

REGIONAL DISTRICT OF NANAIMO  
DISTRICT 69 COMMUNITY JUSTICE SELECT COMMITTEE  
AGENDA

Monday, October 1, 2018

2:00 P.M.

Oceanside Place

*This meeting will be recorded*

Pages

1. CALL TO ORDER
2. APPROVAL OF THE AGENDA
3. ADOPTION OF MINUTES
  - 3.1 District 69 Community Justice Select Committee Meeting -February 15, 2018 3

That the minutes of the District 69 Community Justice Select Committee meeting held February 15, 2018, be adopted.
4. DELEGATIONS
5. CORRESPONDENCE
6. UNFINISHED BUSINESS
7. REPORTS
  - 7.1 2019 D69 Community Justice Program 5
    1. That a grant in the amount of \$2,000 for the Oceanside Community Safety Volunteers be approved.
    2. That a grant in the amount of \$2,000 for the Haven Society be approved.
    3. That a grant in the amount of \$800 for the Corcan-Meadowood Residents Association be approved.
  - 7.2 District 69 Police to Population Ratio 51
    1. That the District 69 Police to Population Ratio report be received for information.
    2. That the Board endorse a media campaign to reduce rural crime within District 69.

8. BUSINESS ARISING FROM DELEGATIONS
9. NEW BUSINESS
10. ADJOURNMENT

## REGIONAL DISTRICT OF NANAIMO

## MINUTES OF THE DISTRICT 69 COMMUNITY JUSTICE SELECT COMMITTEE MEETING

Thursday, February 15, 2018

11:00 A.M.

Oceanside Place

In Attendance:	Alternate	
	Director K. Oates	Chair
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Director B. Veenhof	Electoral Area H
Regrets:	Director T. Westbroek	Town of Qualicum Beach
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	D. Pearce	Director of Transportation & Emergency Services
	J. Wilson	Mgr. Emergency Services
	N. Hewitt	Recording Secretary

**CALL TO ORDER**

Chairperson Westbroek was unavailable for the meeting. Director Veenhof appointed Director Oates the Chair. The Chair called the meeting to order.

**APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES****District 69 Community Justice Select Committee Meeting - October 26, 2017**

It was moved and seconded that the minutes of the District 69 Community Justice Select Committee meeting held October 26, 2017, be adopted.

CARRIED UNANIMOUSLY

**REPORTS**

**Oceanside Policing Request**

It was moved and seconded that the Oceanside Policing report be received for information.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**Oceanside Policing**

It was moved and seconded that staff report back to the D69 Community Justice Select Committee regarding options to decrease the Police to Population ratio in the rural areas for both traffic and crime prevention.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 11:25 AM

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CHAIR



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**TO:** District 69 Community Justice Select Committee    **MEETING:** October 1, 2018

**FROM:** Catherine Morrison  
Manager, Emergency Services    **FILE:** 0360 20 COJU

**SUBJECT:** 2019 D69 Community Justice Program

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## RECOMMENDATION(S)

1. That a grant in the amount of \$2,000 for the Oceanside Community Safety Volunteers be approved.
2. That a grant in the amount of \$2,000 for the Haven Society be approved.
3. That a grant in the amount of \$800 for the Corcan-Meadowood Residents Association be approved.

## SUMMARY

D69 Community Justice funding supports Restorative Justice, Victim Services and Community Policing in the Oceanside communities. This report makes recommendations regarding D69 Community Justice base funding and applications submitted under the D69 Community Justice Select Committee Grants in Aid. Total funding to the D69 Community Justice Grants in Aid is \$4,800.

## BACKGROUND

D69 Community Justice is funded through a service established by “*Regional District of Nanaimo Crime Prevention and Community Justice Support Service Bylaw No. 1479, 2006*” which includes Parksville, Qualicum Beach, and Electoral Areas E, F, G and H.

Funds raised are used to support Restorative Justice, Victim Services and Community Policing through Oceanside Community Safety Volunteers.

### **D69 Community Justice Select Committee Grants-in-Aid**

The City of Parksville, Town of Qualicum Beach, and Electoral Areas E, F, G and H are committed to support organizations which help to increase the safety of their community. Grants are provided to non-profit organizations that apply and meet the funding criteria, which includes non-profit and provide programs and services that help increase the safety of their community and are local in nature and can be identified with the specific community. For 2019, the RDN has received \$4,800 in Grants in Aid application requests which are detailed below.

### **1. Oceanside Community Safety - \$2,000**

Oceanside Community Safety is requesting \$800 to replace identifying volunteer clothing, \$900 to update signage used at community events and \$300 to produce updated volunteer ID cards. The application is included in Attachment 2.

### **2. Haven Society: Promoting the Safety of Women, Children, Youth and Families - \$2,000**

Haven Society is requesting \$2,000 to purchase resources for their lending library and supplies to directly support victims. Items such as an updated copy of a book with the criminal code, copies of the book "*When Love Hurts: A Women's guide to Understanding Abuse in Relationships*", copies of DVDs with meditations, gift cards for gas and groceries, and funds to reimburse childcare expenses. The application is included in Attachment 3.

### **3. Corcan-Meadowood Residents Association - \$800**

Corcan-Meadowood Residents Association is requesting \$800 to purchase a large emergency medical kit for the new community centre to be built/completed in 2019. This application was approved in 2018. In consultation with Corcan-Meadowood Residents Association, they are requesting to use the grant funds to purchase safety equipment. The application is included in Attachment 4, with the amended request.

## **ALTERNATIVES**

1. That a grant in the amount of \$2,000 for the Oceanside Community Safety Volunteers be approved.
2. That a grant in the amount of \$2,000 for the Haven Society be approved.
3. That a grant in the amount of \$800 for the Corcan-Meadowood Residents Association be approved.
4. Provide alternate direction.

## **FINANCIAL IMPLICATIONS**

The proposed grants will be accommodated in the 2019 Financial Plan.

## **STRATEGIC PLAN IMPLICATIONS**

The D69 Community Justice Program Grants In Aid are consistent with the current strategic plan and is guided by the Board governing principals such as the RDN delivering efficient, effective and economical viable services that meet the needs of the Region. Emergency Services is a core elements of community safety. The RDN will continue to develop and encourage meaningful relationships and will recognize all volunteers as an essential component of service delivery.



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Catherine Morrison  
[cmorrison@rdn.bc.ca](mailto:cmorrison@rdn.bc.ca)  
September 16, 2018

Reviewed by:

- D. Pearce, Director, Transportation & Emergency Services
- G. Garbutt, Acting Chief Administrative Officer

Attachments

1. D69 Community Justice Select Committee Grants in Aid Criteria
2. Oceanside Community Safety Grants in Aid Application
3. Heaven Society Grants in Aid Application
4. Corcan-Meadowood Residents Association Grants in Aid Application

## **ATTACHMENT 1**

### **D69 COMMUNITY JUSTICE SELECT COMMITTEE GRANTS IN AID CRITERIA**

The City of Parksville, Town of Qualicum Beach, and Electoral Areas E, F, G and H raise up to \$9,000 to support organizations which help to increase the safety of their community. Grants are provided to non profit organizations who apply and meet the funding criteria as follows:

- The Regional District of Nanaimo may provide non-profit community organizations limited financial support to assist in providing programs and services that help increase the safety of their community.
  
- Community Safety grants-in-aid are supported for the following general uses:
  - Promote volunteer participation and citizen involvement
  - Use of new approaches and techniques in the solution of community needs
  - Volunteer training
  - Reasonable operating costs
  - Capital costs for equipment

## Commentucci, Sherry

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**From:** Admin OCSV <admin@oceansidecsv.org>  
**Sent:** Friday, August 31, 2018 3:01 PM  
**To:** corpsrv  
**Cc:** OCSV Treasurer; OCSV Secretary  
**Subject:** Oceanside Community Safety: Community Justice Grants-in-Aid Application 2018-08-31  
**Attachments:** RDN Community Justice Grant 2018-08-31.pdf; OCSV Board 2018-08-30.docx

Dear Committee

Attached is a funding request from Oceanside Community Safety which operates such programs as Block Watch, Community Watch (formerly Citizens on Patrol) and Speed Watch.

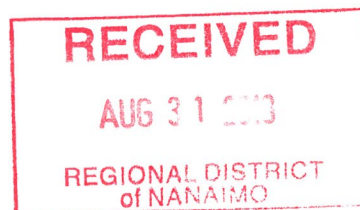
Our audited statements have not been completed for 2017-2018 nor our budget which will be presented at our September 26th, 2018, AGM.

For the 2017-2018 budget year we operated at a deficient and used some of savings to cover our operating costs.

Thank you for your consideration.

Oceanside Community Safety  
Public Safety and Crime Prevention

Michael (Mike) Garland, Admin  
C 250 951 5609 direct





## COMMUNITY JUSTICE GRANTS-IN-AID APPLICATION

<b>NAME OF ORGANIZATION</b>  Oceanside Community Safety		<b>AMOUNT REQUESTED</b>  \$2,000
<b>MAILING ADDRESS</b> 104-660 Primrose Street		
Qualicum Beach	<b>POSTAL CODE</b>	<b>ELECTORAL AREA</b> E, F, G, H
<b>CONTACT PERSON</b> Michael Garland	<b>TELEPHONE NUMBER</b> 250-951-5609	<b>FAX NUMBER</b>

**ATTACH A LIST SHOWING YOUR ORGANIZATION'S STRUCTURE (INCLUDING DIRECTORS AND VOLUNTEERS)**

<b>IS YOUR ORGANIZATION <u>REGISTERED</u> AS A NON-PROFIT SOCIETY IN BC?</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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**IF YOUR ORGANIZATION IS NOT A REGISTERED NOT-FOR-PROFIT SOCIETY, PLEASE EXPLAIN YOUR ORGANIZATIONAL STRUCTURE – ie. how do you operate as a group**

**WHAT WILL THIS GRANT BE USED FOR?**

01. Replace identifying volunteer clothing (\$800)
02. Update signage used at community events (\$900)
03. Produce updated volunteer ID cards (\$300)

**PLEASE LIST ALL GRANTS RECEIVED AND/OR APPLIED FOR FROM OTHER GOVERNMENTS OR SERVICE ORGANIZATIONS**

01. RDN Community Policing District 69 operating grant

**PLEASE PROVIDE DETAILS OF OTHER FUNDRAISING ACTIVITIES THAT YOUR ORGANIZATION UTILIZES**

01. Shredding Event
02. Beachfest Ambassadors

Rowena Massey-Hicks

2397 Widgon Road, Qualicum Beach, BC V9K 2A6

Position & term: Board Chair, Sept 2016 to Sept /2018 \* resigning at AGM on 26Sept18

Kim Rasmussen

2320 Andover Road, Nanoose Bay, BC V9P 9G8

Position & term: Director & Board Secretary, Sept 2017 to Sept /2019

Donovan Scott

321 Wisteria Street, Parksville, BC V9P 1E1

Position & term: Director & Board Treasurer, Sept 2017 to Sept /2019

Tim Schewe

2880 Ashcraft Road, Nanoose Bay, BC V9P 9E9

Position & term: Director Communications, Sept 2016 to Sept /2018 \* standing for re election at 26Sept AGM

Bruce Wall

1683 Sanctuary Drive, Nanoose Bay, BC V9P 9C6

Position & term: Director, Mar. 2018 to Sept.2018 \* standing for re election at 26Sept AGM

Emily Beth Walton

2379 Andover Road, Nanoose Bay, BC V9P 9G8

Position & term: Director of Training, Nov. 2017 to Sept. 2018 \* standing for re election at 26Sept AGM

**OCEANSIDE COMMUNITY SAFETY  
VOLUNTEERS**

**FINANCIAL STATEMENTS**

**JUNE 30, 2018**

**(Unaudited - See Notice to Reader)**

Draft September 11, 2018



**OCEANSIDE COMMUNITY SAFETY  
VOLUNTEERS**

**FINANCIAL STATEMENTS**

**JUNE 30, 2018**

**(Unaudited - See Notice to Reader)**

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## NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of **OCEANSIDE COMMUNITY SAFETY VOLUNTEERS** as at June 30, 2018 and the statement of income and members' equity for the year then ended.

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

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

Qualicum Beach, British Columbia  
September 7, 2018

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**Brent Johnson, CPA Ltd.**  
**Chartered Professional Accountant**

Draft September 17, 2018

**OCEANSIDE COMMUNITY SAFETY  
VOLUNTEERS**

**STATEMENT OF INCOME AND MEMBERS' EQUITY**

**YEAR ENDED JUNE 30, 2018**

(Unaudited - See Notice to Reader)

	2018	2017
<b>REVENUE</b>		
Grant - Regional District of Nanaimo	\$ 35,420	\$ 34,220
Donations	5,947	7,820
Other income	<u>182</u>	<u>412</u>
	<u><b>42,549</b></u>	<u><b>42,452</b></u>
<b>GENERAL EXPENSES</b>		
Advertising and promotion	40.12 2,502	1,400
Amortization tangible capital assets	40.13 1,134	1,481
Insurance	40.39 880	448
Legal	40.55 -	1,095
Licenses and dues	40.46 225	210
Office	40.57 1,998	18,652
Repairs and maintenance	40.68 -	140
Meetings	40.74 436	130
Social events	40.77 1,471	3,266
Telephone	40.82 1,868	1,712
Training	40.83 59	324
Uniforms	40.90 880	2,902
Vehicles	40.92 7,777	9,991
Wages and benefits	40.94 24,924	-
Workers' Compensation Board	40.95 <u>36</u>	<u>-</u>
	<u>44,190</u>	<u>41,751</u>
<b>EXCESS REVENUE OVER EXPENSE</b>	<b>(2,641)</b>	<b>701</b>
<b>MEMBERS' EQUITY</b>		
Beginning balance	TT.10 <u>41,337</u>	<u>40,636</u>
<b>Ending balance - Page</b>	<b><u>\$ 38,696</u></b>	<b><u>\$ 41,337</u></b>

**OCEANSIDE COMMUNITY SAFETY  
VOLUNTEERS**

**STATEMENT OF FINANCIAL POSITION**

**JUNE 30, 2018**

(Unaudited - See Notice to Reader)

**ASSETS**

		2018		2017
<b>CURRENT</b>				
Cash	A	\$ 21,46	\$	27,276
Guaranteed income certificate	B	5,987		5,834
Goods and Services Tax receivable	EE.20	334		505
Prepaid expenses	L	<u>1,406</u>		<u>982</u>
		<b><u>29,192</u></b>		<b><u>34,597</u></b>
<b>TANGIBLE CAPITAL ASSETS (Note 2)</b>				
Tangible capital assets - at cost	U	22,659		22,659
Less accumulated amortization	U.20	<u>10,102</u>		<u>8,969</u>
		<b><u>12,557</u></b>		<b><u>13,690</u></b>
		<b><u>\$ 41,749</u></b>	<b>\$</b>	<b><u>48,287</u></b>

**OCEANSIDE COMMUNITY SAFETY  
VOLUNTEERS**

**STATEMENT OF FINANCIAL POSITION**

**JUNE 30, 2018**

(Unaudited - See Notice to Reader)

**LIABILITIES**

		2018		2017
<b>CURRENT</b>				
Accounts payable	BB	\$ 80	\$	6,950
Due to government agencies	EE.10	<u>2,253</u>		<u>-</u>
		<u><b>3,053</b></u>		<u><b>6,950</b></u>

**MEMBERS' EQUITY**

MEMBERS' EQUITY - Page 1		<u>38,696</u>		<u>41,337</u>
		<u><b>38,696</b></u>		<u><b>41,337</b></u>
	\$	<u><u><b>41,749</b></u></u>	\$	<u><u><b>48,287</b></u></u>

APPROVED BY THE DIRECTORS

\_\_\_\_\_ Director  
 \_\_\_\_\_ Director

# OCEANSIDE COMMUNITY SAFETY VOLUNTEERS

## NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2018

(Unaudited - See Notice to Reader)

### 1. HISTORY AND NATURE OF THE BUSINESS

The Society commenced operations on May 28, 1996 and operates community policing offices in Parksville and Qualicum Beach, British Columbia. The Society is registered charity within the definition of the Income Tax Act and therefore, as long as it complies with the rules and regulations of the Income Tax Act, is exempt from income taxes and may issue receipts to donors. On January 26, 2015, the Society changed its name from Community Policing Offices of District 69 to Oceanside Community Safety Volunteers.

### 2. TANGIBLE CAPITAL ASSETS

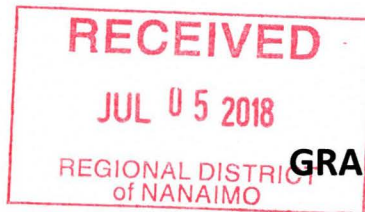
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net 2018</u>	<u>Net 2017</u>
Computer equipment	\$ 7,210	\$ 2,738	\$ 4,472	\$ 4,707
Furniture and equipment	14,272	6,187	8,085	8,983
Leasehold improvements	<u>1,177</u>	<u>1,177</u>	<u>-</u>	<u>-</u>
	<u>\$ 22,659</u>	<u>\$ 10,102</u>	<u>\$ 12,557</u>	<u>\$ 13,690</u>

### 3. CONTRIBUTED SERVICES

Contributed services from volunteers to assist the directors in carrying out their activities has not been calculated, due to the difficulty of determining their fair value. Contributed services are not recognized in the financial statements.

**Oceanside Community Safety Volunteers  
FY2019 Budget & FY2018 Budget to Actual Comparison**

	2018-2019	2017-2018		
	Budget	Actual	Budget	Difference
<b>Income</b>				
Grant - Regional District of Nanaimo	34,220	35,420	34,220	1,200
Donations	5,500	5,947	6,900 -	953
Other Income	5	182	5	177
<b>Total Income</b>	<b>39,725</b>	<b>41,549</b>	<b>41,125</b>	<b>424</b>
<b>Expense</b>				
Advertising & Promotions	2,125	2,502	2,650 -	148
Insurance	945	880	500	380
Maintenance & Repairs	1,050	-	300 -	300
Membership & Dues	250	225	250 -	25
Amortization	650	1,134	900	234
Meetings	350	436	200	236
Supplies	1,850	1,998	3,850 -	1,852
Salaries and Wages	24,929	24,924	25,001 -	77
Telephone	1,800	1,868	1,600	268
Training	100	59	100 -	41
Vehicle Expense	6,583	7,777	10,290 -	2,513
Volunteer Clothing	550	880	-	880
Volunteer Appreciation	1,600	1,471	1,800 -	329
WCB	73	36	40 -	4
Website	110		50 -	50
<b>Total Expense</b>	<b>42,965</b>	<b>44,190</b>	<b>47,531 -</b>	<b>3,341</b>
<b>Net Income</b>	<b>- 3,240</b>	<b>- 2,641 -</b>	<b>6,406</b>	<b>3,765</b>



**COMMUNITY JUSTICE  
GRANTS-IN-AID APPLICATION**

<b>NAME OF ORGANIZATION</b>		<b>AMOUNT REQUESTED</b>
Haven Society: Promoting the Safety of Women, Children, Youth and Families		\$2,000
<b>MAILING ADDRESS</b>		
PO Box 37086, #38 – 3200 Island Highway, Nanaimo, BC		
	<b>POSTAL CODE</b>	<b>ELECTORAL AREA</b>
	V9T 6N4	Parksville
<b>CONTACT PERSON</b>	<b>TELEPHONE NUMBER</b>	<b>FAX NUMBER</b>
Brenda Piquette	250-756-2452	250-756-2414

**ATTACH A LIST SHOWING YOUR ORGANIZATION'S STRUCTURE (INCLUDING DIRECTORS AND VOLUNTEERS)**

<b>IS YOUR ORGANIZATION REGISTERED AS A NON-PROFIT SOCIETY IN BC?</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
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**IF YOUR ORGANIZATION IS NOT A REGISTERED NOT-FOR-PROFIT SOCIETY, PLEASE EXPLAIN YOUR ORGANIZATIONAL STRUCTURE – ie. how do you operate as a group**

**WHAT WILL THIS GRANT BE USED FOR?**

Haven's Community Victim Services program in Oceanside fully supports clients -- victims of partner abuse, dating violence/ abuse, sexualized assault, and gender-based criminal harassment -- to access and navigate the different justice systems and to heal from the effects of abuse and violence. We would use the RDN funding to purchase resources for our lending library and supplies to directly support victims:

- an updated copy of a book with the criminal code
- copies of the book "When Love Hurts: A Woman's Guide to Understanding Abuse in Relationships"
- copies of DVDs with meditations to reduce stress and to self-regulate emotions
- bus tickets and gift cards for clients for gas (to get to appointments) and groceries
- funds to reimburse childcare expenses

**PLEASE LIST ALL GRANTS RECEIVED AND/OR APPLIED FOR FROM OTHER GOVERNMENTS OR SERVICE ORGANIZATIONS**

While core services offered by Haven's Parksville-Qualicum Community Victim Services are funded through the Ministry of Public Safety & Solicitor General/Civil Forfeiture Office, additional support for clients is not funded. We are exploring funding options and will also be approaching local service clubs.

**PLEASE PROVIDE DETAILS OF OTHER FUNDRAISING ACTIVITIES THAT YOUR ORGANIZATION UTILIZES**

Haven generates funds for its multiple programs in Oceanside and Nanaimo through: provincial funding, third party events, corporate, foundation and service club grants, individual donations, and Haven events and campaigns.



**WHAT SPECIFIC EXPENDITURES WILL YOUR ORGANIZATION NOT BE ABLE TO MAKE IF YOUR GRANT IS LESS THAN THE AMOUNT REQUESTED**


If we receive less than \$2,000, we will purchase fewer copies of books and DVDs and fewer gift cards, and disburse fewer funds for childcare.

**DESCRIBE THE USE OF ANY GRANT RECEIVED LAST YEAR**

Not applicable

Please ensure that you have answered all questions in full and that you include the following information with this application:

- A list of current members and their positions in your organization.
- A copy of your bank statement showing your organization's name and address.
- A copy of your organization's latest financial statement.
- A copy of your organization's current budget.

SIGNATURE 	DATE July 4, 2018
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Submit to:

Regional District of Nanaimo  
 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2  
 Telephone: 390-4111 or toll free 1-877-607-4111, Fax: 390-4163

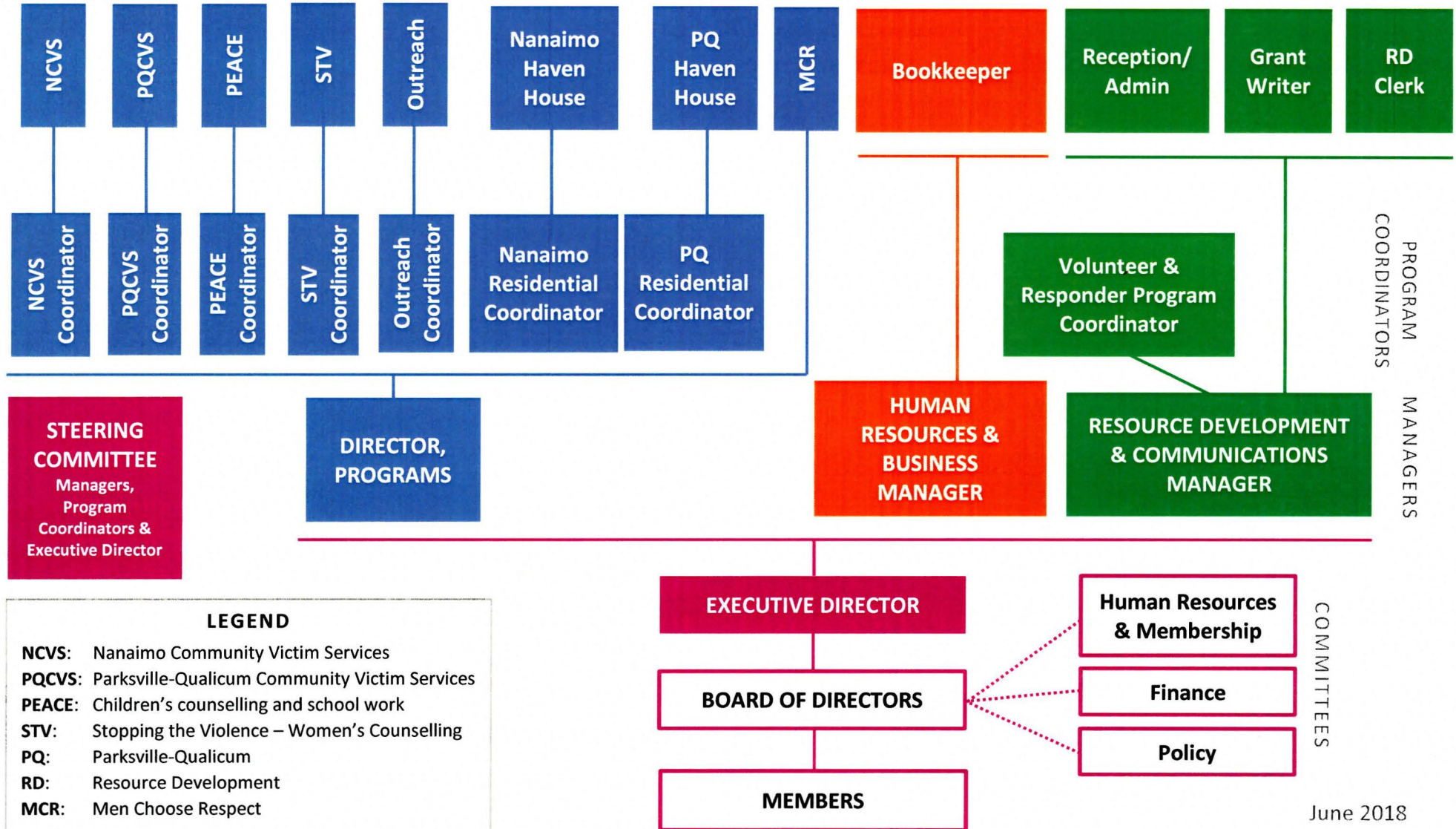
**Community Justice Grants-in-Aid Criteria**

- *The Regional District of Nanaimo may provide non-profit community organizations limited financial support to assist in providing programs and services that help increase the safety of their community.*
- *Late applications will not be accepted and will be returned to the applicant.*
- *Community Justice grants-in-aid are supported for the following general uses:*
  - i. *promoting volunteer participation and citizen involvement*
  - ii. *the use of new approaches and techniques in the solution of community needs*
  - iii. *volunteer training*
  - iv. *reasonable operating costs*
  - v. *capital costs for equipment*

<b>OFFICE USE ONLY</b>	20__	20__	20__	20__	20__
<i>Previous year(s) grant</i>					
<i>Comments:</i>					

# Organizational Chart

Clients — Donors — Volunteers



**LEGEND**

**NCVS:** Nanaimo Community Victim Services  
**PQCVS:** Parksville-Qualicum Community Victim Services  
**PEACE:** Children's counselling and school work  
**STV:** Stopping the Violence – Women's Counselling  
**PQ:** Parksville-Qualicum  
**RD:** Resource Development  
**MCR:** Men Choose Respect



**COASTAL COMMUNITY  
CREDIT UNION**

TOGETHER, LET'S DO  
GREAT THINGS

Head Office  
220 - 59 Wharf Street  
Nanaimo, BC V9R 2X3

**STATEMENT OF ACCOUNTS**

Date ..... May 31, 2018  
Member No. ....  
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000026

Haven Society  
38-3200 Island Hwy N.  
PO Box 37086  
Nanaimo BC V9T 1W1

11

RECEIVED  
JUN 1 2018

**CHEQUING**

**Community Partner Package**

Account

Date	Description	Withdrawals	Deposits	Balance
01 May 18	Opening Balance			373,253.64
01 May 18	External Deposit Misc Payments NANAIMO AFFORDABLE HOUSING DD 65		6,300.92	379,554.56
01 May 18	Cheque 33331	6.00		379,548.56
01 May 18	Cheque 33404	20.16		379,528.40
01 May 18	Cheque 33301	42.49		379,485.91
01 May 18	Cheque 33392	48.96		379,436.95
01 May 18	Cheque 33328	74.20		379,362.75
01 May 18	Cheque 33325	126.17		379,236.58
01 May 18	Cheque 33340	149.00		379,087.58
01 May 18	Cheque 33386	269.63		378,817.95
01 May 18	Cheque 33375	330.00		378,487.95
01 May 18	Cheque 33287	393.34		378,094.61
01 May 18	Cheque 33385	425.00		377,669.61
01 May 18	Cheque 33408	450.00		377,219.61
01 May 18	Cheque 33369	450.00		376,769.61
01 May 18	Cheque 33379	541.80		376,227.81
01 May 18	Cheque 33378	900.00		375,327.81
01 May 18	Cheque 33402	3,140.94		372,186.87
01 May 18	Cheque 33401	15,017.33		357,169.54

continued...

**IMPORTANT REMINDER**

Coastal Community Credit Union will be introducing a **\$2.50** monthly fee on paper statements for business accounts, including organization and community group accounts. The fee will be applied beginning with the **June 30, 2018** statement. E-statements remain FREE and available through MemberDirect online banking. To learn the simple steps to opt out of paper statements, please visit [ccu.ca](http://ccu.ca), drop in to any branch or call our Relationship Centre at 1.888.741.1010.

Harbourfront Community Branch  
1.888.741.1010

24 Hour Remote Banking  
[www.cccu.ca](http://www.cccu.ca) or 1.888.741.4040

Lost/stolen MasterCard card or MEMBER CARD  
1.800.LOST111

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families  
Financial Statements**  
*March 31, 2017*

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Contents**  
*For the year ended March 31, 2017*

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## **Management's Responsibility**

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To the Members of Haven Society: Promoting the Safety of Women, Children, Youth and Families:

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

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

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Society. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Society's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Board and management to discuss their audit findings.

June 19, 2017



Executive Director

## Independent Auditors' Report

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To the Members of Haven Society: Promoting the Safety of Women, Children, Youth and Families:

We have audited the accompanying financial statements of Haven Society: Promoting the Safety of Women, Children, Youth and Families, which comprise the statement of financial position as at March 31, 2017, and the statements of operations, and related schedule 1, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

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

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

### *Auditors' Responsibility*

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

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

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

### *Basis for Qualified Opinion*

In common with many charitable organizations, the Society derives revenue from voluntary donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of this revenue was limited to the amounts recorded in the records of the Society and we were not able to determine whether any adjustments might be necessary to donation revenue, excess of revenue over expenses, assets and net assets.

### *Qualified Opinion*

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly in all material respects the financial position of Haven Society: Promoting the Safety of Women, Children, Youth and Families as at March 31, 2017 and the results of its operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### *Report on Other Legal and Regulatory Requirements*

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

Nanaimo, British Columbia

June 19, 2017

**MNP LLP**

Chartered Professional Accountants

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families  
Statement of Financial Position**

*As at March 31, 2017*

	2017	2016
<b>Assets</b>		
<b>Current</b>		
Cash	322,062	124,422
Accounts receivable	10,960	3,029
GST receivable	2,643	13,282
Restricted gaming cash	108,188	108,178
Investments (Note 3)	160,517	120,843
Prepaid expenses and deposits	16,113	19,562
	620,483	389,316
Capital assets (Note 4)	1,543,903	1,639,449
Internally restricted Investments (Note 3)	62,986	62,986
	2,227,372	2,091,751
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	67,887	65,991
Wages and benefits payable	62,334	35,340
Deferred contributions (Note 5)	287,013	196,447
Current portion of long-term debt (Note 6)	633,328	719,919
	1,050,562	1,017,697
Deferred capital contributions (Note 7)	573,341	604,321
	1,623,903	1,622,018
<b>Net Assets</b>		
Unrestricted net assets	176,237	64,526
Invested in capital assets	364,246	342,221
Internally restricted (Note 3)	62,986	62,986
	603,469	469,733
	2,227,372	2,091,751

Approved on behalf of the Board

  
Director

  
Director

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



**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Statement of Operations**  
*For the year ended March 31, 2017*

	2017	2016
<b>Revenue</b>		
Grant revenue		
Province of British Columbia	1,368,527	1,336,470
Other	162,600	78,918
Donations and fundraising	285,954	255,152
Donations and fundraising (Parksville)	133,652	71,705
Gaming	107,500	123,547
Amortization of deferred capital contributions <i>(Note 7)</i>	30,980	32,955
Other revenue	43,437	45,682
United Way of Nanaimo	17,727	11,032
Memberships	700	195
Investment income	1,965	3,410
Change in fair value of investments	19,050	(3,878)
	<b>2,172,092</b>	<b>1,955,188</b>
<b>Expenses</b>		
Amortization	98,817	106,290
Administration costs	80,787	83,341
Employee benefits	306,103	299,318
Facility costs	86,095	91,750
Fundraising	25,817	4,461
Program costs	137,312	142,566
Salaries and wages	1,303,423	1,183,728
	<b>2,038,354</b>	<b>1,911,454</b>
<b>Excess of revenue over expenses</b>	<b>133,738</b>	<b>43,734</b>

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

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Statement of Changes in Net Assets**  
*For the year ended March 31, 2017*

	Invested In capital assets	Internally restricted	Unrestricted	2017	2016
<b>Net assets, beginning of year</b>	<b>342,221</b>	<b>62,986</b>	<b>64,526</b>	<b>469,733</b>	<b>425,999</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>(67,837)</b>	<b>-</b>	<b>201,575</b>	<b>133,738</b>	<b>43,734</b>
<b>Transfers:</b>					
Payments of long-term debt	86,590	-	(86,590)	-	-
Capital asset additions	3,272	-	(3,272)	-	-
<b>Net assets, end of year</b>	<b>364,246</b>	<b>62,986</b>	<b>176,237</b>	<b>603,469</b>	<b>469,733</b>

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

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Statement of Cash Flows**  
*For the year ended March 31, 2017*

	2017	2016
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Cash received from contributions	2,219,729	1,898,713
Cash receipts from unrestricted investment income	1,965	3,410
Cash paid for program service expenses	(330,550)	(313,186)
Cash paid for salaries and benefits	(1,582,532)	(1,476,256)
Cash paid for interest	(21,110)	(24,180)
	<b>287,502</b>	<b>88,501</b>
<b>Financing</b>		
Repayments of long-term debt	(86,590)	(83,520)
<b>Investing</b>		
Purchase of capital assets	(3,272)	(15,370)
<b>Increase (decrease) in cash resources</b>	<b>197,640</b>	<b>(10,389)</b>
<b>Cash resources, beginning of year</b>	<b>124,422</b>	<b>134,811</b>
<b>Cash resources, end of year</b>	<b>322,062</b>	<b>124,422</b>

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

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

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**1. Incorporation and nature of the organization**

Haven Society: Promoting the Safety of Women, Children, Youth and Families (the "Society") was incorporated under the Society Act of British Columbia on December 22, 1978 as a not-for-profit organization. It is a registered charity under the Income Tax Act and is exempt from income taxes as long as certain conditions are met. It is management's opinion that these requirements have been met.

The Society's purposes are as follows:

1. to provide and maintain shelter and services for women of all ages, who have been physically, sexually, financially/economically, spiritually, and/or emotionally abused due to their gender and for their children;
2. to provide a range of programs and services including information, counselling, crisis support and advocacy services for women, children, youth and families who are experiencing physical, sexual, and/or psychological violence in their lives.

**2. Significant accounting policies**

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

***Revenue recognition***

The Society follows the deferral method of accounting for contributions.

Revenue with external restrictions is recognized as revenue in the year in which the related expenses are incurred.

Unrestricted grant revenue is recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted donations and fundraising revenue are recognized when received.

Investment income is recognized as revenue when earned.

Gaming income is recognized as revenue when the related expenditure is incurred.

Contributions received specifically for the purchase of capital assets are deferred and recognized as revenue at the same rate that the related capital asset is amortized.

Endowment contributions are recognized as an increase in net assets restricted for endowment purposes in the year in which the contribution is received.

United Way of Nanaimo contributions and all other revenue is recognized when received or when the amount can be reasonably estimated and collection is reasonably assured.

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

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

***Donated materials and services***

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

Donated capital assets are recorded at fair value and are deferred and recognized as revenue at the same rate that the related capital asset is amortized.

Volunteers contribute a number of hours to assist the Society in delivering its services. The Society operates premises in Parkville free of rent. Due to the difficulty of determining the fair value of these items, contributed services are not recognized in the financial statements.

***Financial instruments***

The Society recognizes its financial instruments when the Society becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management. Financial assets and liabilities originated and issued in all other related party transactions are initially measured at their carrying or exchange amount in accordance with CPA Canada Handbook - Accounting Section 3840 *Related Party Transactions*.

At initial recognition, the Society may irrevocably elect to subsequently measure any financial instrument at fair value. The Society has not made such an election during the year.

The Society subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

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

**Financial asset impairment:**

The Society assesses impairment of all of its financial assets measured at cost or amortized cost. Management considers whether the issuer is having significant financial difficulty in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Society determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Society reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses.

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

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

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

**Capital assets**

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

Amortization is provided using the following methods and rates intended to amortize the cost of assets over their estimated useful lives.

	Method	Rate
Buildings	declining balance	5 %
Automotive	declining balance	30 %
Computer equipment	declining balance	30 %
Computer software	declining balance	100 %
Furniture and fixtures	declining balance	20 %
Leasehold improvements	straight-line	5 years
Fencing	declining balance	20 %

**Measurement uncertainty (use of estimates)**

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

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

**3. Investments**

Investments consist of the following:

	2017	2016
Investments	160,517	120,843
Internally restricted for shelter improvements to Nanaimo Haven House	50,000	50,000
Internally restricted for other projects	12,986	12,986
	62,986	62,986
	223,503	183,829
GICs measured at cost	106,872	99,812
Investments measured at fair value	116,631	84,017
	223,503	183,829

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

**4. Capital assets**

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2017 Net book value</i>	<i>2016 Net book value</i>
Buildings	2,286,104	827,712	1,458,392	1,535,149
Automotive	41,850	37,343	4,507	6,439
Computer equipment	24,584	18,875	5,709	6,311
Computer software	38,671	38,671	-	-
Furniture and fixtures	92,874	59,702	33,172	39,495
Leasehold improvements	64,338	30,554	33,784	41,632
Fencing	40,320	31,981	8,339	10,423
	<b>2,588,741</b>	<b>1,044,838</b>	<b>1,543,903</b>	<b>1,639,449</b>

**5. Deferred contributions**

Deferred contributions consist of unspent contributions externally restricted by Gaming, BC Housing and donors. Recognition of these amounts as revenue is deferred to periods when the specified expenditures are made. Changes in the deferred contribution balance are as follows:

	<i>2017</i>	<i>2016</i>
Balance, beginning of year	196,447	219,994
Amount received during the year	776,475	612,710
Less: Amount recognized as revenue during the year	(685,909)	(636,257)
<b>Balance, end of year</b>	<b>287,013</b>	<b>196,447</b>

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

**6. Long-term debt**

	<i>2017</i>	<i>2016</i>
The term loan bears interest at prime plus .4% per annum, is payable in monthly instalments of \$8,975 and matures November 1, 2017. The loan is secured by a general security agreement and a collateral mortgage of \$1,300,000 on the buildings with a net book value of \$1,458,392 (2016 - \$1,535,149).	<b>633,328</b>	719,919
<b>Less: Current portion</b>	<b>633,328</b>	719,919

Principal repayments on the term loan in each of the next five years, assuming long-term debt subject to refinancing is renewed are estimated as follows:

	<i>Principal</i>
2018	87,384
2019	90,402
2020	93,524
2021	96,754
2022	100,096
	468,160

Included in facility costs is interest paid on the term loan of \$21,110 (2016 - \$24,179).

The Society is required to maintain debt service coverage of not less than 1.25:1. As of March 31, 2017, this covenant has been met. It is also required to provide audited financial statements to the lender within 120 days of the year-end.

The term loan is classified as current as the loan matures within one year.

**7. Deferred capital contributions**

Deferred capital contributions consist of the unamortized amount of contributions restricted for the purchase of capital assets. Recognition of these amounts as revenue is deferred to periods when the related capital assets are amortized. Changes in deferred capital contributions are as follows:

	<i>2017</i>	<i>2016</i>
Balance, beginning of year	<b>604,321</b>	637,276
<b>Less: Amounts recognized as revenue during the year</b>	<b>(30,980)</b>	(32,955)
<b>Balance, end of year</b>	<b>573,341</b>	604,321



**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families**  
**Notes to the Financial Statements**  
*For the year ended March 31, 2017*

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**8. Financial instruments**

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

***Interest rate risk***

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. The Society is exposed to interest rate risk primarily relating to its GICs and long-term debt.

***Credit risk***

Financial instruments that potentially subject the Society to concentrations of credit risk consist primarily of cash, accounts receivables and GICs. The maximum credit risk exposure is \$550,996 (2016 - \$300,841). The cash and GICs are with a Canadian chartered bank. The Society believes that there is minimal risk associated with the cash and GICs due to the credit quality of the bank.

**9. Economic dependence**

The Society's primary source of revenue is provincial government grants. The grant funding is currently in place until March 31, 2018 but can be cancelled if the Society does not observe certain contractual requirements. The Society's ability to continue viable operations is dependent upon its continued receipt of these grants.

**10. Director and employee remuneration**

The Society does not compensate its directors. During the year, one employee (2016 - one) was paid more than \$75,000, that amount being \$84,118 (2016 - \$76,083).

**11. Comparative figures**

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

**Haven Society: Promoting the Safety  
of Women, Children, Youth and Families  
Schedule 1 - Schedule of Operations**

For the year ended March 31, 2017

	House Operations	CWWA	Counselling Programs	Outreach	Drop-in	CVS (Nanaimo)	RD & Vol	Admin	CVS (Parksville)	Men's Program	P-Q House	2017 Total	2016 Total
<b>Revenue</b>													
<b>Grants</b>													
Province of British Columbia	668,489	136,687	182,530	112,131		132,997			76,317		59,376	1,368,527	1,336,470
Other	7,800	1,500	-	74,035	3,433	69,280					6,552	162,600	78,918
Donations and fundraising	15,909	6,265	11,460	6,607	2,911	6,818	81,279	154,705	-	-	-	285,954	255,152
Donations and fundraising (Parksville)	-	-	-	-	-	-	16,009	26,657	7,006	-	83,980	133,652	71,705
Gaming	-	12,600	-	10,000	15,000	-	60,000	-	-	10,000	-	107,600	123,547
Amortization of deferred capital contributions	2,534	-	-	1,580	-	-	10,338	16,528	-	-	-	30,980	32,955
Other revenue	1,916	-	-	-	-	-	-	20,661	1,060	15,000	4,500	43,437	45,682
United Way of Nanaimo	-	17,727	-	-	-	-	-	-	-	-	-	17,727	11,032
Memberships	-	-	-	-	-	-	700	-	-	-	-	700	195
Investment income	-	-	-	-	-	-	-	1,965	-	-	-	1,965	3,410
Change in fair value of investments	-	-	-	-	-	-	-	19,050	-	-	-	19,050	(3,876)
	<b>696,646</b>	<b>174,679</b>	<b>193,990</b>	<b>204,353</b>	<b>21,344</b>	<b>209,095</b>	<b>168,326</b>	<b>239,866</b>	<b>84,384</b>	<b>25,000</b>	<b>154,407</b>	<b>2,172,092</b>	<b>1,956,188</b>
<b>Expenses</b>													
Amortization								98,817				98,817	106,290
Administration costs	20,797	4,151	2,638	4,785	-	4,420	6,909	30,385	1,234	808	4,659	80,787	83,341
Employee benefits													
Administration	28,126	1,586	2,373	2,674	278	1,702	3,317	7,262	1,096	107	5,236	53,768	47,614
Programs	86,493	27,604	32,125	33,697	3,033	26,134	16,857	98	13,483	348	10,473	252,346	251,704
Facility costs	36,552	4,729	7,060	2,915	-	6,689	1,557	14,988	6,817	2,110	2,698	86,096	91,750
Fundraising costs							3,184	19,401				3,232	4,481
Program costs	49,605	8,463	9,820	12,008	139	7,831	1,880	3,997	5,574	20,816	17,176	137,312	142,586
Salaries and wages													
Administration	100,604	5,503	10,761	10,721	1,083	9,412	13,594	38,390	4,824	569	19,816	215,168	198,573
Programs	376,044	107,622	127,349	130,890	12,507	127,139	87,734	1,268	46,250	1,129	70,383	1,088,266	985,156
	<b>700,122</b>	<b>159,559</b>	<b>192,116</b>	<b>197,731</b>	<b>17,041</b>	<b>183,328</b>	<b>136,031</b>	<b>214,566</b>	<b>79,278</b>	<b>25,887</b>	<b>133,675</b>	<b>2,038,354</b>	<b>1,911,454</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>(3,475)</b>	<b>15,120</b>	<b>1,874</b>	<b>6,622</b>	<b>4,304</b>	<b>25,767</b>	<b>33,295</b>	<b>25,281</b>	<b>5,106</b>	<b>(887)</b>	<b>20,732</b>	<b>133,738</b>	<b>43,734</b>



Haven Society Operating Budget 2018-19 (Subject to change)

CONFIDENTIAL

	Nan Transition House	PEACE Children & Youth	Women's Counselling	Outreach	Drop In	Nanaimo Comm Victim Services	Parksville ComVictSer	Resource Devt & Volunteer	Admin	Men Choose Respect	Parksville Safe House	T&D 18-19	Agency Totals 2018-19
<b>REVENUE</b>													
Province of British Columbia	690,540	157,478	226,434	124,280		168,544	97,308				71,100		1,535,684
Grants	10,000	19,500			16,000	77,800	7,500			20,000	6,468	10,000	167,268
United Way		9,000											9,000
Natl Aboriginal Housing Assoc				75,611									75,611
Memberships									800				800
Fundraising	25,000	4,941	9,982	6,161	5,118	6,244		75,900	124,215				257,561
Fundraising Parksville							4,401	29,511	26,344		69,666		129,922
Gaming		12,500		10,000	15,000			30,000		10,000			77,500
Rents									4,500		4,500		9,000
Miscellaneous								30,000	8,764	5,000			43,764
Contribution Agreements										20,000		20,000	40,000
<b>TOTAL REVENUE</b>	<b>725,540</b>	<b>203,419</b>	<b>236,416</b>	<b>216,052</b>	<b>36,118</b>	<b>252,588</b>	<b>109,209</b>	<b>165,411</b>	<b>164,623</b>	<b>55,000</b>	<b>151,734</b>	<b>30,000</b>	<b>2,346,110</b>
<b>EXPENSES</b>													
Salaries and Wages													
Programs	398,958	145,707	168,613	147,790	27,762	202,622	80,686	171,776	38,000	37,602	97,100	12,995	1,529,611
Administration	103,573	10,025	16,084	14,164	1,960	20,822	10,139	9,713	36,612	2,415	14,265	397	240,169
Employee Benefits													
Programs	99,356	38,842	37,454	35,909	5,267	29,234	14,728	15,419	0	10,249	17,160	0	303,618
Administration	27,413	882	1,926	3,026	479	5,408	0	1,651	7,571	174	3,834	0	52,364
Facility Costs	32,500	3,100	5,702	2,788	0	2,700	1,229	3,000	65,465	0	1,800	0	118,284
Administration Costs	17,250	4,228	3,451	4,033		4,909	1,600	6,330	29,985	830	3,650	0	76,266
Program Costs	46,490	8,864	15,094	11,187	650	14,048	9,340	2,550	14,990	3,730	13,925	0	140,868
<b>TOTAL EXPENSES</b>	<b>725,540</b>	<b>211,648</b>	<b>248,324</b>	<b>218,897</b>	<b>36,118</b>	<b>279,743</b>	<b>117,722</b>	<b>210,439</b>	<b>192,623</b>	<b>55,000</b>	<b>151,734</b>	<b>13,392</b>	<b>2,461,180</b>



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COMMUNITY JUSTICE GRANTS-IN-AID APPLICATION

NAME OF ORGANIZATION CORCAN MEADOWOOD RESIDENTS' ASSOCIATION	AMOUNT REQUESTED \$ 800.00
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MAILING ADDRESS  
1625 MEADOWOOD WAY

QUALICUM BEACH, BC	POSTAL CODE V9K2S3	ELECTORAL AREA F
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CONTACT PERSON ANNIE DONALD	TELEPHONE NUMBER 250 752 6799	FAX NUMBER 250-729-7559
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ATTACH A LIST SHOWING YOUR ORGANIZATION'S STRUCTURE (INCLUDING DIRECTORS AND VOLUNTEERS)

IS YOUR ORGANIZATION REGISTERED AS A NON-PROFIT SOCIETY IN BC?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
--	---	-----------------------------

IF YOUR ORGANIZATION IS NOT A REGISTERED NOT-FOR-PROFIT SOCIETY, PLEASE EXPLAIN YOUR ORGANIZATIONAL STRUCTURE - ie. how do you operate as a group

WHAT WILL THIS GRANT BE USED FOR?  
PURCHASE LARGE EMERGENCY MEDICAL KIT FOR NEW COMMUNITY CENTRE BEING BUILT/COMPLETED IN 2019.

PLEASE LIST ALL GRANTS RECEIVED AND/OR APPLIED FOR FROM OTHER GOVERNMENTS OR SERVICE ORGANIZATIONS  
APPLIED FOR DISTRICT 69 RECREATIONAL GRANT FOR 2019.

PLEASE PROVIDE DETAILS OF OTHER FUNDRAISING ACTIVITIES THAT YOUR ORGANIZATION UTILIZES  
BOTTLE DRIVES  
RAFFLES  
MEMBERSHIP DRIVES

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**WHAT SPECIFIC EXPENDITURES WILL YOUR ORGANIZATION NOT BE ABLE TO MAKE IF YOUR GRANT IS LESS THAN THE AMOUNT REQUESTED**

WILL NEED TO DOWNSIZE EMERGENCY KIT SIZE


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**DESCRIBE THE USE OF ANY GRANT RECEIVED LAST YEAR**

LAST YEAR'S SAFETY-IN-AID GRANT DID NOT RECEIVE APPROVAL.

Please ensure that you have answered all questions in full and that you include the following information with this application:

- A list of current members and their positions in your organization.
- A copy of your bank statement showing your organization's name and address. *BANKING DONE BY E-STATEMENT - ADDRESS NOT SHOWN.*
- A copy of your organization's latest financial statement.
- A copy of your organization's current budget.

<b>SIGNATURE</b> 	<b>DATE</b> Aug 28th, 2018
--	-------------------------------

Submit to: Regional District of Nanaimo  
 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2  
 Telephone: 390-4111 or toll free 1-877-607-4111, Fax: 390-4163

**Community Justice Grants-In-Aid Criteria**

- *The Regional District of Nanaimo may provide non-profit community organizations limited financial support to assist in providing programs and services that help increase the safety of their community.*
- *Late applications will not be accepted and will be returned to the applicant.*
- *Community Justice grants-in-aid are supported for the following general uses:*
  - i. *promoting volunteer participation and citizen involvement*
  - ii. *the use of new approaches and techniques in the solution of community needs*
  - iii. *volunteer training*
  - iv. *reasonable operating costs*
  - v. *capital costs for equipment*

<b>OFFICE USE ONLY</b>	20__	20__	20__	20__	20__
Previous year(s) grant					
<b>Comments:</b>					

**Morrison, Catherine**

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**From:** anniedonald@telus.net  
**Sent:** Monday, September 17, 2018 6:37 AM  
**To:** Morrison, Catherine  
**Subject:** C.M.R.A. Grants-In-Aid Application

Hello Catherine,

Thank you for your communication and advice on our recent application.

Please amend our Community Justice Grants-In-Aid application under the section "What will this grant be used for" as follows:

2 sets of 2-way radios	\$250.
5 Delineators (42")	\$130.
12 large Safety Cones	\$375.
2 pkgs. Safety Flares *	\$45.

\* We have a heavy duty all steel 2 drawer cabinet for safe storage of Flares.

Note: If the Safety Flares are not permitted, we could replace this line item with more Safety vests for our volunteers (in lieu of the flares)

Thank you for your consideration of our request.

Best regards,

*Annie Donald,*  
Secretary/Director  
Corcan-Meadowood Residents' Association  
(250) 752-6728 or 6799  
(604) 816-8177 (T/C)

CORCAN MEADOWOOD RESIDENTS' ASSN.

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BOARD OF DIRECTORS

PRESIDENT: CHRIS BURGER  
VICE PRESIDENT: GERRY ANDERSON  
VICE PRESIDENT: ALF JABLONSKI  
TREASURER: ELAINE PELIGREN  
SECRETARY: ANNIE DONALD  
DIRECTOR: TIM PELIGREN  
DIRECTOR: DWAYNE MILLER  
DIRECTOR: ELAINE IVANCIC  
DIRECTOR: BOB DONALD

Christina Curran meadowood

Account Reconciliation Summary Report 01/07/2018 to 31/07/2018

4/10

Report By: Statement end date

Description	Amount	Total
Account: 1005 CCGU Operating Account - Chequing		
Statement start date: 01/07/2018		
Statement end date: 31/07/2018		
Reconciliation date: 31/07/2018		

Reconciled

Financial Institution

Statement Balance Forward as of 01/07/2018		6,711.47
Transactions on or before 31/07/2018		
Deposits recorded in Statement	0.00	
Withdrawals recorded in Statement	0.00	
Total Transactions		0.00
Bank Transactions		
Income	0.06	
Expense	0.00	
Total Bank Transactions		0.06
Adjustment Required		0.00
Statement End Balance as of 31/07/2018		6,711.53
Statement End Balance as of 31/07/2018		6,711.53
Outstanding Transactions as of 31/07/2018		
Outstanding Deposits	0.00	
Outstanding Withdrawals	0.00	
Total Outstanding Transactions as of 31/07/2018		0.00
Adjusted Statement End Balance as of 31/07/2018		6,711.53

ok to bank stmt.

General Ledger Account

Book balance as of 30/06/2018		6,711.47
Transactions on or before 31/07/2018		
Debits recorded in account	0.00	
Credits recorded in account	0.00	
Net Amount recorded in account		0.00
Book balance as of 31/07/2018		6,711.47
Bank Transactions		
Income	0.06	
Expense	0.00	
Total Bank Transactions		0.06
Adjustment Required		0.00
Adjusted Book Balance as of 31/07/2018		6,711.53

ok to GL.



Aug. 28. 2018 2:48PM

Dominion Lending Vanisle

No. 5527 P. 5  
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Page

**Transactions by Account Report 01/07/2018 to 31/07/2018**

**Sorted by: Date**

Date	Comment	Source #	Trans. No.	Debits	Credits	Balance
1085 30/07/2018	CCC Operating Account - Chequing Interest Income	bank slmt	J46	0.06	-	6,711.47 Dr 6,711.53 Dr



**COASTAL  
COMMUNITY**

**TOGETHER, LET'S DO  
GREAT THINGS**

**Account Activity**

**Member Name** Corcan - Meadowood  
Residents Association

**Member Number**

**Account Name** 001 Operating Community  
Partner Chequing

**Current Balance** \$8,711.53

**Current Interest Rate** 0.010%

[More Details](#)

**Transit Number** 16210

**Institution Number** 809

**Account Number**

**July 2018**

**August 24, 2018**

**001 Operating Community Partner Chequing**

<b>Date</b>	<b>Description</b>	<b>Amount</b>	<b>Balance</b>
31-Jul-2018	Credit Interest	\$0.08	\$8,711.53

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**Account Reconciliation Summary Report 01/07/2018 to 31/07/2018**  
**Report By: Statement end date**

Description	Amount	Total
<b>Account: 1069 CCGU HIGHWAY ACCOUNT</b>		
Statement start date:	01/07/2018	
Statement end date:	31/07/2018	
Reconciliation date:	31/07/2018	
<b>Reconciled</b>		
<b>Financial Institution</b>		
Statement Balance Forward as of 01/07/2018		31,243.69
Transactions on or before 31/07/2018		
Deposits recorded in Statement	0.00	
Withdrawals recorded in Statement	0.00	
Total Transactions		0.00
Bank Transactions		
Income	1.33	
Expense	0.00	
Total Bank Transactions		1.33
Adjustment Required		0.00
Statement End Balance as of 31/07/2018		31,245.02
Statement End Balance as of 31/07/2018		31,245.02
Outstanding Transactions as of 31/07/2018		
Outstanding Deposits	0.00	
Outstanding Withdrawals	0.00	
Total Outstanding Transactions as of 31/07/2018		0.00
Adjusted Statement End Balance as of 31/07/2018		31,245.02
<b>General Ledger Account</b>		
Book balance as of 30/06/2018		31,243.69
Transactions on or before 31/07/2018		
Debits recorded in account	0.00	
Credits recorded in account	0.00	
Net Amount recorded in account		0.00
Book balance as of 31/07/2018		31,243.69
Bank Transactions		
Income	1.33	
Expense	0.00	
Total Bank Transactions		1.33
Adjustment Required		0.00
Adjusted Book Balance as of 31/07/2018		31,245.02

OK to bank stmt.

OK to GL

8/10

**Transactions by Account Report 01/07/2018 to 30/07/2018**

**Sorted by: Transaction Number**

Date	Comment	Source #	Trans. No.	Debits	Credits	Balance
1053	CCCU HIGHWAY ACCOUNT					31,243.60 Dr
30/07/2018	Interest Income	bank slmt	J11	1.33	-	31,245.02 Dr

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**COASTAL  
COMMUNITY**

**TOGETHER, LET'S DO  
GREAT THINGS**

**Account Activity**

**Member Name** Corcan - Meadowood  
Residents Association

**Member Number**

**Account Name** 001 Highway HISA

**Current Balance** \$31,245.02      **Current Interest Rate** 0.050%

[More Details](#)

**Transit Number** 15210

**Institution Number** 809

**Account Number**

**July 2018**

**August 24, 2018**

**001 Highway HISA**

Date	Description	Amount	Balance
31-Jul-2018	Credit Interest	\$1.33	\$31,245.02

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CMRA	2018-2019 BUDGET	
<b>INCOME</b>	Membership fee's	1500.00
	Donations	300.00
	Fundraising – Community Park	800.00
	Safety Grant	800.00
	Misc	500.00
	<b>EVENTS</b>	
	Halloween	
	Fundraising	1500.00
	RDN Grant	2000.00
	CORP Donatfons	1500.00
	Misc. Other	200.00
		\$9100.00
<b>EXPENDITURES</b>	Halloween Event	5000.00
	Safety Equipment	800.00
	Community Park	1500.00
<b>ADMIN</b>	Advertising	700.00
	Postage/Courier	200.00
	Hall Rental	100.00
	Website	400.00
	Stationary/Office Supplies	400.00
		\$9100.00

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**TO:** District 69 Community Justice Select Committee    **MEETING:** October 1, 2018

**FROM:** Daniel Pearce  
Director, Transportation and  
Emergency Services    **FILE:** 7580 01 PPR

**SUBJECT:** District 69 Police to Population Ratio

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**RECOMMENDATION**

1. That the District 69 Police to Population Ratio report be received for information.
2. That the Board endorse a media campaign to reduce rural crime within District 69.

**SUMMARY**

The Oceanside detachment has responsibility for community policing within Parksville, Qualicum Beach, Electoral Areas E, F, G and H of the Regional District of Nanaimo (RDN).

The police to population ratio for the electoral areas policed by the Oceanside detachment data shows a police to population ratio of 1:574, which is lower than the City of Parksville (1:736) and Qualicum Beach (1:1118).

Reduced rural crime prevention could be achieved by working with the Oceanside Police detachment on a joint media campaign. This would be done through social media, newspaper ads, the RDN website and radio ads.

**BACKGROUND**

In response to concerns regarding traffic safety and the growth of criminal activity in the rural areas, at the March 27, 2018, Board meeting the following motion was passed:

*That staff report back to the D69 Community Justice Select Committee regarding options to decrease the Police to Population ratio in the rural areas for both traffic and crime prevention.*

Policing in Canada is a shared responsibility between federal, provincial/territorial and municipal governments. In rural areas, there is a police tax levy which contributes to the costs of police services but does not cover the full costs of the service. The unincorporated areas of the province receive a tax credit from the provincial rural tax and for District 69 in 2018 is:

- Electoral Area E \$0.0891
- Electoral Area F \$0.1776
- Electoral Area G \$0.1162

- Electoral Area H \$0.1081

### Oceanside Detachment

The Oceanside detachment provides police services on all roads within Electoral Areas E, F, G and H of the RDN, Parksville and Qualicum Beach.

The Oceanside RCMP detachment has thirteen (13) police officers are funded by the Province, eight (8) are funded by Qualicum Beach and sixteen (16) are funded by the City of Parksville.

Funding for RCMP officers is established Municipal Police Service Agreement (MPSA) and the Municipal Police Unit Agreement (MPUA). The terms of these agreements require municipalities under 15,000 in population, but over 5,000, to pay 70% of the policing costs and the Province pays 30%. For communities under 5,000, the Province pays 100% of policing and for those over 15,000 the municipality pays 90% of the costs with the province paying 10%.

According to Statistics Canada in 2016, Parksville had 12,514 residents compared to 11,977 in 2011. Qualicum Beach had 8,943 in 2016 compared to 8,687 in 2011. The RDN had 7,465 in 2016 compared to 7,158 in 2011.

According to Statistics Canada, in British Columbia (2017) the police to population ratio was 1:186. For District 69 the police to population ratio:

- Parksville 1:736
- Qualicum Beach 1:1118
- RDN 1:574

Recognizing the nature of policing issues in rural areas and to assist with rural crime reduction in District 69 it is recommended that the Board support a crime reduction media campaign. The campaign would be delivered by the RDN and would utilize social media, newspaper ads, the RDN website and radio ads. This campaign would help educate citizens that live in rural areas about keeping up their awareness about locking doors, securing vehicles and watching for suspicious behaviour in their neighbourhoods.

### **ALTERNATIVES**

1. That the report be received for information.
2. That the Board endorse a media campaign to reduce rural crime within District 69.
3. That alternate direction be provided.

### **FINANCIAL IMPLICATIONS**

A crime reduction media campaign will cost approximately \$5,000.00. This campaign will include newspaper ads, social media and radio ads. These costs could be included in the 2019 Financial Plan.



## STRATEGIC PLAN IMPLICATIONS

Ensuring the appropriate level of police resources in District 69 is consistent with key priorities of the 2016-2020 Strategic Plan, to offer partnerships with other local governments/community groups and advance our Region.



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Daniel Pearce  
[dpearce@rdn.bc.ca](mailto:dpearce@rdn.bc.ca)  
September 17, 2018

Reviewed by:

- G. Garbutt, Acting Chief Administrative Officer