Act* authorizes a municipality to amend its zoning bylaw from time to time;

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

- 1) That this bylaw may be cited for all purposes as “Anmore Zoning Amendment Bylaw No. 651-2021”.
- 2) That Village of Anmore Zoning Bylaw No. 568- 2017 be amended by adding the text and maps included in Schedule A which forms part of this bylaw.
- 3) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2175 East Road, PID 014-846-756, from Residential 1 to Infill Development – INF.
- 4) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 125 Hummingbird Drive, PID 023-971-860, from Residential 1 to Infill Development – INF.
- 5) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2345 Sunnyside Road, PID 008-921-083, from Residential 1 to Infill Development – INF.
- 6) That the Village of Anmore Zoning Bylaw No. 568-2017 Schedule ‘A’ Zoning Map be amended to change the zoning for 2110 Sunnyside Road, PID 013-594-940, from Residential 1 to Infill Development – INF.

READ a first time the 14th day of September, 2021

READ a second time the 2nd day of November, 2021

PUBLIC HEARING HELD the 16th day of November, , 2021

READ a third time the 16th day of November, , 2021

ADOPTED the day of , 2021

MAYOR

MANAGER OF CORPORATE SERVICES

Schedule A

9.20 INFILL DEVELOPMENT – INF

9.20.1 Purpose

This **zone** is intended to provide **land** solely for the purpose of one-family **residential** housing as the **principal use**.

9.20.2 Minimum Parcel Size

Permitted Uses	Parcel Size
One-Family Dwelling	1,349 m ²

Refer to Village of Anmore Policy No. 61 for guidance on Property line requirements during subdivision.

9.20.3 Maximum Number of Buildings and Height

Permitted Use by Parcel	Maximum Number	Maximum Building Height
Principal Building:	1	10 m
Accessory Buildings and Structures	1	7 m

9.20.4 Maximum Floor Area Ratio for Parcel of Land

Parcel Size	Ratio	Bonus Floor Area
>1349m ² to <1799m ²	0.25	0 m ²
>1799m ² to <2200m ²	0.25	60 m ²
>2200m ²	0.30	125 m ²

Example Calculation of Total Floor Area Ratio

A parcel of land totaling 1826m² is created through subdivision the maximum **FAR** will be:

$$(1826\text{m}^2 \times 0.25) + 100\text{m}^2 = 556.5\text{m}^2 \text{ (approx. } 5990 \text{ ft}^2\text{)}$$

9.20.4.1 – Accessory Buildings Floor Area

Accessory building floor area shall not exceed 30% of the total allowable **Floor Area Ratio** for the Parcel of Land.

9.20.4.2 – Coach House

Coach House will only be allowable on parcels of land 2695 m² or larger.

9.20.5 Minimum Building Setbacks

Permitted Use	Front Parcel Line Setback	Rear Parcel Line Setback	Exterior Side Parcel Line Setback	Interior Side Parcel Line Setback
Principal Buildings	7.6 m	7.6 m	5.0 m	3.0 m
Accessory Building and Structure	7.6 m	7.6 m	5.0 m	3.0 m

9.20.6 Off-Street Parking

Off-street parking spaces shall be provided on the same **parcel** as the **use** being served in accordance with the following requirements:

- a) 2 spaces per **one-family dwelling**;
- b) 2 Spaces per **secondary suite**;
- c) 2 Spaces per **coach house**.

9.20.7 Maximum Parcel Coverage

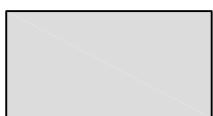
The maximum **parcel coverage** shall be 35% per **parcel**.

9.20.8 Other Regulations

All permitted **land uses** shall be connected to community services in accordance with the *Subdivision and Development Control Bylaw NO. 633-2020*

9.20.9 Zoning Plan

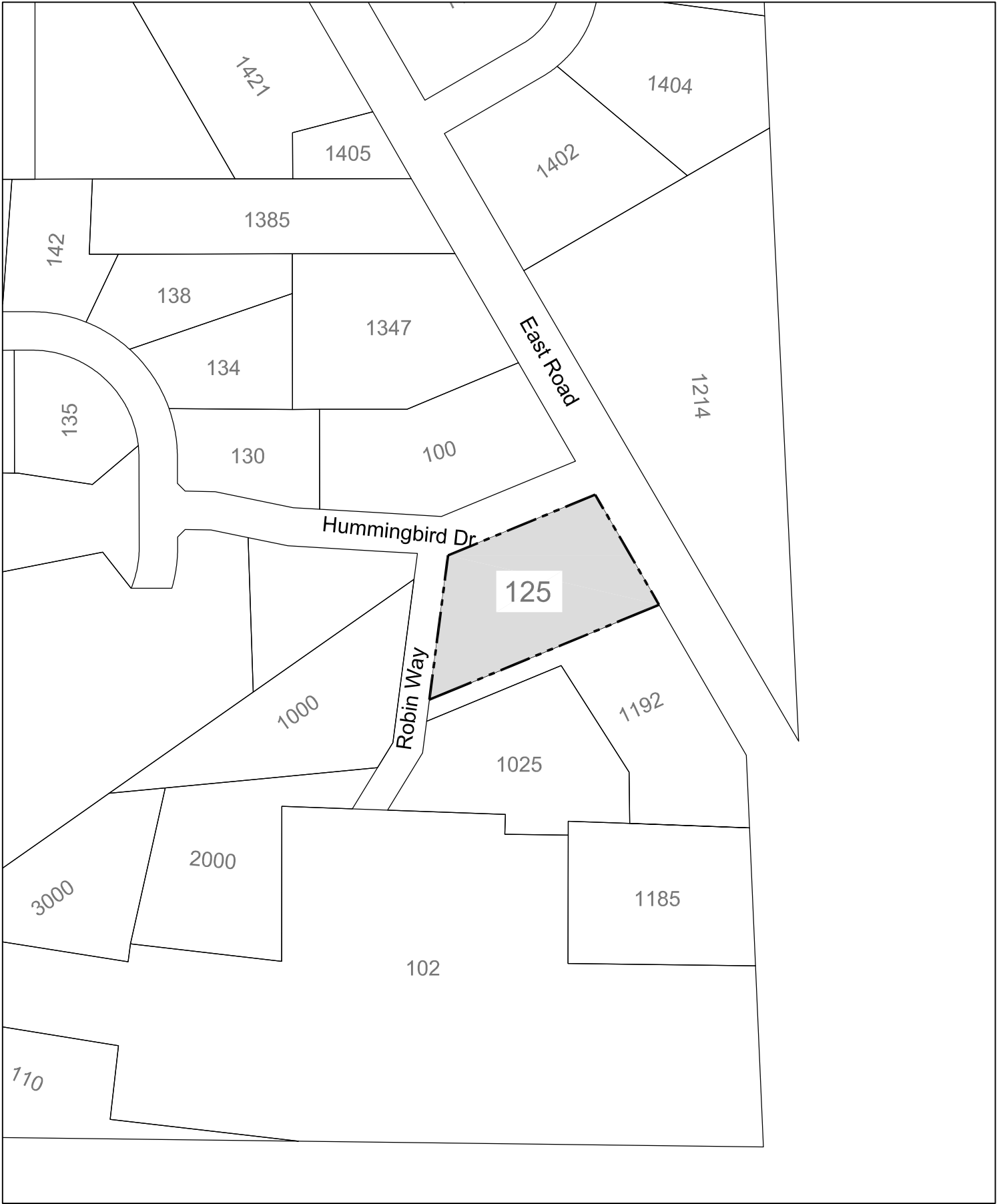
The Zoning Plan(s) contained within this Bylaw form an integral component of this **zone**.



INFILL ZONE

ZONING MAP

INFILL - 1



INFILL ZONE

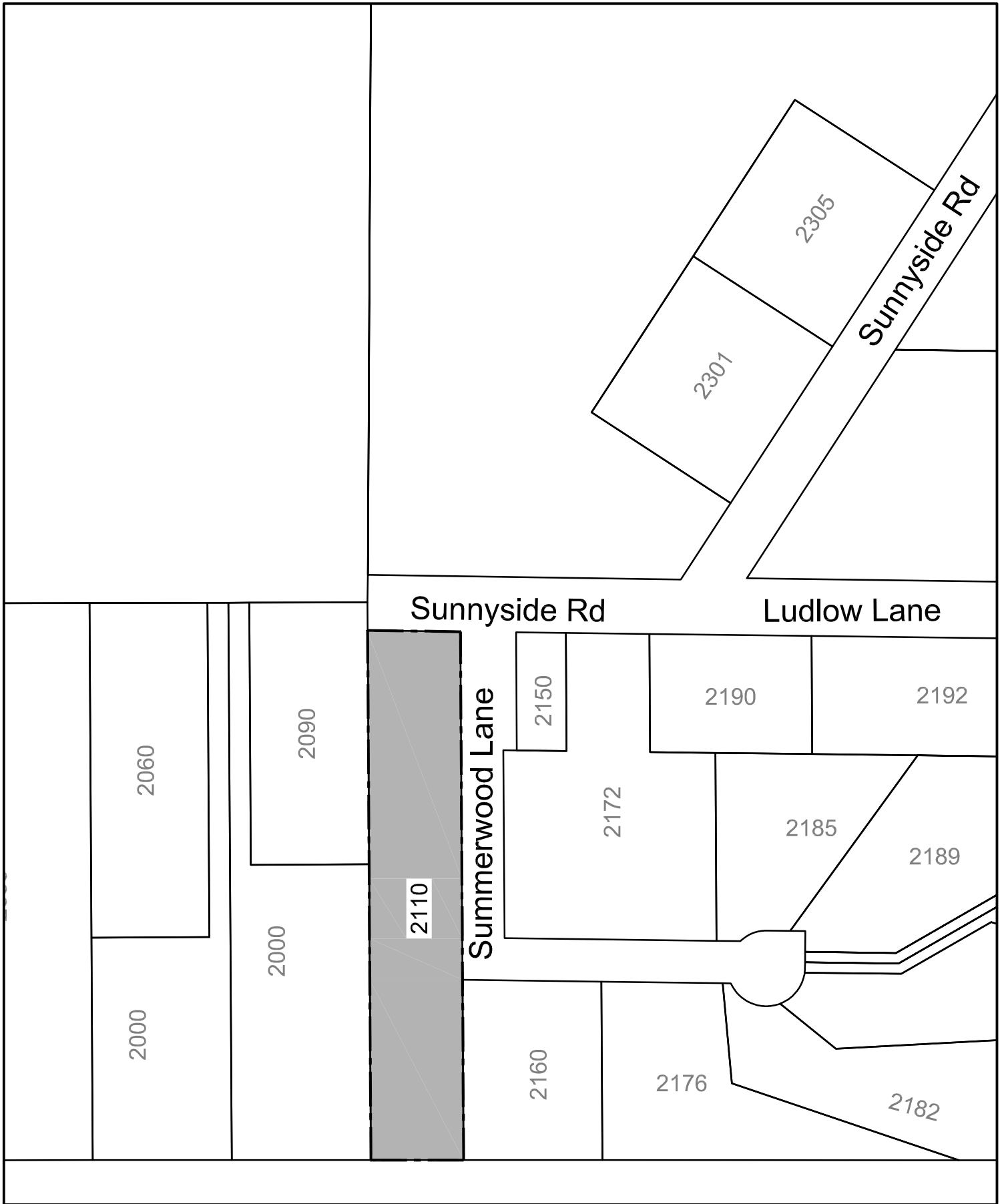
ZONING MAP
INFILL-2



INFILL ZONE

ZONING MAP

INFILL-3



INFILL ZONE

ZONING MAP

INFILL-4



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: January 7, 2022

File No. 1850-20

Submitted by: Lena Martin, Manager of Financial Services

Subject: 2022 Anmore Community Grant Requests

Purpose / Introduction

To seek direction from Council regarding the approval of community grant applications received for the 2022 budget year.

Recommended Option

That Council approve the following community grants as outlined in the report dated January 7, 2022, from the Manager of Financial Services regarding 2022 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.

The Village of Anmore has received ten community grant applications for the 2022 budget year. The combined total of all applications requesting Council's consideration is \$11,087. The applicants are listed as follows:

Applicant	2022 Project, Event or Service	2022 Amount Requested	2021 Amount Received	2020 Amount Received	2019 Amount Received
1 st Anmore Scouts	Link Camp & Activity Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000

Report/Recommendation to Council
2022 Anmore Community Grant Requests
January 7, 2022

Anmore Elementary PAC	Literacy & Numeracy Supplies	2,000	1,500	2,000	2,000
Anmore Garden Club	Membership to BC Council of Garden Clubs, Craft Supplies	500	500	500	Nil
Communities Embracing Restorative Action (CERA)	Restorative Justice Services	437	437	Nil	437
Coquitlam Search & Rescue	Rescue Truck Canopy	1,500	1,200	Nil	Nil
Friendly Forest Preschool (A)	Play Supplies	1,000	1,500	Nil	Nil
Friendly Forest Preschool (B)	Teacher Salaries (Addl. Sick Day Requirement)	1,500		Nil	Nil
Beneath the Surface	Youth 7 – 18 Water Stewardship Program Website Development	1,950	Nil	Nil	Nil
Heritage Woods Secondary	After Grad Celebration	200	Nil	Nil	Nil
The Anmore Times	Honoraria for 2 students to take Council Meeting notes and newspaper delivery	1,000	Nil	Nil	Nil

TOTAL **\$ 11,087** **\$ 6,987**

Discussion

The following principles may be applied to determine funding allocations:

- Availability of funds budgeted for grants and donations;
- Community benefit;
- Scope in which the grant will promote the well-being and quality of life of Anmore residents;
- 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.
- Scope in which the funds are expended in Anmore;
- The needs of the applicant requesting funding;
- 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

2022 Anmore Community Grant Requests

January 7, 2022

- 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)

Other Options

1. That Council approve the following community grants as outlined in the report dated January 7, 2022, from the Manager of Financial Services regarding 2022 Anmore Community Grant Requests _____.

Or

2. That Council approve all community grants as outlined in the report dated January 7, 2022, from the Manager of Financial Services regarding 2022 Anmore Community Grant Requests and fund the additional \$4,087 from Operating Surplus.

Or

3. That Council refer the report from the Manager of Financial Services regarding 2022 Anmore Community Grant Requests back to staff for further information.

Financial Implications

The financial implications are as listed in the table above. As noted, the annual budget is currently \$ 7,000 for community grants. If Council were to approve all requests, the remaining funds for *additional* budget request in 2022 would be \$ 4,087 and is recommended to funded from Surplus.

Communications / Civic Engagement

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

Report/Recommendation to Council

2022 Anmore Community Grant Requests

January 7, 2022

Council 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. 1st 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. Beneath the Surface grant application
9. Heritage Woods Secondary grant application
10. The Anmore Times grant application

Prepared by:



Lena Martin
Manager of Financial Services

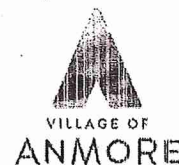
Reviewed for Form and Content / Approved for Submission to Council:

Chief Administrative Officer's Comment/Concurrence



Chief Administrative Officer

APPENDIX 1



Community Grant Application Form

Date of application: December 22, 2021

Name of organization/event: 1st Anmore Scouts Canada

Address: C/O: Julie Mitten, Group Commissioner,

Main contact person(s):

1. Name: Julie Mitten Position: Group Commissioner

Phone (primary): Phone (alternate):

Email:

2. Name: Angela Yin Position: Treasurer

Phone (primary): 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: \$ 1000.00

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: \$ 1000.00

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: 24 from outside Anmore: 16

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	\$ 4000.00	Contributor: BC Gaming Grant
Provincial/Federal Monies	\$	
Participant Fees	\$	
Donations	\$	
Fund Raising	\$ 4700.00	
Other: Anmore Community Grant	\$ 1000.00	
Other/Accrual from previous period	\$ 9400.00	
	\$	
Total	\$ 19100.00	

EXPENSES

Venue Rental	\$
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$ 6200.00
Other: Activity Expenses	\$ 6500.00
Link Camp	\$ 2500.00
Training, Insurance, Misc	\$ 3600.00
	\$
Total	\$ 18800.00

PROFIT / SHORTFALL

Revenue less expenses	\$ 300.00
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FISCAL YEAR-END RESERVE BALANCE:

Description: BC Gaming Grant	Amount: \$ 0
Anmore Community Grant	Amount: \$ 0
Operating Cash Buffer	Amount: \$ 300.00

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	\$ 4900.00	Contributor: <u>BC Gaming Grant</u>
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ 4606.40	
Other: <u>Anmore Community Grant</u>	\$ 1000.00	
<u>Other/Misc</u>	\$ 10.24	
	\$ _____	
Total	\$ 10516.64	

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ 1774.63
Other: <u>Activity Expense</u>	\$ 822.03
<u>Link Camp</u>	\$ 7091.50
<u>Insurance, Training, Misc</u>	\$ 2739.02
Total	\$ 12427.18

PROFIT / SHORTFALL

Revenue less expenses \$ (1910.54)

FISCAL YEAR-END RESERVE BALANCE:

Description: <u>BC Gaming Grant</u>	Amount: \$ 5016.00
<u>Anmore Community Grant</u>	Amount: \$ 0
<u>General Fund</u>	Amount: \$ 13262.52

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



Anmore Community Grant Application Form (2021-2022) – Appendix

Scouts Canada – First Anmore

Note 1 - Describe project/event/service.

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 while the purposes of respect for nature, appreciation of the outdoors, community services and volunteering are embedded. The benefits to Scouting are significant both for participants, and for the communities in which they operate.

The activities normally include all-season camps in a variety of locations in British Columbia; hiking, canoeing, snow shoeing, bowling, camp cooking, learning about wildlife, fire safety, and other outdoor activities. Amid COVID 19 pandemic, we have reduced the planned camps but offer virtual meeting activities as proposed by Scouts Canada and the provincial government, as well as other indoor and outdoor activities following Scouts Canada and the provincial COVID guidelines.

Note 2 – How were grant funds spent?

The funds received from the Village of Anmore in 2020 were used to offset the considerable cost of the year end Link Camp.

This annual camp presents a unique opportunity to pass down customs and traditions, as well as enabling youth and families in all sections to participate. A one day camp costs around \$500. Since the start of the COVID pandemic, we cancelled all camp activities. In July 2021, once the provincial government lifted the COVID restrictions, we were able to arrange our year-end Link Camp with Sasamat Outdoor Centre due to its capacity of providing camp grounds, cabins, services and activities that strictly following the provincial guidelines. This was a two-night and two-day camp that included activities such as nature exploring, compass using, canoing, kayaking, rock-climbing, wood-chopping, camp-fire making, archery, etc. A total of 40 youth and scouters attended this camp. While typically a year-end camp, this year we utilized it as kick-off camp to get everyone back together again.

The Anmore Community Grant of \$1,000 was used to offset part of this Link Camp cost. The rest of the cost was offset by the provincial government grant as well as our other revenue sources.

Note 3 – Describe your project/event/service.

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 – How will grant funds be spent?

Provided the 2021 Anmore Community Grant is awarded, the funds will be dispersed as follows:

- \$500 Link Camp
- \$500 to offset section activity fees
- **\$1,000** TOTAL

Link Camp \$500 -- 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. 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.

This year, we have budgeted \$2,500 for this activity and planned to use \$500 of Anmore Grant to offset the cost. Due to the COVID restrictions, we have not booked the camp site yet. We will monitor the provincial notices closely and make sure to arrange this camp safely by strictly applying the provincial COVID guidelines.

Offset Activity Fees \$500 – We expect to spend about \$6,500 in activities for 2021-22. 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.

Beavers (ages 4 – 7)

Date	Activity	Delivery of Activity
Oct. 16	First Bottle Drive	Community fund raising
Oct.23-24	Link Camp – Sasamat Outdoor Centre	Overnight Camp, Outdoor Activity, Water Activity, Survival Training
Nov. 7	Meeting-Introductions	Indoor, Social

Nov. 13	Hike at Buntzen lake	Outdoor, Hiking
Nov. 21	Campfire	Outdoor, Survival Training
Nov. 27	Nature Scavenger hunt	Outdoor, Nature, Wilderness
Dec. 4	Rock Climbing	Indoor, Physical
Dec. 12	Fire Station Tour	Education. Community Event.
Dec. 19	Christmas Cookie Making	Cook, Crafts, Cultural
Jan. 8	Bottle Drive	Community fund raising
Jan. 15	Sledding	Outdoor Activity
Jan. 16	Beaver Buggies	Indoor, Craft
Jan. 23	Swimming	Indoor, Physical
Jan. 30	Hike at Minnekhada Park	Outdoor, Nature, Wilderness
Feb. 6	Slime Making	Indoor, Crafts
Feb. 13	Valentines Day Craft	Indoor, Craft, Culture
Feb. 15 or 22	Baden Powell Dinner – Potluck	Community Activity
Onwards	To Be Determined	

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

Scouts (ages 11 – 14)

Date	Activity	Delivery of Activity
Sept 29	Learn how to use stove	Education, Survival training, Hands-on Activity
Oct.2	Hike to Eagle Mountain + Cooking Lunch	Hike, Cook, Outdoor Activity, Survival Training
Oct. 12	Intro to Scouts	Indoor Activity, Education
Oct. 16	Bottle Drive	Community fund raising
Oct. 23-24	Link Camp – Sasamat Outdoor Centre	Overnight Camp, Outdoor Activity, Water Activity, Survival Training
Oct.28	Halloween Night Hike	Outdoor Activity, Community and Cultural Event
Nov.2	Outdoor Adventure Skills -- I	Education, Survival training, Hands-on Activity
Nov.9	Camping Skills training	Education, Survival training, Hands-on Activity
Nov.16	Planning for cook camp	Education. Plan, Budget and Prepare.

Nov.23	Food Pick	Education. Plan, Budget and Prepare.
Nov.24	Equipment Pick	Education. Plan, Budget and Prepare.
Dec. 5	Rock-Climbing	Indoor Activity. Physical Activity.
Dec.11	Sandwich Making	Education, , Hands-on Activity
Dec.14	Outdoor Adventure Skills -- II	Education, Survival training, Hands-on Activity
Jan. 8	Bottle Drive-Anmore	Community fund raising
Onwards	To be Determined	

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

Venturers / Rovers (ages 15 – 17)

Venturers and Rovers plan their own activities and they plan no further than a month in advance at a time. In addition to activities which all sections attend, such as bottle drives and Link Camp, they build their schedule around area where wide organized camps can take place. The planned activities this year include front or backcountry camps, nature hikes, canoeing, kayaking, climbing etc.

Note 5 – Describe your organization and how its efforts do/might benefit the community.

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 1st 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 – How will the Village be recognized for its contributions?

In terms of participation from those youth from Anmore, Belcarra and those from outside the Village, the 1st Anmore Scouts group feels very fortunate to have the participation of several families from Port Moody and Coquitlam. The Port Moody Scouting program folded three years ago, so we are pleased

that some of those families chose to continue their participation in Scouts Canada with the 1st 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 – Identify any long term objectives or goals that the organization is working toward.

For the 1st 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

Budget by Sections

For Year Ending Aug.31, 2022

	Group Committee		Beaver		Cubs		Scouts		Venturer/Rover		Total	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Registered Scouters			1	1	6	6	3	3	2	2	12	12
Registered Youth			4	4	11	11	9	9	4	4	28	28
Total #			5	5	17	17	12	12	6	6	40	40
Approx. % Allocation	10%		15%		30%		30%		15%		100%	
Revenue												
BC Gaming Grant	4000										4000	
Anmore Grant	1000										1000	
Bottle Drive 1	200		270		480		480		270		1700	
Bottle Drive 2	100		250		450		450		250		1500	
Bottle Drive 3	100		250		450		450		250		1500	
Other/Acc. Previous	4700		820		1530		1530		820		9400	
Total Revenue	10100		1590		2910		2910		1590		19100	
Expense												
Activities			1150		2100		2100		1150		6500	
Link Camp (Net)			440		810		810		440		2500	
Equip. & Supplies *	6200										6200	
Training	1000										1000	
Badges	500										500	
Other/Misc	500										500	
Group Committee	500										500	
Insurance	1100										1100	
Total Expenses	9800		1590		2910		2910		1590		18800	
Net Operating Surplus/Deficit	300		0		0		0		0		300	

Notes:

Budgeted Equipment and Supplies:

Dehumidifier	500
Trailer repairs	3700
Storage electrical upgrade	1800
Camp supplies	200
Total	6200

1st Anmore Scouts

Revenues & Expenses

For the Period of Sept 1, 2020 to Aug.31, 2021

Revenues	Budget	Actual	% over total revenue
Activity Fees Collected	5000	0	
Membership Fee Reimbursed from Scouts Canada	0	10	
BC Gaming Grant	4900	4900	46.59%
Village of Anmore Grant	1000	1000	9.51%
Bottle Drive Revenue	5000	4606.4	43.80%
Bank Interest-Operating A/C	0	0.24	
Other/Accrual from Previous	500		
Total	16400	10516.64	
Expenses			% over total expenses
Activity Expenses	10450	822.03	6.61%
Link Camp (net) *	1450	7091.50	57.06%
Activity Fee Refund		1552.16	
Equipment & Supplies		1774.63	14.28%
Training	900	94	0.76%
Badges	850		
Bottle Drive Expenses		88.1	
Other/Misc	250	160	1.29%
Group Committee	500		
Insurance	1500	844.76	6.8%
Total	15900	12427.18	
Net Operating Surplus/Deficit	500	-1910.54	

Notes:

Link Camp (Net) Expense:

This is an early recognition of expense that was planned to happen on June 2021 but was delayed due to COVID.

Total expense paid	9141.50
Fees collected from members	2050
Net Expense	7091.50

1st Anmore Scouts **Revenues & Expenses by Section**

For the Period of Sept 1, 2020 to Aug.31, 2021

	Group Committee	Beavers	Cubs	Scouts	Venturers/Rovers	Total
Income						
Member Fee Reimb from Scouts Canada	10.00					10.00
BC Gaming Grant		1700.00	1700.00	900.00	600.00	4900.00
Village of Anmore Grant	1000.00					1000.00
Bottle Drive Revenue	1592.87	960.00	960.00	672.03	421.50	4606.40
Bank Interest	0.24					0.24
Total Income	2603.11	2660.00	2660.00	1572.03	1021.50	10516.64
Expenses						
Activities		260.00	260.00	172.03	130.00	4064.10
Link Camp (Net)		2400.00	2400.00	1400.00	891.50	7091.50
Activity Fees Refunded	1552.16					1552.16
Equipment & Supplies	1774.63					1774.63
Bottle Drive Expenses	88.10					88.10
Training	94.50					94.50
Other/Misc	160.00					160.00
Insurance	844.76					844.76
Total Expenses	4513.65	2660.00	2660.00	1572.03	1021.50	12427.18
Net Section Surplus/Deficit	-1910.54	0.00	0.00	0.00	0.00	-1910.54

1st Anmore Scouts

Balance Sheet

As at Aug.31, 2021

	General Fund	BC Gaming Fund	Total	Notes
Assets				
Bank - Operating A/C	12870.52	N/A	12870.52	
Bank – Gaming A/C	N/A	5016	5016	
Prepaid Expenses *	392		392	1
Total Assets	13262.52	5016	18278.52	
Liabilities				
Accounts Payable *	3966.13	4900	8866.13	2
Total Liabilities	3966.13	4900	8866.13	
Fund Balances				
Restricted	N/A	116	116	
Unrestricted	9296.39	N/A	9296.39	
Total Fund Balances	9296.39	116	9412.39	
Total Liabilities and Fund Balances	13262.52	5016	18278.52	

Notes:

1. Prepaid Expense: This is the insurance expense for the trailer, paid upfront. Expense will be recognized in the next fiscal year.
2. Accounts Payable:

Accounts payable components		Details
a. Trailer repair	+1774.63	Invoiced but not paid by Aug.31
b. Link Camp – Payable by Operating Account – Invoiced but not paid by Aug.31	+2191.50	Invoice Total + 9141.50 Offset by Gaming Grant - 4900.00 Balance to Operating Account = 2191.50
Total for the year	\$3966.13	

Prepared by: *Angela Yin*

Date: *Nov. 28, 2021*

Approved by: *Josh Merten*

Date: *Nov. 29, 2021*

APPENDIX 2



Community Grant Application Form

Date of application: December 30, 2021

Name of organization/event: Anmore Elementary Parent Advisory Council

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

Main contact person(s):

1. Name: Dawn Halliday Position: Anmore PAC Treasurer
Phone (primary): _____ Phone (alternate): _____
Email: _____
2. Name: Jessica Lancaster Position: Anmore PAC Chair
Phone (primary): _____ 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: \$ 1500.00

Describe project/event/service: Sports Equipment Upgrade

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.
New high jump mat for the school gym - full amount was directed to this project, PAC paid the difference

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 2000.00

Describe your project/event/service:

Literacy & Numeracy Supplies

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

Purchase of numerous tools/games to be used for all students (see attached - any funds leftover will be used towards teachers requests)

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: 102 from outside Anmore: 18 - approx.

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

Please refer to the attached projected
2021/2022 budget sheet

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 _____
DocuSigned by:
Dawn Halliday
C1A95317805C487...

Signature _____
DocuSigned by:
[Signature]
F58G384468884G1...

Organization's President or Chair



FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

Please refer to the attached actual
2020/2021 budget sheet

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	\$ _____

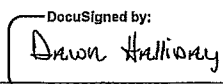
PROFIT / SHORTFALL

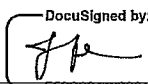
Revenue less expenses	\$ _____
-----------------------	----------

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  _____
C1A95317805C487...
Organization's Applicant

Signature  _____
F56C304460984C1...
Organization's President or Chair



APAC 2020/2021 Budget (Actual)

Income	Budget	Notes
Anmore Grant	\$ 1,500.00	
Gaming Grant	\$ 2,500.00	
Belcarra Grant	\$ 250.00	
Interest	\$ 0.02	
PAC Operation		
<i>Fundraising</i>	\$ 35,092.07	
Total Revenues	\$ 39,342.09	
Expenses		
Grade 5 leave taking	\$ (700.00)	
Float	\$ -	
PAC Operation	\$ (5,379.99)	school supplies, workshops & crafts
High Jump Mat	\$ (2,323.07)	used Anmore Grant
<i>Fundraising</i>	\$ (26,488.73)	
Total Expenses	\$ (34,191.79)	

Fundraising Profit

APAC 2021/2022 Budget (Projected)

Income	Budget	Notes
Anmore Grant	\$ 2,000.00	Application submitted December 2021
Belcarra Grant	\$ 250.00	Application submitted December 2021
Gaming Grant	\$ 2,220.00	Approved October 2021
Interest	\$ -	
PAC Operation	\$ -	
<i>Fundraising</i>	\$ 25,000.00	
Total Revenues	\$ 29,470.00	
Expenses		
Float	\$ (500.00)	
Grade 5 Leave Taking	\$ (500.00)	
PAC Operation	\$ (5,000.00)	
<i>Fundraising</i>	\$ (20,000.00)	
Total Expenses	\$ (26,000.00)	

PAC Wishlist – Due Oct 21st

Teacher: all staff

Division: 1-5

Item: see attachment

Cost: 1343.96 + Tax
? shipping.
(12% + 6⁰⁰)

Purpose/Rationale: Literacy & Math Games.
(box cars and one-eyed Jacks)

* we may be able to get it a little cheaper
by calling the company directly with a custom
order.

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Visit our website at www.boxcarsandoneeyedjacks.com and Enter Coupon Code

FALLTWENTYONE

To Receive 10% Off Your Next Order!

*May not be combined with any other offers.

*Does not apply to sale items, the Deluxe Primary/Upper Elementary Kits or Downloads.

*Discount is applied before shipping and handling. Valid until November 30th, 2021

Box Cars and One-Eyed Jacks Order Form

#101, 17920 - 105 Avenue, Edmonton, AB Canada T5S 2H5
TEL: 1-866-342-3386 / 780-440-6284 FAX: 780-440-1619

Date/Convention: Oct. 22, 2021 BC Pro.D.

Bill To: Company Name: Anmore Elementary Contact Name: 604-469-9926

P.O.# _____ FEI#: (For USA orders over \$500.00) _____

Address: 30 Elementary Rd. City: Anmore St/Pv: B.C.

Zip/Postal: V3H 4Y6 Email: (PRINT CLEARLY) _____

Phone: 604-469-9926 Fax: _____

Ship To: (☒ SAME AS ABOVE) Contact Name: Shannon Kurita

Address: _____ City: _____ St/Pv: _____

Zip/Postal: _____ Email: (PRINT CLEARLY) _____

Phone: _____ Fax: _____

Item Description (including code if known)	Qty	Price	Subtotal
Domino Custom Student Sets 2 of ea. colour	60	10.00	600.00
Literacy Custom Student Set	60	10.00	600.00
Deluxe Math Shaker Kit	1	89.95	89.95
Math Shakers Upper Elem.	1	19.95	19.95
Double Dare You Revised with dice pk.	2	34.95	69.90
Dice Works	5	10.00	50.00
On a roll to Literacy and more	1	23.95	23.95
Play on Words	1	29.95	29.95
Power Play Place Value games w dice	1	15.95	15.95
Foldable Rulers - with 2 rulers	1	19.95	19.95

Discount Code FALLTWENTYONE - 10% 148.88

Shipping/Handling Charges (allow 1-2 weeks)
Orders \$0.00 to \$60.00 add \$14.00
Orders \$60.01 to \$125.00 add 18% + 6.00
Orders \$125.01 to \$300.00 add 15% + 6.00
Orders \$300.01 to \$649.99 add 13% + 6.00
Orders over \$650.00 add 12% + 6.00
Questions? info@boxcarsandoneeyedjacks.com

GST# 135980407
EIN# 98-1287684

©Box Cars and One-Eyed Jacks

Shipping 12% + 6.00
Sub-Total 1343.96
Tax (If applicable) _____
Grand Total (Pay this amount) _____

PAC Wishlist – Due Oct 21st

Teacher: Mike Chan

Division: N/A

Item: Hockey Goals (3)

Cost: ~1200 Total

Purpose/Rationale: Our goals are used during
inside days + can also be used
for several types of activities.

Item: Indoor Soccer Ball(4)

Cost: ~125.00 Total

Purpose/Rationale: Used for recreational
purposes for all students.

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

PAC Wishlist – Due Oct 21st

Teacher: K. Allison

Division: 2

Item: Talking Stick

Cost: \$70

Purpose/Rationale: I made my own, but it would be amazing to have an "official" one created by aboriginals in our area to teach with during our weekly talking circles

Item: Cedar Eagle Feather

Cost: \$55

Purpose/Rationale: Sometimes in our talking circles two people need to chat back and forth or 2 adults are team teaching.

Item: Lego

Cost: \$250

Purpose/Rationale: Create tool for building with and exploring STEAM projects, inside day activities, etc.

Item: Heavy Duty Dry Erase Pockets

Cost: \$50

Purpose/Rationale: cover over worksheets and game boards to save on photocopying

PAC Wishlist – Due Oct 21st

Teacher: Hendriks.

Division: 5

Item: Mud Kitchen

Cost: 654.40

Purpose/Rationale: Noble Wooden Toy Co.
Cedar Handcrafted outdoor play
Made in Canada - for outdoor play near
sand pit. For the K's and the community.

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

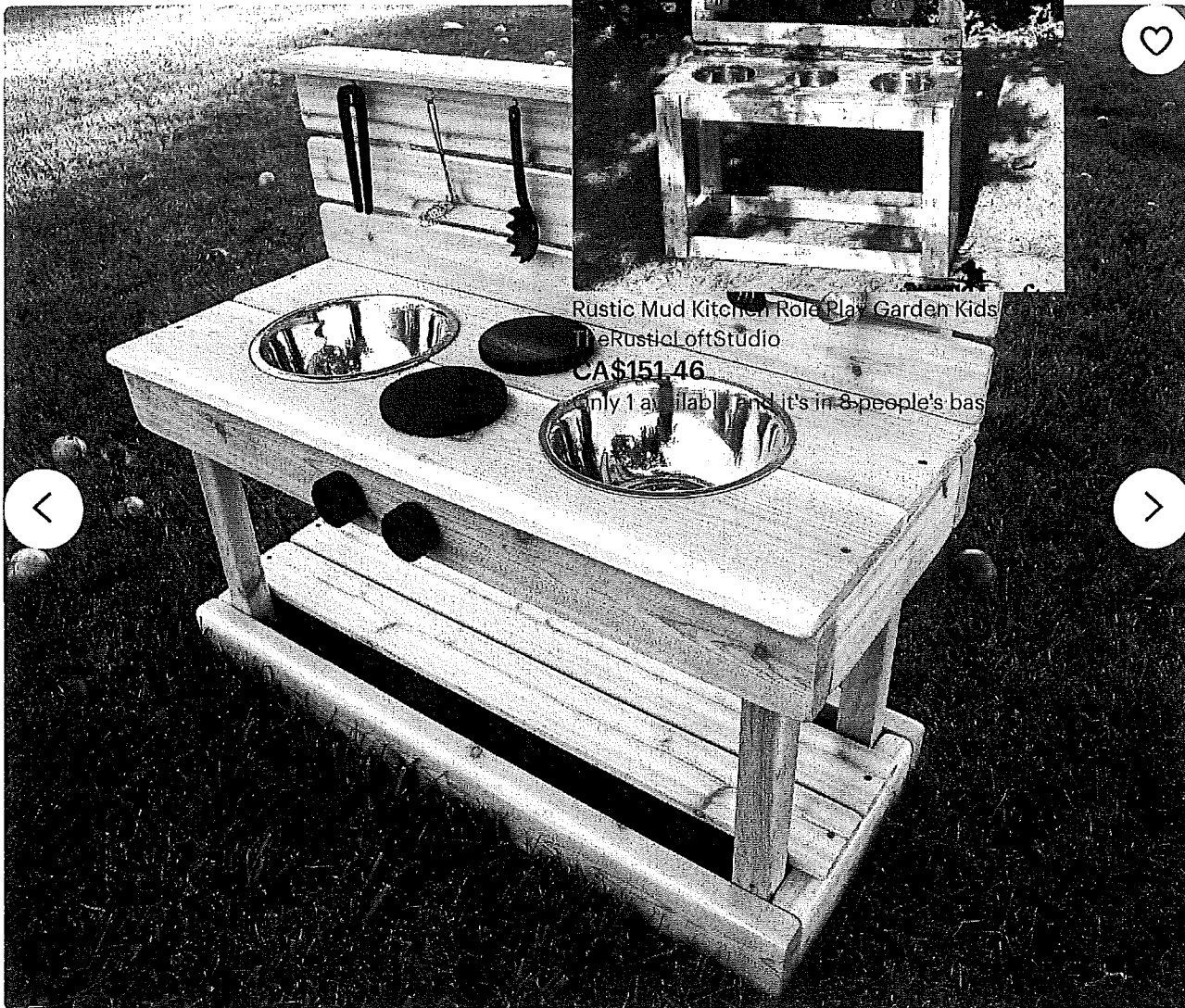
Purpose/Rationale: _____

10/21/2021

Cedar Handcrafted Mud Kitchen Outdoor Play Kitchen for | Etsy Canada

Wooden Play Kitchen, Children's kitchen, Waldorf child's Kitchen
TriEnota

CA\$450.86 FREE delivery



Rustic Mud Kitchen Role Play Garden Kids
The Rustic Loft Studio
CA\$151.46
Only 1 available and it's in 3 people's bas

NobleWoodenToyCo

Local seller

249 sales | 5.0 ★★★★★ (47 reviews)

Cedar Handcrafted Mud Kitchen | Outdoor Play Kitchen for Toddlers and Kids | Made in Canada

Etsy's Pick

CA\$654.40

CA\$818.00

Low in stock

You save CA\$163.60 (20%)

STOVETOP OPTIONS

With stovetop

COUNTERTOP HEIGHT (IN)

23.5" (EXTRA TALL)

PAC Wishlist – Due Oct 21st

Teacher: Sommer Ferris

Division: 1-5

Item: S.T.E.A.M. Supplies

Cost: \$300

Purpose/Rationale: To provide the students with
various projects related to the S.T.E.A.M.
curriculum (e.g. sugar cubes, toothpicks, baking soda,
vinegar, popsicle sticks, etc.)

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

PAC Wishlist – Due Oct 21st

Teacher: Mrs. Stephens

Division: 3

Item: Talking Stick
Div. 3

Cost: \$70.⁰⁰

Purpose/Rationale: To better integrate First People's
principles of learning during our classroom
meetings

Item: Rocks and Rings Program
School-wide

Cost: \$595.⁰⁰ plus tax

Purpose/Rationale: Curriculum instruction for the
whole school. An instructor comes in
and gives lessons for a week.

Item: Yukon Dan Presentation.
Div. 3

Cost: \$210.⁰⁰
- 58.80
\$151.20 needed.

Purpose/Rationale: To provide a hands on experience
for my students when we study rocks
and minerals in the Spring

* I have applied for a subsidy from
MineralsEd to help offset the cost but I don't
know if I will get the \$ and if so how much.

* It is for
58.80

Item: _____

Cost: _____

Purpose/Rationale: _____

PAC Wishlist – Due Oct 21st

Teacher: Meroniuk

Division: 4

Item: Scholastic
Levelled Reading Books

Cost: _____

Levels F and above to P

Purpose/Rationale: I do not have enough of these books for "silent reading" to give each child at a particular level 5 different books each week. This because of damage over the years to books I bought with my own money 20 or so years ago.

Item: Yellow Box Levels C-L (50 Books)
£ J-S "

Cost: _____

219.99
174.99

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

PAC Wishlist – Due Oct 21st

Teacher: Shannon Kurita

Division: 1

Item: OKIOCAM
document Camera

Cost: \$132.00

Purpose/Rationale: For teaching using the
Smartboard because smartboard
touch is broken an cannot be repaired
and for teaching using manipulatives
so all children can see.

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Item: _____

Cost: _____

Purpose/Rationale: _____

Appendix 3



Community Grant Application Form

Date of application: December 15, 2021

Name of organization/event: Anmore Garden Club

Address: Anmore BC

Main contact person(s):

1. Name: Nancy Knauer Position: Chairperson

Phone (primary): _____ Phone (alternate): _____

Email: _____

2. Name: Sharon Shuttleworth Position: Treasurer

Phone (primary): _____ 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: \$ 500.00

Describe project/event/service: Meetings via Zoom of members with like interest of gardening

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

membership to BC Council of Garden Clubs - Zoom account

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 500.00

Describe your project/event/service:

Provide a meeting place where members of the group can get together to discuss gardening interests

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

membership to BC Council of Garden Clubs - Crafts - group projects

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

① see attached sheet

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

How will the Village be recognized for its contributions?

② see attached sheet

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

③ see attached sheet

Please provide additional information on separate paper.

① We are a non profit organization of local residents with an interest in all aspects of gardening, environment and our community. We provide community spirit by tidying up Spirit Park and beautifying Anmore Public Spaces. We organize charitable with proceeds going to local organizations. This year we collected clothing and purchased new socks and hand warmers for Afganistan refugees. In the past we have made donations to Sasamat Volunteer Fire Dept, SARS and Mossom Creek Fish Hatchery through our fundraising. Due to Covid we were unable to invite the community to our annual Christmas Wreath making. Always lots of fun and well attended by the community. Hopefully in 2022 we can return to normal meetings, inviting speakers. The community is welcome to attend. Lots of fun was had this year by our members. We made two projects possible because of this grant. Both projects were garden based - one held via Zoom and the second outdoors in Oct.

② We would recognize the Village's Contribution through Social Media, flyers and a verbal recognition the night of the event.

pg 2

- ③ Providing a community organization that welcomes residents to share in knowledge + Friendship helping to keep our Community Spirit alive.

FINANCIAL STATEMENT FROM PREVIOUS YEAR

2020/2021

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 500.00	Contributor: Village of Anmore.
Provincial/Federal Monies	\$	
Participant Fees	\$ 460.00	- 23 members 2020-2021
Donations	\$	
Fund Raising	\$	Fundraisers cancelled due to Covid
Other:	\$	
	\$	
	\$	
Total	\$	

EXPENSES

Venue Rental	\$	} All cancelled due to Covid
Advertising	\$	
Speakers	\$	
Meals	\$	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Zoom Account	\$ 240.00	
B.C. Council of Garden Clubs	\$ 37.00	
	\$	
Total	\$	

PROFIT / SHORTFALL

Revenue less expenses \$

FISCAL YEAR-END RESERVE BALANCE:

Description: Bank Statement	Amount: \$ 1615.00	- Sept. 2020
New Membership	Amount: \$ 460.00	
Grant from Village of Anmore	Amount: \$ 500.00	

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

Signature Nancy Knowles
Organization's Applicant

Signature Nancy Knowles
Organization's President or Chair



BUDGET PROJECTIONS FOR CURRENT YEAR

2021/2022.

Attach to Community Grant Application

REVENUE

Other Grant Monies \$ 500.00
Provincial/Federal Monies \$ /
Participant Fees 20.00/member \$ 300.00
15 members
Donations \$ /
Fund Raising \$ /
Other: _____ \$ _____
_____ \$ _____
_____ \$ _____
Total \$ _____

Contributor: Village of Anmore

- unable to fundraise due
to Covid for 2020/2021.
- 2021/2022 - hopefully

EXPENSES

Venue Rental \$ _____
Advertising \$ _____
Speakers \$ _____
Meals \$ _____
Refreshments \$ 62.04
Equipment Rental \$ _____
Equipment Purchase \$ _____
Other: gifts \$ 53.01
BC Council of Garden Clubs \$ 37.00
Crafts \$ 512.92
money for socks etc for refugees \$ 108.00
Total \$ _____

for members leaving

PROFIT / SHORTFALL

Revenue less expenses \$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: bank account Amount: \$ 1883.46 Dec/2021

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

pg ③

Anmore Garden Club

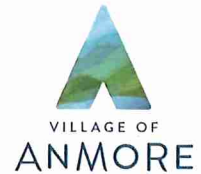
Once again we are applying for the Community grant.

It has been a very challenging year as we are a social group and couldn't meet in person until Sept 2021 other than via Zoom.

Our grant last year came to very good use. We met outdoors and were able to create a feature for our gardens. I must admit all the members had a great time socializing again. Thank you for helping us experience an almost normal meeting.

Hopefully 2022 will allow us to get together, host fundraisers, invite speakers into ~~the~~ our community and host events that will entice new members to join.

Appendix 4



Community Grant Application Form

Date of application: December 29, 2021

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

Address: 644 Poirier Street, Coquitlam, BC

Main contact person(s):

1. Name: Gurinder Mann Position: Executive Director

Phone (primary): Phone (alternate): 604-931-3165

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: \$ 437

Describe project/event/service: Restorative Justice

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

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 437

Describe your project/event/service:

Restorative Justice Services to the Village of Anmore

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

Salaries and operational costs

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

Refer to attachment

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

How will the Village be recognized for its contributions?

Refer to attachment

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

Refer to attachment

Please provide additional information on separate paper.

**Grant Application to the
Village of Anmore
For Support of the Community Youth Justice Program
2022 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 2022 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 System¹.

¹ 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.

CERA's Relationship with Anmore

CERA Society has served the Village of Anmore for two decades. We are proud of our relationship with Anmore. 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, although we project we will receive referrals. This option continues to be available to almost any youth offender in Anmore, for whom the RCMP and Crown feel the Program would serve as a better alternative.

We continue to do presentations for the RCMP, informing them of our work. With the RCMP knowing that CERA serves Anmore, they have the information and ability to refer a cases. 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.

Sincerely,



Gurinder Mann
Executive Director, CERA Society

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

INDEPENDENT AUDITORS' REPORT

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

Report on the Financial Statements

Opinion

We have audited the financial statements of Communities Embracing Restorative Action (CERA) Society (the "Society"), which comprise the statement of financial position as at December 31, 2020, and the statements of changes in net assets, operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at December 31, 2020, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

INDEPENDENT AUDITORS' REPORT

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Suite 225 - 9600 Cameron Street, Burnaby, BC, Canada V3J 7N3

Tel: 604. 421. 2591 Fax: 604. 421. 1171 Web: manningelliott.com

INDEPENDENT AUDITORS' REPORT

Report on Other Legal and Regulatory Requirements

As required by the Societies Act of British Columbia, we report that, in our opinion, the accounting policies applied in preparing and presenting the financial statements in accordance with Canadian accounting standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Manning Elliott LLP

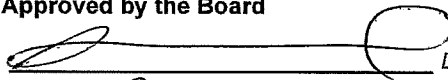
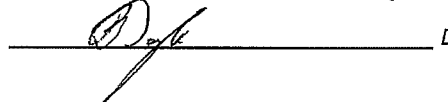
Chartered Professional Accountants
Burnaby, British Columbia
June 18, 2021

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2020

	CYJP 2020	Empowering Youth 2020	Total 2020	Total 2019
ASSETS				
CURRENT ASSETS				
Cash and cash equivalents	\$ 63,392	\$ -	\$ 63,392	\$ 52,458
Restricted cash (Note 4)	62,500	10,000	72,500	60,000
GST receivable	578	-	578	600
Prepaid expenses and deposits	1,963	-	1,963	1,873
	\$ 128,433	\$ 10,000	\$ 138,433	\$ 114,931
LIABILITIES				
CURRENT LIABILITIES				
Accounts payable and accrued liabilities	\$ 7,803	\$ -	\$ 7,803	\$ 4,071
Deferred revenue (Note 5)	62,500	10,000	72,500	60,000
	70,303	10,000	80,303	64,071
NET ASSETS				
UNRESTRICTED	58,130	-	58,130	50,860
	\$ 128,433	\$ 10,000	\$ 138,433	\$ 114,931

LEASE COMMITMENTS (Note 9)

Approved by the Board

 Director
 Director

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2020

	CYJP - Unrestricted	CYJP - Restricted	Empowering Youth - Restricted	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 50,860	\$ -	\$ -	\$ 50,860	\$ 63,642
Revenue	96,763	50,000	10,000	156,763	159,743
Expenditures	(89,493)	(50,000)	(10,000)	(149,493)	(172,525)
NET ASSETS - END OF YEAR	\$ 58,130	\$ -	\$ -	\$ 58,130	\$ 50,860

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020

	CYJP 2020	Empowering Youth 2020	Total 2020	Total 2019
REVENUE				
Grants (Note 6)	\$ 128,356	\$ 10,000	\$ 138,356	\$ 136,646
Private Sponsorship (Note 7)	14,000	-	14,000	13,500
Other income (Note 8)	4,407	-	4,407	9,597
	146,763	10,000	156,763	159,743
EXPENDITURES				
Wages and benefits	103,830	7,942	111,772	105,951
Rent	11,662	1,030	12,692	8,903
Training and contract services	11,094	46	11,140	37,391
Telephone	4,246	261	4,507	4,387
Insurance	3,088	686	3,774	3,761
Professional fees	3,645	-	3,645	3,639
Advertising and promotion	1,077	31	1,108	7,560
Office and miscellaneous	624	4	628	528
Interest and bank charges	137	-	137	315
Licences, dues and fees	90	-	90	90
	139,493	10,000	149,493	172,525
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES FOR THE YEAR				
	\$ 7,270	\$ -	\$ 7,270	\$ (12,782)

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2020

	CYJP 2020	Empowering Youth 2020	Total 2020	Total 2019
OPERATING ACTIVITIES				
Excess (deficiency) of revenue over expenditures for the year	\$ 7,270	\$ -	\$ 7,270	\$ (12,782)
Changes in non-cash working capital:				
GST receivable	22	-	22	(166)
Prepaid expenses and deposits	(90)	-	(90)	(39)
Accounts payable and accrued liabilities	3,732	-	3,732	(1,776)
Deferred revenue	12,500	-	12,500	(10,000)
	16,164	-	16,164	(11,981)
Cash flow from operating activities	23,434	-	23,434	(24,763)
INVESTING ACTIVITY				
Externally restricted cash	(12,500)	-	(12,500)	10,000
Cash flow from (used by) investing activity	(12,500)	-	(12,500)	10,000
INCREASE (DECREASE) IN CASH FLOW	10,934	-	10,934	(14,763)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	52,458	-	52,458	67,221
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 63,392	\$ -	\$ 63,392	\$ 52,458

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. PURPOSE OF THE SOCIETY AND IMPACT OF COVID-19

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.

In March 2020, a global pandemic was declared due to the COVID-19 virus, which has had a significant impact on economic and social activity through the restrictions put in place by the Canadian government regarding travel, business operations and isolation/quarantine orders. The Society continues to monitor the situation and assess the impact COVID-19 will have on its operations.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") under Part III of the CPA Canada Handbook Accounting. Financial statements prepared in accordance with ASNPO are also in accordance with Canadian generally accepted accounting principles ("GAAP"). These financial statements have, in management's opinion, been prepared within reasonable limits of materiality using the significant accounting policies noted below:

(a) Fund accounting

The Society uses fund accounting and has the following funds:

The Community Youth Justice Program (CYJP) accounts for 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.

(b) Revenue recognition

The Society follows the deferral method of accounting for contributions.

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 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
FOR THE YEAR ENDED DECEMBER 31, 2020

2. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

(c) Contributed services and materials

The Society gratefully acknowledges the receipt of contributed services from many highly skilled volunteers. Contributed services are not recognized in the financial statements, as fair value cannot be reasonably estimated. Donated materials are recorded at fair market value at the date of contribution when a reasonable estimate can be made and the materials are used in the normal course of operations and would otherwise have been purchased.

(d) Use of estimates

The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions about future events that affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. While management believes these estimates are reasonable, actual results could differ from those estimates and could impact future results of operations and cash flows. Significant areas requiring the use of management estimates include valuation of receivables, amounts recorded as accrued liabilities, and the measurement of deferred revenue.

(e) Financial instruments

i) Measurement

The Society's financial instruments consist of cash and cash equivalents, restricted cash and accounts payable.

Financial instruments are recorded at fair value when acquired. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

ii) Impairment

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of any write-down that is determined is recognized in the statement of operations. A previously recognized impairment loss may be reversed to the extent of any improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations in the period in which it is determined.

3. FINANCIAL INSTRUMENTS RISKS

The Society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Society's risk exposure and concentration as of December 31, 2020. These risks have not significantly changed from the prior year.

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

3. FINANCIAL INSTRUMENTS RISKS *(continued)*

(a) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The Society's financial assets that are exposed to credit risk are cash and cash equivalents and restricted cash. The risk associated with cash and cash equivalents and restricted cash is minimized to the extent that they are placed with a major Canadian financial institution.

(b) Liquidity risk

Liquidity risk is the risk that the Society will encounter difficulty in meeting obligations associated with financial liabilities. The Society is exposed to this risk mainly in respect of its accounts payable. However, cash flow from operations is budgeted to provide for the Society's cash requirements.

(c) Market risk

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

(i) Currency risk

Currency risk is the risk to the Society's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Society is not exposed to currency risk.

(ii) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The Society is exposed to interest rate risk primarily through its fixed income investments. In seeking to minimize the risks from interest rate fluctuations, the Society manages exposure through its normal operating and financing activities and by being conscious of market rates when investing.

(iii) Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Society is not subject to other price risk.

4. RESTRICTED CASH

\$62,500 (2019 - \$50,000) of cash and term deposits are externally restricted for the Community Youth Justice Program (CYJP). \$10,000 (2019 - \$10,000) of cash and term deposits are externally restricted for the Empowering Youth Program.

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

5. DEFERRED REVENUE

	2020	2019
Balance, beginning of year	\$ 60,000	\$ 60,000
Contributions received during the year	224,856	212,356
Revenue recognized during the year	(212,356)	(212,356)
Balance, end of year	\$ 72,500	\$ 60,000

Deferred revenue is comprised of the following balances:

	2020	2019
Community Gaming Grant - CYJP	\$ 50,000	\$ 50,000
Community Gaming Grant - Empowering Youth	10,000	10,000
Coast Capital Savings - CYJP	12,500	-
	\$ 72,500	\$ 60,000

6. GRANTS

	2020	2019
Gaming Grant	\$ 60,000	\$ 60,000
Coquitlam	33,856	33,856
Community Accountability Program	16,000	10,000
New Westminster	15,000	10,000
Civil Forfeiture	11,500	20,000
Port Moody	2,000	2,000
Anmore and Belcarra	-	790
	\$ 138,356	\$ 136,646

7. PRIVATE SPONSORSHIP

	2020	2019
School District #43	\$ 9,000	\$ -
Port Coquitlam Foundation	5,000	3,500
Coast Capital Savings	-	10,000
	\$ 14,000	\$ 13,500

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

8. OTHER INCOME

	2020	2019
Fees for services	\$ 2,300	\$ 1,200
Interest income	1,444	1,356
Charitable donations	660	1,860
VanCity share dividends	3	-
RJ Symposium event	-	4,981
Workshops	-	150
Member dues	-	50
	\$ 4,407	\$ 9,597

9. LEASE COMMITMENTS

The Society 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 payments of \$1,108, expiring January 31, 2021.

CERA Society
Profit & Loss by Class
January through December 2021

	TOTAL
Ordinary Income/Expense	
Income	
Municipal Grants	
Anmore	437
Belcarra	500
Coquitlam	33,856
Port Moody	2,000
New Westminster	15,000
Total Municipal Grants	51,793
Provincial Funding	
CAP (Cmty Accountability Prog)	16,000
Civil Forfeiture	21,550
Total Provincial Funding	37,550
Gaming/Direct Access	
Gaming Grant 2021	60,000
Total Gaming/Direct Access	60,000
Private/Corporate Sponsorship	
Coast Capital Savings	17,500
School District #43 (Coquitlam)	5,000
Total Private/Corporate Sponsorship	22,500
Charitable Donations	400
Other Income	
Term Deposit Interest	446
VanCity Share Dividends	2
Fee for Service	6,300
Total Other Income	6,748
Total Income	178,991
Expense	
Promotion	
Website	193
Pamphlets	88
Promotion - Other	228
Total Promotion	509
Bank & Interest Charges	141
Dues & Subscriptions	40
Facilities Expense	
Maintenance & Supplies	12
Rent	15,355
Total Facilities Expense	15,367
Telecommunications	
Zoom account	264
Cellphone	480
Telephone/Internet	3,780
Telecommunications - Other	139
Total Telecommunications	4,663
Office Expense	

CERA Society
Profit & Loss by Class
January through December 2021

	TOTAL
Computer & Software Expense	70
Furniture/Refurbishment	129
Copier	47
Postage & Delivery	81
Supplies	91
Miscellaneous	19
Total Office Expense	437
Insurance	3,940
Professional Fees	
Audit Fees	4,613
Total Professional Fees	4,613
Program Expense	
On-Call Facilitator Stipend	9,817
On-Call Facilitator Expense	1,731
Volunteer Expense	50
Miscellaneous Program Expense	5
Total Program Expense	11,603
Salaries, Wages & Benefits	
Payroll Expense	87,227
In Lieu of Benefits	1,560
Mileage	200
Vacation Pay Expense	7,804
Payroll Tax Expense	6,572
Ceridian Payroll S/C	872
Total Salaries, Wages & Benefits	104,235
WCB	872
Total Expense	146,420
Net Ordinary Income	32,571
Net Income	32,571

Appendix 5



Community Grant Application Form

Date of application: December 26, 2021

Name of organization/event: Coquitlam Search & Rescue

Address: 1300 Pinetree Way, Coquitlam, BC

Main contact person(s):

1. Name: Tracy Crawford Position: Secretary

Phone (primary): _____ Phone (alternate): _____

Email: tracy.crawford@coquitlam-sar.bc.ca

2. Name: _____ Position: _____

Phone (primary): _____ 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: \$ 1,500

Describe project/event/service: E-bike purchase for Search & Rescue Missions

How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.
Grant funds used towards purchase of an e-bike so we can react and respond to someone in need quickly

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1,500

Describe your project/event/service:

Rescue truck canopy

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

To purchase a replacement truck canopy for our 2009 F250 4X4 which is our primary off-road vehicle for search and rescue

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

Long term to secure a permanent location for our team to call home & house all of our gear, equip etc.

Please provide additional information on separate paper.

Rescue truck canopy - We are in need to replace our truck canopy for our 2009 F250 4X4 which is our primary off-road vehicle for search and rescue missions. Our old truck canopy does not lock properly thus, we cannot store our gear securely. The unit windows and door are not sealed and moisture is becoming a huge problem. It is essential for our supplies; gear and electronics are in a safe and secure location and are kept clean and dry.

We have looked at many types of replacements but our needs are specific. A replacement canopy needs a low profile for off road, lockable compartments and doors, waterproof and one that can house our existing bed slide.

With a new canopy, there are additional expenses to merge the canopy to the truck to make them co exist. The decals on the truck will need to be re-done. The alarm system needs to be updated to include the canopy and exterior and interior lightening enhancements.

Our 2009 F250 4X4 canopy is primary towing and off-road 4x4 vehicle. A replacement canopy would need a low profile for off road, lockable compartments and doors, waterproof and one that can house our existing bed slide. These compartments will house more safety gear and supplies including enhanced PPE items to supply those we rescue. Some of our items stored are electronics, battery operated or first aid supplies that need to be kept dry. Keeping our supplies dry also prevents mold. As search and rescue missions continue to increase, our services continue to be a life saving service to all our community.

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

Budget

Revenue

City of Poco Matching Grant	\$6,667
Coquitlam Foundation	\$2,500
Coq SAR	\$2,000
Total Revenue	\$11,167

Expense

Canopy	\$12,000
Production & Installation	\$3,000
Total Expenses	\$15,000

Under/Over	\$3,833
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Coquitlam Search and Rescue Society

Balance Sheet As of October 31, 2021

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
1110 RBC Op Acct (formerly MCC) - 7217	46,392.27
1115 General Grants Account (BCSARA) 6246	152,479.80
1120 RBC HETS Kit Savings - 8264	36,326.10
1125 RBC Boat Savings - 2704	1.20
1135 RBC Gaming Acct NEW 5560	17,748.60
1140 Stripe	0.00
1145 PayEdge - WayPay Wallet	3,547.58
1150 WayPay Clearing Account (CAD)	-1,704.85
Undeposited Funds	0.00
Total Cash and Cash Equivalent	\$254,790.70
Accounts Receivable (A/R)	
1400 Accounts Receivable	7,611.34
Total Accounts Receivable (A/R)	\$7,611.34
1425 Safety Equipment	8,398.47
Total Current Assets	\$270,800.51
Non-current Assets	
1300 Coquitlam Foundation (Endowment Fund)	244,153.71
4055 Gain on Investment	-35,725.33
Total Non Current Assets	\$208,428.38
Total Assets	\$479,228.89
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2000 Accounts Payable (A/P)	38,033.33
Total Accounts Payable (A/P)	\$38,033.33
GST/HST Payable	-3,193.91
Total Current Liabilities	\$34,839.42
Total Liabilities	\$34,839.42
Equity	
3000 Opening Balance Equity	439,251.20
Retained Earnings	12,673.74
Profit for the year	-7,535.47
Total Equity	\$444,389.47
Total Liabilities and Equity	\$479,228.89

Coquitlam Search and Rescue Society

Profit and Loss

July - October, 2021

	TOTAL
INCOME	
4000 Grant Revenue - Other	500.00
4005 GAMING REVENUE	27,648.25
4010 BCSARA REVENUE	6,000.00
4015 OPERATIONS / EMBC REVENUE	26,583.87
4020 GENERAL DONATIONS - NO TAX RECEIPT	1,194.17
4025 GENERAL DONATIONS - TAX RECEIPT	5,832.00
4030 MISC Revenue - No tax receipts	125.00
4050 Interest Income	24.38
Total Income	\$67,907.67
GROSS PROFIT	\$67,907.67
EXPENSES	
6000 CSAR ADMINISTRATION	318.20
6004 Waypay Inc (CAD)	71.00
6005 Bank charges	67.70
6006 Donation Processing Fees	28.80
6015 Field Supplies and Expenses	1,392.93
6020 Office Supplies & Expenses	418.23
6021 Field Supplies & Snacks	663.01
6025 Licenses and Dues	858.72
6030 Professional Fees	2,600.00
6035 Repair & Maintenance	420.67
6045 Meals & Entertainment	408.30
6050 AUTO EXPENSES	1,140.00
6055 Fuel	2,034.25
6060 Mileage	816.91
Total 6050 AUTO EXPENSES	3,991.16
6065 Telecom Services	1,080.25
Total 6000 CSAR ADMINISTRATION	12,318.97
6200 TECHNOLOGY AND COMMUNICATIONS	
6325 Technology	3,010.21
6330 Radio Communications	248.84
Total 6200 TECHNOLOGY AND COMMUNICATIONS	3,259.05
6300 EQUIPMENT	
6305 Small Tools and Hardware	1,734.32
6315 Safety & Personal	3,785.14
6320 Rescue General	11,896.97
6322 Rescue General Large Equipment	3,344.78
6355 large equipment	22,238.19
6370 Gear Replacement	1,734.36
Total 6300 EQUIPMENT	44,733.76
6365 Insurance	3,310.00
6375 Travel & Accomodation	719.18
6390 Training Course Fees	955.00

Coquitlam Search and Rescue Society

Profit and Loss

July - October, 2021

	TOTAL
6400 MARINE	256.02
6450 TRAINING	603.98
6455 Helicopter Time	8,089.00
6460 Training Supplies	46.95
Total 6450 TRAINING	8,739.93
6500 TRUCK & TRANSPORT	533.70
6550 SOCIAL	22.98
6600 HETS	594.55
Total Expenses	\$75,443.14
PROFIT	\$ -7,535.47



Coquitlam Search and Rescue

Annual Report 2021



Our Team

Executive

Helena Michelis
President

Stu Fleming
Vice President

Tom Zajac
Past President

Alice Hale
Treasurer

Tracy Crawford
Secretary

Erica McArthur
Training Officer

Liz Clyne
Transportation Director

Dave Mountain
Equipment Director

Leo Markle
Manager Liaison

Ian MacDonald
Health & Safety Director

Steve Chapman
Community Ed Director

Tyson Rasmussen
Technology Director

Shakuntla Sharma
Membership Director

SAR Managers

Al Hurley
Don Seki
Jim Delgrande
Ray Nordstrand

Bob Hetherington
Ian Cunnings
Leo Markle
Wendi Harder

Darren Timmer
Ian MacDonald
Michael Coyle
Jim Mancell



Ground & Marine Search & Rescue Team

Andrew Stone
Curtis Woodworth
Garry Mancell
Kevin Ristau
Nick Zupan
Shakuntla Sharma
Steve MacDonald
Tom Zajac

Bill Papove
David Hill
Helena Michelis
Liz Clyne
Robert Sell
Sinisa Mirkov
Steve Zubick
Tristan Pratt

Bob Hetherington
Dave Mountain
Isaac Heisler
Martin Denisov
Roberto Valdes
Stephen Dove
Stu Fleming
Tyson Rasmussen

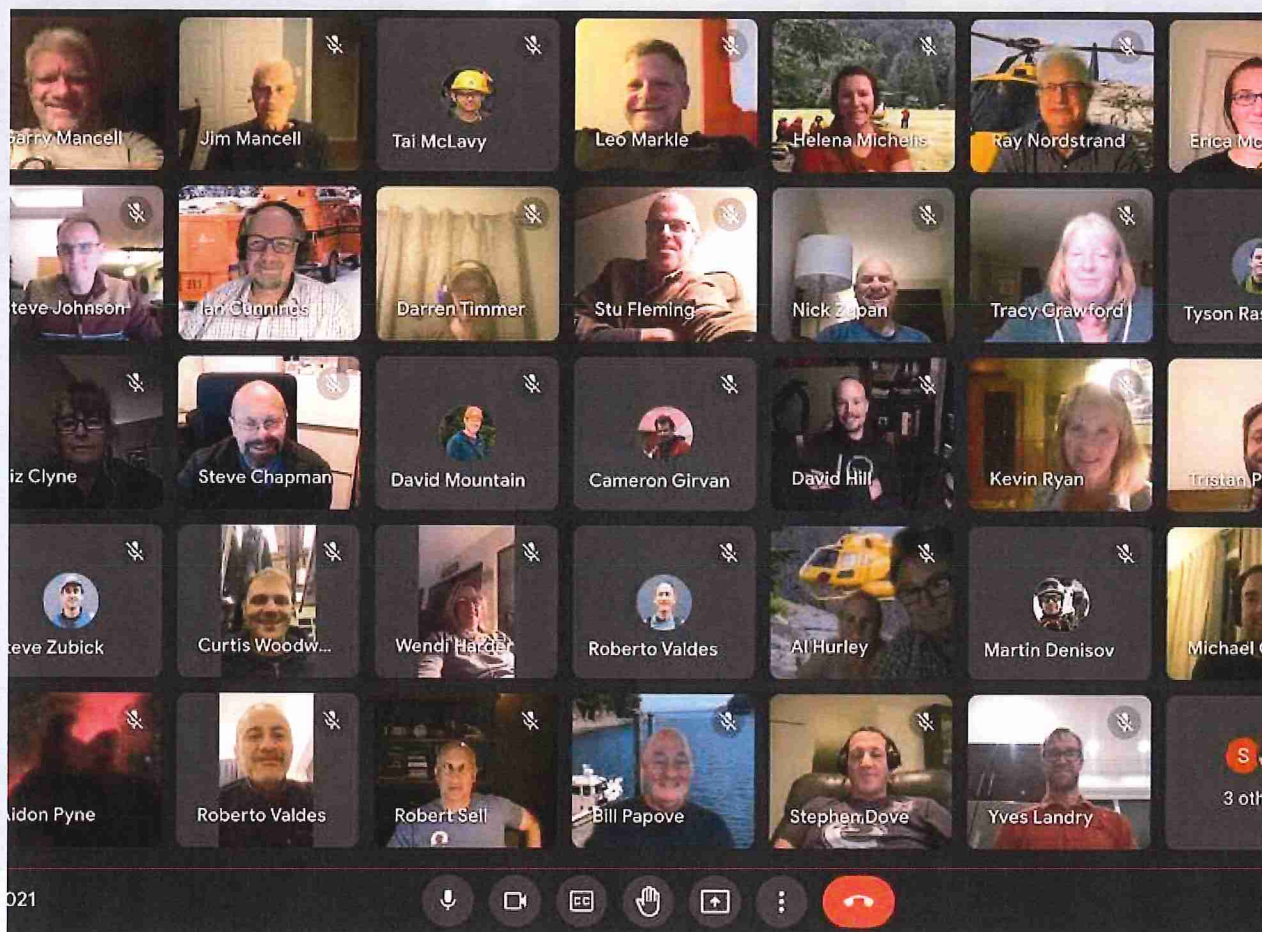
Cameron Girvan
Erica McArthur
Jordan Wycherley
Mechthild Kellas-Dicks
Shahbaz Tabyanian
Steve Chapman
Tai McLavy
Yves Landry

Resource Member Team

Jason Boileau
Alice Hale

Scott Montague
Tracy Crawford

Steve Crawford



Who We Are

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

We are a charitable, grassroots organization with 54 dedicated volunteers (operational, resource members) who perform inland water, wilderness and urban search and rescue missions.

We are 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.

We are responsible for wilderness, urban and inland water search and rescue in an area bounded by: Indian Arm on the west, Pitt Lake on the east, Garibaldi Park to the north, Fraser River to the south.

Mission: Coquitlam Search and Rescue is a community-based volunteer organization providing land and inland water search and rescue services and wilderness public safety education in the Tri-City area, and when requested by other agencies. We are dedicated to providing the highest quality of Search and Rescue services utilizing a team approach.



President / Vice President Report

As we reflect back on last year, we are incredibly proud of what we have been able to accomplish and exceedingly grateful to everyone on the team.

Everything we do is inspired by our drive to keep our communities safe.

Everything we do is driven by a passionate team of volunteers who show endless drive and enthusiasm in everything they do.

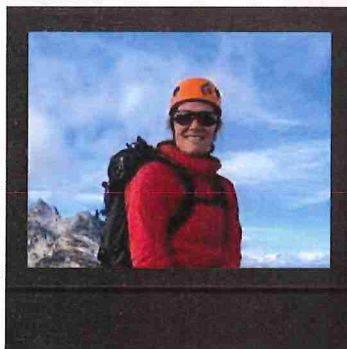
Everything we do is strengthened by our valued partnership with the cities we serve and the dedicated partnerships with first responders, fire, police and BCEHS.

Everything we do is supported by our generous supporters, and donors who all want to help our small team raise funds to purchase life-saving equipment for quicker response for someone in need.

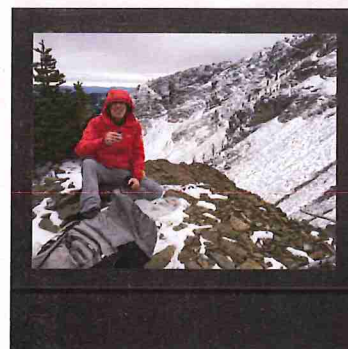
Like most SAR teams in BC, we continue to see an increase in search and rescue missions. In 2021, Coquitlam Search and Rescue members responded to 71 incidents, participated in 232 exercises and training scenarios totalling 9,547 volunteer hours. We are very proud of our team who quickly adopted a high standard of safety protocols for our volunteers and for those we rescued.

In September, we held our AGM and are excited to welcome new members onto our executive board. We thank Tom Zajac for his amazing leadership and support as president for the past 3 years, Steve Johnson for his contributions as treasurer for the past 1.5 years and Sinisa Mirkov for serving the past 7.5 years as the Technology Director overseeing the growth and enhancements of our IT and Technology in all of our command/rescue vehicles.

Thank you to all of our Coquitlam SAR volunteers, our amazing first responder partners and all those who support our organization.



Helena Michelis , Vice President



Stu Fleming Vice , President

COVID-19

Our team has experienced the busiest times during the pandemic with more people venturing out into the back country, testing out our amazing mountain bike trails and enjoying a variety of water sports.

We adapted to new ways of operating and performing safe rescue missions for both our volunteers and those we are rescuing.

With the emergence of COVID we adapted our training to ensure maximum protection for searchers and subjects. Like all new protocols, our COVID safety procedures were honed with practice!

We adapted the way we offered our training sessions to online and when it was safe, we trained in-person.

We developed COVID safety protocols to ensure the highest level of safety for our volunteers and those we rescue.



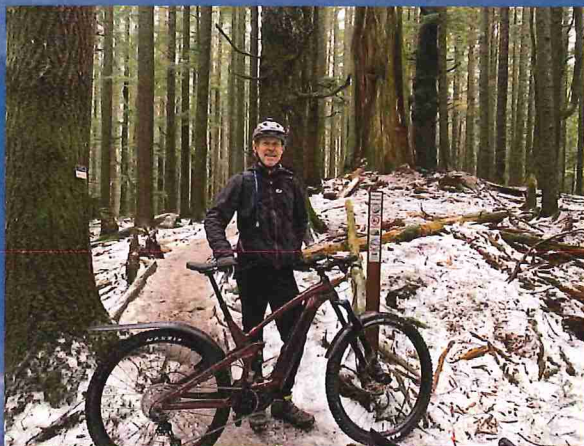
Exercising Our Skills

- To keep our volunteers' skills current and sharp our team trains every Tuesday evening as well as one weekend day per month.
- Team members with specialty skills attend additional training sessions.
- Due to the pandemic, we adjusted our training exercises and quickly moved much of our training to virtual online sessions.
- In 2021, our team participated in 112 training exercises with a combined 655 training hours. Average online attendance was 35 members.
- Training includes: swift water rescue, avalanche skills training, hypothermia, public safety lifeline leadership, rope rescue, first aid, working with O₂ canisters and equipment, stretcher packaging (spinal injury, lower limb trauma etc.), technical travel and much more.



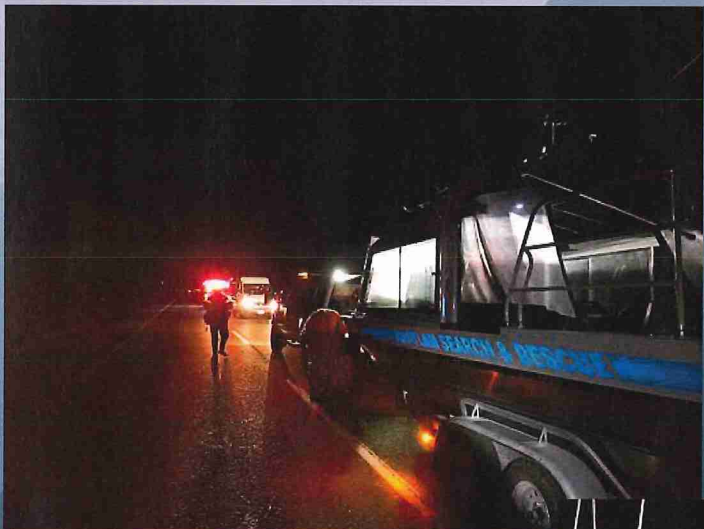
E-Bikes

- We were fortunate to receive community grants which allowed us to purchase 5 e-bikes and accessories.
- E-bikes provide our team quicker response times in a search and rescue mission.
- We can cover more areas in a shorter amount of time.
- Since May 2021, our e-bikes have been used on 10 tasks with a total of 43 volunteer hours.
- E-bikes are an amazing addition to our team.



Rescue Boat

- July 2021, our new 22 foot Jet Rescue Boat became operational.
- Our boat is capable of operating in a wider spectrum of aquatic environments (e.g. lakes, ocean, rivers, swiftwater, shallow draft etc.).
- More advanced electronics including down-scan imaging, sonar and radar enhancements.
- Increases our response capabilities for marine search and rescue missions.
- Expands our capabilities for night SAR missions.
- More capacity to carry life saving equipment and personnel.
- Expands our resources to assist other SAR teams.
- Since July our marine team has been tasked out on 9 water search & rescue missions totalling over 55 hours of volunteer time.



HETS - Helicopter External Transport System

Helicopter Class D Fixed Line (CDFL) rescue systems offer rapid rescue response and reduced risk exposure in remote, high angle or difficult to access terrain.

HETS is commonly referred to as longline rescue and involves a rescuer being attached to the bottom of a longline and being slung to a rescue site.

2021 saw an increase in HETS call volumes, with our volunteers handling 14 longline rescues, including several where we provided this essential tool to assist other SAR teams.

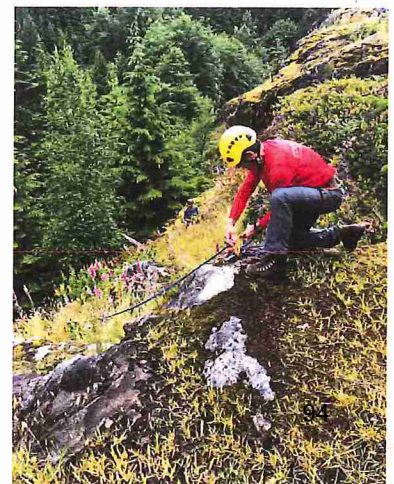


ETTS - Exposed Terrain Travel Skills

ETTS is a unique concept pioneered by Coquitlam SAR to address the needs of enhanced travel skills in mountainous terrain.

During the pandemic, our team identified a need to develop a more formal training and evaluation process for this skillset.

The ETTS training program is aimed at providing all field volunteers a standard set of ACMG accepted skills needed to travel and assist those we rescue safely in Class 4 (steep rock requiring scrambling) and Class 5 (technical rock requiring protection) terrain.



Community Outreach

Due to the pandemic our team was unable to participate in as many community events as we have in past years but we pivoted to offering virtual presentations with great success.

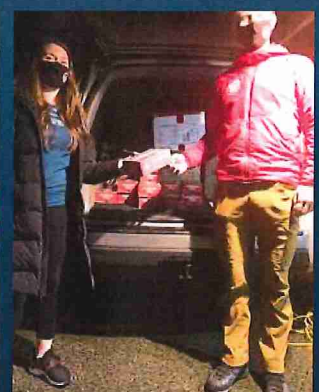
We conducted in-person or virtual presentations provided to Village of Anmore, Village of Belcarra, City of Port Moody, City of Port Coquitlam and City of Coquitlam mayor and council.

We hosted a set of three 90-minute “survive outside” type presentations (online) in partnership with Arc’teryx Metrotown. All three were well attended and received.

We pivoted to presenting the very popular “Hug-a-Tree” program online to school groups.

We offered online outdoor safety presentations to a number of other groups, including Venture Scouts, Adult Literacy Groups and work groups.

We utilized virtual presentations such as zoom which have proven to be a very effective way of delivering outdoor safety information, helping us to stay engaged with the public despite COVID



Our Future

SHORT TERM

- Celebrating our 50th Anniversary in 2022
- Planning for SAR responses to Widgeon Marsh Regional Reserve and Pinecone Burke Provincial Park development
- Recruiting and training new volunteers in 2022

LONG TERM

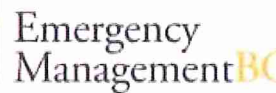
- Own our own building, in the Tri-Cities, to store our fleet, gear, equipment and supplies. New building will also serve as a training hub and meeting space for our executive, managers and volunteers



We have a lot of support from our communities

•Thanks to our generous donors and supporters", last year we received over \$67,000 in grant funding.

Government Sponsors



We acknowledge the financial support of the Province of British Columbia.

Community Foundations



Canada



VILLAGE OF
BELCARRA



Corporate Sponsors



Community Partners



Marine Vessel Sponsors



E-Bike Sponsors



Rescue Truck Sponsors



Appendix 6



Community Grant Application Form

Date of application: December 31, 2021

Name of organization/event: Friendly Forest Preschool Association

Address: 2505 Sunnyside Road, Anmore, BC, V3H 4Y6

Main contact person(s):

1. Name: Ekaterina Perkins Position: VP Grants

Phone (primary): _____ Phone (alternate): _____

Email: vpgrants@friendlyforestpreschool.com

2. Name: Stephani Ono Position: Co-President

Phone (primary): _____ 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: \$ 1500.00

Describe project/event/service: School sign replacement, play yard upgrades & COVID operational upgrades

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

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1,000.00

Describe your project/event/service:

Program Supplies (Play Items)

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

Purchasing of new play things to encourage creative play (see specific list attached).

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

Preschool that provides community access to the only toddler specific outdoor playground in Anmore.

How many participants do you expect: from Anmore: 18 from outside Anmore: 58

How will the Village be recognized for its contributions?

We will continue to recognize support from the Village of Anmore through our newsletter, website, and annual general meeting.

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

To provide high quality early childhood education and introduce children to memorable first years of school.

Please provide additional information on separate paper.

BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 14,500.00	Contributor: <u>BC Gaming, Health & Safety</u>
Provincial/Federal Monies	\$ 15,500.00	
Participant Fees	\$ 175,160.00	
Donations	\$	
Fund Raising	\$ 9,500.00	
Other: <u>Cleaning Opt-Out Revenue/Deposits</u>	\$ 1,100.00	
<u>T-Shirt Revenue</u>	\$ 740.00	
<u>Kinsight Child Services Funding</u>	\$ 6,000.00	
Total	\$ 222,500.00	

EXPENSES

Venue Rental	\$ 4,930.80
Advertising	\$ 100.00
Speakers	\$
Meals	\$ 1,000.00
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 150,000.00
<u>Program/Admin Expenses</u>	\$ 32,700.00
<u>Maintenance/Other Expenses</u>	\$ 33,750.00
Total	\$ 222,480.80

PROFIT / SHORTFALL

Revenue less expenses	\$ 19.20
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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 Katerina Perkins
Organization's Applicant

Signature _____
Organization's President or Chair



FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 18,000.00	Contributor: <u>BC Gaming, Anmore, Health & Safety</u>
Provincial/Federal Monies	\$ 36,673.54	
Participant Fees	\$ 143,269.45	
Donations	\$ 100.00	
Fund Raising	\$ 12,818.48	
Other: <u>Flood Insurance</u>	\$ 26,386.84	
<u>Kinsight Child Service</u>	\$ 16,994.52	
<u>T-Shirt/Opt Out Revenue/Deposits</u>	\$ 2,370.00	
Total	\$ 256,612.83	

EXPENSES

Venue Rental	\$ 4,696.00
Advertising	\$ 1,575.15
Speakers	\$
Meals	\$ 4,486.28
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 146,842.85
<u>Program/Admin Expenses</u>	\$ 27,291.34
<u>Maintenance/Other Expenses</u>	\$ 27,956.91
Total	\$ 212,848.53

PROFIT / SHORTFALL

Revenue less expenses \$ 43,764.30 (flooding repairs)

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 Katerina Perkins
Organization's Applicant

Signature _____
Organization's President or Chair



Village Of Anmore Community Grant December 2021
Friendly Forest Preschool Association
Program Supplies (Play Items)

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. We also provide the community with year-round access to our outdoor play areas which are specifically designed for toddlers.

Grant Request: Play Items

Friendly Forest Preschool is seeking funding from the Village of Anmore to replace a number of aging play items and arts & crafts related consumables used in our activity based play. Friendly Forest Preschool believes that active play is absolutely vital for

developing gross motor movement, self-regulation, emotional expression, and positive social relationships.

To support these important areas of child development and encourage creative play, Friendly Forest Preschool has prioritized the below list. Where possible we will prioritize purchasing play items that have multicultural representation. The cost and a clickable link where the items will be purchased from is provided.

- 10 run bikes with adjustable seats - \$140 each (Strider, [MEC Canada](#))
- 4 hand made cloth Waldorf style empathy dolls - approximately \$200 each (Bamboletta, [Etsy Canada](#))
- 4 wooden block quads - \$80 each (Community Playthings, [Louise Kool and Galt](#))
- 2 wooden block preschool sets - \$1000 each (Community Playthings, [Louise Kool and Galt](#))
- Childcare program supplies (arts and crafts consumable materials) - \$480 total ([Louise Kool and Galt](#))

The total cost of the above items is \$5,000. We are seeking a grant of \$1000 from the Village of Anmore to help us purchase these items. As always, Friendly Forest very much appreciates 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.

Appendix 7



Community Grant Application Form

Date of application: December 31, 2021

Name of organization/event: Friendly Forest Preschool Association

Address: 2505 Sunnyside Road, Anmore, BC, V3H 4Y6

Main contact person(s):

1. Name: Ekaterina Perkins Position: VP Grants
Phone (primary): _____ Phone (alternate): _____
Email: vpgrants@friendlyforestpreschool.com
2. Name: Stephani Ono Position: Co-President
Phone (primary): _____ 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: \$ 1500

Describe project/event/service: School sign replacement, play yard upgrades & COVID operational upgrades

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

CURRENT YEAR FUNDING REQUEST

Amount requested: \$ 1,500.00

Describe your project/event/service:

Ongoing Operating Costs: Teacher Salaries

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

Teacher salaries, specifically covering additional sick days needed as part of our COVID-19 safety plan.

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

Preschool that provides community access to the only toddler specific outdoor playground in Anmore.

How many participants do you expect: from Anmore: 18 from outside Anmore: 58

How will the Village be recognized for its contributions?

We will continue to recognize support from the Village of Anmore through our newsletter, website, and annual general meeting.

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

To provide high quality early childhood education and introduce children to memorable first years of school.

Please provide additional information on separate paper.

Attach to Community Grant Application

Other Grant Monies	\$ 14,500.00
Provincial/Federal Monies	\$ 15,500.00
Participant Fees	\$ 175,160.00
Donations	\$ _____
Fund Raising	\$ 9,500.00
Other: <u>Cleaning Opt-Out Revenue/Deposits</u>	\$ 1,100.00
<u>T-Shirt Revenue</u>	\$ 740.00
<u>Kinsight Child Services Funding</u>	\$ 6,000.00
Total	\$ 222,500.00

Contributor: BC Gaming, Health & Safety

Venue Rental	\$ 4,930.80
Advertising	\$ 100.00
Speakers	\$
Meals	\$ 1,000.00
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: Wage Expenses	\$ 150,000.00
Program/Admin Expenses	\$ 32,700.00
Maintenance/Other Expenses	\$ 33,750.00
Total	\$ 222,480.80

Revenue less expenses	\$ 19.20
-----------------------	----------

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

Signature Katerina Perkins
Organization's Applicant

Signature _____
Organization's President or Chair



FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 18,000.00	Contributor: <u>BC Gaming, Anmore, Health & Safety</u>
Provincial/Federal Monies	\$ 36,673.54	
Participant Fees	\$ 143,269.45	
Donations	\$ 100.00	
Fund Raising	\$ 12,818.48	
Other: <u>Flood Insurance</u>	\$ 26,386.84	
<u>Kinsight Child Service</u>	\$ 16,994.52	
<u>T-Shirt/Opt Out Revenue/Deposits</u>	\$ 2,370.00	
Total	\$ 256,612.83	

EXPENSES

Venue Rental	\$ 4,696.00
Advertising	\$ 1,575.15
Speakers	\$
Meals	\$ 4,486.28
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other: <u>Wage Expenses</u>	\$ 146,842.85
<u>Program/Admin Expenses</u>	\$ 27,291.34
<u>Maintenance/Other Expenses</u>	\$ 27,956.91
Total	\$ 212,848.53

PROFIT / SHORTFALL

Revenue less expenses \$ 43,764.30 (flooding repairs)

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 Katerina Perkins
Organization's Applicant

Signature _____
Organization's President or Chair



Village Of Anmore Community Grant December 2021
Friendly Forest Preschool Association
Ongoing Operating Costs: Teacher Salaries

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. We also provide the community with year-round access to our outdoor play areas which are specifically designed for toddlers.

Grant Request: Ongoing Operating Costs Teacher Salaries

Friendly Forest Preschool is seeking funding from the Village of Anmore for ongoing operating costs, specifically teacher salaries related to extended sick days. Our rigorous COVID-19 safety policies reflect the latest COVID-19 regulations in BC and are updated when necessary. We have a specific illness policy which mandates that staff do not attend

preschool with any cold or flu symptoms, as well as detailed instructions about when they can return following an illness. All teachers at Friendly Forest have 12 sick days and two personal days paid per calendar year. However, in following our strict COVID-19 protocol guidelines, the teachers have already used their personal days off and the vast majority of sick days.

Friendly Forest employs three Early Childhood Educators (two full time and one part time). We anticipate additional staff sick days will result in \$4200 and are seeking a grant of \$1500 from the Village of Anmore. As always, Friendly Forest very much appreciates 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.

Appendix 8



Community Grant Application Form

Date of application: December 28, 2021

Name of organization/event: Beneath the Surface

Address: Anmore, BC

Main contact person(s):

1. Name: Addie Southam Position: Founder/Team Lead
Phone (primary): _____ Phone (alternate) _____
Email: beneaththesurfacecommunity@gmail.com
2. Name: _____ Position: _____
Phone (primary): _____ 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: \$ _____

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: \$ 1950

Describe your project/event/service:

Beneath the Surface aims to bring students and interested community members outdoors to learn about water quality.

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

Operating Costs: The grant funds will be spent on the website development. Individuals will upload their sample data to the site.

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

This organization is a science based practical approach to the find out more about the health of our waterways. See the attached documentation.

How many participants do you expect: from Anmore: >20 from outside Anmore: >100

How will the Village be recognized for its contributions?

The Village will be included as a "supporting sponsor" on the web page, brochures and other handouts.

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

Long term goals consist of providing a place for individuals to learn more about their surrounding environment and water quality.

Please provide additional information on separate paper.

BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 1500	Contributor: <u>TakingITGlobal</u>
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: <u>Personal Contributions include:</u>	\$ 250	
<u>- Homepage of website</u>	\$ _____	
<u>- Annual web page fee</u>	\$ _____	
Total	\$ 1750	

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ 1500 (PAID)
Other: <u>Web page development</u>	\$ 1950
_____	\$ _____
_____	\$ _____
Total	\$ 3450

PROFIT / SHORTFALL

Revenue less expenses	\$ 1950
-----------------------	---------

FISCAL YEAR-END RESERVE BALANCE:

Description: <u>0</u>	Amount: \$ <u>0</u>
_____	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	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total	\$ _____	

EXPENSES

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

PROFIT / SHORTFALL

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

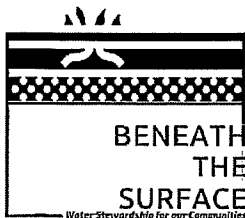
Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

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





Purpose: **Supporting Water Stewardship for our Communities**

Project Name: Beneath the Surface

Project Needs:

- Youth between the ages of 7-18 or interested community members
- Water sampling equipment
- Webpage for data entry

About Us: Our water stewardship journey began when we wanted to extend learning from the classroom to the outdoors.

Addie began her environmental science career in 2010 when she entered a diploma program for Environmental Technology at the New Brunswick Community College in Miramichi, New Brunswick. Upon completion of her program, she moved to Alberta in 2013 to pursue work in the Oil & Gas sector. After working in a soils laboratory, as a hydrogeology monitoring technician and an avian monitor for Terracon Geotechnique, she moved to Calgary where she became an Interpretive River Guide for the RiverWatch Institute of Alberta (RiverWatch). See Appendix A for photos of the guided trips down the Bow River, and a link to the RiverWatch webpage (<https://www.riverwatch.ca/>).

RiverWatch provided her with an opportunity to educate students on river ecology, environmental stewardship and water quality monitoring, all from a 20 ft. raft along an 8 km stretch of the Bow River in Calgary. Within this role she was responsible for safely escorting a white-water raft of students aged 7 to college age, down the river, which required scientific knowledge, group management, safety and teamwork skills. In Appendix B, a reference letter from the Program Manager of RiverWatch has also been included. This reference letter will hopefully allow you to see that Addie is dedicated to continuing outreach in her community and is knowledgeable in the field.

Beneath the Surface has been founded as a not-for-profit project within the Lower Mainland of the Pacific Northwest, which Addie has called home for the last three years. She has been fortunate to live in Anmore, BC. At Beneath the Surface, we believe that knowledge is power. By creating more environmental awareness in the waterways that are around us, maybe we can do a better job to protect them and enjoy them long into the future. This has encouraged us to reach out to the students and interested community members of the area and guide them on water quality in their back yard.

Overview: Beneath the Surface aims to bring the learning of the classroom, outdoors. This is a new project that seeks to serve the Anmore community by enriching the lives of youth with the experience of science. The program will create a framework and platform for youth to monitor the local freshwater lakes and waterways (preferably a school that is very close to a stream for logistical purposes) and will eventually upload that data to a webpage that will be available to the public and maintained for years to come. In conjunction with the RiverWatch, this webpage will also include data from other non-profits and organizations in the lower mainland, contributing to a larger baseline of data. Riverwatch currently offers similar programs in Calgary and Edmonton, Alberta. The training received as a RiverWatch Guide, paired with her theoretical knowledge from post secondary studies, provides her with the confidence to facilitate these programs in her community.

The program will be conducted as follows:

- Perform a quick presentation within the local school(s) or at a community event hosted by the Village of Anmore, to inform the participants of the program and the equipment they will be using, sample labeling and collection instructions as well as an introduction to the webpage where the data will be uploaded. See Appendix C, for a screen shot of the webpage. You can visit our "Coming Soon" page of the website at "<https://beneath-the-surface.ca/>".
- Either the program leader, or a teacher will perform the sample collection with the students.
- Upload the data to the webpage.
- The project is expected to be completed twice per year, or as often as possible which will be at the discretion of the school/community group.

Project Update: Since the development of this program in September of 2021, we have since received funding from TakingITGlobal (<https://www.tigweb.org/>), to purchase the sampling equipment needed to perform the water quality assessments. Now, the only thing left to do, is complete the website so that students and community members can refer to it for more information on the program and upload their data once it has been collected. The budget and expected work process to complete the website is listed below:

Basic Breakdown of Work:

1. Basic site setup (2 hours)
2. Create landing page content type for homepage and about us page (2 hours)
3. Create water quality data expert (or something like that) user role (2 hour)
4. Create water quality content type and page to enter it for WQDE (2 hours)
5. Create page to show graphics/data representation of the water quality (6-8 hours, depending on how we want to display the data)
6. Theme/Styling/Design (8 hours)
7. Setup of website on actual server (4 hours)
8. Content adding/editing and training for you on how to use site (2 hours)
9. Overhead/unexpected items/etc. (2 hours)

The rate per hour for the web designer to complete this work is \$ 65/hour, for a total of 65 hours brings us to the grant request of \$ 1950. The designer has informed us that since this is a community-based project, the normal rate of \$ 80 an hour will be discounted to \$ 65/hr.

This work is expected to be completed by March 31st, 2022.

A link to the web designer's LinkedIn page below:

<https://www.linkedin.com/in/erica-wright-b94a9a93/?originalSubdomain=ca>

As Addie will be returning to school in the spring as mature student, to complete her Bachelor of Science in Environmental Science at Royal Roads University in Victoria, BC, financial need is expressed. The cost of fulfilling the tuition fees necessary to attend such a course, paired with her current wage, doesn't leave enough room to get this project off the ground. With the help from the Village of Anmore, Beneath the Surface will be able finalize the development of this program for our community.

Thank you in advance for the opportunity to bring this in front of the Council. Please do not hesitate to reach out for clarification on anything or to review the outlined budget.

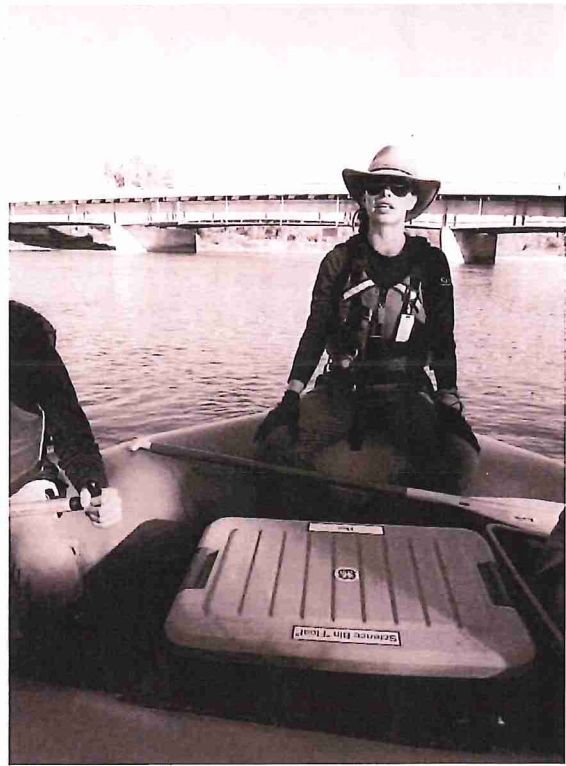
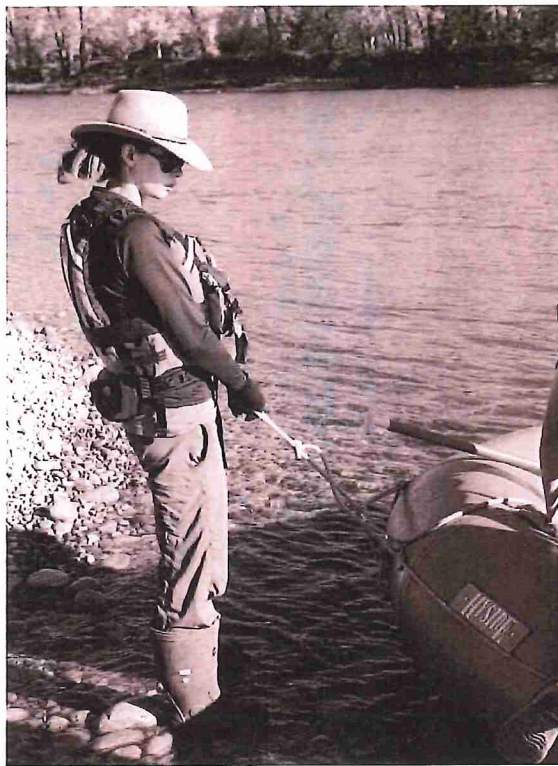
See below for Appendices.

Appendix A

RiverWatch Institute of Alberta

<https://www.riverwatch.ca/>





Appendix B

Letter of Reference: Addie Southam

September 13, 2021

Addie is very passionate about the environment and environmental stewardship. Her experience and educational background in environmental monitoring and science allowed for a smooth transition for her into the role of Interpretive River Guide. With us, she was tasked with delivering scientific and interpretive content and leading science testing daily for large groups of 15-20 participants ranging in age from youth to adult.

We're not just talk at RiverWatch – we excel at hands-on experiential learning delivered through environmental science, public outreach, and citizen science water quality monitoring. We are a longstanding and innovative leader specializing in the delivery of important messaging around science, water, wastewater, stormwater, watersheds, and climate. With all that we do, we take pride in hiring and developing amazing staff like Addie that perfectly complement our programs.

She is very engaging and always conveyed her enthusiasm for science, knowledge and exploration. She is able to multi-task in the complex role of river interpreter that required delivering program content while at the same time managing group logistics, safety, wastewater treatment tours, science curriculum focus, macroinvertebrate collections and identification, timing and weather constraints.

Addie learned key interpretive messaging, fieldwork and raft guiding while working on a very complex river, and was able to contribute in a team environment preparing for daily programming and worked independently throughout the day with participants.

As an Interpretive River Guide, she has done an outstanding job in her role with school science students and with members of the public. Many hundreds of program participants have had a memorable experience with Addie's guidance on and along the Bow River.

Addie daily used her love of the outdoors, environmental education, and science knowledge to assist participants in understanding the environment as related to their surrounding riparian environment. Her passion for the outdoors and love for teaching were evident in her work, as well as through positive feedback from program participants specifically relating to her. She will become an exceptional ambassador for science with continued opportunities in her field.

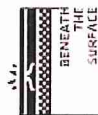
Working as one of my Interpretive River Guides, I was able to watch and listen to Addie accurately present information to large groups on a daily basis. She always showed up to work on-time, with a smile on her face and was most memorable for her enthusiastic and positive attitude, great presenting voice, and a large, brimmed Tilley hat that was adored by all.

Overall, it has been a very pleasant experience working with Addie. If the opportunity were to arise where she'd be available to come back and work for us, I would not hesitate on bringing her back onto our team.

Reed Froklage

Citizen Science Programs Manager
RiverWatch Institute of Alberta
science@riverwatch.ab.ca
phone: 403.369.8499
www.riverwatch.ca

Appendix C



About Us ▼

Data Entry▼

Analysis ▼



BENEATH THE SURFACE

Supporting Water Stewardship for our Communities



Type here to search



Appendix 9



Community Grant Application Form

Date of application: _____

Name of organization/event: Heritage Woods Secondary School - After Grad Celebration

Address: 1300 David Ave Port Moody BC

Main contact person(s):

1. Name: Carly Mack Position: Co-Chair
Phone (primary): _____ Phone (alternate): _____
Email: _____

2. Name: Susan Mueckel Position: Treasurer
Phone (primary): _____ 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: \$ _____

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: \$ 200

Describe your project/event/service:

After grad celebration for students of Heritage Woods Secondary senior class 2001/2002

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

Funds to be spent on decor, lighting, music, food for the after grad event.

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

After Grad provides a safe, sober event for high school seniors to celebrate their graduation

How many participants do you expect: from Anmore: ~20 from outside Anmore: ~200

How will the Village be recognized for its contributions?

Prominent placement of the Village logo on the sponsorship/donor board @ the event.

Recognition in the parent newsletter.

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

Creating a safe, memorable, sober event for grade 12 students to discourage underage drinking

Please provide additional information on separate paper.

BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 100 ⁰⁰
Provincial/Federal Monies	\$ 1500 ⁰⁰
Participant Fees	\$ 25000 ⁰⁰
Donations	\$ 1700 ⁰⁰
Fund Raising	\$ 2008 ⁰⁰
Other: <u>Gst Rebate</u>	\$ 500 ⁰⁰
	\$
	\$
Total	\$ 30808 ⁰⁰

Contributor: Village of Belcarra

EXPENSES

Venue Rental	\$ 1000 ⁰⁰
Advertising	\$ 0
Speakers	\$ 0
Meals	\$ 0
Refreshments	\$ 2500 ⁰⁰
Equipment Rental /Entertainment	\$ 15000 ⁰⁰
Equipment Purchase	\$
Other: <u>Grad Gifts</u>	\$ 6250 ⁰⁰
<u>Prizes</u>	\$ 5000 ⁰⁰
<u>Hypnotist</u>	\$ 2510 ⁰⁰
<u>Other</u>	\$ 250 ⁰⁰
Total	\$ 32510 ⁰⁰

PROFIT / SHORTFALL

Revenue less expenses \$ (1702⁰⁰)

FISCAL YEAR-END RESERVE BALANCE:

Description: Balance From 2021 Amount: \$ 10,000⁰⁰ (We try to carry forward the amount that was left in the account for the next year to cover deposits until funds are recieved)

Amount: \$

Amount: \$

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

Signature [Signature]
Organization's Applicant

Signature [Signature]
Organization's President or Chair





Community Grant Application Form

Date of application: _____

Name of organization/event: Heritage Woods Secondary School - After Grad Celebration

Address: 1300 David Ave Port Moody BC

Main contact person(s):

1. Name: Carly Mack Position: Co-Chair
Phone (primary): _____ Phone (alternate): _____
Email: _____

2. Name: Susan Mueckel Position: Treasurer
Phone (primary): _____ 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: \$ _____

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: \$ 200

Describe your project/event/service:

After grad celebration for students of Heritage Woods Secondary senior class 2001/2002

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

Funds to be spent on decor, lighting, music, food for the after grad event.

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

After grad provides a safe, sober event for highschool seniors to celebrate their graduation.

How many participants do you expect: from Anmore: ~20 from outside Anmore: ~200

How will the Village be recognized for its contributions?

Prominent placement of the Village logo on the sponsorship/decor board @ the event

Recognition in the parent newsletter.

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

Creating a safe, memorable, sober event for grade 12 students to discourage underage drinking.

Please provide additional information on separate paper.

BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 100 ⁰⁰
Provincial/Federal Monies	\$ 1500 ⁰⁰
Participant Fees	\$ 25000 ⁰⁰
Donations	\$ 1700 ⁰⁰
Fund Raising	\$ 2008 ⁰⁰
Other: <u>Gst Rebate</u>	\$ 500 ⁰⁰
	\$
	\$
Total	\$ 30808 ⁰⁰

Contributor: Village of Belcarra

EXPENSES

Venue Rental	\$ 1000 ⁰⁰
Advertising	\$ 0
Speakers	\$ 0
Meals	\$ 0
Refreshments	\$ 2500 ⁰⁰
Equipment Rental / Entertainment	\$ 15000 ⁰⁰
Equipment Purchase	\$
Other: <u>Grad Gifts</u>	\$ 6250 ⁰⁰
<u>Prizes</u>	\$ 5000 ⁰⁰
<u>Hypnotist</u>	\$ 2510 ⁰⁰
<u>Other</u>	\$ 250 ⁰⁰
Total	\$ 32510 ⁰⁰

PROFIT / SHORTFALL

Revenue less expenses \$ (1702⁰⁰)

FISCAL YEAR-END RESERVE BALANCE:

Description: Balance From 2021 Amount: \$ 10,000⁰⁰ (We try to carry forward the amount that was left in the account for the next year to cover deposits until funds are recieved)
Amount: \$
Amount: \$

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

Signature [Signature]
Organization's Applicant

Signature [Signature]
Organization's President or Chair



Appendix 10



Community Grant Application Form

Date of application: December 26th, 2021

Name of organization/event: The Anmore Times

Address: Anmore Village Hall, 2697 Sunnyside Road, Anmore. BC. V3H 5G9

Main contact person(s):

1. Name: Jan Morrissey Position: Coordinator
Phone (primary) _____ Phone (alternate): _____
Email: _____
2. Name: Eny Hoffer Position: Treasurer
Phone (primary): _____ 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: \$ _____

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: \$ 1,000.00

Describe your project/event/service:

To involve Anmore Youth in community service and develop practical skills that may influence their future goals.

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

Honoraria for 1 high school student to take Council meeting notes and 1 middle school student to deliver the papers.

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

The Anmore Times, a community newsletter, has been produced by volunteers since 1985 (10 issues each year from 1991).

How many participants do you expect: from Anmore: 500 + from outside Anmore: 10

How will the Village be recognized for its contributions?

The Anmore Times printed and digital editions will credit the Village for this helpful grant support.

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

Continue connecting Village residents with local information, community engagement and work experience for our youth.

Please provide additional information on separate paper.

BUDGET PROJECTIONS FOR CURRENT YEAR

Attach to Community Grant Application

REVENUE

Other Grant Monies	\$ 0.0	Contributor: _____
Provincial/Federal Monies	\$ 0.0	
Participant Fees	\$ 0.0	
Donations	\$ 0.0	
Fund Raising	\$ 0.0	
Other: Advertising for 2022	\$ 2,500.00	
_____	\$ _____	
_____	\$ _____	
Total	\$ 2,500.00	

EXPENSES

Venue Rental	\$ 0.0
Advertising	\$ 0.0
Speakers	\$ 0.0
Meals	\$ 0.0
Refreshments	\$ 0.0
Equipment Rental	\$ 0.0
Equipment Purchase	\$ 0.0
Other: Printing costs for 2022	\$ 2,700.00
Council notes/Paper delivery	\$ 1,000.00
Bank charges for 2022	\$ 12.00
Total	\$ 3,712.00

PROFIT / SHORTFALL

Revenue less expenses	\$ -1,212.00
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FISCAL YEAR-END RESERVE BALANCE:

Description: December 31st., 2022 projected	Amount: \$ 2,464.72
_____	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	\$ _____	
Fund Raising	\$ _____	
Other: Advertising 2021	\$ 2996.00	
_____	\$ _____	
_____	\$ _____	
Total	\$ 2996.00	

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: Printing costs 2021	\$ 2,612.23
Council notes/Paper delivery	\$ 1,000.00
Bank charges 2021	\$ 8.10
Total	\$ 3,620.33

PROFIT / SHORTFALL

Revenue less expenses	\$ -624.33
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FISCAL YEAR-END RESERVE BALANCE:

Description: Balance as of Dec. 30th, 2021	Amount: \$ 3,676.72
_____	Amount: \$ _____
_____	Amount: \$ _____

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

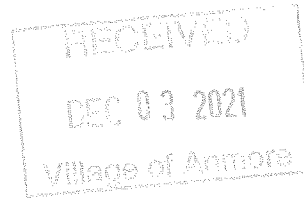
Signature _____
Organization's Applicant

Signature Janet Morrissey
Organization's President or Chair





Forest Enhancement
Society of British Columbia



November 30, 2021

Dear Mayor John McEwen and Anmore (Village) Council,

Two of the priorities identified in the BC government's April 6, 2021 mandate letter to the Forest Enhancement Society of BC (FESBC) were:

- To communicate how FESBC's projects successfully contribute to the Province's economic recovery, and
- To provide continued economic, social, and environmental benefits for British Columbia's forests, Indigenous peoples, and communities.

As of March 2021, FESBC has supported **269 forest enhancement projects** valued at \$237.6 million, generating **\$357 million in economic activity** in partnership with the Province of BC and the Government of Canada. Today, we share with you our Winter 2021 Accomplishments Update highlighting 62 of the FESBC-funded projects which are led by Indigenous peoples. We are also pleased to report that another 23 FESBC-funded projects involve Indigenous peoples working in partnership with forestry companies, community forests, municipalities, and industry. The collective value of these projects is approximately \$70 million.

These highlighted projects have facilitated the participation of Indigenous peoples in the forest economy and, through their leadership in these projects, they have a larger voice in the stewardship of the land for future generations. We are seeing Indigenous values and interests increasingly reflected in project outcomes. These projects are demonstrating approaches that **harmonize traditional and modern forestry practices** in community wildfire risk management, ensuring the wise utilization of wood fibre, increasing the opportunity to enhance the production of food sources from forests, and more.

We are very grateful to the many First Nations throughout British Columbia that have stepped forward to provide forest management leadership that has resulted in successfully delivering so many excellent projects.

Jim Snetsinger
Chair, FESBC

To connect with our team for more information, please contact FESBC Executive Director Steve Kozuki at 250.819.2888 (cell) or skozuki@fesbc.ca

(608) MC