#### **REGULAR COUNCIL MEETING – AGENDA**

Agenda for the Regular Council Meeting scheduled for Tuesday, February 7, 2023, at 7:00 p.m. in **Multipurpose Room at Anmore Elementary School, 30 Elementary Road,** Anmore, BC



NOTE: Members of the public not attending in person 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-BY6qZzAVEKX5cMWcAQ?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 <u>comments</u> to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

## 4. <u>Delegations</u>

## Page 4 (a) Real Acts of Caring – School District 43

Warren Chang, School District 43 to present with student group regarding Real Acts of Caring.

## Page 5 (b) Imperial and Stantec – Sasamat Dam

Ali Tejpar and Keri Scobie, Imperial and Joel Pineau, Stantec to present regarding Sasamat Dam.

## 5. Adoption of Minutes

## Page 6 (a) Minutes of the Regular Council Meeting held on January 17, 2023

Recommendation: That the Minutes of the Regular Council Meeting held January 17,

2023 be adopted, as circulated.

## 6. <u>Business Arising from Minutes</u>

## 7. Consent Agenda

None.

## 8. <u>Items Removed from the Consent Agenda</u>

## 9. Legislative Reports

None.

## 10. <u>Unfinished Business</u>

None.

#### 11. New Business

## Page 13 (a) Capital Projects Budget Pre-Approval

Report dated February 3, 2023 from Lena Martin, Manager of Financial Services.

## Page 17 (b) 2023 Anmore Community Grant Requests

Report dated February 3, 2023 from Lena Martin, Manager of Financial Services.

## (c) Parcel Tax Review Panel

Recommendation: That Council appoint the following three members of

Council to the Parcel Tax Review Panel for the term ending January 31, 2024 \_\_\_\_\_\_.

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

None.

#### 13. **Recommendation to Close Meeting**

Recommendation: THAT pursuant to section 90 1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality, (c)labour relations or other employee relations; (g)litigation or potential litigation affecting the municipality, and (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose, the meeting immediately following the Regular Council Meeting scheduled for February 7, 2023, be closed to the public.

#### 14. Mayor's Report

- **15**. **Councillors Reports**
- 16. **Chief Administrative Officer's Report**
- **17**. **Information Items** 
  - **Committees, Commissions and Boards Minutes** (a)

None.

- **General Correspondence** (b)
- Metro Vancouver Board in Brief for meetings held on January 27, 2023
- Communication from Heritage BC regarding Heritage Week February 20 26 Page 74 •

#### 18. **Public Question Period**

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

#### 19. **Adjournment**



# Delegation to Council Request Form

## **Contact Information**

Name of presenter: SD43 students with Harrie Chang
Name of organization: Real Acts of Caring (RAC)
Mailing Address: + The second
Phone Number:
Email Address: hchang@sd43.bc.ca
Presentation Information
Preferred meeting date at which you wish to appear (if known): Tuesday, Feb 7
Number of person(s) expected to attend: approx 7-8
Reason(s) for presentation:
☐ To provide information
☐ To request funding
☐ To request letter of support
Other To promote awareness of RAC Week which is Feb. 12-18, 2023 And to request
a proclamation
Resources:
Projector and Screen (bring own laptop)
☐ Other
Please submit the completed form and related presentation materials to the
Manager of Corporate Services by 12:00 p.m. on the Thursday prior to the Council
Meeting via email to <u>karen.elrick@anmore.com</u> or delivered to village hall.
For questions regarding this process, please phone Karen Elrick at 604-469-9877.

2697 Sunnyside Road Anmore, BC V3H 5G9 anmore.com



## Delegation to Council Request Form

## **Contact Information**

Name of presenter: Ali Tejpar, Keri Scobie, Imperial and Joel Pineau, Stantec
Name of organization: Imperial and Stantec
Mailing Address: (Stantec) Suite 500, 4515 Central Blvd Burnaby, British Columbia V5H 0C6
Phone Number: 867 335 2515
Email Address:  esley.cabott@stantec.com
Presentation Information
Preferred meeting date at which you wish to appear (if known): February 7, 2023
Number of person(s) expected to attend: Three
Reason(s) for presentation:
☑ To provide information
☐ To request funding
☐ To request letter of support
☐ Other
Resources:
☑ Projector and Screen (bring own laptop)
☐ Other
Please submit the completed form and related presentation materials to the
Manager of Corporate Services by 12:00 p.m. on the Thursday prior to the Council
Meeting via email to <u>karen.elrick@anmore.com</u> or delivered to village hall.
For questions regarding this process, please phone Karen Elrick at 604-469-9877.

## **REGULAR COUNCIL MEETING - MINUTES**

Minutes for the Regular Council Meeting scheduled for Tuesday, January 17, 2023, at 7:00 p.m. in **Gymnasium at Anmore Elementary School, 30 Elementary Road,** Anmore, BC



#### **ELECTED OFFICIALS PRESENT**

#### **ABSENT**

Mayor John McEwen
Councillor Polly Krier (via teleconference)
Councillor Doug Richardson
Councillor Kim Trowbridge (via teleconference)
Councillor Paul Weverink

#### **OTHERS PRESENT**

Karen Elrick, Manager of Corporate Services/Acting CAO Lena Martin, Manager of Financial Services Chris Boit, Manager of Development Services Brooke Holtz, Communications Coordinator

## 1. Call to Order

The meeting was called to order at 7:05 p.m.

## 2. Approval of the Agenda

It was MOVED and SECONDED:

R001/23 That the Agenda be approved as circulated.

Carried Unanimously

## 3. Public Input

Linda Weinberg, Anmore, regarding Code of Conduct principles,

## 4. <u>Delegations</u>

None.

## 5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on December 6, 2022

It was MOVED and SECONDED:

R002/23 That the Minutes of the Regular Council Meeting held December

6, 2023, be adopted, as circulated.

Carried Unanimously

## 6. Business Arising from Minutes

## 7. Consent Agenda

It was MOVED and SECONDED:

R003/23 That the Consent agenda be adopted.

Carried Unanimously

# (a) Metro Vancouver – Nominations for Membership on Metro Vancouver's Agricultural Advisory Committee

Recommendation: That Council receive the letter dated December 14, 2022 from

the Metro Vancouver regarding nominations for membership on Metro Vancouver's Agricultural Advisory Committee, for

information.

## (b) Local Government Leadership Academy – 2023 Elected Officials Seminar

Recommendation: That Council authorize Councillor Polly Krier to attend the 2023

Elected Officials Seminar LMLGA Region in Richmond BC at a

registration cost of \$450.

## 8. <u>Items Removed from the Consent Agenda</u>

## 9. <u>Legislative Reports</u>

It was agreed by unanimous consent to reorder the reports for presentation as a group as Cllr. Weverink is recusing himself for Item 9 (a) to allow for presentation and consideration of Item 9 (b) followed by Item 9 (a)

Mr. Chris Boit, Manager of Development Services, provided an overview of the infill rezoning applications included under Item 9 (b), (c), (d), and (e) noting that they are all consistent with the Infill Zone and the Infill Policy 61.

Discussion points included:

- Comments from Parks & Recreation Committee re trail connectivity
- Road Right of Way vs road dedication during subdivision and review of policy
- Community Amenity Contribution dedication of funds based on council policy

## (b) 2519 East Road – Zoning Amendment – Bylaw No. 666-2023

R004/23

THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw No. 666-2023 and refer Village of Anmore Zoning Amendment Bylaw 666-2023 to the Advisory Planning Commission and Parks & Recreation Committee for review and comment; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 666-2023.

Carried Unanimously

Councillor Paul Weverink recused himself at 7:27 p.m. due to a conflict of interest as the subject property abuts on his property.

## (a) 68 Elementary Zoning Amendment – Bylaw No. 665-2023

It was MOVED and SECONDED:

R005/23

THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw No. 665-2023 and refer Village of Anmore Zoning Amendment Bylaw 665-2023 to the Advisory Planning Commission and Parks & Recreation Committee; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 665-2023.

Carried Unanimously

Councillor Paul Weverink returned to the meeting at 7:30 p.m.

## (c) 2860 Sunnyside Rd Zoning Amendment – Bylaw No 667-2023

It was MOVED and SECONDED:

R006/23

THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw No. 667-2023 and refer Village of Anmore Zoning Amendment Bylaw 667-2023 to the Advisory Planning Commission and Parks & Recreation Committee; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 667-2023.

Carried Unanimously

## (d) 3060 Anmore Creek Way – Zoning Amendment – Bylaw No 668-2023

It was MOVED and SECONDED:

R007/23

THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw No. 668-2023 and refer Village of Anmore Zoning Amendment Bylaw 668-2023 to the Advisory Planning Commission and Parks & Recreation Committee; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 668-2023.

Carried Unanimously

## (e) 2192 Sunnyside Rd – Zoning Amendment – Bylaw No 669-2023

It was MOVED and SECONDED:

R008/23

THAT Council grant first, and second reading to Anmore Zoning Amendment Bylaw No. 669-2023 and refer Village of Anmore Zoning Amendment Bylaw 669-2023 to the Advisory Planning Commission and Parks & Recreation Committee; and

That Staff be directed to set a date for a public hearing for Anmore Zoning Bylaw Amendment Bylaw No. 669-2023.

Carried Unanimously

#### 10. Unfinished Business

None.

## 11. New Business

#### (a) Council Code of Conduct

Ms. Karen Elrick, Manager of Corporate Services provided an overview of the staff report outlining the legislative requirements related to council's consideration of a code of conduct.

Discussion points included:

Principles of policy and obligations of council

It was MOVED and SECONDED:

R009/23 THAT Council affirm Council Code of Conduct Policy No. 73

and that Council require each individual member to complete the online education course administered by the Working

Group on Responsible Conduct.

Carried Unanimously

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

None.

## 13. Mayor's Report

Mayor McEwen reported that:

- Chief Administrative Officer initial recruitment was unsuccessful. Position has not been reposted and open until January 27
- Anmore Community Hub project is underway most of frame is in place and BC Hydro lines have been rerouted; hoping to be moving into new building in August
- Snow removal was handled well by public works crew and enclosed building will be needed to protect equipment in future

#### 14. Councillors Reports

Councillor Doug Richardson reported that:

• Snow removal in Anmore was excellent

Councillor Paul Weverink reported that:

 He will be starting his position on the Zero Waste Committee at Metro Vancouver this week Councillor Polly Krier reported that:

- She attended the Mental Health Task Force Meeting
- Offered congratulations to Mayor McEwen as vice chair of Metro Vancouver

## 15. Chief Administrative Officer's Report

Ms. Elrick reported that:

- Finance Committee vacancy is open for recruitment until end of January for balance of term
- Budget process is underway at a staff level and report should be coming forward to Finance Committee at the end of February
- Water main construction related to the Anmore Community Hub will be taking place on Friday at Sunnyside and East Road

## 16. Information Items

(a) Committees, Commissions and Boards – Minutes

None.

## (b) General Correspondence

- Communication from Union of BC Municipalities dated December 9, 2022 regarding Community Works Funds payment for 2022/2023
- Communication from BCSPCA dated December 13, 2022 regarding Fall/Winter 2022 magazine and newsletter

## 17. Public Question Period

<u>Linda Weinberg</u>, Anmore, asked about Community Gas Tax Funds. Staff replied that the funds are used for general projects as determined during the budget process. Ms. Weinberg asked about Emergency Preparedness Committee for Anmore. Staff replied that staff management emergency preparedness for the Village and over the past few years an emergency guide has been prepared for the Village, an evacuation plan for Anmore has been prepared, a Wildfire session has been delivered, and the Village received a firesmart grant along with other tri city communities.

18.	<u>Adjournme</u>	<u>nt</u>	
	lt was MOV	ED and SECONDED:	
	R010/23	That the meeting be adjourned at 8:00 p.m.	
			Carried Unanimously

\_\_\_\_\_

Karen Elrick Corporate Officer John McEwen Mayor



# VILLAGE OF ANMORE REPORT TO COUNCIL

Date: February 3, 2023 File No. 1700-01

Submitted by: Lena Martin, Manager of Financial Services

Subject: Capital Projects Budget Pre-Approval

## Purpose / Introduction

To pre-approve Q1 Capital Projects for budget consideration.

## Recommended Option

That Council pre-approve the following Q1 Capital Projects; Ma Murray Lane Improvement (Road and Water) for \$350,000, Anmore Community HUB Furniture, Fixtures and Equipment (Internal) for \$175,000, Tree Trimming (Operational) \$15,000, and Annual Arborist report (Operational Increase) \$30,000.

\_\_\_\_\_

## Background

Section 165 (1) of the Community Charter states that a municipality must have a financial plan that is adopted annually, by bylaw, before the annual property tax bylaw is adopted.

And that, (4) The financial plan must set out the following for each year of the planning period:

- (a) the proposed expenditures by the municipality
- (b) the proposed funding sources

And that, (6) The proposed expenditures must set out separate amounts for

(b) the amount required for capital purposes

## Discussion

Revenues from property taxes, fees and charges provide programs and services and manage infrastructure such as roads, water, and garbage as well as parks and trails on behalf of the community. As part of an annual process, the Five-Year Financial Plan is discussed at a public Finance Committee Meeting, with recommendations to council in the following months. Financial Plan and Property Tax Bylaws are presented to council for review and approval by May 15<sup>th</sup> each year.

Capital Projects Budget Pre-Approval February 3, 2023

Staff are seeking budget pre-approval for the following time sensitive projects, for consideration in the annual financial plan.

Funding Sources	Grants	Capital	Fees and
		Reserves	Taxes
Ma Murray Lane Improvement (Road and Water)		\$ 350,000	
Anmore Community HUB Furniture, Fixtures and Equipment (Internal)		175,000	
Tree Trimming (Operational)			15,000
Annual Arborist report (Operational Increase) – 6 areas x \$5,000			30,000

Ma Murray Lane Improvement (Road and Water) – Above ground and underground services to improve Ma Murray Lane at Sunnyside and East Rd.

Anmore Community HUB Furniture, Fixtures and Equipment (Internal) – Furnishing and Fixtures and Equipment for Anmore Community HUB.

Tree Trimming (Operational) – The 2021 operational budget of \$4,400 was increased in 2022 to \$14,567 for removal of danger trees on Municipal property. Additional trees required removal throughout 2022, increasing the cost of removal to \$39,500. The Five-Year Financial Plan (2022-2026) budgeted approximately \$15,000 annually for tree removal with work to begin each spring.

In support of the tree removal, Staff are seeking funds for arborist review of 6 (six) neighbourhoods requiring tree removal. An annual report of trees at risk will assist staff in prioritizing budget. Arborist reports may be done annually by area, with 1-6 areas reviewed each year at \$5,000 per area.

Capital Projects Budget Pre-Approval February 3, 2023

## **Options**

- 1. That Council pre-approve the following Q1 Capital Projects; Ma Murray Lane Improvement (Road and Water) for \$350,000, Anmore Community HUB Furniture, Fixtures and Equipment (Internal) for \$175,000, Tree Trimming (Operational) \$15,000, and Annual Arborist report (Operational Increase) \$30,000. OR
- 2. That Council pre-approve the following Q1 Capital Projects;

\_\_\_\_\_

## Financial Implications

The Anmore Five-Year Financial Plan and Tax Bylaws are presented to council for review and approval in the following months.

## Communications / Civic Engagement

The Anmore Five-Year Financial Plan and Tax Bylaws will be presented for public engagement in the following months.

## Council Strategic Plan Objectives

To provide responsive, efficient, transparent, and engaged service to ensure long term fiscal responsibility.

## **Attachments**

None

Capital Projects Budget Pre-Approval February 3, 2023

Prepared by:	
Lena Martín	
Lena Martin	
Manager of Financial Services	
Reviewed for Form and Content / Approved for Subm	nission to Council:
Acting Chief Administrative Officer's Comment/Conce	urrence
<del>-</del>	Acting Chief Administrative Officer



# VILLAGE OF ANMORE REPORT TO COUNCIL

Date: February 3, 2023 File No. 1850-20

Submitted by: Lena Martin, Manager of Financial Services

Subject: 2023 Anmore Community Grant Requests

## Purpose / Introduction

To seek direction from Council regarding the approval of community grant applications received for the 2023 budget year.

## Recommended Option

That Council approve the following community grants as outlined in the report dated February 3, 2023, from the Manager of Financial Services regarding 2023 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 seven community grant applications for the 2023 budget year. The combined total of all applications requesting Council's consideration is \$6,627. The applicants are listed as follows:

2023 Anmore Community Grant Requests February 3, 2023

Applicant	2023 Project, Event or	2023	2022	2021	2020
	Service		Amount	Amount	Amount
		Requested	Received	Received	Received
1st Anmore Scouts	Activity Expenses	\$ 1,200	\$ 1,000	\$ 1,000	\$ 1,000
Anmore Garden	Membership to BC	750	500	500	500
Club	Council of Garden				
	Clubs, Craft Supplies				
Communities	Restorative Justice	437	437	437	Nil
Embracing	Services				
Restorative Action					
(CERA)					
Friendly Forest	Lumber for playground	1,000	Nil	Nil	Nil
Preschool (A)	improvements				
Friendly Forest	Supplies and Toys	1,500	1,000	1,500	Nil
Preschool (B)					
Heritage Woods	After Grad Celebration	740	200	Nil	Nil
Secondary					
The Anmore Times	Honoraria for 3 (new)	1,000	200	Nil	Nil
	students to take				
	Council Meeting notes,				
	newspaper delivery				
	and digitize newspaper				

TOTAL \$ 6,627

## Discussion

The following principles may be applied to determine funding allocations:

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

2023 Anmore Community Grant Requests February 3, 2023

- 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

Or

1.	That Council approves the following community grants as outlined in the report dated
	February 3, 2023, from the Manager of Financial Services regarding 2023 Anmore
	Community Grant Requests

2. That Council refers the report from the Manager of Financial Services regarding 2023 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 can be accommodated.

## Communications / Civic Engagement

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

## 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".

2023 Anmore Community Grant Requests February 3, 2023

## Attachments:

- 1. 1st Anmore Scouts community grant application.
- 2. Anmore Garden Club community grant application.
- 3. Communities Embracing Restorative Action (CERA) community grant application.
- 4. Friendly Forest Preschool community grant application (A).
- 5. Friendly Forest Preschool community grant application (B)
- 6. Heritage Woods Secondary grant application
- 7. The Anmore Times grant application

Prepared by:	
Lena Martín	
Lena Martin	
Lena Marun	
Manager of Financial Services	
Reviewed for Form and Content / Approved for Subm	ission to Council:
Chief Administrative Officer's Comment/Concurrence	120111 A
	XELUUL
-	Acting Chief Administrative Officer



## Community Grant Application Form

Date of application: December 6, 2022
Name of organization/event: Scouts Canada 1st Annore
Address: <u>Clo: Julie Mitten. Group Commissioner</u> , 1092 uplands Dr. Anmore, V345G6
Main contact person(s):  1. Name: Julie Mitten  Phone (primary): 604-202 - 2701  Email: Julie mitten gmail.com
2. Name: Angela Yin Position: Treasurer  Phone (primary): 778-86T-6600 Phone (alternate):  Email: angela yyin@gmail.com
PREVIOUS YEAR FUNDING
Did the Village of Anmore provide funding to this same organization last year? $\square$ Yes $\square$ No
If yes, amount received: \$ /, 000
Describe project/event/service: Note 1
How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.
CURRENT YEAR FUNDING REQUEST
Amount requested: \$/,2 <sup>90</sup>
Describe your project/event/service:
Note 3
How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form.
Describe your organization and how its efforts do/might benefit the community:
How many participants do you expect: from Anmore: from outside Anmore:
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

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Other Grant Monies	\$ 6,500	Contributor: _	BC Gaming	Grant
Provincial/Federal Monies	\$		J	
Participant Fees	\$ 500			
Donations	\$			
Fund Raising	\$ 5000			
Other: Anmore Community Grant	\$ 1,200			
Activity Fee Collected	\$ 700			
Jamboree Fund Ravising	\$ <u>}७७७</u>			
Total	\$ 18 700			
EXPENSES				
Venue Rental	\$			
Advertising	\$			
Speakers	\$			
Meals	\$			
Refreshments	\$			
Equipment Rental	\$			
Equipment Purchase	\$ <u></u> 1000			
Other: <u>Äctivity Expense</u>	\$			
Line Camp	\$ 6000			
Insurance, Trains, etc.	\$ 7.750			
Total	\$ 25,750			
PROFIT / SHORTFALL				
Revenue less expenses	\$ -7,050			
FISCAL YEAR-END RESERVE BALANCE	:			
Description: <u>BC Gamine Grant</u> <u>Amnore Community Gra</u>	Amount: \$	<u> </u>		
_ Ammore Community Gir	<u>ഷ+</u> Amount: Ş <u>&amp;</u>	)		

Jamboree Fund Reserve Amount: \$ 3000

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

Signature Argela Yin Signature Organization's Applicant Organization's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

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Other Grant Monies	s 4000	Contributor:	BC Gaming Grant
Provincial/Federal Monies	\$	contributor.	
Participant Fees	\$		
Donations	\$		
Fund Raising	\$ 4806,58		
Other: Anmore Community Grant	\$ /000		
Activity Fee Collected	\$ 2,410		
Other	\$ <u>513</u>		
Total	\$ 12,729,58		
EXPENSES			
Venue Rental	\$		
Advertising	\$		
Speakers	\$		
Meals	\$		
Refreshments	\$		
Equipment Rental	\$		
Equipment Purchase	\$ 4253,50		
Other: <u>Activity Expense</u>	\$ <u>6454,41</u>		
Insurance	\$		
other	\$ <u>334,90                                    </u>		
Total	\$ 12,052,81		
PROFIT / SHORTFALL			
Revenue less expenses	\$ <u>676.77</u>		
FISCAL YEAR-END RESERVE BALANCE	≣:		
Description: <u>BC Gamine Grant</u> <u>Anmore Community</u>	Amount: \$\frac{\mathcal{O}}{\mathcal{O}} \text{Amount: \$\frac{\mathcal{O}}{\mathcal{O}}} \text{Amount: \$\mathcal{O}\$} \text{Amount: \$\mathcal{O}\$} \text{Amount: \$\mathcal{O}\$		
Γο the best of my knowledge, the above st	atements are true as of	the date of this	s application.

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



# **BUDGET PROJECTIONS FOR CURRENT YEAR**

Attach to Community Grant Application

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к		v	ш	1.4	N	и	s

Other Grant Monies	\$_	6,500
Provincial/Federal Monies	\$_	-
Participant Fees	\$_	500
Donations	\$_	
Fund Raising	\$_	5,000
Other: Anmore Community Grant	\$_	1,200
Activity Fee Collected	\$_	200
Jamboree Fund Raising	\$_	3,000
Total	\$_	18 700

## **EXPENSES**

Venue Rental	\$
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$ 2,000
Other: Activity Expense	\$ 10,000
Line Camp	\$ 6000
Insurance, Traincy, etc.	\$ 7.750
Total	\$ 25,750

## PROFIT / SHORTFALL

Revenue less expenses

\$ -7,050

## FISCAL YEAR-END RESERVE BALANCE:

Description:	BC Gamine	BC Gaming Grant		0
	Ammore Comer		Amount: \$_	0
	Jamboree Fu		Amount: \$_	3000

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

Organization's President or Chair

Contributor: BC Gaming Grant



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

## REVENUE

Other Grant Monies	\$_	4000	Contributor:	BC	Gaming Grant
Provincial/Federal Monies	\$_				
Participant Fees	\$_				
Donations	\$_	The Secretary of the			
Fund Raising	\$_	4,806,58			
Other: Annore Community Grant	\$_	1000			
Activity Fee Collected	\$_	2,410			
Other	\$_	513			
Total	\$_	12,729.58			
EXPENSES					
Venue Rental	\$_				
Advertising	\$_	and the state of			
Speakers	\$_	and the second			
Meals	\$_	The state of the			
Refreshments	\$_				
Equipment Rental	\$_	And the second			
Equipment Purchase	\$_	4253.50			
Other: Activity Expense	\$_	6,454,41			
Insurance	\$_	1.010			
Other	\$_	334,90			
Total	\$_	12,052,81			
PROFIT / SHORTFALL					
Revenue less expenses	\$_	676.77			
FISCAL YEAR-END RESERVE BALANCE	F. Ta				

Description: _	BC Gan	ning	Grant	Amount: \$_	0	
DENNISH BY	The second			Amount: \$_	0	
1-130-1419-			)	Amount: \$_		

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

Signature Argela Vin
Organization's Applicant

Signature

Organization's President or Chair



# Anmore Community Grant Application Form -- Appendix

Scouts Canada – 1st Anmore

## Note 1

Scouts Canada 1st Anmore Scouting program provides children and youth with the opportunity to participate in a variety of experiences including outdoor adventures and contributions to the community events. The program is aligned with the Scouts Canada well established program, Canadian Path, and offers activities to improve skills in hiking, camping, wilderness survival, and a variety of other outdoor recreation experiences. In addition, the program promotes leadership, volunteering, citizenship, respect for the environment, personal growth and development of all participants.

## Note 2

The funds received from the Village of Anmore in 2022 in the amount of \$1,000 were used to offset the cost of Scouts equipment storage trailer electrical upgrades. The total expense of this upgrade is \$3,734.85. The upgrade will provide a long lasting benefit in protecting the valuable equipment and supplies stored in the container, that the lighting, temperature, ventilation and humidity can be controlled. Without the Village Grant, we would not be able to make this necessary upgrade.

Please see the 2021-2022 Revenue and Expense Statement attached.

## Note 3

Our project/event/service will be the same for the year 2022-2023 as described in Note 1 above. The details of projected activity/event is provided in Note 4 below.

## Note 4

Provided the 2023 Community Grant is awarded, the funds will be used to offset activity expenses. Due to the relief of COVID related restrictions, 1<sup>st</sup> Anmore Scounts experienced an increased number of registered participants. As of Nov.30, 2022, we have 59 registered participants. Therefore, the planned activity expense increased accordingly to \$10,000.

Due to the increased number of participants and high inflation rates for the past few years, the budgeted grant from the Village of Anmore is increased to \$1,200 (\$200 increase from past years).

The Anmore Community Grant in whole will be used to fund the activity expenses. The expenses and funding is planned as below:

Activity Expenses: \$10000
Offset by activity fees collected: \$2500
Offset by BC Gaming Grant: \$3500
Offset by Anmore Community Grant: \$1200
Remaining balance to be offset by General Fund: \$2800

Please see the 2022-2023 Budget Report Attached.

## Note 5

The Scouting program promotes leadership, volunteering, citizenship and respect for the environment, personal growth, and development of all participants. It is based in the Village of Anmore and enables Anmore youth to build skills and attitudes that lead to better citizenship and community service. It also plays an important role in the community in connecting people, delivering Scouts values and enriching diversity. For example, every year, 1st Anmore Scouts present in the community events such as Anmore Spirit Park Clean Up, Anmore / Belcarra Remembrance Ceremony, Anmore Ma Murray Day Event, Easter Egg hunt (and clean up) in April, Garbage Pick Up event in May, other holiday and cultural celebrations, etc.

## Note 6

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, Coquitlam, Port Coquitlam and Belcarra. The Port Moody Scouting program folded a few 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

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.

# Revenue & Expense Statement Scouts Canada 1st Anmore Scouts

for 2021-09-01 to 2022-08-31

Program: Scouts Canada Scouting 1)

		General Fund	Gaming Fund	Anmore Grant	Internal Restricted	Total
Revenues	Activity Fee Collected	<u>ı unu</u>	<u>i unu</u>	Grant	2410	<u>10tai</u> 2410
Revenues	Activity Fee Refund					2410
	(negative)	-45				-45
	Member Fee Reimbursed					
	from Scouts Canada	360				360
	BC Gaming Grant		4000			4000
	Village of Anmore Grant			1000		1000
	Bottle Drives Revenue	4806.58				4806.58
	Misc Income	198				198
	Total Income 2) 3)	5319.58	4000	1000	2410	12729.58
Expenses	Activity Expenses	44.41	4000		2410	6454.41
Expenses	Link Camp (net)-BC Grant Eligible 4)	44.41	4000			0434.41
	Equipment & Supplies 5)	3253.5		1000		4253.5
	Training	173.25				173.25
	Bottle Drive Expense	161.65				161.65
	Badges	0				0
	Other/Misc	0				0
	Group Committee	0				0
	Insurance	1010				1010
	Total Expenses	4642.81	4000	1000	2410	12052.81
			_			
Excess of R	levenues over Expenses	676.77	0	0	0	676.77

#### Notes:

- 1) Scouting program is the only program that 1<sup>st</sup> Anmore Scouts runs. Therefore, the organization's revenue and expense is the scouting program revenue and expense.
- 2) Composition of revenues:

31% from Provincial Gaming Grant

38% from fund raising (bottle drives)

8% from Village of Anmore Grant

- 3) The 2020-2021 budgeted \$9,400 surplus was not correctly recorded as income. Surplus fund from the prior year due to cancellation of activities is not an income. This item is therefore removed. The \$9,700 is the true budgeted and \$12,729.58 is the true actual income.
- 4) Linc camp didn't happen this year as last year's Linc camp was organized late due to COVID-19 restrictions.
- 5) Equipment & Supplies consist of two expenses:

Container Electrical Upgrade: \$3,734.85

Roof Racks for canoes: \$518.65

This expense is the second largest making 35% of all expenses.

## **Budget Report**

## **Scouts Canada 1st Anmore Scouts**

Projected Revenues & Expenses for 2022-09-01 to 2023-08-31

Program: Scouts Canada Scouting 1)

		General Fund	Gaming Fund	Anmore Grant	Internal Restricted	Total
Revenues	Activity Fees Collected				2500	2500
	Member Fee					
	Reimbursed from					
	Scouts Canada	500				500
	BC Gaming Grant 2)		6500			6500
	Village of Anmore Grant 7)			1200		1200
	Bottle Drives Revenue	5000				5000
	Jamboree Fund Raising 3)				3000	3000
	Total Income	5500	6500	1200	5500	18700
Expenses	Activity Expenses 3)	2800	3500	1200	2500	10000
	Link Camp Reserve/Expense 5)	3000	3000			6000
	Equipment & Supplies	2000				2000
	Training	500				500
	Bottle Drive Expense	200				200
	Badges	150				150
	Other/Misc	300				300
	1 <sup>st</sup> Anmore Scouts	000				300
	Uniform 6)	2000				2000
	Group Committee	300				300
	Insurance	1300				1300
	Jamboree Reserve/Expense 4)				3000	3000
	Total Expenses	9550	6500	1200	5500	25750
	Total Expenses	3330	0300			23130
Excess of Re	venues over Expenses	-7050	0	0	0	-7050

#### Notes:

- 1) Scouting program is the only program that 1<sup>st</sup> Anmore Scouts runs. Therefore, the organization's budget is the budget of the scouting program.
- 2) The current and estimated number of registered participants (youth and scouters) is 59. The estimated provincial grant is calculated at \$110 per participant totaling \$6,500.
- 3) The estimated activity expense is \$10,000 which is consistent with last year's actual expense of \$160 per participant. The grant applied and the expense budgeted per participant this year is increased by \$10 per person to factor in the inflation rate.
- 4) As a result of the committee meeting, a Jamboree fund of \$3,000 is budgeted and this will be an internal restricted fund.
- 5) As Link camp did not happen for the 2021-2022 year, a bigger Link camp is planned and budgeted for the year 2022-2023.
- 6) As a result of the committee meeting, 1<sup>st</sup> Anmore Scouts uniform is budgeted for the next vear.
- 7) Due to the increased number of participants and high inflation rates for the past few years, the budgeted grant from the Village of Anmore is increased to \$1,200 (\$200 increase from past years).



## 1 st Anmore Beavers, Cubs, Scouts & Ventures



#### **GENERAL MEETING AGENDA**

## Thursday, Sept 29, 2022 @ 6:30 PM-7:00 PM

## @ Anmore Elementary MPR

Attendance: Julie Mitten, Rob Newington, Elias Trafford, Gary Richardson, Felipe Castillo, Amanda Schmidt, Steve Baillie, Mike Toporowski

#### 1. Welcome

Meeting called to Order by Julie Mitten at 6:39pm

Julie welcomed new and returning families to the group. Reminded everyone of the Welcome email sent out on Monday, Sept 26 with important details on it.

Elias explained a bit about the Beaver Section.

Gary explained a bit about the Cubs Section.

Julie explained a bit about the Scouts Section.

Rob explained a bit about the Vents Section.

## 2. Approval of the Agenda

*Motion:* That the Agenda of the AGM be approved as pre-circulated and presented.

Moved: Gary

Second: Amanda

#### 3. Approval of the Minutes of the last AGM

*Motion:* That the Minutes of the last AGM be approved as pre-circulated and presented.

Moved: Elias

Second: Gary

## 4. Registrar's Report (Kim Trafford)

Kim was not able to attend, Julie is presenting in her absence.

New Families: 11

## **Beavers**

Youth: 10 active (2 inactive); also 3 new Beavers signed up to begin in January but attending informally at

this time.

Scouters: 1 Active. 4 Pending

#### Cubs

Youth: 13 active (1 inactive) Scouters: 3 Active. 1 FT + 2 PT

#### **Scouts**

Youth: 9 active (2 inactive) Scouters: 4 Active. 1 FT + 3 PT

#### **Vents**

Youth: 1 Pending Scouters: 1 Active

#### **Rovers**

2 Pending

Reminders: We will need all families not volunteering as a Scouter to complete the Adult Overnight Helper training and for non-registered parents and Siblings to complete the Hold Harmless and Physical Fitness Forms

For Scouters, the process is more involved and requires a police record check, interview, and various training.

*Motion:* That the Registrar's Report be adopted as presented.

**Moved:** Gary

Seconded: Rob

5. Treasurer's Report (Angela Jiang)

Angela was not able to attend, Julie is presenting in her absence.

The Financial Year and Registration period are not aligned. While Registration is based on Calendar year, the Finances are Sept 1-Aug 31

Financial summary report for year ending Aug 31/22 and proposed budget for year ending Aug 31/23.

Year Ending Aug 31 2022

Our Revenue comes from two main sources: Grants and Bottle Drives. These covers the vast majority of our costs. Activity Fees are what we collect for specific activities that have a cost attached. We collect activities primarily for two reasons. 1) To ensure those signing up for an activity with a cost do attend and 2) to stretch out our budget so we can do more activities. Typically our activities are subsidized 50-75% of the actual cost. Grants and Bottle Drives were pretty well budgeted last year.

Our biggest annual expenses are Activity Fees and Equipment. Budgeted really well, within 2%, for activities. With Covid, our Link Camp was done in the Fall last year, instead of the Spring. This, combined with having excess budget from a Covid year prior, led us to use all of the year prior expenses on Link Camp.

The balance sheet has a positive balance of \$10,089. Typically we want our General Fund to be 0, however due to two years of Covid our funds are much higher than normal and we have accounted to spend this extra funds in the current year.

*Motion:* That the Treasurer's report and proposed Budget be approved as pre-circulated and presented.

Moved: Rob
Second: Flias

6. Introduction of the proposed Group Committee Members:

Chairperson/Group Commissioner: Julie Mitten / Open

Treasurer: Angela Jiang

Registrars: Kim Trafford / Open

Secretary: Julie Mitten Open

Bottle Drive Coordinator: Shaun Prentice / Open

Beavers (Primary Scouters): Elias Trafford

Cubs (Primary Scouter): Gary Richardson /Julie Mitten

Scouts (Primary Scouter): Marcel Guevara

Venturers (Primary Scouter): Rob Newington / Gerald Salmon

Quartermaster: Elias Trafford

*Motion:* Voting required for group committee positions.

Moved: Julie

Second: Rob

Volunteer Positions Discussed. Please sign up for a volunteer role, if not tonight then in the next couple of weeks. We would like everyone to be placed in a volunteer role by mid-October.

#### 7. Bottle Drive Update (Shaun Prentice)

Shaun was not able to attend, Julie is presenting in his absence.

Next Bottle Drive: Oct 22, 2022

Also Jan 7, 2023 and Apr 22, 2023

Held at the Anmore Village Hall

This is required attendance. We will be asking for 4 bottle drive cheques to cover 3 bottle drive plus one summer time campground pick-up.

Bottle Drives are very straight-forward. We have Runners that knock on doors and bring bottles to the curb, and Drivers, these are parents that pick up bottles that have been brought to the curb. We partner runners and drivers up so that drivers aren't picking up bottles before runners have had chance to knock, this saves confusion for people that may have already placed bottles out, and time for runners to avoid knocking on doors that have already put bottles out.

## 9. Adjournment

Motion: That the Annual General Meeting be adjourned at 7:42

Moved: Julie

Second: Amanda

## **Attachment 2**





Community Grant Application Form
Date of application: December 20, 2022
Name of organization/event: Hympre Garden Club
Address: B.C.
Main contact person(s):  1. Name: Nancy Knaver Position: Chair person Phone (primary): 604-469-1260 Phone (alternate):  Email: nancy knaver o gmail com:  2. Name: Shar on Shuttleworth Position: Treasurer.  Phone (primary): 604-469-3336 Phone (alternate):  Email: Sharon shuttleworth a shaw ca
PREVIOUS YEAR FUNDING
Did the Village of Anmore provide funding to this same organization last year?
If yes, amount received: \$ 500.00
Describe project/event/service: Activities related to gardening - sharing of inform
How were grant funds spent? Please complete the attached 'Financial Statement from Previous Year' form.  Prembership for B.C. Council of Garden Clubs + Activities related  CURRENT YEAR FUNDING REQUEST to gardening
Amount requested: \$750.00
Describe your project/event/service:
Provide a meeting place where members of the group can get How will grant funds be spent? Please also complete the attached 'Budget Projections for Current Year' form. together.
How will grant funds be spent? Please also complete the attached Budget Projections for Current Year form.
Speakers, membership to BCBC, crafts - group projects to
Describe your organization and how its efforts do/might benefit the community:
Ste attached Sheet
How many participants do you expect: from Anmore: $20 +$ from outside Anmore: $10 +$
How will the Village be recognized for its contributions?  See affached Sheet
Identify any long term objectives or goals that the organization is working toward  See attached Sheet
Please provide additional information on separate paper.

## BUDGET PROJECTIONS FOR CURRENT YEAR 2021 - 2023

	/E		

Other Grant Monies	\$ 300.00	Contributor: Village	of Anmore
Provincial/Federal Monies	\$	0	V
Participant Fees 25.00	\$350.00	•	
Donations mbershipfees	\$		
Fund Raising	\$		
Other:	\$		
	\$		
elerjomätisch diejenemen eine er en hav zu er ein blannen mit her en habejen nage ehr ausgeren.	\$		
Total	\$		
EXPENSES			
Venue Rental	\$		
Advertising	\$		
Speakers	\$		
Meals	\$		
Refreshments	\$120.00		
Equipment Rental	\$		
Equipment Purchase	\$		
Other: BC GC	\$ 40.00		
crafts+draw prizes	\$ 433.96		
P1 1 2 CS	\$		
Total	\$		
PROFIT / SHORTFALL			
Revenue less expenses	\$		
FISCAL YEAR-END RESERVE BALANCE			
Description: bank account	/ Amount: \$ 2	45.08	
/	Van Amount: \$		
	CityAmount: \$	and the state of t	
To the best of my knowledge, the above st	atements are true as of t	he date of this application.	
1	1)	1	
Signature Organization's Applicant	Signature / Co	ion's resident or Chair	



## FINANCIAL STATEMENT FROM PREVIOUS YEAR 2021-2022

MARK.	Second .	of Street		2 2	-
u		/E	P1	8 1	_
п	-1	/ =	F 1	LJ	

Other Grant Monies	\$ 500.00	Contributor: Village	of Anmore
Provincial/Federal Monies	\$		, , ,
Participant Fees 20.00	\$300.00	0	1
Donations bership fees	\$	unable to fun	draise
Fund Raising	\$	2020, 20,	21,202 due to
Other:	\$	Covid.	
	\$		
Total	\$		
EXPENSES			
Venue Rental	\$		
Advertising	\$		
Speakers	\$		
Meals	\$		
Refreshments	\$ 62.04		
Equipment Rental	\$		
Equipment Purchase	\$	^ *	1
Other: gifts	\$ 53.01	for members	leaving
BC Council of Garden Clu	\$ 37.00		J
cratts	\$ 512 92		
money for refugees Total	\$		
PROFIT / SHORTFALL			
Revenue less expenses	\$		
FISCAL YEAR-END RESERVE BALANCE			
Description las les ses l	Amount 6 1 8	82 HI. D.	10001
Description. Dank of Louis 1	Amount: \$	os. 10 Dec	(0001
Description: bank account	Amount: \$		
To the best of my knowledge, the above st	atements are true as of t	he date of this application.	
n - U,	-0	),	
Signature Ancy Kname Organization's Applicant	Signature Organizati	on's President or Chair	
- In the second	7.34.11	The second secon	



(1) We are a non profit organization of local residents with an interest in all aspects of provide Community Spirit by tudying up Spirit Park.

and beautifying Anmore Public Spaces. In the past

we have made donations to Sasamat Volunteer Fire

Pept, SARS and Mosson Creek Fish Hatchery. We invited

the community to attend our annual Christmas

Wreath Making in November. Always lots of funt

well attended. For 2023 we have 2 speakers

booked. These events will be open to our

Community to attend. One of our main events

La supervising t cleaning of Spirit Park. The Community to attend. Une of our main events is supervising t cleaning of Spirit Park. The community is invited to help with the Spring Clean up and get it ready for our Villages annual. Easter Egg Hunt. This year, with the help of the Village, we organized t planned for the Children of Anmore School, Grade 5 class to plant 3 trees in Spirit Park. The group of children were so excited to be planting the Vine Maples. It great Community - School Event that was supervised by the Anmore Garden Club. We hope to continue this tradition for 2023. Our long term goal is to work with the School, Preschool, and our Scouting Group to form a childrens and our Scouting Group to form a childrens
garden in Spirit Park - ie - a fairy garden,
a home for bats + birds - Stone path ways etc. A portion of the money we receive as a grant will help to bring this goal to fruition. A portion of the money will also go towards craft related projects for Anmore Garden Club Members.

- 2. We would recognize the Village's Contribution through, Social Media, flyers and a Verbal recognition the time of the event.
- B) Providing a community organization that welcomes residents to share in knowledge + friendship helping to keep our Community Spirit Alive.

## **Attachment 3**



## Community Grant Application Form

Date of application	n: December 21, 2022	
Name of organizat	tion/event: Communities Embracing F	Restorative Action (CERA) Society
	r Street, Coquitlam, BC	
Main contact personal. Name: Gurind	, ,	Position: Executive Director
Phone (prima	ary): <u>604-710-9106</u> @cerasociety.org	Phone (alternate): <u>604-931-3165</u>
Phone (prima	Hagen Johnstone ary): <u>604-931-3165</u>	Position: Administrative Assistant Phone (alternate):
Email: <u>mary@</u>	cerasociety.org	
PREVIOUS YEAR		me organization last year?
		ine organization last year: Tes Tho
If yes, amount rece	· · · · · · · · · · · · · · · · · · ·	
Describe project/e	vent/service: Restorative Justice	
How were grant fu Salaries and operational co		ched 'Financial Statement from Previous Year' form.
CURRENT YEAR	FUNDING REQUEST	
Amount requested	l: \$ 437	
Describe your proj	ect/event/service:	
Restorative Justice S	Services to the Village of Anmore	
How will grant fur Salaries and operation	•	e attached 'Budget Projections for Current Year' form
Describe your orga	anization and how its efforts do/m	ight benefit the community:
How many particip	pants do you expect: from Anmor	e: from outside Anmore:
How will the Villag	ge be recognized for its contribution	ons?
	erm objectives or goals that the or	ganization is working toward

Please provide additional information on separate paper.

# Grant Application to the Village of Anmore For Support of the Community Youth Justice Program 2023 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 2023 fiscal year is **\$437.00** 

#### Benefits to Community Resulting from the Services

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

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

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

#### 2. Cost-Effectiveness:

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

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

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

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

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

#### 2. For the wider community ...

i. Preparation for a resolution conference and the conference itself provides an opportunity for early intervention with youth at risk through the identification of factors contributing to the offence and the underlying needs of the youth. Early intervention has the potential to prevent a youth from becoming further involved in the criminal justice system, reducing the cost to taxpayers of court and custodial measures.

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

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

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

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

## **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.

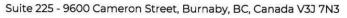
We continue to do presentations for the RCMP, informing them of our work. With the RCMP knowing that CERA serves Anmore, they have the information and ability to refer a cases. Furthermore, our service enables Anmore residents the peace of mind to know that there is a community justice organization that promotes safety and peace in their Village.

Sincerely,

allena

Gurinder Mann
Executive Director, CERA Society

# COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY COMPILED FINANCIAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2021





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

## **COMPILATION ENGAGEMENT REPORT**

To Management of Communities Embracing Restorative Action (CERA) Society

On the basis of information provided by management, we have compiled the statement of financial position of Communities Embracing Restorative Action (CERA) Society as at December 31, 2021, and the statements of operations and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the financial information ("Financial Information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Manning Elliott LLP

Chartered Professional Accountants Burnaby, British Columbia June 22, 2022

## COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY STATEMENT OF FINANCIAL POSITION AS AT DECEMBER 31, 2021

	CYJP 2021	E	mpowering Youth 2021	Total 2021	Total 2020
ASSETS					
CURRENT ASSETS Cash and cash					
equivalents Restricted cash GST receivable Prepaid expenses and	\$ 93,150 50,000 628	\$	10,000 -	\$ 93,150 60,000 628	\$ 63,392 72,500 578
deposits	1,951		-	1,951	1,963
	\$ 145,729	\$	10,000	\$ 155,729	\$ 138,433
LIABILITIES					
CURRENT LIABILITIES Accounts payable and					
accrued liabilities Deferred revenue	\$ 4,812 50,000	\$	- 10,000	\$ 4,812 60,000	\$ 7,803 72,500
	54,812		10,000	64,812	80,303
NET ASSETS UNRESTRICTED	90,917		-	90,917	58,130
	\$ 145,729	\$	10,000	\$ 155,729	\$ 138,433

Approved by the Board	
Mylaulau	Director
	Director

# COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2021

		CYJP 2021	E	mpowering Youth 2021		Total 2021		Total 2020
								2020
REVENUE								
Grants	\$	139,343	\$	10,000	\$	149,343	\$	138,356
Private Sponsorship	Ψ.	-	Ψ	22,500	Ψ	22,500	Ψ	14,000
Other Income		7,398		-		7,398		4,407
		e: 00°45 m; 46						
		146,741		32,500		179,241		156,763
EXPENDITURES								
Wages and benefits		78,731		26,375		105,106		111,772
Rent		12,296		3,071		15,367		12,692
Training and contract services		11,268		334		11,602		11,140
Telephone		3,730		932		4,662		4,507
Professional fees		3,690		923		4,613		3,645
Insurance		3,157		783		3,940		3,774
Advertising and promotion		478		31		509		1,108
Office and miscellaneous		441		31		472		628
Interest and bank charges		123		20		143		137
Licences, dues and fees		40		-		40		90
		113,954		32,500		146,454		149,493
EXCESS OF REVENUE OVER EXPENDITURES FOR THE								
YEAR	\$	32,787	\$	-	\$	32,787	\$	7,270

COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2021

	Ď	CYJP - Inrestricted	, w	CYJP - Restricted	E S	Empowering Youth - Restricted		2021		2020
NET ASSETS - BEGINNING OF YEAR Revenue Expenditures	↔	58,130 96,741 (63,954)	↔	50,000	↔	32,500 (32,500)	↔	58,130 179,241 (146,454)	↔	50,860 156,763 (149,493)
NET ASSETS - END OF YEAR	↔	90,917	↔		€		8	90,917	↔	58,130

## COMMUNITIES EMBRACING RESTORATIVE ACTION (CERA) SOCIETY NOTES TO FINANCIAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2021

#### BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Communities Embracing Restorative Action (CERA) Society as at December 31, 2021, and the statements of operations and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- · accounts receivable
- · investments recorded at cost
- · accounts payable and accrued liabilities

## CERA Society Profit & Loss

January through December 2022

	Jan - Dec 22
Ordinary Income/Expense	
Income Municipal Grants	
Anmore	437
Belcarra	353
Coquitlam	38,654
Port Moody New Westminster	2,000 15,000
New Westimister	
Total Municipal Grants	56,444
Provincial Funding	40.000
CAP (Cmty Accountability Prog) Civil Forfeiture	16,000 30,112
	<u></u>
Total Provincial Funding	46,112
Gaming/Direct Access Gaming Grant 2022	60,000
Total Gaming/Direct Access	60,000
Private/Corporate Sponsorship	
School District #43 (Coquitlam)	5,000
Total Private/Corporate Sponsorship	5,000
Charitable Donations	410
Other Income	404
Term Deposit Interest VanCity Share Dividends	421 5
Membership dues	10
Fee for Service	4,200
Total Other Income	4,636
Total Income	172,602
Expense	
Promotion	
Website	172
AGM	121
Total Promotion	293
Bank & Interest Charges	(120)
Dues & Subscriptions	` 4Ó
Facilities Expense	
Maintenance & Supplies Rent	15 15,572
Total Facilities Expense	15,587
Telecommunications	
Zoom account	263
Cellphone	480
Telephone/Internet	3,948
Telecommunications - Other	31
Total Telecommunications	4,721
Office Expense	0.5
Computer & Software Expense	85 65
Copier	65 79
Postage & Delivery Supplies	116
Total Office Expense	345
Insurance	3,784
Professional Fees	·

**Accrual Basis** 

## CERA Society Profit & Loss

January through December 2022

	Jan - Dec 22
Audit Fees	2,563
Total Professional Fees	2,563
Program Expense On-Call Facilitator Stipend On-Call Facilitator Expense	8,254 1,680
Total Program Expense	9,934
Salaries, Wages & Benefits Payroll Expense In Lieu of Benefits Mileage Vacation Pay Expense Payroll Tax Expense Ceridian Payroll S/C	95,777 1,560 165 8,280 7,257 884
Total Salaries, Wages & Benefits	113,924
Total Expense	151,070
Net Ordinary Income	21,532
Net Income	21,532

## **Attachment 4**



## Community Grant Application Form

Please provide additional information on separate paper.

Date	of application: December 20, 2022	
Nam	e of organization/event: Friendly Forest Prescho	pol
	ress: 30 Elementary Rd. Anmore BC V3H 4Y6	
	contact person(s): Name: Charlene Thue	Position: VP Grants
	Phone (primary): 604-340-8201 Email: vpgrants@friendlyforestpreschool.com	Phone (alternate):
2.	Name: Ekaterina Perkins	Position: President
	Phone (primary): 416-877-1851	Phone (alternate):
	Email: president@friendlyforestpreschool.com	
PRE	VIOUS YEAR FUNDING	
Did t	the Village of Anmore provide funding to this sa	me organization last year? ☑Yes ☐No
If yes	s, amount received: \$\frac{1000}{2}	
Desc	cribe project/event/service:	ructure improvements
How see b	were grant funds spent? Please complete the attac	hed 'Financial Statement from Previous Year' form.
CUR	RENT YEAR FUNDING REQUEST	
Amo	unt requested: \$ 1000	
Desc	cribe your project/event/service:	
To re	place rotten wood on 3 planter beds, playground	d climbing structures, and fascia boards.
	will grant funds be spent? Please also complete the urchase treated lumber and fascia boards.	e attached 'Budget Projections for Current Year' form.
	cribe your organization and how its efforts do/m Il continue to recognize the finanical support of Anmore Village thro	•
How	many participants do you expect: from Anmore	e: <u>25</u> from outside Anmore: <u>44</u>
	will the Village be recognized for its contribution will the Village be recognized for its contribution will the Village be recognized for its contribution.	
	tify any long term objectives or goals that the or sure the health and safety of the children of Anmore that us	•

## **BUDGET PROJECTIONS FOR CURRENT YEAR**

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Other Grant Monies	<sub>S</sub> unknown	Contributor: applied for BC Gaming Grant
Provincial/Federal Monies	S 17,248.99	Contributor.
	\$ \$ 143,398.00	
Participant Fees	·	
Donations	\$ \$ 1450.00	
Fund Raising Other: Cleaning Opt-Out Fees	\$ 500.00	
T-shirt Revenue	\$ 560.00	
Kinsight Child Service Funding	\$ 31,026.24	
Tanisight office running	Ş <u>51,020.24</u>	
Total	\$ <u>194,183.23</u>	
EXPENSES		
Venue Rental	\$ <u>5,306.77</u>	
Advertising	\$ <u>100.00</u>	
Speakers	\$	
Meals	\$ <del>700.00</del>	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Wage Expenses	\$ 187,908.58	
Program/Admin Expenses	\$ 1200.00	
	\$	
Total	\$ 195,215.35	
PROFIT / SHORTFALL		
	s -1032.12	
Revenue less expenses	\$	
FISCAL YEAR-END RESERVE BALANCI	E:	
<b>5</b>		
Description:	Amount: \$ Amount: \$	
	Amount: \$	
To the best of my knowledge, the above st	tatements are true as o	f the date of this application.
Signature	Signature	
Organization's Applicant		ation's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

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	14 500 00	BC Gaming, Anmore, Health & Safety
Other Grant Monies	\$ 14,500.00	Contributor:
Provincial/Federal Monies	\$ 15,500.00	
Participant Fees	\$ <u>175,160.00</u>	
Donations	\$	
Fund Raising	\$ <u>9,500.00</u>	
Other: Cleaning opt-out fees	\$ <u>1,100.00</u>	
T-shirt Revenue	\$ 740.00	
Kinsight Child Services Funding	\$ <u>6000.00</u>	
Total	\$ 222,500.00	
EXPENSES		
Venue Rental	\$ 4,930.80	
Advertising	\$ <u>100.00</u>	
Speakers	\$	
Meals	\$ <u>1000.00</u>	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Wage Expenses	\$ <u>150,000.00</u>	
Program/Admin Expenses	\$ <u>32,700.00</u>	
Maintenence/Other Expenses	\$ 33,750.00	
Total	\$ 222,480.80	
PROFIT / SHORTFALL		
Revenue less expenses	\$ <u>19.20</u>	
FISCAL YEAR-END RESERVE BALANC	E:	
Description:	Amount: \$	
<del></del>	Amount: \$	
To the best of my knowledge, the above s	tatements are true as o	the date of this application.
Thurs		
Signature		
Organization's Applicant	Organiz	ation's President or Chair



## <u>Village Of Anmore Community Grant December 2022 #1</u> Friendly Forest Preschool Association Replacement of Damaged and Rotting Wood on Outdoor Structures

#### **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 committees 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. We value and prioritize outdoor play everyday regardless of the climate. We have an amazing yard including many wooden play structures and our own garden beds that we use to teach the children gardening skills.

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 \$1000 from the Village of Anmore to replace a number of rotten and ageing wooden boards that are no longer safe for the children to play on.

 3 planter beds in the yard and 2 should be considered for replacement due to aging/near rot 4x6s: approximately 29.21 each x 33 (30 needed with 3 extra for cuts) = \$963.93 excluding taxes. https://www.homedepot.ca/product/micropro-sienna-4-x-6-x-8-treated-wood/1001088309

- To replace the bottom side of the play structure near the monkey bars- \$30.85 https://www.homedepot.ca/product/micropro-sienna-2-x-10-x-8-pressure-treat ed-wood-above-ground-use-only-/1000790721
- To replace the fascia on the trolley roof- 2x10 rough cut fir will be approximately \$25 from a building supply (i.e. Poco), but wouldn't have a link for it.
- To install a handrail on the stairs on the play structure stairs (currently missing, but should have one). We need 1 2x4 (\$9.56) and 1 4x4 (\$22.48) = \$32.04 excluding taxes

https://www.homedepot.ca/product/micropro-sienna-2-x-4-x-8-pressure-treated-wood-above-ground-use-only-/1000789777

 $\frac{https://www.homedepot.ca/product/micropro-sienna-2-x-4-x-8-pressure-treate}{d-wood-above-ground-use-only-/1000789777}$ 

We are seeking a grant of \$1000 from the Village of Anmore to help us purchase these items. These are vital improvements that we need to make to ensure the health and safety of our chilren as they learn, play and explore in our outdoor space. 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.

## **Attachment 5**



## Community Grant Application Form

Date of application: December 20, 2022	
Name of organization/event: Friendly Forest Presch	nool
Address: 30 Elementary Rd. Anmore BC V3H 4Y6	
Main contact person(s):  1. Name: Charlene Thue	Position: VP Grants
Phone (primary): <u>604-340-8201</u>	
Email: vpgrants@friendlyforestpreschool.com	
2. Name: Ekaterina Perkins	Position: President
Phone (primary): <u>416-877-1851</u>	
Email: president@friendlyforestpreschool.com	
PREVIOUS YEAR FUNDING	
Did the Village of Anmore provide funding to this sa	ame organization last year? ĽYes ∐No
If yes, amount received: \$\frac{1500}{2000}	line and torre
Describe project/event/service: Consumable supp	nes and toys
How were grant funds spent? Please complete the atta see below	ched 'Financial Statement from Previous Year' form.
CURRENT YEAR FUNDING REQUEST	
Amount requested: \$\frac{1500}{}	
Describe your project/event/service:	
School Supplies; consumables such as paper, glue,	scissors and replace broken toys
How will grant funds be spent? Please also complete the Please see attached cover letter for a detailed break	
Describe your organization and how its efforts do/n These supplies will contribute to the overall success	, ,
How many participants do you expect: from Anmoi	re: 25 from outside Anmore: 44
How will the Village be recognized for its contributi	ons?
Identify any long term objectives or goals that the o	
Please provide additional information on separate p	aper.

## **BUDGET PROJECTIONS FOR CURRENT YEAR**

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Other Grant Monies	<sub>\$</sub> unknown	Contributor: applied for BC gaming grant
Provincial/Federal Monies	S 17248.99	
Participant Fees	\$ 143,398.00	
Donations	\$	
Fund Raising	S 1450.00	
Other: Cleaning Opt-Out Fee	S 500.00	
T-shirt Revenue	S 560.00	
Kinsight Child Service Funding	\$ 31,026.24	
Total	\$ 194,183.23	
EXPENSES		
Venue Rental	\$ <u>5,306.77</u>	
Advertising	\$ <u>100.00</u>	
Speakers	\$	
Meals	\$ <del>700.00</del>	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Wage Expenses	\$ 187,908.58	
Program/Admin Expenses	\$ <u>1200.00</u>	
	\$	
Total	\$ <u>195,215.35</u>	
PROFIT / SHORTFALL		
Revenue less expenses	\$ <del>-1032.12</del>	
FISCAL YEAR-END RESERVE BALANC	E:	
Decembrism	<u> </u>	
Description:		
	Amount: \$	
To the best of my knowledge, the above s	tatements are true as o	f the date of this application.
Thur		
Signature	Signature	
Organization's Applicant	Organiz	zation's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

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	14 500 00	BC Gaming, Anmore, Health & Safety
Other Grant Monies	\$ 14,500.00	Contributor:
Provincial/Federal Monies	\$ 15,500.00	
Participant Fees	\$ <u>175,160.00</u>	
Donations	\$	
Fund Raising	ş 9,500.00	
Other: Cleaning Opt-Out Fee	<sub>\$</sub> 1,100.00	
T-shirt Revenue	\$ 740.00	
Kinsight Child Services Funding	\$ 6000.00	
Total	\$ 222,500.00	
EXPENSES		
Venue Rental	\$ 4,930.80	
Advertising	\$ <u>100.00</u>	
Speakers	\$	
Meals	\$ 1000.00	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Wage Expenses	\$ <u>150,000.00</u>	
Program/Admin Expenses	\$ <u>32,700.00</u>	
Maintenence/Other	\$ <u>33,750.00</u>	
Total	\$ <u>222,480.80</u>	
PROFIT / SHORTFALL		
Revenue less expenses	\$ <u>19.20</u>	
FISCAL YEAR-END RESERVE BALANC	E:	
Description:	Amount: \$	
	Amount: \$	
To the best of my knowledge, the above s	tatements are true as o	f the date of this application.
Signature	Signature	
Organization's Applicant		ation's President or Chair



## <u>Village Of Anmore Community Grant December 2022 Grant#2</u> 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 committees 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. 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.

- 4 wooden block quads \$80 each (Community Playthings, Louise Kool and Galt)
- 1 wooden block preschool sets \$1000 each (Community Playthings, <u>Louise Kool and Galt</u>)
- Childcare program supplies (arts and crafts consumable materials) \$480 total (Louise Kool and Galt)

We are seeking a grant of \$1500 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.

## **Attachment 6**



## Community Grant Application Form

Date of application: January 10, 2023	
Name of organization/event: Heritage Woods Secon	dary School- After Grad 2023
Address: 1300 David Ave V3H 5K6	
Main contact person(s):	
Name: Diane Easton	Position: Treasurer
Phone (primary): 778-386-7789	Phone (alternate):
Email: teameasotn@me.com	
2. Name: Lori Weston	Position: Chair
Phone (primary): 604-220-7569	Phone (alternate): 604-461-7991
Email: mrsweston2003@yahoo.ca	· 
PREVIOUS YEAR FUNDING	
Did the Village of Anmore provide funding to this	same organization last year? 🛮 Yes 📗 No
If yes, amount received: \$ 200.00	
Describe project/event/service: After grad celebra	ation
How were grant funds spent? Please complete the at	tached 'Financial Statement from Previous Year' form.
CURRENT YEAR FUNDING REQUEST	
Amount requested: \$ 740.00 (\$20/pp)	
Describe your project/event/service:	
After grad celebration for the students of Heritage Wood	ds Class of 2023
How will grant funds be spent? Please also complete Funds to be spent on decor, lighting, food, music for the	
Describe your organization and how its efforts do	might benefit the community:
Provides a safe and sober venue for the students in the	
How many participants do you expect: from Anm	ore: 37 from outside Anmore: 300
How will the Village be recognized for its contribu	tions?
Sign with all the contributors created displayed at the event at	nd in the school. Mass email to parents of the grads,
Identify any long term objectives or goals that the Hoping to create a memorable, safe, sober and exciting exper	<u> </u>
Please provide additional information on separate	

## **BUDGET PROJECTIONS FOR CURRENT YEAR**

Attach to Community Grant Application

RE\		

Other Grant Monies	\$ Contributor:
Provincial/Federal Monies	\$
Participant Fees	\$
Donations	\$
Fund Raising	\$
Other:	\$
	Č
	\$
Total	\$ not yet determined
EXPENSES	
Venue Rental	\$
Advertising	\$
Speakers	\$
Meals	\$
Refreshments	\$
Equipment Rental	\$
Equipment Purchase	\$
Other:	\$
-	\$
	\$
Total	\$ projected \$45 000
PROFIT / SHORTFALL	
Revenue less expenses	\$
FISCAL YEAR-END RESERVE BAL	ANCE:
Description: Balance from 2022	Amount: \$ 10 000.00
Usually the same \$\$ lef	ft for the next Amount: \$
graduating class	Amount: \$
o the best of my knowledge, the ab	ove statements are true as of the date of this application.
o the best of my knowledge, the abo	ove statements are true as of the date of this application.
o the best of my knowledge, the about	ove statements are true as of the date of this application.  Signature

A

Page 2

## FINANCIAL STATEMENT FROM PREVIOUS YEAR

Attach to Community Grant Application

REVENU	Ε
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Other Grant Monies	\$	Contributor:
Provincial/Federal Monies	\$	
Participant Fees	\$	
Donations	\$	
Fund Raising	\$	
Other:	\$	
8	\$	
2	49	
Total	\$46,000.00	<del>-</del>
EXPENSES		
Venue Rental	\$	
Advertising	\$	
Speakers	\$	
Meals	\$	_
Refreshments	\$	<del></del>
Equipment Rental	\$	<del></del>
Equipment Purchase	\$	_
Other:	\$	
8		
5	\$	=
Total	\$ 36,000.00	_
PROFIT / SHORTFALL		
Revenue less expenses	\$	
FISCAL YEAR-END RESERVE BALL	ANCE:	
Description: For next grad class	Amount: \$_1	0K
-	Amount: \$	
	Amount: \$	
To the best of my knowledge, the abo	ove statements are true a	s of the date of this application.
Signature DE 65t	Signature	
Organization's Applicant	Org:	anization's President or Chair
Diane	Easto-	anization's President or Chair

A

and the second of

## **Attachment 7**



## Community Grant Application Form

Please provide additional information on separate paper.

k Rd, anmore BC V3H 4Z2
Position: Coordinator
Phone (alternate):
Position: Treasurer
Phone (alternate):
me organization last year? 🛮 Yes 🗌 No
dents to take notes and deliver Paper
hed 'Financial Statement from Previous Year' form.  notes and delivered the monthly paper.
unity, and acquire work skill experience
e attached 'Budget Projections for Current Year' form.
ight benefit the community:
e: 500+ from outside Anmore: 10 +
ons?
n the Times printed and digital editions.
ganization is working toward
digitalize and edit our newsletter.

## **BUDGET PROJECTIONS FOR CURRENT YEAR**

F١			

Other Grant Monies	\$	Contributor:
Provincial/Federal Monies	\$	
Participant Fees	\$	
Donations	\$	
Fund Raising	\$	
Other: Advertising income	\$ <b>2500.00</b>	
	\$	
	\$	
Total	\$ <u>2500.00</u>	
EXPENSES		
Venue Rental	\$	
Advertising	\$	
Speakers	\$	
Meals	\$	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	
Other: Printing costs	\$ <u>2700.00</u>	
Council notes, delivery	\$ 1000.00	
Digital editing, Banking	\$ <u>512.00</u>	
Total	\$ <u>4212.00</u>	
PROFIT / SHORTFALL		
Revenue less expenses	\$ <u>-1712.00</u>	
FISCAL YEAR-END RESERVE BALANCE	<u>:</u>	
Description: 31-12-2023 projected		
To the best of my knowledge, the above st		
Signature	Signature	
Organization's Applicant		ition's President or Chair



## FINANCIAL STATEMENT FROM PREVIOUS YEAR

D	=	Æ	N	11	ᆮ
П	=	<i>,</i> –	IV	u	С

Other Grant Monies	\$ <u>200.00</u>	Contributor: Village of Anmore
Provincial/Federal Monies	\$	
Participant Fees	\$	
Donations	\$	
Fund Raising	\$	
Other: Advertising/Donations	\$ 2838.00	
	\$	
	\$	
Total	\$ 3038.00	
EXPENSES		
Venue Rental	\$	
Advertising	\$	
Speakers	\$	
Meals	\$	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$ 104.95	
Other: Printing	\$ 2200.00	
2 students interns	\$ 975.00	
Elect. moderator, tech	\$ 75.00	
Total	\$ <u>3354.95</u>	
PROFIT / SHORTFALL		
Revenue less expenses	\$ <u>-316.12</u>	
	T	
Revenue less expenses FISCAL YEAR-END RESERVE BALANCE	T	
FISCAL YEAR-END RESERVE BALANCE	E:	2.57
FISCAL YEAR-END RESERVE BALANCE  Description: Balance at 31-12- 20	E:  122 Amount: \$_350  Amount: \$	
FISCAL YEAR-END RESERVE BALANCE  Description: Balance at 31-12- 20	E: 122 Amount: \$_350	
FISCAL YEAR-END RESERVE BALANCE  Description: Balance at 31-12- 20	E:   22	
FISCAL YEAR-END RESERVE BALANCE  Description: Balance at 31-12- 20	E:   22	
FISCAL YEAR-END RESERVE BALANCE  Description: Balance at 31-12- 20	E:   22	



## Village of Anmore, Community Grant Application 2023 -Additional Information

**Current year funding request. How grant funds be spent**: In 2022 we spent \$1000.00 on honoraria for two students: one who writes the notes on Council meetings and another who delivers the papers to the community drop boxes. In 2023 we hope to hire a third student to set up the technology needed to assemble the paper digitally and will need to offer an additional \$500.00 honorarium for that work.

Describe your organization and how its efforts do/might benefit the community: The Anmore Times volunteers have served the community since 1985 with the vision of providing information regarding Village governance, news, events and activities and fostering respectful discussions and sharing of opinions. Ten issues a year are produced. Until 2018 the paper was partially financially supported by the Village, but since then, except for a \$200.00 grant last year, the Times has been mostly dependent on advertising revenues.

4515 Central Blvd, Burnaby, BC V5H 4J5

604-432-6200

metrovancouver.org

### For Metro Vancouver meetings on Friday, January 27, 2023

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: media@metrovancouver.org.

## **Metro Vancouver Regional District**

## E1.1 Township of Langley (1361 – 200 Street) – Request for Sanitary Service Extension and Covenant Discharge

The Township of Langley requested a sanitary service extension for a property located at 1361 200 Street, and requested support for discharging Covenant BB647806 as well as two covenants for additional affected properties. The property is located within a Sewerage Extension Area per *Metro 2040*, with the existing building footprint included in the Fraser Sewerage Area. This property is in the Agricultural Land Reserve, is designated "agricultural" in *Metro 2040*, and is located outside of the Urban Containment Boundary. Staff analysis determined the request is generally consistent with *Metro 2040*.

The Board resolved that the requested sewerage extension is generally consistent with the provisions of *Metro 2040*, supported the discharging of three covenants within the affected area, and forwarded both the sewage area extension application recommendation and support for covenant discharge to the GVS&DD Board.

#### I 1 Committee Information Items and Delegation Summaries

**RECEIVED** 

**APPROVED** 

The Board received a delegation summary from a standing committee.

Regional Planning Committee – January 13, 2023

Delegations:

#### 3.1 Roderick Lewis

#### **Greater Vancouver Water District**

#### G.1 Development Cost Charge (DCC) Review Process and Rate Bylaw

**APPROVED** 

On October 28, 2022, the Board gave three readings to both the proposed *Greater Vancouver Water District Development Cost Charge Bylaw No. 257, 2022* and the *Greater Vancouver Water District Water Development Cost Charge Waiver or Reduction for Not-for-Profit Rental Housing Bylaw No. 256, 2022* and subsequently sent the bylaw to the Inspector of Municipalities for approval.

## **metro**vancouver

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When drafting the bylaw, staff ensured consistency between the existing GVS&DD DCC bylaws, which currently include a direct exemption from DCCs for secondary suites and laneway houses in the bylaw. However, upon reviewing the proposed bylaw, the Province indicated that the GVWD is not permitted to directly exempt secondary suites and laneway houses in accordance with the Local Government Act. To address this change and ensure consistency with the provisions of the GVS&DD DCC bylaw, the definitions were amended such that secondary suites and laneway houses are not subject to DCCs if they are situated on a single-family residential dwelling. This new definition has received approval in principle from the Inspector of Municipalities.

#### The Board:

- Rescinded third reading of Greater Vancouver Water District Development Cost Charge Bylaw No. 257, 2022
- Rescinded third reading of Greater Vancouver Water District Water Development Cost Charge Waiver or Reduction for Not-for-Profit Rental Housing Bylaw No. 256, 2022
- Gave third reading to the *Greater Vancouver Water District Development Cost Charge Bylaw No.* 257, 2022 as revised and forwarded it to the Inspector of Municipalities for approval

## **Greater Vancouver Sewage and Drainage District**

No open agenda items.

## **Metro Vancouver Housing Corporation**

## E1.1 CMHC's National Housing Co-Investment Fund – Renewal and Repair Portfolio Funding

**APPROVED** 

MVHC and Canada Mortgage and Housing Corporation (CMHC) share a common goal of preserving existing affordable housing stock and housing Canada's most vulnerable. MVHC's full building envelope renewal and deep retrofit projects have not been successful in securing funding through CMHC's National Housing Co-Investment Fund (NHCF) repair and renewal funding stream as a result of not meeting CMHC's current accessibility requirements. CMHC has offered flexibilities in the NHCF accessibility requirements to allow MVHC to qualify for funding using a portfolio approach, and has provided MVHC with a written offer and business terms to contribute up to \$5.6 million of portfolio funding towards the repair of a minimum of 560 units (eight projects) from MVHC's portfolio.

The Board authorized any two officers or directors of MVHC to execute and deliver the portfolio funding agreement, its associated schedules and any other documents as reasonably required by CMHC, on substantially similar business terms as included in the offer letter from CMHC provided to the MVHC Board, with such changes as MVHC may deem necessary or advisable, for the purposes of receiving a portfolio funding contribution from CMHC of up to \$5.6 million to support the aforementioned projects within the next three years.





Dear Mayor and Council,

We are sending you this poster to celebrate Heritage Week, which takes place on February 20-26, 2023. Heritage Week is an annual event, established by the National Trust for Canada in 1973, that encourages Canadians to learn about and advocate for the heritage in their communities.

Heritage BC is a not-for-profit that educates and builds awareness for heritage stewardship in the province, and every year we promote Heritage Week with posters, proclamations, and themed events to raise awareness for the importance of learning about our diverse heritage across the province.

As the leaders of your community, your initiative can play an important role in stewarding the heritage, both tangible and intangible, in our communities for future generations. There are a few key things that you can do to promote awareness of and advocate for heritage.

- Declare Heritage Week through a Municipal Proclamation Every year, the Provincial Government and local governments across BC make proclamations for Heritage Week, signaling the importance of the stewardship of heritage in this province. If you have questions about this, please contact us.
- Visit a Heritage Site, Museum, or Cultural Centre
  Consider a local government 'field trip' to a local heritage site, museum or heritage organization to
  learn more about your community's history. Your visit can have a lasting impact on a small
  not-for-profit, and signal the value they bring to the community as stewards of history and heritage.
- Learn About the Basics of Local Heritage Conservation
  Local Governments have the capacity to conserve local heritage in all its forms through tools
  outlined in the Local Government Act. Familiarize yourself with these important tools by reading
  the free one-pagers on our website: heritagebc.ca/heritage-quick-studies.
- Support and Introduce Heritage-Supporting Policies
  In 2022, we released a report on the need to seismically upgrade historic buildings in the case of an earthquake, which can pose risks both to occupants life safety and to that of the building.
  Read the report at heritagebc.ca/seismic-report to learn more, and consider introducing financial incentives to building conservation that are predicated on the inclusion of seismic upgrading.
- Become a Member

For \$100 a year, a Government Membership to Heritage BC provides all staff planners and associated committee members with free access to our on-demand and live webinars, as well as discounts for heritage workshops and our annual conference. Promoting continuing education will create a strong foundation for the protection of your community's unique heritage.

Have questions about what we do at Heritage BC? Learn more on our website, heritagebc.ca or reach out by email at info@heritagebc.ca. We would love to hear from you.

Thank you from all of us at Heritage BC!

Kirstin Clausen Executive Director

604 417 7243

kclausen@heritagebc.ca

Greetings!

As a not-for-profit organization of provincial scope, Heritage BC recognizes that its members, and the local history and heritage they seek to preserve, occupy the lands and territories of B.C.'s Indigenous peoples. Heritage BC asks its members to reflect on the places where they reside and work, and to respect the diversity of cultures and experiences that form the richness of our provincial heritage.