

REGIONAL DISTRICT OF NANAIMO

SPECIAL COMMITTEE OF THE WHOLE

TUESDAY, JANUARY 28, 2014

4:30 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

FINANCIAL SERVICES

2 - 115 2014 Proposed Budget External Requests for Funding – *staff to provide presentation.*

RECREATION AND PARKS SERVICES

PARKS SERVICES

116 - 120 Development Funding for the E&N Regional Rail Trail – *staff to provide presentation.*

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

IN CAMERA

ADJOURNMENT



RDN REPORT	
CAO APPROVAL	<input checked="" type="checkbox"/>
EAP	<input type="checkbox"/>
COW	<input checked="" type="checkbox"/>
JAN 06 2014	
RHD	<input type="checkbox"/>
BOARD	<input type="checkbox"/>

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: January 3, 2014

FROM: Wendy Idema
Director of Finance

SUBJECT: 2014 Proposed Budget External Requests for Funding

PURPOSE:

To provide information and financial implications related to requests for funding received from various community groups.

BACKGROUND:

Preliminary 2014 budget information was provided to the Board during November including some information regarding requests for funding received from community groups. At that time, the total tax requisition to be collected for 2014 was estimated at \$35,105,080 (2013 = \$33,105,685) for the general service requisition and \$42,629,370 (2013 = \$40,140,985) with local service areas included. During January and February as final 2013 year end results are known and carry forward projects are identified, the 2014 budget will be updated and the 2014 to 2018 financial plan will be completed.

The following table identifies the funding requests known at this time totaling approximately \$167,000. These items are not included in the current estimated tax requisition. Additional information on each request is provided below and appendices are attached with back-up information received from the requesting organizations along with copies of previous reports provided to the Board on the requests.

Requesting Organization	Amount Requested
Oceanside Hospice Society	\$60,000 request for ongoing annual operations funding – requires creation of new service and voter approval
Nanaimo Hospice Society	\$25,000 request for capital funding for new building - \$10,000 was provided in 2013 for this
Lighthouse Country Marine Rescue Society	\$5,000 request for ongoing annual operations funding – requires creation of new service and voter approval
Oceanside Community Policing	\$29,220 (\$24,220 for community policing office & \$5,000 additional funding for the Citizens on Patrol program) - would be added to the existing Northern Community Justice service
Nanaimo RCMP Victim Services	\$2,500 additional to current \$5,000 received annually under the Southern Restorative Justice/Victim Services Service Area
Nanaimo Regional Rail Trail Partnership	\$15,000 request for seed funding - meets grants-in-aid criteria but exceeds \$5,000 limit
Nanaimo & Area Land Trust	\$30,000 - assumed request amount same as 2013, NALT will present at January 14 COW meeting with more details

Two of these requests would require the creation of a new service and voter approval to proceed as they are requests for ongoing operational funding that are outside of the grants-in-aid criteria. The remainder of the requests can be incorporated into existing service areas as additional requisitions if approved.

Oceanside Hospice Society – This group originally approached the RDN for funding in 2013 and at the August 27, 2013 Board meeting, the following motion was passed.

Pending the outcome of the CVRD's resolution through UBCM to amend the *Hospital District Act*, that staff be directed to notify the Oceanside Hospice Society that funding is only available through the Grants in Aid program at this time.

The final amended motion at UBCM regarding funding for hospice care resolved that the *Hospital District Act* be amended to allow funding to support capital costs of hospice societies and centres only; it did not include operational funding. As a result of this, Oceanside Hospice Society has provided a renewed request for operational funding of \$60,000 annually. This request does not meet existing grants-in-aid criteria and would require the creation of a new service with voter approval. Neither the RDN or the Hospital District have funded operational costs for health care in the past and consideration must be given to whether the request falls within the objectives of programs or services provided by the RDN.

The cost to participating areas for this service (Parksville, Qualicum Beach, Electoral Areas E, F, G & H) based on 2013 assessments would be \$0.59 per \$100,000 of assessed value which would be ongoing. Appendix 1 provides additional information on the Oceanside Hospice Society's request as well as the original staff report from 2013.

Nanaimo Hospice Society – This group presented a request for \$25,000 in capital funding for their new Hospice building in November. This is in addition to the 2013 amount approved by the RDN Board of \$10,000 for this project as a special one-time grant in aid. Because it is capital funding for a facility owned by the Society, it does meet grants-in-aid criteria, but requires special Board approval as it would exceed the \$5,000 grant-in-aid limit.

Participants in this funding would be Nanaimo, Lantzville and Electoral Areas A, B & C with a one-time cost (if the full \$25,000 was approved) of \$0.126 per \$100,000 of assessed value. Appendix 2 provides additional information on the Nanaimo Hospice Society's request.

Lighthouse Country Marine Rescue Society – This group presented a request for \$5,000 in ongoing annual operational funding in February 2013. They have received grants-in-aid funding previously from the RDN in amounts varying from \$1,000 to \$2,100 in the last 4 years; however, as this is ongoing operational funding, their request would require creation of a new service with voter approval.

The RDN approved a service in 2009 in the District 68 area for Search and Rescue, which provides funding to the Nanaimo Marine Rescue Society and the Nanaimo Search and Rescue Society. The Lighthouse Country Marine Rescue Society has indicated they provide service to the area between Qualicum Bay and Union Bay as well as to Lambert Channel, and they do receive some funding from the Comox Valley Regional District through grants-in-aid. Given the geographic area serviced by the Society, Electoral Area H would be the only participant in the service and the cost would be approximately \$0.52

per \$100,000 of assessed value using 2013 assessments. Appendix 3 provides additional information on the Lighthouse Country Marine Rescue Society's request.

Oceanside Community Policing – This group presented a request for \$29,220 in operational funding to support their community policing office with \$24,220 and the Citizens on Patrol Society in District 69 with \$5,000. Any approved funding for this request could be included in the Regional District of Nanaimo Crime Prevention and Community Justice Support Service. Currently this service is funding \$52,500 to the Oceanside RCMP Victim Services program and \$25,000 to the Oceanside Restorative Justice program. This provides a total of approximately \$77,500 which is requisitioned through a \$3.25 parcel tax levy (2013 rate). As well varying amounts to support mileage reimbursements to the Citizens on Patrol Society (\$5,160 in 2013 and \$3,230 projected for 2014) have been incorporated in the Grants in Aid service over the last few years. The request for the Citizens on Patrol additional funding is to support their operational costs on an annual basis.

Adding \$29,220 to the parcel tax levy for this service would increase the tax by approximately \$1.22 per parcel for the service participants, Parksville, Qualicum Beach, Electoral Areas, E, F, G and H. The package of information provided by the Oceanside Community Policing group is included as Appendix 4 along with a more detailed staff report on this request.

Nanaimo RCMP Victim Services Program – Representatives of this program presented a request for additional funding at the June 25, 2013 Board meeting. They are currently provided with annual funding of \$5,000 under the Southern Community Restorative Justice and Victim Services Support Service and have requested an additional \$2,500.

Electoral Areas A, B and C participate in this service and the cost of the additional funding would be \$0.08 per \$100,000 of assessed value. Appendix 5 provides additional information on this group's activities, and they have also advised that the caseload for RDN areas outside of the City of Nanaimo has increased from 37 in 2009 to 51 in 2012.

Nanaimo Regional Rail Trail Partnership – This group presented a request for \$15,000 in start-up funding to the Board in October, 2013. As noted in their information included in Appendix 6, they are asking several groups and local governments to partner in the process and all funding partners will be included in the planning process and will have a vote on project prioritization. Up to 10% or \$1,000 of each contribution would be used for fundraising, website development and raising support with the remainder allocated to trail projects.

This request for funding appears to meet grants in aid criteria and could be reviewed as a one-time amount in that service. The Partnership recently received \$20,000 from Tourism Nanaimo's \$125,000 development fund. All participants in the RDN would be included in funding this grant and the cost would be \$0.05 per \$100,000.

Nanaimo & Area Land Trust – This group presents to the Board annually to request operational funding which has been provided through the Regional Parks Operations Service. Approved funding has varied between \$20,000 and \$30,000 since 2009. The impact on tax requisitions for a \$30,000 grant ranges between \$0.07 and \$0.13 per \$100,000 for all participants in the RDN as the requisition is based on a combination of population and assessments. The Nanaimo & Area Land Trust will be presenting their request for funding at the January Committee of the Whole meeting and additional information will be provided then.

ALTERNATIVES:

1. Approve, amend or reject the proposed funding requests as submitted and proceed with any required bylaws, voter approval processes and additions to the 2014 to 2018 financial plan.
2. Provide alternate direction to staff regarding the proposed funding requests.

FINANCIAL IMPLICATIONS:

If all of the funding requests were approved at the full amount, the \$167,000 increase represents a 0.4% increase to the overall 2013 requisition including local services. The Regional District of Nanaimo's budget affects taxpayers differently depending on where they own property in the Regional District and these requests will impact different areas as noted above and as summarized in Appendix 7. The following table summarizes the total impact on each area if all requests were added to the 2014 budget at full amount.

	2014 estimated RDN General Services Requisition for a \$300,000 assessed value	Tax impact of all additions on a \$300,000 assessed value
Nanaimo	\$297	\$0.88
Lantzville	\$306	\$0.84
Parksville	\$540	\$3.43
Qualicum Beach	\$486	\$3.40
Electoral Area A	\$454	\$1.14
Electoral Area B	\$267	\$0.96
Electoral Area C	\$435	\$0.98
Electoral Area E	\$355	\$3.34
Electoral Area F	\$467	\$3.51
Electoral Area G	\$477	\$3.42
Electoral Area H	\$459	\$4.93

Note: requisition amounts are for RDN services only and do not incorporate other government's amounts. All amounts are based on 2013 assessment values.

Some of these requests are one time and will impact only 2014; however, there would be ongoing impacts for the Oceanside Hospice Society, Lighthouse Country Marine Rescue Society, Oceanside Community Policing and Nanaimo RCMP Victim Services requests. It should also be noted that several of the groups requesting funding have indicated their need is being driven by the loss of gaming funding from the Province that they could previously be more reliant on.

STRATEGIC PLAN IMPLICATIONS:

The Action Areas of the 2013-2015 Strategic Plan supports the development of community services and volunteer organizations, but also encourages fiscal responsibility as follows:

- Enhance the reputation of the RDN as a valuable and effective level of government for delivering services, exploring regional issues, and creating opportunities for dialogue with residents by supporting volunteer opportunities for residents;
- Balance the RDN’s vision for the region and pursuit of innovation with fiscal responsibility by ensuring that increases to the costs of existing services are kept to a minimum, and that consideration of increased service levels balances the need for fiscal restraint with residents’ needs and desires, and Board vision, values and priorities.

The 2014 – 2018 Financial Plan, when completed, will represent the consolidated cost of implementing the Strategic Goals and Actions over the next five years and will directly reflect the Board’s work to balance those goals with the need for fiscal responsibility within current economic conditions.

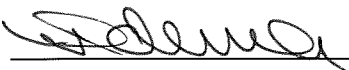
SUMMARY/CONCLUSIONS:

There are currently seven requests for additional or new funding that have been received from different community groups within the RDN as detailed above. Additional information on the requests is included in Appendices 1 through 6, and Appendix 7 summarizes the financial impacts to each participant in the RDN. The cost of these requests on individual tax requisitions varies as it is dependent on which services are included in any specific area.

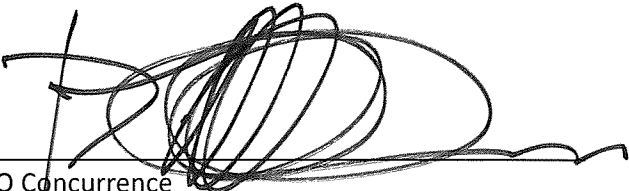
Overall, the requested funding totals approximately \$167,000, which is a 0.4% increase to the 2013 general services tax requisition amount of \$33,105,685. Currently the 2014 general services tax requisition based on the preliminary budget as submitted in November totals \$35,105,080 excluding these additions. The 2014 – 2018 Financial Plan will be completed over the January - February 2014 period as final results for 2013 are known and as any new items such as these funding requests are identified and approved.

RECOMMENDATION:

That the report on the 2014 funding requests from community groups be received and that the Board provide direction to staff on any further analysis or information required regarding the seven requests as detailed above, or that the individual requests be approved/amended or rejected as submitted.



Report Writer



CAO Concurrency



October 8, 2013

Ms Wendy Idema
 Director of Finance
 Regional District of Nanaimo
 6300 Hammond Bay Rd
 Nanaimo, BC V9T 6N2

Dear Ms Idema

Re: Hospice Request for Financial Support as a Service

Further to your August 1, 2013 Report to the RDN Board of Directors. I would like to clarify some information contained in the report and conveyed to the Board.

There is a statement in the report (page 172/173) that at December 31, 2012 the society's financial statements report an internally restricted fund balance of \$100,000 and an unrestricted fund balance of \$341,269.

We would like to clarify with you that through the change in year end for our society to March 31, and March 31, 2013 financial statements reflecting an internally restricted sum of \$400,000, there is not a huge surplus in operating funding for our organization.

The \$400,000, internally restricted through board of director's resolution, is deemed to be for a capital for the purpose of demolition and replacing the hospice outreach and bereavement center.

Additionally, on page 173 of the report there is a statement that operational funding of health care is not a regional district service. However, missing from the report is an understanding that the services offered by Oceanside Hospice Society

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210 Crescent Road W., Qualicum Beach, British Columbia V9K 1J9

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are of a psychosocial, practical and spiritual nature, complementary to medical services and health care.

Currently, and in the near future it is expected that the Oceanside hospice services will continue to be of an outreach nature, serving citizens of the RDN in their private homes, 6 LTC facilities, the Palliative Care Unit at NRGH (1/3 of all patients and family members presenting are from Oceanside, rather than Nanaimo/Ladysmith) and as and when needed.

I would reiterate the information provided in our presentation to the RDN, earlier this year, that our organization serves the citizens in the areas from Deep Bay to Nanoose and at the Palliative Care Unit in NGRH, as well as out to Whiskey Creek and Errington.

Our volunteers, all RDN residents, through their donated time and efforts bring over \$100,000 in kind value to the community service delivery.

Our major funder is Gaming. However, that funding does not cover our operational costs for four part time staff. Our staff and volunteer efforts, therefore, are often redirected from direct client services to fund development (through events and fundraisers).

Sustainable annual funding through the RDN would clearly assist our organization in being able to plan and deliver more effectively the programs and services the community tells us it needs.

An RDN sum of \$60,000 per annum would ensure that all staff wages and benefits, as well as contracted counselling services could be continued to be provided to serve our client base, which in past years has been in excess of 600 individuals.

An annual RDN contribution of approximately \$100 per person to ensure that residents of the Oceanside area receive end of life community support and assistance navigating through the palliative care system, does not seem onerous.

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Now that we have received an indication of the CRVD resolution to UBCM being passed BUT amended to address only capital funding, we would ask for consideration by the RDN Board of Directors to designate hospice as an RDN funded service.

Should council wish to have me address the matter at an upcoming meeting, I should be pleased to attend.

Best wishes,

Lynn Wood, CAE
Executive Director

c.c.
RDN Directors:
Joe Stanhope
Bill Veenhof
Julian Fell
Marc Lefebvre
Dave Willie

Mayor Chris Burger

Mayor Teunis Westbroek

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OCEANSIDE HOSPICE SOCIETY
FINANCIAL STATEMENTS
March 31, 2013

INDEPENDENT AUDITOR'S REPORT

To the Members of Oceanside Hospice Society

We have audited the accompanying financial statements of Oceanside Hospice Society, which comprise the statement of financial position as at March 31, 2013, and the statements of operations, statement of changes in fund balances and statement of cash flows for the year ended March 31, 2013, 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.

Auditor's 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 auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Basis for qualified opinion

Oceanside Hospice Society derives a significant portion of its revenues from donations and fundraising, the completeness of which is not susceptible to audit verification. Consequently, we were unable to obtain sufficient appropriate audit evidence to support the completeness of donation and fundraising revenue, and we were unable to determine whether any adjustments were necessary.

Qualified opinion

In our opinion, except for the 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 Oceanside Hospice Society as at March 31, 2013, and its financial performance and its cash flows for the period ended March 31, 2013, in accordance with Canadian accounting standards for not-for-profit organizations.

Report on other legal and regulatory requirements

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

MCINTOSH NORTON WILLIAMS
certified general accountants

Qualicum Beach, B.C.
May 30, 2013

Oceanside Hospice Society
Financial Statements
March 31, 2013

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**Oceanside Hospice Society
Statement of Operations
3 Months Ended March 31, 2013**

	March 31 2013 (3 Months) \$	December 31 2012 (12 Months) \$
Revenue		
Donations	15,594	47,983
Bequests	10,000	211,508
Contracts	5,269	22,711
Fundraising	1,407	98,207
Memberships and other	787	2,954
Gaming	-	45,000
Vancouver Island Health Authority	-	15,700
Other grants	-	4,988
	<u>33,057</u>	<u>449,051</u>
Expenses		
Advertising and promotion	222	1,220
Amortization	1,845	2,480
Bank charges	403	1,535
Board meetings	782	1,145
Client services	28	1,542
Contracts	6,616	9,366
Equipment	125	500
Fundraising	2,348	79,154
Insurance	706	2,571
Memberships and licences	268	573
Office	1,574	12,320
Professional fees	4,299	5,900
Rent	1,675	9,595
Repairs and maintenance	343	1,718
Telephone	342	1,392
Travel	1,819	5,523
Utilities	1,458	3,521
Vehicle	898	4,572
Volunteer	80	1,580
Wages and employee benefits	39,731	135,151
	<u>65,562</u>	<u>281,358</u>
Excess (deficiency) of revenue over expenses before other items	<u>(32,505)</u>	<u>167,693</u>
Other income		
Investment income (Note 11)	6,589	15,924
Loss on disposal of investments (Note 4)	-	(31,931)
	<u>6,589</u>	<u>(16,007)</u>
Excess (deficiency) of revenue over expenses	<u>(25,916)</u>	<u>151,686</u>

The attached notes are an integral part of these financial statements.

Oceanside Hospice Society
Statement of Changes in Fund Balances
3 Months Ended March 31, 2013

	Invested In Capital Assets	Internally Restricted	Unrestricted	Total March 31 2013	Total December 31 2012
	\$	\$ (Note 7)	\$	\$	\$
Balance, beginning of year	<u>7,812</u>	<u>100,000</u>	<u>341,269</u>	<u>449,081</u>	<u>297,395</u>
Excess of revenue over expense	-	-	(25,916)	(25,916)	151,686
Amortization of capital assets	(1,845)	-	1,845	-	-
Transfer to restricted fund	<u>-</u>	<u>300,000</u>	<u>(300,000)</u>	<u>-</u>	<u>-</u>
	<u>(1,845)</u>	<u>300,000</u>	<u>(324,071)</u>	<u>(25,916)</u>	<u>151,686</u>
Balance, end of year - <i>page 4</i>	<u>5,967</u>	<u>400,000</u>	<u>17,198</u>	<u>423,165</u>	<u>449,081</u>

The attached notes are an integral part of these financial statements.

**Oceanside Hospice Society
Cash Flow Statement
3 Months Ended March 31, 2013**

	March 31 2013 (3 Months) \$	December 31 2012 (12 Months) \$
Operating activities		
Excess of revenue over expenses	(25,916)	151,686
Items not involving cash		
Amortization	1,845	2,480
Loss on disposal of investments	-	31,931
	(24,071)	186,097
Changes in non-cash working capital		
Accounts receivable	990	(4,613)
GST/HST refund	(1,598)	(3,893)
Property under construction	(13,469)	-
Accounts payable and accrued liabilities	(3,301)	1,521
Wages payable	858	1,206
Deferred contributions	96,000	-
Due to government agencies	1,231	605
	56,640	180,923
Cash provided		
Investing activities		
Advances from related parties	-	153,903
Investment in equities	(4,530)	(205,408)
	(4,530)	(51,505)
Cash used		
Increase in cash during the year	52,110	129,418
Cash - beginning of period	238,949	109,531
Cash - end of period	291,059	238,949

The attached notes are an integral part of these financial statements.

Oceanside Hospice Society
Statement of Financial Position
As at March 31, 2013

	March 31 2013 \$	December 31 2012 \$
ASSETS		
Current		
Cash	291,059	238,949
Accounts receivable	4,596	5,586
GST/HST refund	<u>9,260</u>	<u>7,662</u>
	304,915	252,197
Long-term investments <i>(Note 3)</i>	210,038	205,508
Building concept development costs <i>(Note 4)</i>	13,469	-
Capital assets <i>(Note 5)</i>	<u>5,967</u>	<u>7,811</u>
	<u>534,389</u>	<u>465,516</u>
LIABILITIES		
Current		
Accounts payable and accrued liabilities	7,188	10,488
Wages payable	3,798	2,939
Due to government agencies	4,238	3,008
Deferred contributions <i>(Note 6)</i>	<u>96,000</u>	<u>-</u>
	<u>111,224</u>	<u>16,435</u>
NET ASSETS		
Unrestricted - <i>page 2</i>	17,198	341,269
Restricted - <i>page 2 (Note 7)</i>	400,000	100,000
Investment in capital assets - <i>page 2</i>	<u>5,967</u>	<u>7,812</u>
	<u>423,165</u>	<u>449,081</u>
	<u>534,389</u>	<u>465,516</u>

Approved by the Directors

_____ Director

_____ Director

The attached notes are an integral part of these financial statements.

**Oceanside Hospice Society
Notes to Financial Statements
March 31, 2013**

1. Purpose of the Organization

The Oceanside Hospice Society ("Society") offers compassionate supportive care to individuals and families who are facing advanced illness, death and bereavement. The Society is incorporated under the B.C. Society Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

2. Significant Accounting Policies

- a) The society prepares its financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).
- b) The Society uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.
- c) Cash equivalents are comprised of highly liquid term deposits that are readily convertible to cash with maturities that are less than three months from the date of acquisition.
- d) Comparative figures have been reclassified, where applicable, to conform to current presentation.
- e) Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Amortization is provided annually at rates calculated to write off the assets over their useful lives. In the year of acquisition only one-half of the following amortization rate is applied:

Van	30 %	diminishing balance
Computer equipment	55 %	diminishing balance
Medical equipment	20 %	diminishing balance

**Oceanside Hospice Society
Notes to Financial Statements
March 31, 2013**

2. Significant Accounting Policies (continued)

- f) The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reporting amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses, gains and losses during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they became known. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant. Since a precise determination of many assets and liabilities depends on future events, actual results may differ from such estimates and approximations.
- g) Volunteers contribute an invaluable amount of hours per year to assist the Oceanside Hospice Society in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.
- h) The society has elected to apply CICA Handbook Section 3861 in place of CICA Handbook Section 3862 "Disclosure" and Section 3863 "Presentation". Section 3862 and 3863 require extensive disclosures about the significance of financial instruments for an entity's financial position and results of operations overall, as quantitative and qualitative disclosures on the nature and extent of risks arising from financial instruments. Management believes that the cost of preparing the additional disclosures exceed any incremental benefit.

3. Investments

	March 31 2013	December 31 2012
	\$	\$
Royal Bank of Canada Shares	<u>210,038</u>	<u>205,508</u>

Investments are initially recorded at fair value at the date of acquisition. Subsequently, investments in debt securities, such as treasury bills and government bonds, are recorded at amortized cost. Investments in publicly traded equity securities are recorded at fair value based on quoted market prices. Unrealized gains or losses are recognized in the statement of operations. Transaction costs, such as commissions, arising from investments in publicly traded equity securities are expensed when incurred.

4. Building Concept Development

The society has begun the planning process of building a new base of operations. The Society is currently in the process of negotiating a long term lease with the Town of Qualicum Beach who owns the property. Upon approval of the long term lease the Society will start a fundraising drive to raise the capital needed to build the facility. During the period ended March 31, 2013 the Society spent \$13,469 on concept drawings.

**Oceanside Hospice Society
Notes to Financial Statements
March 31, 2013**

5. Capital assets

			March 31 2013 Net \$	December 31 2012 Net \$
	Cost \$	Amortization \$		
Van	26,071	24,246	1,825	2,606
Computer equipment	938	910	28	62
Medical equipment	<u>8,179</u>	<u>4,065</u>	<u>4,114</u>	<u>5,143</u>
	<u>35,188</u>	<u>29,221</u>	<u>5,967</u>	<u>7,811</u>

6. Deferred Contribution

The deferred contribution includes \$94,000 funding received from a Gaming grant in the current period that is related to the year ending March 31, 2014. A \$2,000 grant from the Regional District of Nanaimo for the purchase of computer equipments has also been deferred as the equipment had not been purchased as at March 31, 2013.

7. Internally Restricted Net Assets

Internally restricted net assets represent funds restricted by the Society's Board of Directors for future capital expenditures.

8. Lease Obligations

The society has entered into an operating lease for rental of a photocopier. The total obligation under this lease over the next three years is as follows:

	Year	\$
	2014	2,379
	2015	<u>2,195</u>
Balance of operating lease obligation		<u>4,574</u>

9. Parksville Qualicum Community Foundation

The Society has established a fund with the Parksville Qualicum Community Foundation whereby individuals can donate funds to the Foundation in the name of the Society. The funds cannot be accessed or controlled by the Society, but are invested by the Foundation and pay investment income annually to the Society. As a result, the value of this investment is not recognized in the financial statements. The most recent market value available for the account was at December 31, 2012 at \$7,220 (September 30, 2012 - \$7,115).

**Oceanside Hospice Society
Notes to Financial Statements
March 31, 2013**

10. Strategic Charitable Giving Foundation - Investor's Group

The Society has contributed \$25,000 to the Investor's Group Charitable Giving Foundation in memory of Betsy Christian. The funds cannot be accessed or controlled by the Society, but are invested by the Foundation and pay investment income annually to the Society. As a result, the value of this investment is not recognized in the financial statements. The most recent market value available for the account was March 31, 2013 at \$25,360.

11. Investment Income

Investment income includes unrealized gains on investments in publicly traded equity securities and dividend income. The unrealized gains in the current year are \$4,530 (2012 - \$11,909), and dividend income in the current year is \$2,059 (2012 - \$4,015).

12. Financial Instruments

The financial instruments of the Society consist of cash, accounts receivable, investments, related-party loans receivable, and accounts payable and accruals. Unless otherwise noted, it is management's opinion that the Society is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair value of the instruments approximates their carrying values, unless otherwise noted.

The Society is exposed to financial risk that arises from the fluctuation in interest rates and in the credit quality of its customers and related-parties.

Credit Risk

The Society's credit risk consists principally of cash and cash equivalents, and accounts receivable. The Society maintained cash and cash equivalents with reputable and major financial institutions.

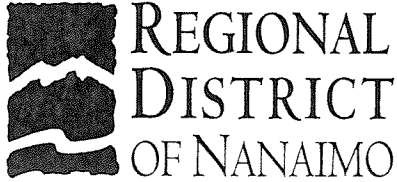
Interest Rate Risk -

The Society is exposed to interest rate risk with respect to cash and cash equivalents. There are no derivative financial instruments to mitigate these risks.

Fair Value

The Society's cash and cash equivalents, accounts receivable, and accounts payable and accrued liabilities are short-term financial instruments whose fair value approximates their carrying values.

Investments in Royal Bank of Canada shares are recorded at market value.



RDN REPORT	
CAO APPROVAL ✓	
EAP	
COW	
AUG 07 2013	
RHD	
BOARD	✓

MEMORANDUM

TO: Wendy Idema
Director of Finance

DATE: August 1, 2013

FROM: Tiffany Moore
Accounting Services Manager

SUBJECT: Request from the Oceanside Hospice Society for financial support

PURPOSE:

To discuss alternatives with respect to the request for funding, from the Oceanside Hospice Society.

BACKGROUND:

At the Regional District of Nanaimo Committee of the Whole meeting held November 13, 2012, Lynn Wood, Executive Director, Oceanside Hospice Society appeared as a delegation. The following motion was passed in response to the request from the Oceanside Hospice Society for a letter of support for the Society to be a regional service provider to assist them in applying for grants from other funding agencies:

MOVED Director Willie, SECONDED Director Veenhof, that the Regional District of Nanaimo support Oceanside Hospice as a regional service provider.

At the Regional District of Nanaimo Board meeting held March 26, 2013, the following motion was passed in response to a request from the Oceanside Hospice Society to explore the development of a service area in support of the provision of hospice care:

MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to review the request from Oceanside Hospice Society for ongoing funding support, discuss with the Society specific needs as necessary, and report back to the Board on options for consideration in the 2014 budget.

The Oceanside Hospice Society has requested support in the amount of \$60,000 from the Regional District of Nanaimo, to ensure that all staff wages and benefits, as well as contracted counseling services could be continued to be provided to serve the Society's client base. A copy of their letter is attached for information. The total expenses for the year ended December 31, 2012 were \$281,357, with \$135,151 related to wages and benefits and \$9,366 related to contracts. For the year ended December 31, 2012, the Society raised \$449,051 from the following sources: 47% bequests; 22% fundraising; 11% donations; 10% gaming; 5% contracts; 3% VIHA; and 2% memberships and other. As well at December 31, 2012, the

society's financial statements report an internally restricted fund balance of \$100,000 and an unrestricted fund balance (surplus) of \$341,269.

The Oceanside Hospice Society's official catchment area encompasses City of Parksville, Town of Qualicum Beach, Electoral Areas E, F, G and H. In 2012 services were provided to 600 clients, which increased from 100 clients in 2004.

This request from Oceanside Hospice Society is for a contribution to operating expenses including wages and benefits, as well as contracted counseling services which are not eligible for Grants-In-Aid Funding under current RDN approved criteria. The RDN has previously provided funding for operational purposes through the establishment of a service including a voter approval process such as those used to provide funds to the Oceanside Victims Services Program and the Restorative Justice Program. Under Section 796 of the Local Government Act, a Regional District may operate any service the board considers necessary or desirable for all or part of the Regional District. The establishment of a service requires the approval of the Electors, participating municipalities, and the Inspector of Municipalities per Section 801 of the Local Government Act. The Board may consider establishing a service to provide ongoing funding support to the Oceanside Hospice Society and the voter approval process could be incorporated with the 2014 election.

Additionally, consideration must be given to whether the request falls within the objectives of programs or services provided by the Regional District of Nanaimo. Operational funding of health care has not been included in RDN services in the past. The Nanaimo Regional Hospital District provides capital funding to designated hospital facilities and the RDN has provided capital funding for health care through Grants in Aid Funding. In 2013 a Grant in Aid of \$10,000 was provided to the Nanaimo Hospice Society toward the capital cost of their new building.

Oceanside Hospice Society has provided us with information that the Cowichan Valley Regional District (CVRD) is forwarding a resolution to the UBCM for consideration at its 2013 Annual Convention. The resolution requests that the Hospital District Act be amended to provide enabling legislation authorizing Regional Hospital Districts to requisition funds to support the capital and operating costs of hospice societies and centres located within a Regional Hospital District. If the UBCM resolution is successful, there would no longer be a need for the establishment of a service.

ALTERNATIVES:

1. Pending the outcome of the CVRD's resolution through UBCM to amend the Hospital District Act, that staff be directed to plan for the establishment of a service to provide ongoing funding support to the Oceanside Hospice Society by incorporating a voter approval process with the 2014 election.
2. Pending the outcome of the CVRD's resolution through UBCM to amend the Hospital District Act, that staff be directed to notify the Oceanside Hospice Society that funding is only available through the Grants in Aid program at this time.

FINANCIAL IMPLICATIONS:

Alternatives 1

If a service was established, the costs would be shared among participants on the basis of assessments. Under Alternative 1, based on 2013 assessments, at a \$60,000 grant amount, the tax rate is estimated at \$0.60 cents per \$100,000 of assessment. The table below indicates the share of this Grant-in-Aid.

	Alternative 1
Parksville	15,089
Qualicum Beach	12,019
Area E	10,702
Area F	7,296
Area G	9,180
Area H	5,714
Total	\$60,000

With regard to future budget impacts, there are currently requests for additional or new funding from several community service organizations including the Oceanside Hospice Society, the Oceanside/District 69 RCMP Community Policing Program, the Deep Bay Royal Canadian Marine Search and Rescue Unit 59, and the Nanaimo RCMP Victim Services Program. Although no request has been received to date, the Nanaimo Community Hospice Society would likely be interested in similar operational funding if the Board was to approve operational funding for Oceanside Hospice Society.

Alternative 2

The financial implications associated with Alternative 2 would not be determined until Oceanside Hospice Society provided us with a funding request that meets the Grants in Aid Funding criteria.

STRATEGIC PLAN IMPLICATIONS:

The Oceanside Hospice Society aims to provide dignity and peace to community members at the end of their lives, assists people caring for the terminally ill, and supports those grieving the loss of a friend or family member. In the 2013-2015 Strategic Plan, the Board acknowledges that RDN communities are home to a high proportion of elders, and that innovative approaches to caring for elders including housing and health care options that allow for aging within one's community, are important aspects of community development in the region.

SUMMARY/CONCLUSIONS:

At the Regional District of Nanaimo Committee of the Whole meeting held November 13, 2012, Lynn Wood, Executive Director, Oceanside Hospice Society appeared as a delegation. The following motion was passed in response to the request from the Oceanside Hospice Society for a letter of support for the Society to be a regional service provider to assist them in applying for grants from Western Economic Diversification Canada and Provincial Gaming:

MOVED Director Willie, SECONDED Director Veenhof, that the Regional District of Nanaimo support Oceanside Hospice as a regional service provider.

At the Regional District of Nanaimo Board meeting held March 26, 2013, the following motion was passed in response to a request from the Oceanside Hospice Society to explore the development of a service area in support of the provision of hospice care:

MOVED Director Veenhof, SECONDED Director Lefebvre, that staff be directed to review the request from Oceanside Hospice Society for ongoing funding support, discuss with the Society specific needs as necessary, and report back to the Board on options for consideration in the 2014 budget.

This request from Oceanside Hospice Society is for a contribution to operating expenses, including wages and benefits, as well as contracted counseling services which are not eligible for Grants in Aid funding under current RDN approved criteria. The Board may consider establishing a service to provide ongoing funding support to the Oceanside Hospice Society and the required voter approval process could be incorporated with the 2014 election.

Additionally, consideration must be given to whether the request falls within the objectives of programs or services provided by the Regional District of Nanaimo. Operational funding of health care has not been included in RDN services in the past. The Nanaimo Regional Hospital District provides capital funding to designated hospital facilities and the RDN has provided capital funding for health care through Grants in Aid Funding. In 2013, a Grant in Aid of \$10,000 was provided to the Nanaimo Hospice Society toward the capital cost of their new building.


Oceanside Hospice Society has provided us with information that the Cowichan Valley Regional District (CVRD) is forwarding a resolution to the UBCM for consideration at its 2013 Annual Convention. The resolution requests that the Hospital District Act be amended to provide enabling legislation authorizing Regional Hospital Districts to requisition funds to support the capital and operating costs of hospice societies and centres located within a Regional Hospital District. If the UBCM resolution is successful there would no longer be a need for the establishment of a service.

RECOMMENDATION:

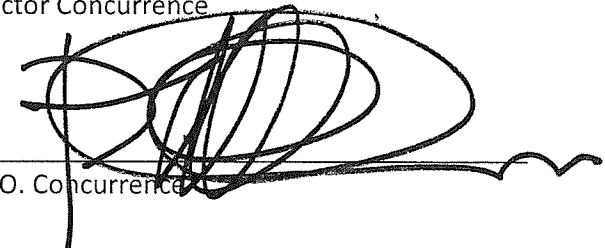
1. Pending the outcome of the CVRD's resolution through UBCM to amend the Hospital District Act, that staff be directed to notify the Oceanside Hospice Society that funding is only available through the Grants in Aid program at this time.



Report Writer



Director Concurrence



C.A.O. Concurrence



May 30, 2013

Ms Wendy Idema
Director of Finance
Regional District of Nanaimo
6300 Hammond Bay Rd
Nanaimo, BC V9T 6N2

Dear Ms Idema

Further to our email of April 11, 2012 I am enclosing a copy of the financial statements for our Non Profit charity, for the period ending December 31, 2012. These statements were approved at the 25 April 2013 AGM of the society.

My delay in forwarding this information to you has been that our society has taken steps to change the society year end to March 31st, in concert with many of the government agencies and funders with which we interact.

We are in the process of finalizing the January 2013 – March 31, 2013 audit with our auditor and will likely conduct a second AGM in the summer of 2013.

In addition, our society is planning to develop a long term base of operations, so the board is setting aside capital as internally restricted funds for that purpose. These funds are generally generated from wills, bequests and gifts.

Our presentation to the RDN, earlier this year was to receive consideration by the RDN for provision of regional hospice services. This, as our organization serves the citizens in the areas from Deep Bay to Nanoose and at the Palliative Care Unit in NGRH, as well as out to Whiskey Creek and Errington.

In that we cover a considerable geographic area, our staff and volunteers mainly provide services in the home of the client, at the PCU, or in any of the six LTC

It's a path we'll all walk someday.... Let us share the journey.

210 Crescent Road W., Qualicum Beach, British Columbia V9K 1J9

Ph: 250.752.6227 • Fx: 250.752.6257 • Email: info@oceansidehospice.com • www.oceansidehospice.com





facilities within the area. Our volunteers, all RDN residents, through their donated time and efforts bring over \$100,000 in kind value to the community service delivery.

Our major funder is Gaming. However, that funding does not cover our operational costs for four part time staff. Our staff and volunteer efforts, therefore, are often redirected from direct client services to fund development (through events and fundraisers).

Sustainable annual funding through the RDN would clearly assist our organization in being able to plan and deliver more effectively the programs and services the community tells us it needs.

An RDN sum of \$60,000 per annum would ensure that all staff wages and benefits, as well as contracted counselling services could be continued to be provided to serve our client base, which in past years has been in excess of 600 individuals.

An annual RDN contribution of approximately \$100 per person to ensure that residents of the Oceanside area receive end of life community support and assistance navigating through the palliative care system, does not seem onerous.

Kindly let me know if you would like copies of the January – March audited statements and new year budget, once they are approved at our AGM.

I am happy to supply any other details in support of your request.

Best wishes,

A handwritten signature in cursive script that reads "Lynn Wood".

Lynn Wood, CAE
Executive Director

It's a path we'll all walk someday.... Let us share the journey.

210 Crescent Road W., Qualicum Beach, British Columbia V9K 1J9

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NANAIMO COMMUNITY
HOSPICE

APPENDIX 2

Caring • Commitment • Compassion

To: RDN Board Members – November 12, 2013 Meeting
From: Nanaimo Community Hospice Society
Re: Request for Financial Support - \$25,000

In late 2012 Nanaimo Community Hospice approached the Regional District of Nanaimo Board to ask for \$25,000 in support for the Expand the Heart of Hospice Capital Campaign to raise \$1.25Million to move Hospice to a new home with twice the space and room to grow. The RDN very graciously responded with a \$10,000 donation from the 2013 budget cycle. We thank you so much for partnering with us in this way.

The campaign has raised \$1,010,500 in realized donations and pledges. This allowed us to purchase, renovate, furnish and move to our new facility. We still have \$200,000 left to raise to reach our ultimate goal of being mortgage free by April 2015.

We are asking the RDN to approve a further \$25,000 in funding to NCHS from your 2014 budget. This will go a long way towards helping us get back to the place we were prior to our Expand the Heart of Hospice campaign – one where funding efforts are focused exclusively on programs and supports that serve a very vulnerable population within our community.

As a result of funds raised to date the original building, which had some unexpected surprises, has been completely remediated and now provides our organization with a greatly increased asset. More importantly, it has provided us with a facility that is ultimately suited to the work of Hospice in our community. We are now able to offer a warm, welcoming, and homelike setting for the young children, teens, adults and seniors who reach out for support. We have already experienced an increased demand for our services, now that we have a greater capacity to serve, and have been able to both enhance existing programs and start adding much needed new services.

Nanaimo Hospice staff and volunteers have direct contact with over 2,250 individuals annually in their homes, in care facilities, in hospital, and at Hospice House, as well as through education and support provided in the schools, in the workplace, and through a variety of local educational institutions and community events.

The support of RDN has been invaluable. Thank you so much for your generosity in 2013 and thank you for considering this renewed request for support as part of your 2014 funding cycle. I look forward to attending your Board Meeting on November 12th and to presenting at that time.

Wendy Pratt,
Executive Director

A New Home For Hospice

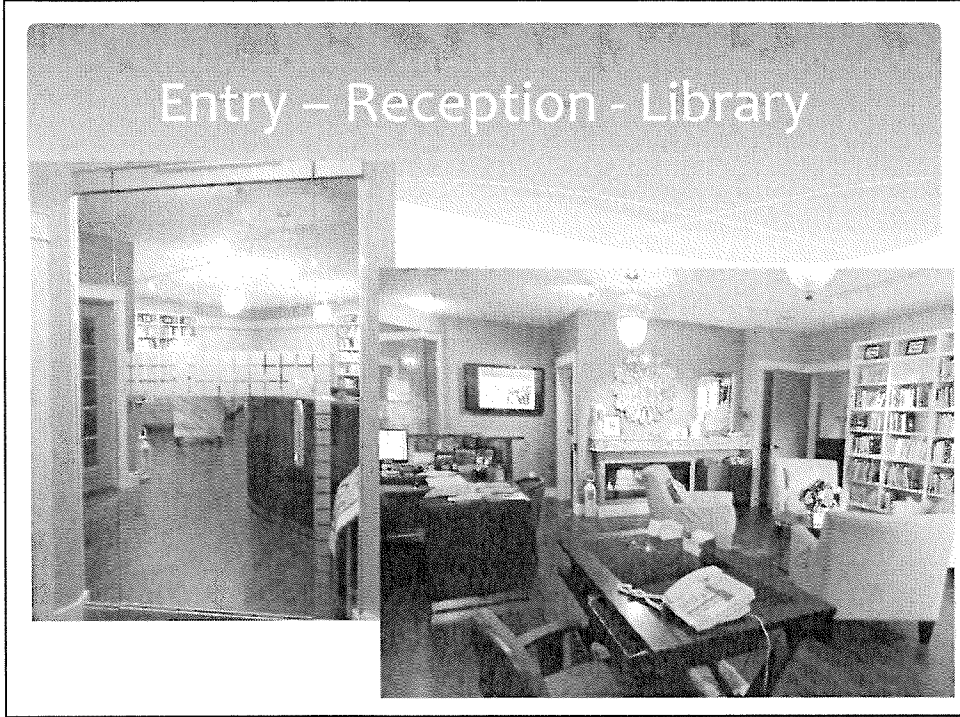
Creating a Legacy for the Future

Thank you to everyone who helped make this happen!



Lots of Parking – Beautiful Welcoming Entry

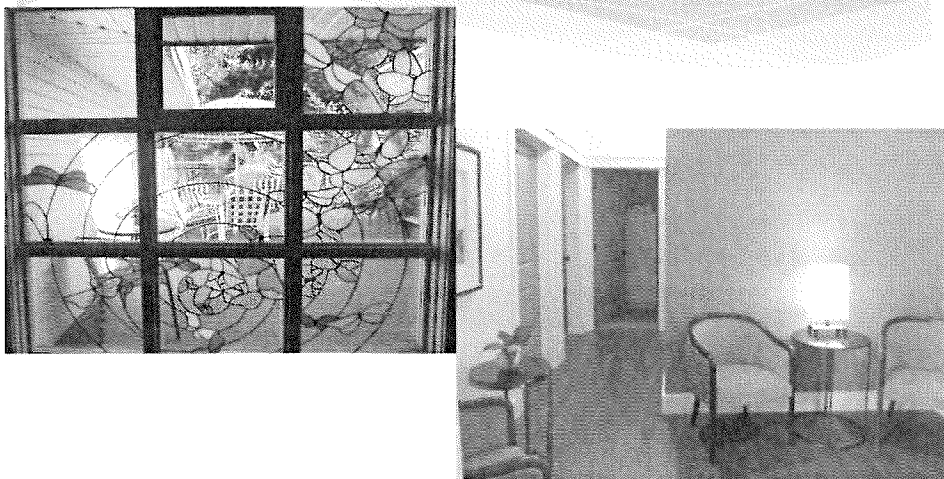


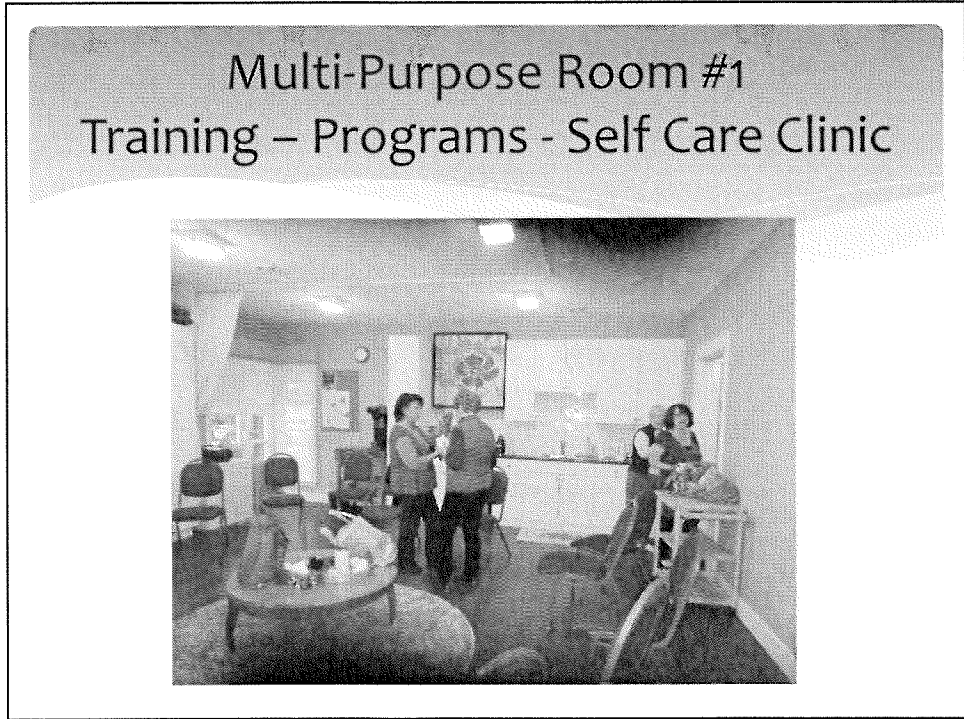


Children's Room off Reception and Children's Therapeutic Garden



"Transitions" Stained Glass Window and Counselling Reception

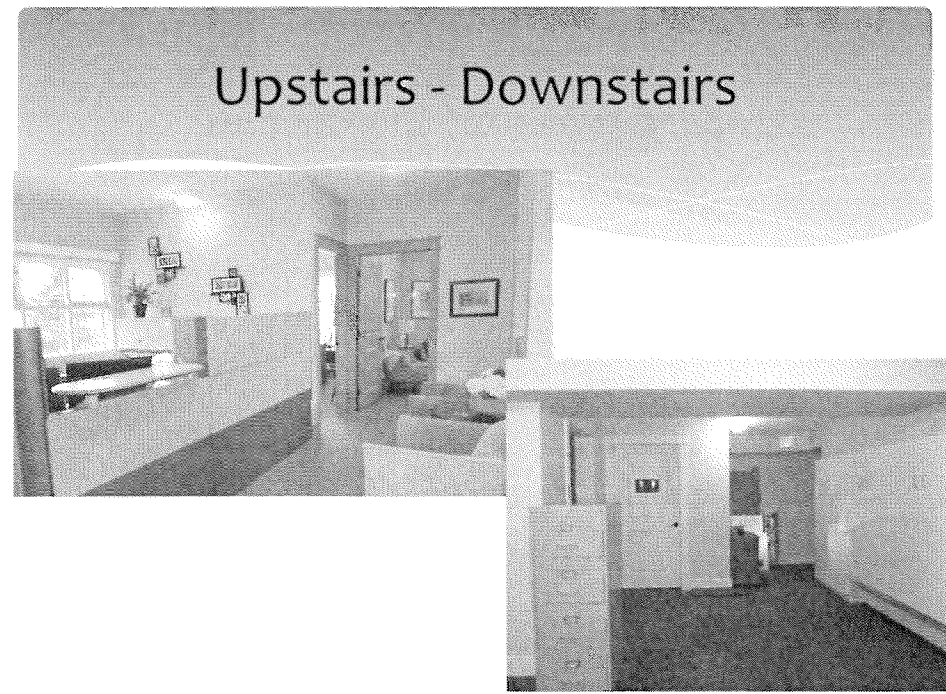




Kitchen & Multi-Purpose Room #2



Upstairs - Downstairs



Serenity Garden – Coming In 2014



Summary of our Campaign *We couldn't have done it without you!*

- * \$1.25 Million campaign launched Feb 2012
- * \$1,010,500 Raised to date
- * + \$200,000 left to raise
- * **GOAL:** To be Mortgage free by 2015

- * RDN Gift in 2013 - \$10,000
- * **OUR ASK TODAY** - \$25,000

Hospice Palliative Care In The Future?

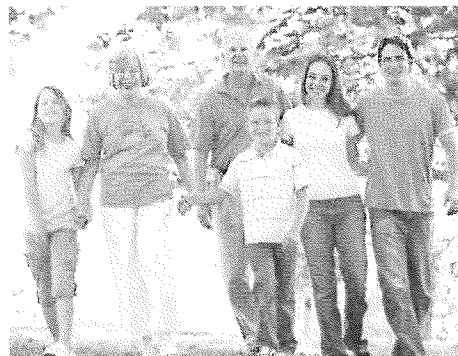
Advance Care Planning

For You - For Me – For Our Community

- * HPC started in England in early 60's
- * HPC now International in Scope
- * HPC is Gold Standard for End of Life Care
- * Only 15-30% of Canadians Have Access to Care
- * Baby Boom is becoming Elder Boom – huge demand!
- * We need to change model of care – New Hospice House

Creating a Legacy for the Future

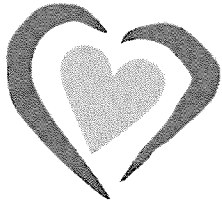
**Working with
Families
Hospice Helps
Build a Strong &
Healthy
Community**



Nanaimo Community Hospice - Expand the Heart of Hospice Campaign Report

Total Amount Raised to date from Campaign: \$1,010,470

169,471	Bank Balance January 6, 2014			
-30,000	Garden & Other	Jul-05	projected expenses	
139,471	Projected Balance at Year End 2013			
1,600	Nanaimo North Rotary	Jan-14	outstanding pledge	
3,300	Ramsay Lampman Rhodes	Jan-14	outstanding pledge	
15,000	Port Authority	Jan-14	outstanding pledge	
3,333	J & L L	Mar-14	outstanding pledge	
25,000	NCFdtn	Mar-14	outstanding pledge	
187,704	Balance available prior to mortgage payment 2014			
-150,000	Mortgage Payment	Apr-14		
500	Chaley	Dec-14	outstanding pledge	
10,000	Dragonboat	Dec-14	projected	
12,500	Harmac	Dec-14	outstanding pledge	
2,500	1/2 Prom Banquet/Auction	Mar-14	projected	
5,000	KC Fashion Show	mid 14	projected	
2,000	50's Dance	mid 14	projected	
2,500	Redliners Car Show	mid 14	projected	
2,000	VIREB Hockey Game	mid 14	projected	
74,704	Funds available prior to mortgage payment April 2015			
1,600	Rotary North	Mar-15	oustanding pledge	
-285,000	Mortgage Pymt	Apr-15		
-208,696	Shortfall to be Mortgaged			
100,000	Proceeds of Burn Mortgage Camp 2014		projected	
-108,696	Mortgage - Worst Case Scenario			



NANAIMO COMMUNITY
HOSPICE

Caring • Commitment • Compassion

**2012 Annual
Report**

Celebrating 32 Years of Caring

Expanding The Heart Of Hospice



Building Healthy Community

*Our vision is that the dying will
experience peace and dignity; their
caregivers will receive the help they need;
and their friends and families will be
supported in their grief.*

2012 – Annual Review

Dying, Caregiving and Grieving are three of life's greatest challenges that will affect everyone at some point in their lives. In 2012 NCHS offered 16 unique programs and services to address these issues in our community.

- **In Your Home** – 41 palliative individuals and over 60 family members were supported at home (1,077 volunteer hours).
- **Supportive Counselling** – 598 adults, 72 Children and 54 Teens received a total of 1,646 free supportive counselling sessions. During the year 3 VIU practicum students were mentored through our counselling programs.
- **Palliative Care Unit** – 428 palliative patients were admitted to the unit. 50 volunteers provided support daily to patients and their family members. (5,358 volunteer hours).
- **Group Programs** – A monthly average of 156 adults took part in a variety of group programs including Caregivers Support, Companions Through Grief, Surviving Widowhood, Finding My Way/Coping with Grief, and the Saturday Morning Walking Groups. (2576 volunteer hours)
- **Self Care Clinic & Scents of Comfort** – Volunteers provided complementary therapies (reiki & relaxation and aromatherapy hand massages) to a monthly average of 110 individuals at Hospice House, in patient homes, on the palliative care unit, and community support groups (Alzheimer's). (2,740 volunteer hours)
- **Comfort & Care** - To date, over 3,900 comfort cushions and over 600 comfort shawls have been created by hand for the benefit of palliative and grief clients including 300 cushions that have been sent to Nepal as part of our twinning project. (3,793 volunteer hours)
- **Community Education/Outreach** – Volunteers and staff provided education and support at Hospice House, in the classroom, in the workplace, and in various community group settings.
- **Volunteer Education** - Volunteers participated in basic and continuing education to enhance their skills (workshops, conferences, in-house sessions). (2,740 volunteer hours)
- **Library Resources** – The hospice library is well resourced and in 2012 was used extensively by clients, volunteer, staff, community educators, and the general public (open 9-4pm – Mon-Fri). Over 750 lends annually. (250 volunteer hours).
- **Twinning** – Winner of the Lloyd Jones Collins Award and the CFPC Family Medicine Award for Scholarship, the 30 minute documentary film featuring the impact and challenges of the **Partners in Compassion** twinning project between Nanaimo & Bhaktapur in Nepal is available at www.nanaimohospice.com/videolinks . 8 volunteers completed a 2012 site visit to provide education and support to staff at Bhaktapur Cancer Centre. (636 volunteer hours)
- **Friends of Hospice** – Friends of Hospice contributed many hours to maintain Hospice House, provide support in the office, and help with fundraising and special events. (3,411 volunteer hours)
- **Hospice Shoppes** – 110 Volunteers supported our two thrift stores with all profits going directly to hospice programs and services in 2012. In addition to giving of their time in the stores, many volunteers also worked through our **Elders in Transition Program** providing free services to seniors and their families when dealing with downsizing and/or disbursement of possessions after the loss of a loved one.

Hospice is

People
Hospice cares for people when they are often at their most vulnerable.

Healing
Hospice supports people to heal emotionally and spiritually.

Hope
Hospice helps people find hope in the darkness

Comfort
Hospice partners with medical caregivers to ensure comfort care.

Dignity
Hospice believes in preserving a person's dignity and self-worth.

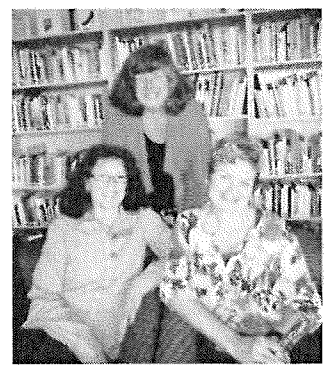
Meaning
Hospice helps people find a sense of peace, purpose and love.

Growth
Hospice supports people to live more deeply than ever before.

Thank you to our staff, volunteers, and friends of hospice for all their help in 2012.



April 2012 Celebrating Grand Opening of the Bowen Rd Thrift Store



Welcoming New Staff Terry, Kelly & Carol To Hospice House



Hike for Hospice Title Sponsors First Memorial Funeral Services and Central Drugs



Volunteers Connie & Rita at Celebrate a Life Trees Country Club Mall 2012

Helping Hospice Help Others

At some time, in some way, we must all face the end of life, and most of us share a common hope that when death comes to us, or to a loved one, it will be peaceful; that we will be surrounded by those we love feeling safe, comfortable, and cared for; and that our loved ones who are left behind will be comforted and supported in their grief. (Living Lessons)

Growth Comparison – Number Served + Volunteer Hours Provided 2000 vs. 2011

2000		2012			Referrals have increased dramatically in 12 years with over 300,000 volunteer hours contributed (valued at over \$5Million) to the work of Hospice, with over 19,000 individuals benefiting from support in their homes, in hospital, in care facilities, and through Hospice House.
Number Served	Client-Based Volunteer Hrs	Number Served	Client-Based Volunteer Hrs	Thrift Store Volunteer Hrs	
650	8,600	2,315	22,968	18,050	

2012 - People & Programs	Total
Adult Bereavement & Anticipatory Grief – Individual Counseling and Group Programs	650
Support to Palliative Patients & Family Caregivers in their homes & on palliative care unit	1,152
Child & Youth Programs – Individual Counseling and Education in Schools	180
Education and Outreach in Community – To professionals, universities, families, public	333
TOTAL NUMBER SERVED IN 2012	2,315



THIRD PARTY EVENTS raise over \$20,000 in 2012 - From Left: Volunteer, Sue Harper put on a 50's Dance – Steve Marshall Ford hosted a Ladies Night for Hospice – Vancouver Island Real Estate Board put on a Hockey Game for Hospice – and Hub Insurance hosted a Beer & Burger Night ... just to name a few!



Capital Campaign Committee 2012

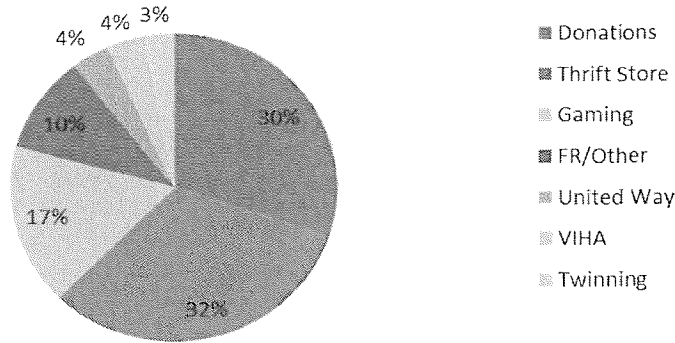
Back: Anne Judson, Moira Jenkins, Cindy Koutecky, Karen Boudreau – Front: Jon Lampman, Dave Hammond, Jim Stewart, Chris Erb, Dave Sherstone



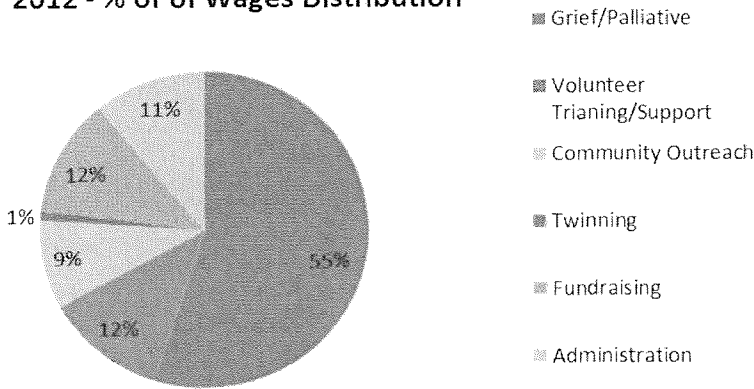
Board of Directors 2012

Back: Suzanne Benoit, Dave Sherstone, Gordon Cluchey, Karen Boudreau – Front: Jeanne Fahlman (ex-officio) Dianne Magor, Kris Clark, Terry Lyons, Wendy Pratt (ex-officio)

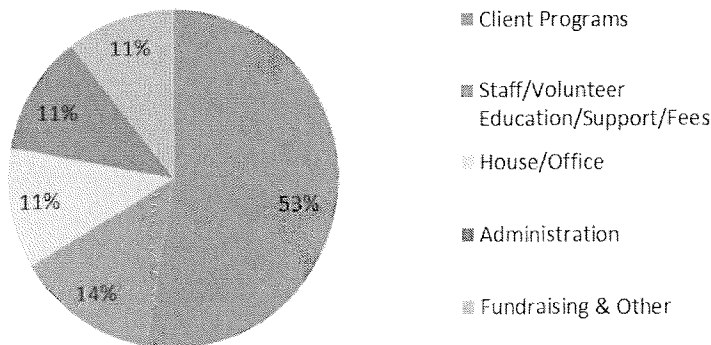
2012 - % of Total Revenue



2012 - % of of Wages Distribution



2012 - Expenses by %



THANK YOU to everyone who supported Hospice programs in 2012 and to everyone who contributed to the Expand the Heart of Hospice capital campaign throughout 2012. We wish we could put everyone's picture in this Annual Report! Here's a recap of where the capital funds are coming from to date:

Individuals: \$598,103 Corporations: \$133,298
Service Clubs: \$134,224 Fundraising Events: \$64,522

Nanaimo Community Hospice acknowledges funding in 2012 from Gaming (\$77,000) VIHA (\$15,700) United Way (\$15,000) in 2012.

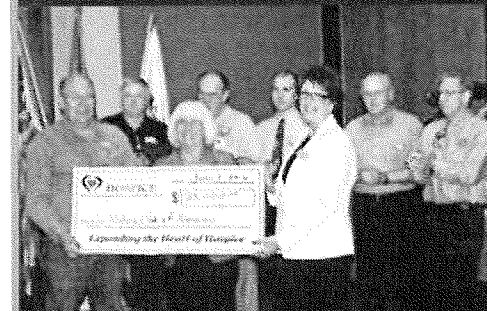
EXPAND THE HEART OF HOSPICE



Port Authority Donates \$50,000



Ramsay Lampman Rhodes \$10,000



Rotary Clubs - \$50,000 Total



Mid-Island Co-op \$15,000



Dragon Boat Festival - \$20,000

NANAIMO COMMUNITY HOSPICE SOCIETY

FINANCIAL STATEMENTS

(UNAUDITED)

December 31, 2012

REVIEW ENGAGEMENT REPORT

To the Directors

We have reviewed the statement of financial position of **Nanaimo Community Hospice Society** as at December 31, 2012, and the statements of operations, changes in net assets, and cash flows for the year ended December 31, 2012. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures, and discussion related to information supplied to us by the society.

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

We draw attention to Note 2 to the financial statements which describes that **Nanaimo Community Hospice Society** adopted Canadian accounting standards for not-for-profit organizations on January 1, 2012 with a transition date of January 1, 2011. These standards were applied retrospectively by management to the comparative information in these financial statements, including the statement of financial position as at December 31, 2011 and January 1, 2011 and the statements of operations, changes in net assets, and cash flows for the period ended December 31, 2011 and related disclosures. We were not engaged to report on the restated comparative information. Review reports with the qualification noted below were issued for periods ended December 31, 2011 and December 31, 2010 under pre-changeover accounting standards by a previous accountant.

Basis for Qualified Opinion

As is common with many charitable organizations, the society derives revenue from donations and fund raising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our review procedures for these revenues were 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.

REVIEW ENGAGEMENT REPORT

(Continued)

Qualified Opinion

In our opinion, except for the effects of the matter described in the *Basis for Qualified Opinion* paragraph, the financial statements present fairly, in all material respects, the financial position of **Nanaimo Community Hospice Society** as at December 31, 2012, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

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

Nanaimo, B.C.
April 29, 2013

CHURCH PICKARD
Chartered Accountants

NANAIMO COMMUNITY HOSPICE SOCIETY

STATEMENT OF FINANCIAL POSITION as at **December 31, 2012**

(unaudited)

	December 31, 2012	December 31, 2011	January 1, 2011
Assets			
Current			
Cash - unrestricted	\$ 5,980	\$ 88,536	\$ 97,350
Externally restricted gaming funds - Note 6	9,087	65,552	4,824
Accounts receivable	10,360	5,791	8,312
Grants receivable	-	10,000	274
Prepaid expenses	13,295	18,319	13,090
Marketable securities - Note 5	<u>4,989</u>	<u>-</u>	<u>-</u>
	43,711	188,198	123,850
Property and equipment, and leasehold improvements - Note 3	1,139,621	127,929	134,324
Externally restricted cash and deposits - Note 16	238,877	39,421	53,223
Internally restricted cash and deposits - Note 16	<u>-</u>	<u>184,754</u>	<u>127,065</u>
	<u>\$ 1,422,209</u>	<u>\$ 540,302</u>	<u>\$ 438,462</u>
Liabilities			
Current			
Accounts payable and accrued liabilities	\$ 31,075	\$ 20,611	\$ 15,299
Current portion of capital lease obligation - Note 7	-	2,364	2,126
Deferred revenue - Note 6	9,087	73,815	13,387
Current portion of long-term debt - Note 8	150,000	-	-
Deferred revenue related to capital campaign	<u>237,773</u>	<u>37,964</u>	<u>-</u>
	427,935	134,754	30,812
Capital lease obligation - Note 7	-	1,129	3,457
Deferred contributions related to property and equipment - Note 9	269,626	21,662	75,388
Long-term debt - Note 8	<u>435,000</u>	<u>-</u>	<u>-</u>
	<u>1,132,561</u>	<u>157,545</u>	<u>109,657</u>
Net Assets			
Net investment in property and equipment	284,995	102,772	106,576
Internally restricted net assets - Note 16	-	184,754	127,065
Externally restricted net assets - Note 16	247,964	104,973	-
Unrestricted net assets	<u>(243,311)</u>	<u>(9,742)</u>	<u>95,164</u>
	<u>289,648</u>	<u>382,757</u>	<u>328,805</u>
	<u>\$ 1,422,209</u>	<u>\$ 540,302</u>	<u>\$ 438,462</u>

Approved:

NANAIMO COMMUNITY HOSPICE SOCIETY

STATEMENT OF OPERATIONS

For the year ended **December 31, 2012**

(unaudited)

	2012	2011
Income		
Revenue - Schedule 1	\$ 225,403	\$ 359,437
Hospice Shoppe - net - Schedule 2	106,765	132,124
Rental (loss) - Schedule 3	<u>(5,617)</u>	<u>-</u>
	<u>326,551</u>	<u>491,561</u>
Expenses		
Programs - grief and palliative support	182,976	173,653
Programs - Community Outreach	48,090	49,164
Programs - volunteer training and support	45,672	44,931
Fundraising activities and special events	40,578	43,384
Wages and benefits - administrative - Note 14	39,115	32,728
Office	17,895	14,875
Professional fees	15,499	6,952
Programs - Twinning	14,345	8,594
Property taxes	6,290	2,449
Amortization	5,474	6,324
Telephone	4,768	4,721
Professional development	4,279	4,667
Utilities	4,002	3,352
Insurance	3,359	3,145
Repairs and maintenance	3,276	18,796
Interest on capital lease obligation	<u>135</u>	<u>524</u>
	<u>435,753</u>	<u>418,259</u>
Excess of (expenses over revenue) revenue over expenses before undernoted items	(109,202)	73,302
Capital campaign - net - Note 11	19,073	(19,350)
Loss on disposal of property and equipment	<u>(2,980)</u>	<u>-</u>
Excess of (expenses over revenue) revenue over expenses	(93,109)	53,952
Net assets beginning of the year	<u>382,757</u>	<u>328,805</u>
Net assets end of the year	<u>\$ 289,648</u>	<u>\$ 382,757</u>

Contributed volunteer services - Note 10

NANAIMO COMMUNITY HOSPICE SOCIETY

STATEMENT OF CHANGES IN NET ASSETS

For the year ended **December 31, 2012**

(unaudited)

	Investment In Property and Equipment	Internally Restricted Capital Campaign	Externally Restricted Capital Campaign	Externally Restricted Gaming	Unrestricted	Total 2012	Total 2011
Balance, beginning of the year	\$ 102,772	\$ 184,754	\$ 39,421	\$ 65,552	\$ (9,742)	\$ 382,757	\$ 328,805
Excess of (expenses over revenue)							
revenue over expenses	(5,905)	-	(70,718)	-	(16,486)	(93,109)	53,952
Purchase of capital assets							
(net of disposals)	1,025,923	(184,754)	(262,483)	-	(578,686)	-	-
Interest earned	-	-	919	-	(919)	-	-
Deferred donations received							
for capital campaign	(256,287)	-	531,738	-	(275,451)	-	-
Mortgage advanced	(585,000)	-	-	-	585,000	-	-
Termination of obligation under							
capital lease	3,492	-	-	-	(3,492)	-	-
Gaming grants and donations	-	-	-	11,307	(11,307)	-	-
Wages	-	-	-	(67,772)	67,772	-	-
Balance, end of the year	<u>\$ 284,995</u>	<u>\$ -</u>	<u>\$ 238,877</u>	<u>\$ 9,087</u>	<u>\$ (243,311)</u>	<u>\$ 289,648</u>	<u>\$ 382,757</u>

(5)

NANAIMO COMMUNITY HOSPICE SOCIETY

STATEMENT OF CASH FLOWS

For the year ended **December 31, 2012**

(unaudited)

	2012	2011
Cash provided (used):		
Operating activities		
673374 Excess of (expenses over revenue) revenue over expenses	\$ (93,109)	\$ 53,952
Items not involving cash		
Amortization	10,003	10,685
Loss on disposal of property and equipment	<u>2,980</u>	<u>-</u>
	(80,126)	64,637
Changes in non-cash operating accounts		
(Increase) decrease in accounts receivable	(4,569)	2,521
Decrease (increase) in grants receivable	10,000	(9,726)
Decrease (increase) in prepaid expenses	5,024	(5,229)
Increase in accounts payable and accrued liabilities	10,464	5,310
(Decrease) increase in deferred revenue	(64,728)	60,428
Increase (decrease) in deferred capital contributions	<u>443,079</u>	<u>(15,762)</u>
	<u>319,144</u>	<u>102,179</u>
Investing activities		
Purchase of property and equipment	(1,029,960)	(4,288)
Increase in marketable securities	<u>4,989</u>	<u>-</u>
	<u>(1,024,971)</u>	<u>(4,288)</u>
Financing activities		
Repayments of capital lease obligation	(3,492)	(2,090)
Proceeds from long-term debt	<u>585,000</u>	<u>-</u>
	<u>581,508</u>	<u>(2,090)</u>
(Decrease) increase in cash	(124,319)	95,801
Cash, beginning of the year	<u>378,263</u>	<u>282,462</u>
Cash, end of the year	<u>\$ 253,944</u>	<u>\$ 378,263</u>
Cash is defined as:		
Cash - unrestricted	\$ 5,980	\$ 88,536
Externally restricted gaming funds	9,087	65,552
Externally restricted cash	238,877	39,421
Internally restricted cash	<u>-</u>	<u>184,754</u>
	<u>\$ 253,944</u>	<u>\$ 378,263</u>

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

1. Purpose of the organization

The Nanaimo Community Hospice Society is incorporated under the laws of the *Province of British Columbia Society Act* and is exempt from income tax as a non-profit organization. The society is also a registered charity under the *Income Tax Act*. The society operates programs that provide practical care and support to the dying, their families and caregivers, and the bereaved in the Nanaimo, Lantzville, and Cedar areas. The Hospice Twinning program, "Partners in Compassion," provides minimal support to patients and families in the palliative care unit at Bhaktapur Hospital in Nepal. The society also operates the Hospice Shoppe, a thrift store set up for the sole purpose of providing funds for Hospice programs and services. A second thrift store was opened on February 1, 2012.

2. Significant accounting policies

The society has elected to apply Canadian accounting standards for not-for-profit organizations.

These financial statements are the first financial statements for which the society has applied the Canadian accounting standards for not-for-profit organizations.

The financial statements for all periods presented were prepared in accordance with the Canadian accounting standards for not-for-profit organizations and provisions set out in First-Time Adoption, Section 1501, for first-time adopters of this basis of accounting.

The impact of adopting these standards was accounted for in net assets at the date of transition, January 1, 2011 (beginning of the first fiscal period for comparison purposes). However, because of the elections the society has chosen upon transition, no adjustments were required to be made to net assets at the date of transition.

- Property and equipment, and leasehold improvements

Property and equipment, and leasehold improvements are recorded at cost and amortized.

Amortization is recorded on a declining-balance basis over the estimated useful life of the assets, except for leasehold improvements which are on a straight-line basis, as follows:

Buildings	4%
Equipment	20%
Furniture and fixtures	20%
Vehicle	30%
Computer equipment	30 to 55%
Leasehold improvements - Hospice Shoppes	10 years

In the year of acquisition, amortization is recorded at one-half of these rates.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

2. Significant accounting policies

- Use of estimates

The preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, requires management to make estimates and assumptions, mainly considering values, which affect reported amounts of assets, liabilities, revenue and expenses, and related disclosures. Amounts are based on best estimates, but actual amounts may vary from the amounts recorded. Adjustments, if any, will be reflected in operations in the period of settlement.

- Revenue recognition

The society follows the deferral method of accounting for revenue. Donations restricted for the purchase of capital assets are deferred and amortized into revenue at a rate corresponding with the amortization rate for the related capital assets. Grants, donations, and gaming revenue with external restrictions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted donations are recognized when received or receivable if the amount can be reasonably estimated and collection is assured. Revenue from events is recognized when the event occurs and when the amount can be reasonably estimated and collection is reasonably assured. Revenue from the Hospice Shoppes is recognized upon receipt.

- Contributed goods and services

Volunteers contribute numerous hours each year to assist the society in carrying out its services. Contributed goods and services are recognized in the financial statements when their fair value can be reasonably determined and they are used in the normal course of the organization's operations and would have otherwise been purchased.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

3. Property and equipment, and leasehold improvements

	Cost	Accumulated Amortization	Net 2012	Net 2011
Land	\$ 392,426	\$ -	\$ 392,426	\$ 27,888
Buildings **	797,005	76,700	720,305	70,234
Equipment	40,209	33,104	7,105	8,881
Furniture and fixtures	18,298	16,870	1,428	1,785
Vehicle	8,000	6,857	1,143	1,633
Computer equipment	46,422	42,716	3,706	3,100
Equipment under capital lease	-	-	-	4,037
Leasehold improvements	<u>24,464</u>	<u>10,956</u>	<u>13,508</u>	<u>10,371</u>
	<u>\$ 1,326,824</u>	<u>\$ 187,203</u>	<u>\$ 1,139,621</u>	<u>\$ 127,929</u>

** Includes \$445,832 for 1080 St. George Crescent which was purchased on June 29, 2012. The property is not being amortized for accounting purposes as it was not available for use in 2012.

4. Comparative figures

Certain of the comparative figures have been reclassified to conform with the current year's presentation.

5. Marketable securities

The society's investments consist of shares of publicly traded companies on Canadian exchanges and are initially and subsequently measured at fair value. Changes in fair value are recognized in net income in the period incurred. Transaction costs that are directly attributable to the acquisition of these investments are recognized in net income in the period incurred.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

6. Deferred revenue

Deferred revenue consists of funds received in the current period that is related to a subsequent period. Changes in the deferred contributions are as follows:

	Twinning Project	Externally Restricted Gaming	General Designated Donations	Total 2012	Total 2011
Opening balance	\$ 7,483	\$ 65,552	\$ 780	\$ 73,815	\$ 13,387
Add: Amount received during the year	7,470	11,307	-	18,777	195,436
Less: Amount recognized as revenue in the year	<u>(14,953)</u>	<u>(67,772)</u>	<u>(780)</u>	<u>(83,505)</u>	<u>(135,008)</u>
	<u>\$ -</u>	<u>\$ 9,087</u>	<u>\$ -</u>	<u>\$ 9,087</u>	<u>\$ 73,815</u>

7. Obligation under capital lease

	2012	2011
Konica Minolta lease - payable at \$218 per month including an implicit interest rate of 10.6% per annum; secured by the copier equipment; due May 2013	\$ -	\$ 3,493
Less: Current portion	<u>-</u>	<u>2,364</u>
	<u>\$ -</u>	<u>\$ 1,129</u>

The copier was returned during the year. A new copier is being leased and is being treated as an operating lease for accounting purposes.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

8. Long-term debt

	2012	2011
Mortgage - payable to James Nelson for the purchase of 945 Waddington and 1080 St. George Crescent; the loan is non-interest bearing and requires the following repayment terms:		
April 25, 2013	\$ 150,000	\$ -
April 25, 2014	150,000	-
April 25, 2015	<u>285,000</u>	<u>-</u>
	585,000	-
Less: Current portion	<u>150,000</u>	<u>-</u>
	<u>\$ 435,000</u>	<u>\$ -</u>

The loan is secured by the properties. The loan payment due April 25, 2013 was made subsequent to the date of this review report

9. Deferred capital contributions

Deferred contributions related to property and equipment represent contributions of assets and/or cash used for the acquisition of property and equipment. The changes in deferred contributions for the year are as follows:

	2012	2011
Balance, beginning of the year	\$ 21,662	\$ 75,388
Add: Capital contributions received	256,287	1,002
Less: Amortization for the year	(8,323)	(4,728)
Less: Bequest transferred to internally restricted assets	<u>-</u>	<u>(50,000)</u>
	<u>\$ 269,626</u>	<u>\$ 21,662</u>

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

10. Contributed services

Volunteers contributed 40,810 hours (2011 - 35,549 hours) to assist the society in carrying out its service delivery activities. Of these hours, 18,050 (2011 - 16,750) are related to the Hospice Shoppes' volunteers. Contributed services represent the estimated fair value of the contribution of volunteer hours to the society based on an hourly rate of \$16.50 (2011 - \$16.50).

	2012	2011
Nanaimo Community Hospice	\$ 375,541	\$ 310,183
Hospice Shoppes	<u>297,833</u>	<u>276,375</u>
	<u>\$ 673,374</u>	<u>\$ 586,558</u>

11. Capital campaign

	2012	2011
Revenue - donations recognized	\$ 75,642	\$ 996
Expenses	<u>56,569</u>	<u>20,346</u>
	<u>\$ 19,073</u>	<u>\$ (19,350)</u>

12. Government remittances

The society has the following amounts owing/receivable for government remittances at December 31, 2012:

HST	\$ 11,298 receivable
WCB	\$ 659 payable

13. Property tax exemption

The property tax exemption from the City of Nanaimo was \$2,564 (2011 - \$2,605) for 1729 Boundary Avenue.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

14. Wages, employee benefits, and contracted services

Included in these financial statements are total wage costs (excluding Hospice Shoppe wages and employee benefits) of \$263,951 (2011 - \$218,187) and contracted services of \$62,003 (2011 - \$86,076). Wage and contracted service costs are allocated to individual programs and have been allocated based on estimated employee/contractor time as follows:

	2012		2011	
	Amount	%	Amount	%
Programs				
Community Outreach	\$ 29,336	9	\$ 28,364	9
Grief and Palliative Support	179,275	55	171,169	55
Volunteer training and support	39,115	12	34,910	12
Twinning	3,259	1	2,182	1
Fundraising	35,855	11	34,910	11
Administrative	<u>39,115</u>	<u>12</u>	<u>32,728</u>	<u>12</u>
	<u>\$ 325,955</u>	<u>100</u>	<u>\$ 304,263</u>	<u>100</u>

15. Lease commitments

The society is committed under several lease agreements for the rental of the premises for the Hospice Shoppe and for photocopier equipment. The payments for each of the next five years and in total, are as follows:

2013	\$ 84,487
2014	85,987
2015	85,987
2016	88,428
2017	<u>25,057</u>
	<u>\$ 369,946</u>

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

16. Restricted net assets

	2012	2011
Externally restricted cash capital campaign		
Balance, beginning of the year	\$ 39,421	\$ -
Donations received	531,738	37,964
Interest earned	919	1,457
Capital campaign costs	<u>(333,201)</u>	<u>-</u>
	<u>238,877</u>	<u>39,421</u>
Externally restricted cash gaming - Note 6	<u>9,087</u>	<u>65,552</u>
Internally restricted cash capital campaign		
Balance, beginning of the year	184,754	129,932
Bequest transferred to internally restricted	-	50,000
Interest earned	-	4,822
Funds spent on property purchase	<u>(184,754)</u>	<u>-</u>
	<u>-</u>	<u>184,754</u>
Total restricted assets	<u>\$ 247,964</u>	<u>\$ 289,727</u>

17. Operating loan

The society has access to an operating loan of \$202,000. The loan bears interest at prime plus 2% which was 5% at December 31, 2012.

NANAIMO COMMUNITY HOSPICE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

For the year ended **December 31, 2012**

(unaudited)

18. Financial assets and liabilities

The significant financial risks to which the society is exposed to are credit risk, interest rate risk, and market risk.

- Credit risk

Credit risk arises from the potential that a counterparty will fail to perform its obligations. The society is exposed to credit risk from customers and accounts receivable. However, the society mitigates this risk by dealing only with what management believes to be financially sound counterparties and, accordingly, does not anticipate significant loss for non-performance.

- Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The society is exposed to interest rate risk on its line of credit.

- Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. The society's investments in publicly traded securities expose the society to market risk as such investments are subject to price changes in the open market. The society does not use derivative financial instruments to alter the effects of this risk.

NANAIMO COMMUNITY HOSPICE SOCIETY

Schedule 1

SCHEDULE OF REVENUE

For the year ended **December 31, 2012**

	<u>2012</u>	<u>2011</u>
Gaming	\$ 67,959	\$ 107,362
Donations - general	67,362	84,033
Fundraising and special events	35,793	39,642
Grants - Vancouver Island Health Authority	15,700	11,700
Grants - United Way	15,160	41,440
Donations - Twinning program	12,953	6,412
Amortization of deferred capital contributions	4,630	503
Volunteer training fees	3,685	925
Interest	1,501	1,570
Memberships	660	850
Donations - bequest	-	50,000
Grants - Nanaimo Community Foundation	<u>-</u>	<u>15,000</u>
	<u>\$ 225,403</u>	<u>\$ 359,437</u>

NANAIMO COMMUNITY HOSPICE SOCIETY

Schedule 2

SCHEDULE OF HOSPICE SHOPPE REVENUE AND EXPENSES

For the year ended **December 31, 2012**

	2012	2011
Revenue		
Ladies wear	\$ 85,522	\$ 75,388
Housewares	74,565	61,718
Elders in transition	38,912	29,176
Jewelry	27,096	21,127
Books	23,548	17,775
Seasonal and sports equipment	22,533	13,794
Accessories	21,453	19,047
Arts and crafts	17,727	14,674
Men's wear	12,110	7,900
General donations	10,581	7,152
Furniture	7,020	4,783
Electronics and computers	5,303	-
Children's wear	4,038	4,950
Amortization of deferred capital contributions	3,693	4,225
Clothing recycle	679	671
Scrap metal	205	528
Interest	125	194
	<u>355,110</u>	<u>283,102</u>
Expenses		
Wages	127,670	88,494
Rent	81,168	35,304
Utilities	6,711	3,641
Vehicle	5,753	6,510
Store supplies	5,138	2,278
Office supplies	4,773	632
Amortization	4,529	4,361
Interest and bank charges	3,559	2,887
Telephone	2,991	1,797
Insurance	2,344	1,100
Volunteers	2,040	2,728
Advertising	1,216	1,150
Repairs and maintenance	453	96
	<u>248,345</u>	<u>150,978</u>
Excess of revenue over expenses	<u><u>\$ 106,765</u></u>	<u><u>\$ 132,124</u></u>

Contributed volunteer services - Note 10

(17)

NANAIMO COMMUNITY HOSPICE SOCIETY

Schedule 3

SCHEDULE OF RENTAL INCOME

For the year ended **December 31, 2012**

Rental revenue	\$ <u>4,200</u>
Expenses	
Amortization	4,225
Repairs and maintenance	2,435
Property taxes	1,791
Insurance	<u>1,366</u>
	<u>9,817</u>
Excess of expenses over revenue	\$ <u>(5,617)</u>

Lighthouse Country Marine Rescue Society supporting



**ROYAL CANADIAN MARINE
SEARCH & RESCUE**

**Station 59, Deep Bay
5058 Longview Drive
Bowser, BC
V0R 1G0**

Jan 15/ 2013

Chairman Stanhope and Board Members:

This letter is submitted to request that the RDN Board of Directors consider ongoing annual funding in the amount of Five Thousand (\$5,000.00) for the Royal Canadian Marine Search and Rescue (RCM-SAR), Station 59.

RCM-SAR Station 59 is funded through the non-profit Lighthouse Country Marine Rescue Society, and is situated in the RDN. We provide marine search and rescue services to both the RDN and the CVRD. Our operations area includes the popular recreational boating areas surrounding Hornby and Denman Islands, and the busy commercial shellfishing throughout Baynes Sound and the shorelines of Area H. It is one of the highest marine traffic areas along the B.C. coast.

Given our coverage, we are making this same funding request of the CVRD.

We usually receive partial funding, from B.C.Gaming, but in a constant effort to raise money we must establish alternative sources as the B.C.Gaming funds are never assured. RCM-SAR Unit 59, is an all-volunteer unit, on call 24/7, 365 days a year. Our only reimbursement is for operating costs when "tasked" by the JRCC.

Unit 59 works cooperatively with DBYC, DBHA and its Manager, DBVFD and B.C. Ambulance. We are proud of the following facts:

- 161 callouts since record keeping began (2005) resulting in:
- 3 persons saved
- 113 persons rescued from imminent danger
- \$1,897,000.00 in estimated personal property protected by response

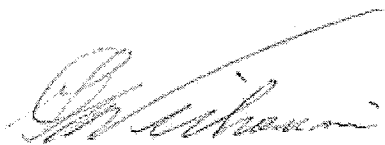
In addition to our core rescue mission, we are very active with the local community enhancing boating safety and education:

- "Kids Don't Float", which provides PFD loaners for children.
- School visits and water safety education using "Bobbi The Safety Boat"
- Public outreach water Safety Education:
 - Parksville Kids Fest, Family Days
 - Lighthouse Country Fair
 - The River Never Sleeps Festival (at Rosewall Creek)
 - Fanny Bay Days

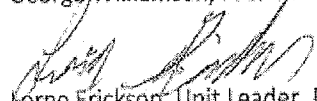
The unit is staffed totally by volunteers who require constant training and updating of certifications. Funding is required for this training as well as operations of our station, Fast Response Vehicle, communications and safety equipment, recruitment, and community outreach programs. Our average annual operating costs are on the order of Thirty Thousand Dollars (\$30,000.00). This amount can increase tremendously, given the equipment and operating environment.

We are requesting annual funding from the Regional District of Nanaimo in the amount of Five Thousand Dollars (\$5,000.00), to support ongoing operations and training for Unit 59. Your ongoing funding to similar organizations (Arrowsmith SAR, Nanaimo Marine Rescue Society) demonstrates your understanding of the need. Our history certainly reflects the value for cost.

RDN funding will be tremendously appreciated, and will help ensure our mission of "Saving Lives On The Water" is achieved.



George Williamson, President, LCMRS



Lorne Erickson, Unit Leader, RCM-SAR, Unit 59, Deep Bay (formerly Canadian Coast Guard Auxiliary).

Lighthouse Country Marine Rescue Society supporting



ROYAL CANADIAN MARINE
SEARCH & RESCUE

**Station 59, Deep Bay
5058 Longview Drive
Bowser, BC
V0R 1G0**

Jan 15/ 2013

Committee of the Whole,
Regional District of Nanaimo,
6300 Hammond Bay Road,
Nanaimo, B.C.
V9T-6N2

Chairman Stanhope and Board Members:

Re: Proposal for ongoing annual funding to the Lighthouse Country Marine Rescue Society (supporting Royal Canadian Search & Rescue Unit 59, Deep Bay).


On behalf of the LCMRS, we would like the opportunity to make a brief presentation supporting our position as detailed in the attached brief.

The presentation will provide useful, fact-based, verifiable information on which to base your decision.

We look forward to your invitation.



George Williamson, President, LCMRS



Torne Erickson, Unit Leader, RCM-SAR, Unit 59, Deep Bay (formerly Canadian Coast Guard Auxiliary).

We are the LCMRS, supporting
RCM-SAR, unit 59, Deep Bay

Lighthouse Country Marine Rescue Society supporting



Arising from a realized need by Mr.
John A. Mclean back in 1975

- From tragedy and death, one man took the initiative to make sure we were positioned for the future ; organizationally, functionally, and able to work towards financial stability.

From a first marine vehicle, salvaged out of a farmyard... refurbished by volunteers through private donations



The years saw a variety of names, until the Canadian Coast Guard was legislated into reality in 1995. The new name of Royal Canadian Marine Search And Rescue (emphasizing our separate operational identity) was established in 2012.



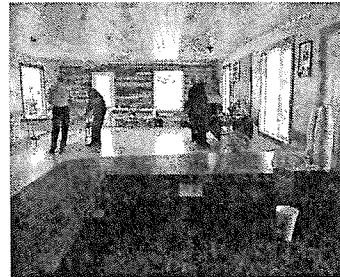
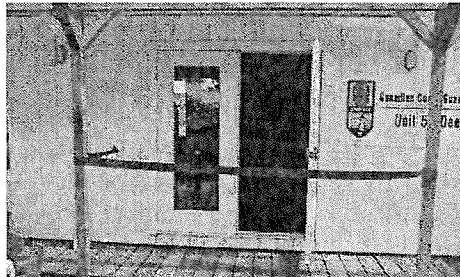
To 2007, and an elevated level of excellence with our new Fast Response Vehicle

- The Mapleguard

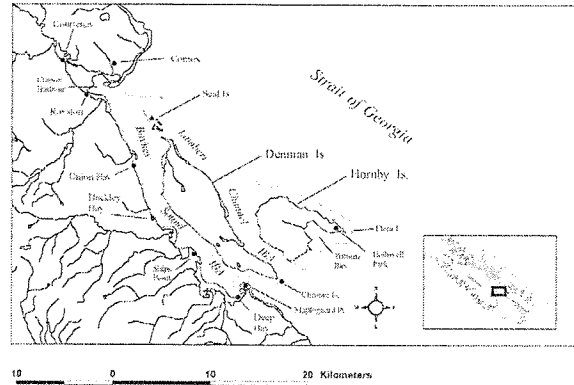


We are located in our own training facility at Deep Bay Marina

- Power and moorage is donated by the marina in recognition of our value to the boating community.



We operate regularly in the waters from Union Bay to Qualicum Bay, in Baynes Sound and Lambert Channel between Hornby and Denman Islands



We provide Boating and Water Safety Education at Community Events.

- Parksville KidsFest
- Lighthouse Country Fall Fair
- The River Never Sleeps (Rosewell Creek)



We offer our own programs to the general boating public, through the “Kids Don’t Float” free PFD loaner service.

- At the Deep Bay Dock
- At the Denman Island Dock

We also offer free boat safety inspections, if people agree and invite us aboard. This service is generally done at the different Marinas.

- We are not enforcement officers, and only point out deficiencies / offer suggestions.

But most importantly, we provide Marine Search And Rescue Service

- To ALL mariners (commercial or recreational)
- As tasked by the CCG Joint Rescue Coordination Centre
- 24 hours, 365 days

We recognize the need

- We appreciate the limited resources of the CCG, spread across the vastness of the BC coast.
- We respect the forces of nature, and the dangers at sea.
- We respond to calls for assistance , without hesitation

In conclusion

- We have a verifiable history in records kept since 2005
- 161 callouts
- 3 persons saved
- 113 people rescued from imminent danger
- \$1,897,000.00 in personal property protected

We have grown from meager beginnings, to a current position of \$307,000.00 in assets

18th Judicial District - Boulder County	
STATEMENT OF ASSETS	
As of December 31, 2013	
Total Assets	
Current Assets	12,544.75
Cash	12,544.75
Accounts Receivable	0.00
Prepaid Expenses	0.00
Other	0.00
Total	12,544.75
Total Current Assets	12,544.75
Total Assets	12,544.75
Total Liabilities	0.00
Total Equity	12,544.75
Total	12,544.75

18th Judicial District - Boulder County	
STATEMENT OF LIABILITIES	
As of December 31, 2013	
Total Liabilities	
Total	0.00
Total	0.00

We are dedicated to the continuation of our organization

- By strengthening the support we receive
- By expanding the services we offer to the boating public
- By building awareness in water safety

The financial needs will not shrink

- Operating in a marine environment is costly
- A single replacement motor can be \$40,000
- Electronics upgrades can be \$30,000
- New propellers can be \$1,500 (set)
- A night-vision scope can be \$1,500.00
- A survival suit can be \$500.00

We need your help !

- To maintain our readiness and expertise
- To continue our work in protecting your residents and visitors alike
- To expand the services (education in water safety)we offer the community
- To assist those that find themselves in peril



**ROYAL CANADIAN MARINE
SEARCH & RESCUE**
Unit 59 Deep Bay

Saving Lives on the Water

Lighthouse Country Marine Rescue Society
Station 59, Deep Bay
5058 Longview Drive
Bowser, BC
V0R 1G0

email: lcMrs@shaw.ca
<http://unit59.ca>

2014 January 17

In response to your email of 13 December 2013, your questions are italicized:

First – can you tell me how far south you come for any rescue services. I need to confirm whether boaters on the shores of Qualicum Beach, French Creek, Parksville and NanOOSE would benefit from your services in order to establish which areas to include in the discussion. Based on your submission, they would not be included in your service but I just want to be sure.

You are correct; those areas are covered by the regular Canada Coast Guard situated at French Creek (at present). See the attached excerpt with area as indicated in cyan.

Second – can you please provide any financial statements or budget that you have that we can use as back up. There was a slide in your presentation with financial information but it doesn't print well.

We are currently working on this year's expected major expenses. The radar and electronics are in need of updating, as is the helm station. The cost will be of the order of \$20,000. The Balance Sheets and Profit & Loss statements as presented in fine print are re-printed full-sized, and attached.

Last – your letter indicated you would be asking the Comox Valley RD for similar funding, can you please confirm whether you received approval for ongoing funding from them?

Approval for ongoing funding has not been granted by the CVRD.

George Williamson, President

12/17/12

Lighthouse Country Marine Rescue Society

Balance Sheet

As of December 17, 2012

	<u>Dec 17, '12</u>
ASSETS	
Current Assets	
Chequing/Savings	
Operating Fund (Chq 001) 608...	12,584.73
Gaming Account (Chq 002)	19,628.41
Engine Replace Fund Term (0...	4,078.21
Engine Replace Fund Term (002)	6,000.00
CU Share Capital (001)	35.42
CU Regular Shares (001)	5.63
Plan 24	129.72
Total Chequing/Savings	<u>42,462.12</u>
Total Current Assets	42,462.12
Fixed Assets	
Boat Trailer	
Depreciation (cost-\$2000)/10yr)	-1,556.17
Original Cost	10,922.65
Total Boat Trailer	<u>9,366.48</u>
Building	
Depreciation(Cost-0/40 yr)	-4,492.95
Original Cost	
Head installation	3,615.59
Original Cost - Other	88,623.78
Total Original Cost	<u>92,239.37</u>
Total Building	87,746.42
Dinghy	
Depreciation Cost-\$200/5 yr	-1,156.80
Original Cost	3,097.00
Total Dinghy	<u>1,940.20</u>
Fast Response Vessel	
Depreciation (Cost-\$25000/10yr)	-30,528.50
Original Cost	171,493.40
Vessel fixed equipment	10,154.20
Total Fast Response Vessel	<u>151,119.10</u>
Furniture and Equipment	
Depreciation (Cost-\$1000/5yr)	-5,787.05
Original Cost	20,168.72
Total Furniture and Equipment	<u>14,381.67</u>
Total Fixed Assets	<u>264,553.87</u>
TOTAL ASSETS	<u><u>307,015.99</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	39,006.18
Retained Earnings	250,875.05
Net Income	17,134.76
Total Equity	<u>307,015.99</u>
TOTAL LIABILITIES & EQUITY	<u><u>307,015.99</u></u>

12/17/12

Lighthouse Country Marine Rescue Society

Profit and Loss

June 1 through December 17, 2012

	<u>Jun 1 - Dec 17, '12</u>
Income	
CCGA-P operating cost	7,925.46
Donation Income	
From charitable or...	750.00
Total Donation Income	<u>750.00</u>
Grants	16,000.00
Interest Income	<u>80.07</u>
Total Income	24,755.53
Expense	
Donation	25.00
Miscellaneous	210.90
Office Supplies	13.90
Paging Service	234.86
Service Charge	2.50
Supplies	2,183.32
Training expense	840.00
Travel	
Entertainment	200.00
Travel - Other	<u>204.95</u>
Total Travel	404.95
Vessel	
Fuel	2,287.94
Vessel Repairs	<u>1,417.40</u>
Total Vessel	<u>3,705.34</u>
Total Expense	<u>7,620.77</u>
Net Income	<u><u>17,134.76</u></u>



RDN REPORT	
CAO APPROVAL 	
EAP	
COW	✓
OCT 30 2013	
RHD	
BOARD	

MEMORANDUM

TO: W. Idema
Director of Finance

DATE: October 18, 2013

FROM: T. Moore
Manager, Accounting Services

FILE:

SUBJECT: Funding Request for Crime Prevention Programs in Oceanside

PURPOSE:

To provide analysis regarding Additional Funding Request for Crime Prevention Programs in Oceanside.

BACKGROUND:

Corporal Jesse Foreman appeared as a delegation at the Regional District of Nanaimo Board meeting held September 25, 2013 and made a presentation on a Funding Proposal for Crime Prevention Programs in Oceanside (Presentation attached as appendix A). The presentation provides details on an additional funding request totaling \$35,220 with \$30,220 to run specific programs through Oceanside Community Policing and \$5,000 for operating expenses for the Citizens on Patrol Society, District 69. The following motion was passed at the September 24, 2013 Board meeting:

MOVED Director Veenhof, SECONDED Director Houle, that Community Policing Funding be referred to the 2014 budget discussions.

The District 69 Community Justice Select Committee has been established as a forum to receive and consider annual reports from Restorative Justice, Victim Services and Citizens on Patrol Society, District 69 programs and to discuss other related issues of concern.

Current Funding Arrangements for Restorative Justice, Victim Services and Citizens on Patrol Society, District 69:

Victim Services are currently funded in District 69 in the following way. A service was 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, and provides funding to both Restorative Justice and Victim Services programs operated through the Oceanside RCMP detachment. Funds totaling \$77,500 for these programs are raised by a parcel tax levy at a 2013 rate of \$3.25 per property. At present the Victim Services operations receive \$52,500, which matches funding provided through the Ministry of the Attorney General, the Restorative Justice program receives \$25,000 annually. The RCMP detachment in District 69 provides in-kind services of office space and operating supplies to both programs.

The Citizens on Patrol Society, District 69 apply annually to the D69 Community Justice Select Committee Grants in Aid program to obtain funds to compensate the Society members for the gasoline usage in their personal vehicles during patrols. The amounts received under this Grants in Aid Program have been based on actual expenditures made and range from \$1,320 to \$9,000 between 2006 and 2013. Citizens on Patrol Society, District 69 has submitted a request to the D69 Community Justice Select Committee Grants in Aid for \$3,232 for 2014. This report deals with an additional funding request that is separate from the existing funding in place for the Citizens on Patrol Society, District 69.

ALTERNATIVES:

1. Approve the additional funding amount of \$35,220 by parcel tax levy:
 - Under this alternative, the RDN would provide full funding for the request for Oceanside Community Policing programs and Citizens on Patrol Society, District 69 operational funding and this would be done by increasing the parcel tax levy.
 - This would allow all of the Community Policing programs outlined in the proposal to proceed and also allow for the operational funding for Citizens on Patrol Society, District 69.
 - Under this alternative, Bylaw 1479 would need to be amended to increase the amount that can be requisitioned.
2. Approve an additional funding amount which is less than \$35,220 by parcel tax levy:
 - Under this alternative, the RDN may choose to provide additional funding that is less than the amount requested
 - This alternative would not allow all of the programs as outlined in the Funding Proposal to proceed but may be more affordable to the taxpayer.
3. Approve an additional funding amount but move to an assessment based tax levy instead of the existing parcel tax levy:
 - Under this alternative, the Board would provide direction to staff to amend the existing Bylaw 1479 to allow for an assessment based tax levy.
4. Status Quo:
 - Under this alternative, funding would remain status quo.

FINANCIAL IMPLICATIONS:

1. Approve the additional funding amount of \$35,220 by parcel tax levy:
 - Under this alternative, the parcel tax levy would increase from \$77,500 to \$112,720.
 - Parcel tax rates would increase from \$3.25 per parcel to \$4.71 per parcel.
 - This represents a 45% increase in the parcel tax levy.
2. Approve an additional funding amount which is less than \$35,220 by parcel tax levy:
 - Under this alternative, the parcel tax levy would increase from \$77,500 to an amount less than \$112,720.

- Parcel tax rates would increase from \$3.25 per parcel and would be below \$4.71 per parcel depending on the amount of the additional funding approved. For example, if \$17,610 of additional funding was approved, this would result in an increase to \$3.97 per parcel.
 - There would be a parcel tax levy that would result in less than a 45% increase in the parcel tax levy depending on the amount of additional funding approved. If the amount of additional funding was \$17,610, the increase would be 22.5%.
3. Approve an additional funding amount but move to an assessment based tax levy instead of the existing parcel tax levy:
- Under this alternative, tax payers would pay \$.30 per hundred thousand of assessed value.
 - Based on the 2013 tax roll assessments, for additional funding amounts of \$17,610 or \$35,220, the requisitions would be as follows:

City of Parksville	\$ 4,427	\$ 8,854
Town of Qualicum Beach	\$ 3,526	\$ 7,053
Electoral Area E	\$ 3,147	\$ 6,295
Electoral Area F	\$ 2,135	\$ 4,270
Electoral Area G	\$ 2,697	\$ 5,394
Electoral Area H	\$ 1,678	\$ 3,354
Total	\$17,610	\$35,220

4. Status quo
- There would be no financial implications associated with this alternative.

STRATEGIC PLAN IMPLICATIONS:

The Action Areas of the 2013-2015 Strategic Plan supports providing additional funding for Crime Prevention Programs in Oceanside but also encourages fiscal responsibility as follows:

- Enhance the reputation of the RDN as a valuable and effective level of government for delivering services, exploring regional issues, and creating opportunities for dialogue with residents by supporting volunteer opportunities for residents,
- Balance the RDN’s vision for the region and pursuit of innovation with fiscal responsibility by ensuring that increases to the costs of existing services are kept to a minimum, and that consideration of increased service levels balances the need for fiscal restraint with residents’ needs and desires, and Board vision, values and priorities.

SUMMARY/CONCLUSIONS:

Corporal Jesse Foreman appeared as a delegation at the Regional District of Nanaimo Board meeting held September 25, 2013 and made a presentation on a Funding Proposal for Crime Prevention Programs in Oceanside (Presentation attached as appendix A). The presentation provides details on an additional funding request totaling \$35,220 with \$30,220 to run specific programs through Oceanside Community Policing and \$5,000 for operating expenses for the Citizens on Patrol Society, District 69. The following motion was passed at the September 24, 2013 Board meeting:

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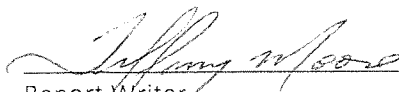
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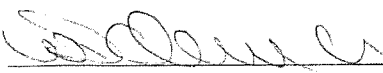
The Action Areas of the 2013-2015 Strategic Plan supports providing additional funding for Crime Prevention Programs in Oceanside but also encourages fiscal responsibility.

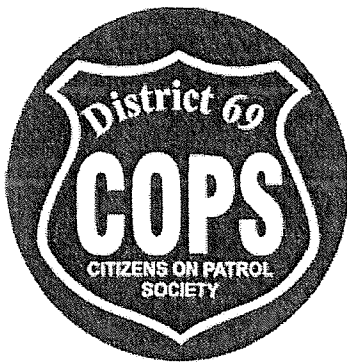
RECOMMENDATIONS:

That this report on the Additional Funding Request for Crime Prevention Programs in Oceanside be received for information and be forwarded to the 2014-2018 Financial Plan discussions for consideration with other funding requirements of the Regional District of Nanaimo.


Report Writer


C.A.O. Concurrence


Director Concurrence



FUNDING PROPOSAL FOR CRIME PREVENTION PROGRAMS IN OCEANSIDE

Prepared by:

Corporal Jesse Foreman

Non-Commissioned Officer in Charge of Community Policing

Oceanside RCMP

“Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.” - Sir Robert Peel

Author Introduction:

My name is Corporal Jesse Foreman. I am the R.C.M. Police officer in charge of Community Policing for the communities of Oceanside. I am writing this application on behalf of the 138 dedicated volunteers who run the two Community Policing Offices and the Crime Prevention Programs in the Oceanside area.

Mission Statement:

Oceanside Community Policing is focused on encouraging and helping Oceanside residents to be engaged and active in promoting a safe community. Community Policing is a partnership between the Royal Canadian Mounted Police and the Communities of District 69.

Background:

After attending a stakeholders meeting on February, 19th, 2013 it was apparent that officials of the Regional District of Nanaimo (RDN), the Town of Qualicum Beach and the City of Parksville wanted to expand and promote Community Policing in the Oceanside area. The stumbling block (as with most initiatives) is funding. There was a preliminary group consensus reached determining that, sustainable, annual funding was needed in order to grow and expand Crime Prevention initiatives. It was apparent that stakeholders did not want to be approached randomly and every time funding was needed for a specific program or initiative. Rather, the stakeholders wanted to be approached annually with a full operations budget proposal for Crime Prevention Programs and Community Policing Initiatives.

The other item that became apparent was the fact that there was confusion as to what Community Policing means and what programs are offered. Stakeholders did not distinguish between Citizens on Patrol (COPS) and Community Policing Office (CPO)volunteers. Stakeholders often wondered why these different groups were both requiring funding and grants in aid.

Overview:

The RCMP in Oceanside has been involved with organized Community Policing since 1994. There are two Community Policing offices in the Oceanside area, one in Parksville and one in Qualicum Beach.

“Community Policing Offices of District 69” is a registered charitable Organization BN# 867509176RR001. The other major Society in Oceanside offering crime prevention is the **“Citizens on Patrol Society of District 69”** (COPS). Although the COPS are a separate society that work closely with the volunteers at the Community Policing Offices, they operate under their own budget and Board of Governance.

A total budget requirement of **\$40,220 dollars** is required in order to maintain and enhance all Community Policing initiatives. This budget is based on the current model in which the Town of Qualicum Beach and the City of Parksville continue to offer the in-kind donation of office space for their respective Community Policing Offices.

In order to avoid confusion the budget will be broken into two (2) separate proposals that describe the programs and why the funding is needed.

Oceanside Community Policing (OCP): Funding needed \$30.220

Brief Program descriptions and services provided by Oceanside Community Policing.

MEDICAL ALERT KIT: These Kits act as a storage area for people to leave their important medical information so it is readily available for Emergency Responders. The kits are made and provided through the Community Policing Offices. The importance of this program has been enhanced by the presentations being done by an ambulance attendant and volunteer Firefighters in our district. The Kit is an essential tool for anyone taking prescription medications, and is modelled after the Vial of Life program. OCP is also working with Emergency preparedness Program to include the MAK pack in Grab and Go bags in all emergency kits. Local pharmacies have asked for demonstrations in their store, and at local events.

BLOCK WATCH: This Crime Prevention Program has increased again this year, with education and promotion we anticipate including a great many more housing areas in the program. With an increase in vandalism and petty crime in the area the value of Block Watch has been reinforced. Household Insurers offer a reduction in insurance rates to residents taking part in a Block Watch program. Blockwatch is starting to expand into all areas of Oceanside.

CHILD IDENTIFICATION: This valuable program is available for all children, including teens. OCP holds Child ID clinics as often as 5 times per year, and will arrange to do the printing in our office in special circumstances. OCP volunteers continue to fingerprint approximately 300 - 400 children each year.

KEEPING IN TOUCH: Daily contact is made to seniors who live alone, have had medical problems, and often to people who have no other contact with the community. Calls are done EVERY day of the year. The Program is responsible for providing medical assistance to clients who have had falls or medical emergencies, and therefore has perhaps saved lives.

GATEKEEPERS PROGRAM: This 24 hr. Hot Line is available to persons, who know of, or suspect that someone they know is the victim of abuse be it financial, physical, mental or self abuse. Responders will refer to appropriate designated agencies to get immediate help. Our volunteers monitor the phone during business hours and a team share the afterhours monitoring. The program has had excellent rapport with the Victims Services, and the Ambulance Services who work with us to curb the cycle of abuse.

SENIORS SAFETY: As a community with a large population of seniors, our focus is on providing programs and information to enhance the lifestyle of seniors. Presentations are delivered to OAP groups, Legions, Apartment buildings, and Newcomer groups. A recent addition to the Seniors Safety Awareness is a Safe Driving event for Scooter riders, and continuing presentations with regard to frauds and scams geared to the senior population.

SCOOTER RODEO(s): The Oceanside Community Policing Offices and the RCMP now organize, sponsor and implement a Scooter Rodeo Program. The focus of the event is to promote, inform and demonstrate safe practices for seniors operating scooters and electric wheelchairs. The second annual event held in June of 2012 was a huge success and included partnerships with local businesses and ICBC. There are plans to keep growing the event as our aging population has a need for this information and exposure. With growing the event, the need for advertising, prizes and the printing of a large quantity of materials will become a necessity. There will also be the need to devote a significant amount of volunteer hours to make these events successful.

BICYCLE RODEO(s): The Oceanside Community Policing Offices and the RCMP now organize, sponsor and implement bicycle safety rodeos within the District 69 area. The events focus on bicycle safety including how to ride safe, helmet use and hand signals. Since getting involved with promoting bicycle safety there has been an overwhelming desire from schools, community groups, parks and recreation and service clubs to do more events. The RCMP has conducted 3 bicycle safety rodeos in the first half of 2013. These events need volunteers as there are several staging areas and courses for children to ride through. In consultation with the volunteers, it was decided that a large scale bicycle rodeo should be an annual event. On August 10th the first annual Oceanside Summer bike Rodeo was conducted. The event was offered to every child in the Oceanside area between 3-11 years of age. It was extremely well attended!

FANOUT PROGRAM: This program is vital to ensuring the Businesses of District 69 (Oceanside) are alerted in a timely fashion to criminal activity in their area of business. A copious amount of volunteer hours are contributed to ensure the business file is up-to-date with contact information and the program is continually being promoted to bring more businesses on line. Currently there are over 400 businesses registered with the Fanout program. The program is in the midst of a full re-vamp in which the database is being updated and changed from a fax based system to an e-mail system. This way, the Oceanside RCMP can use this database to get real time information, warnings and alerts to the business community. The program went 'live' in July of 2013 with the first business e-mail sent.

BUSINESS PROPERTY REFERENCE: This program is managed by RCMP and supported by Community Policing Volunteers by obtaining and maintaining Business Property profiles to aid the RCMP in emergency response. As well, the program provides police with current updated information on emergency contact information for business representatives.

SAFETY BEAR: The Safety Bear program is an important community participation in schools, pre schools, and community events. It is a symbol of safety for children and a valuable learning tool.

The Safety Bear also attends Special Events held by Community Policing for children in the community.

Request for Funding of Operating Expenses for

Community Policing Offices of District 69 AKA Oceanside Community Policing (OCP)

Projected In-Kind

	Proposed 2014 & Beyond
Office Space QB & PV	\$ 105,000
Utilities (QB & PV) phones, fax	\$ 3,500
Weekly advertising Oceanside Star (Bluenose motors) 52 x \$200	\$ 10,400
Total of In-Kind	\$ 118,900

Projected Revenue

	Proposed 2014 & Beyond
Donations	\$ 1,400
Other Income (primarily GST rebates)	\$ 220
Total of Revenue	\$ 1,600

Projected Expenses:

	Proposed 2014 & Beyond
Administration:	
Bank Charges ¹	\$40
Directors' & Officers' Insurance ²	\$400
Computer Supplies ³	\$200
Computing/Internet/Website	\$1,500
Meetings ⁴	\$400
Licences & Dues ⁵	\$400
Office Supplies ⁶	\$500
Photocopying (paper and cartridges)	\$500
QB Photocopier maintenance agreement	\$400
Postage	\$50
Repairs & Maintenance ⁷	\$80
Telephone ⁸	\$560
Capital Asset Purchases ⁹	\$200
Program and Event Vehicle and Insurance ¹⁰	\$6,000
New Banner and Promo material with logo	\$1,000

Volunteer Management:

Awards ¹¹	\$400
Volunteer Recognition ¹²	\$1,600
Supplies – Non-capital ¹³	\$450
Training Travel & Accommodation ¹⁴	\$2,000
Development & Printing of training manuals ¹⁵	\$600
Volunteer Orientation Package	\$400
Volunteer ID photo cards	\$100
Uniforms and safety vests	\$1,100

Operational Programs:

Blockwatch: Dues, Printed Materials and Office Supplies	\$1,450
Medical Alert Kit: Forms, brochures, labels, vials and bags	\$535
Keeping in Touch: Brochures, advertising, Event-hall, supplies, cards, & postage	\$400
Crime Prevention & Safety for Seniors 50 @ \$2.00	\$100
Gatekeepers: 24 hour monitored phone	\$480
Child Identification Program: handouts and cleanup materials	\$ 50
Fanout Business Alerts: Pamphlets/emails/stamps/office supplies	\$200
Business Property: Paper, envelops, printer ink:	\$100

Special Community Events:

Newspaper advertisements: 4 @ \$175.00	\$700
Volunteer care – refreshments	\$1,000
Children’s prizes, pins, stickers, etc. for special events.	\$1,800
Bike Rodeo: supplies traffic cones and signage	\$200
Scooter Rodeo: Ads, food for participants	\$100
Volunteer Fair: Registration	\$ 25
Safety Bear: suit cleaning, cooling vest and maintenance	\$500
Parades, Family days, kidfest, kitefest and other community events	
20% Contingency and future development of programs and expenses	\$5300

Total of Expenditures **\$ 31,820**

FUNDING REQUIRED (Projected Expenses – Projected Revenue) **\$30,220**

¹ Bank Charges – cheques ordered for the account

² Directors’ & Officers’ Insurance – liability coverage for members of the Board of Directors in the event of a lawsuit.

³ Computer Supplies – printer cartridges, toner, and software.

⁴ Meetings – coffee and snacks for general meetings for members, including the annual general meeting

⁵ Licences & Dues – memberships in the BC Crime Prevention Association and the Oceanside Volunteer Association, filing fee for the society annual report, domain name renewal fee and web hosting fee

- ⁶ Office Supplies – stationery and other supplies, printing crime prevention notices, printing the Society's brochure that promotes the society and is used in recruiting new members
- ⁷ Repairs & Maintenance – minor repairs to office equipment
- ⁸ Telephone: PV office main phone
- ⁹ Capital Asset Purchases – purchase of items such as printer/fax, office furniture, phones or computers that are classified as capital assets.
- ¹⁰ Vehicle Lease and Insurance, Grant of \$5600 received from City of Parksville for Aug 2013 renewal date.
- ¹¹ Awards - primarily service awards recognizing 5, 10, 15 and 20 years
- ¹² Volunteer Recognition – a catered dinner for active members (based on 60 members at \$25 per person)
- ¹³ Supplies – Non-capital – safety vests, flashlights, first-aid kits, flares, etc used in patrol kits, but excluding any items that are capital assets
- ¹⁴ Training – cost of sending a number of members to seminars or conferences related to crime prevention and aimed at enhancing our members' skills
- ¹⁵ Design and Publishing of Training Manual.

CITIZENS ON PATROL (COPS): Funding needed \$10,000

Brief Program descriptions and services provided by Citizens on Patrol.

COPS are a well organized and highly motivated group of over 100 volunteers in the Oceanside area. They work in 5 geographical groups (patrol zones) which include, Nanoose, Parksville, Qualicum Beach, Arrowsmith and Bowser. They truly are the 'eyes and ears' of the community. COPS work closely with the Oceanside RCMP and patrol areas and 'hot-spots' indentified to have problems. They also work on road safety initiatives and projects with ICBC. COPS perform 2 person vehicle patrols, foot patrols and work on other special projects. All COPS have passed an RCMP criminal records check as a requirement for membership and inclusion.

Request for Funding of Operating Expenses

Citizens on Patrol Society, District 69 (the Society) is requesting \$5,000.00 on an annual basis, with these funds to be used toward general operating expenses. This requested amount is over and above funds currently requested through the Regional District of Nanaimo's Community Safety Grants-in-Aid Program, where these funds are used to compensate the Society members for the gasoline usage in their personal vehicles during patrols (this additional grants-in-aid funding is projected to be approximately \$5,000 per year).

The RDN grants-in-aid program has been used by the Society since 2006 to provide gasoline compensation to its members, and this expense continues to be the largest single operating expense for the Society. The Society remains hopeful that future applications for these grants-in-aid will continue to be successful since the loss of such funding could have a major negative impact on the Society's ability to get patrols out.

In addition to the grants-in-aid funding, the Society has received volunteer recognition grants from ICBC. These grants are not, however, assured on an annual basis, and they are not intended to cover general operating expenses.

The remainder of our society's funding is through unsolicited donations. None of these donations are assured on an annual basis, and the recent downturn in the economy has seen a decrease in the donations as well. Our society has also, at times, made applications to the City of Parksville and the Town of Qualicum Beach for funding to send members to a training conference held annually for several years in Nanaimo; but, again, such funds cannot be used toward general operating expenses. Thus, it would be highly desirable to have an ongoing source of funds for general expenses.

Bank Balance: The Society's year-end bank balance fluctuates somewhat from year to year depending on the level of donations and the expenditures required, but we have been fortunate to maintain this balance in the range of \$14,000 for several years, with the balance at December 31, 2012 being \$14,222.49. While this balance is reasonably healthy, the Society feels it is prudent to have sufficient funds on hand to cover one year of operating expenses should donations and grants be unavailable to us. The average of our operating expenses from 2010 to 2012 was \$11,555.71 and thus the balance on hand at December 31, 2012 would be sufficient to cover this level of operating expenses.

Projected Revenue

	Proposed 2014 & Beyond
Donations	\$1,000
RDN Community Safety Grants-in-Aid	\$5,000
ICBC Volunteer Recognition Grant	\$500
Interest Income	\$30
Other Income (primarily GST rebates)	\$165
Total	\$6,695

Projected Expenses

	Proposed 2014 & Beyond
Awards ¹	\$400
Bank Charges ²	\$40
Batteries	\$40
Computer Supplies ³	\$200
Gasoline Compensation ⁴	\$5,000
Directors' & Officers' Insurance ⁵	\$400
Licences & Dues ⁶	\$300
Volunteer Recognition ⁷	\$2,000
Meetings ⁸	\$400
Office Supplies ⁹	\$500
Photocopying	\$100

Postage	\$25
Repairs & Maintenance ¹⁰	\$80
Supplies – Non-capital ¹¹	\$450
Telephone ¹²	\$560
Training ¹³	\$1,000
Capital Asset Purchases ¹⁴	\$200
Total	\$11,695

**FUNDING REQUIRED (Projected Expenses – Projected Revenue) \$5000 total
*if RDN Community Safety Grants in Aid remains consistent at \$5000***

- ¹ Awards - primarily service awards recognizing 10, 15 and 20 years
- ² Bank Charges – cheques ordered for the account
- ³ Computer Supplies – printer cartridges, toner, software
- ⁴ Gasoline Compensation – member drivers are compensated on a kilometre basis to cover the cost of the gasoline used in the personal vehicles while on patrol
- ⁵ Directors’ & Officers’ Insurance – liability coverage for members of the Board of Directors in the event of a lawsuit.
- ⁶ Licences & Dues – memberships in the BC Crime Prevention Association and the Oceanside Volunteer Association, filing fee for the society annual report, domain name renewal fee and web hosting fee
- ⁷ Volunteer Recognition – a catered dinner for active members (based on 80 members at \$25 per person)
- ⁸ Meetings – coffee and snacks for general meetings for members, including the annual general meeting
- ⁹ Office Supplies – stationery and other supplies, printing crime prevention notices, printing the Society’s brochure that promotes the society and is used in recruiting new members
- ¹⁰ Repairs & Maintenance – minor repairs to equipment used in patrols
- ¹¹ Supplies – Non-capital – safety vests, flashlights, first-aid kits, flares, etc used in patrol kits, but excluding any items that are capital assets
- ¹² Telephones – one-year pay and talk cards purchased for five cell phones
- ¹³ Training – cost of sending a number of members to seminars or conferences related to crime prevention and aimed at enhancing our members’ patrolling skills
- ¹⁴ Capital Asset Purchases – purchase of items such as cell phones or computers that are classified as capital assets.

Future Considerations:

There is so much room for growth and further programming with Community Policing. Every new and reinvigorated program has been met with significant budget shortfalls. All funds that existed due to the past acquisition of Gaming Grants is now gone. Community policing was not successful in acquiring a Gaming Grant this year (new and stringent conditions) and has therefore run out of funds.

The community, local government and partners have repeatedly asked Cpl. Foreman why certain programs are not being done in this area? The answer is simple, there is no money to work with.

With adequate annual funding there can be expansion of programs, implementation of new programs, training and recognition of volunteers. Oceanside is in need of this model of funding. A model that works well in the neighbouring communities of Nanaimo, Port Alberni, The Comox Valley and the regions of Cowichan.

The funding proposed allows for growth and accommodation of future needs.

Thank you very much for your consideration!

Corporal Jesse Foreman



Arrowsmith Community Justice Society

727 W. Island Highway, Parksville, BC, V9P 1B9

Phone: (250)-954-2968

NOTABLE ACHIEVEMENTS 2013

1. ACJS has partnered with Down Town Community Court in Vancouver.

- If Vancouver has an offender for a minor crime from Vancouver Island and they are in the catchment area of ACJS, then the matter is referred to ACJS and the outcome reported to Vancouver Down Town Community Court.

2. ACJS has applied to the crown council for a Memorandum of Understanding. This memorandum would enable crown to refer cases directly to ACJS.

3. Through ACJS other local area charities also benefit. For 2013, \$3,493.00 was donated to other local charities. A list of the charities is supplied at end of report. Please note that tracking of donated funds to other charities only began in 2012.

- Community Service hours for 2013 totalled 248. These hours are calculated at \$10.00 an hour. This totals \$2,480.00 in service to local volunteer agencies and or local businesses.

- Monetary restitution to victims of crime totalled \$883.00.

Arrowsmith Community Justice continues to serve the Oceanside community with pride and respect.

Linda Cherewyk

Program Co-ordinator



ACJS has collected thru conference resolutions		
	2013 Total	TOTAL(Since 2001)
Community Service Hrs	248 (\$2,480)	\$30,575
Monetary Restitution	\$883.00	\$34,449
Donations to Agencies**	\$3,493.00	\$ 4,868
** victims did not want the money and asked that the restitution be donated to specific agencies		
- Community Service hours equals \$10		

ACJS Case Report

Statistical Report for RJ & CDR

2002 - 2013

Arrowsmith Community Justice Society

Caryl Wylie – Director

Linda Cherewyk - Coordinator

Recap:

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	TOTAL
# Cases Referred	44	36	39	22	25	22	7	20	15	19	30	54	333
# Cases rejected	3	4	8	11	4	7	1	8	5	6	6	8	71
# Offenders	66	46	54	28	35	39	11	27	27	31	41	66	471
# Offenders Rejected	3	4	9	14	6	9	1	9	9	14	10	10	98
Male	49	30	38	18	21	30	5	16	23	27	34	49	340
Female	17	16	16	10	14	9	6	11	4	4	7	17	131
Minor	0	0	2	0	0	0	0	1	0	1	0	12	16
Youth	55	25	39	22	29	33	10	21	21	23	21	16	315
Adult	11	21	13	6	6	6	1	5	6	6	20	35	136
# conferences held	41	32	31	11	21	15	6	12	10	13	20	46	258
# incompletes	2	0	0	0	0	2	0	5	1	0	1	1	12
# repeat offender	3	4	8	1	1	2	0	3	1	1	1	1	26

Location breakdown: to Report date

	Parksville	Qualicum	RDN	Other
Offence occurred here:	62%	26%	11%	1%
Offender lives here:	49%	25%	21%	5%

Statistics done for calendar year. Recap of each year's statistics follow cases for that year. These figures have been compiled by *Caryl Wylie*, ACJS Director; 6 Sep 2012.

Arrowsmith Community Justice Society
Annual Budget
November 1, 2013 - October 31, 2014

	EXPENSES		INCOME	
TOTAL EXPENSES/INCOME	\$76,465.00		\$76,465.00	
<u>EXPENSES (Cash)</u>	<u>\$28,065.00</u>			
Bank Charges & Filing fees	\$150.00			
Contract Services – Coordinator	23,000.00			
Insurance	515.00			
Public Relations	100.00			
Postage	50.00			
Resource Materials (Books, Brochures)	250.00			
Stationery	250.00			
Transportation Costs - Coordinator	500.00			
- Volunteers	750.00			
Training	1,500.00			
Volunteer Expenses	1,000.00			
<u>Projected INCOME (Cash)</u>			<u>28,065.00</u>	
Municipal Grant (Parksville, QB & RDN)			25,000.00	
<i>Funds to be generated from Grants</i>			<i>3,065.00</i>	

<u>EXPENSES (In-Kind)</u>	<u>\$48,400.00</u>			
³ Accountant	900.00			
^{1&2} Conference Exp. (Rooms/Refreshments)	900.00			
¹ Meeting Rooms (Board Related)	150.00			
¹ Office Space @ \$2000/month	24,000.00			
¹ Postage & Courier	250.00			
⁴ Resource Materials (Books, Brochures)	200.00			
¹ Stationery	1,000.00			
¹ Telephone/Fax	1,000.00			
⁵ Volunteer Hours @ \$20/hr	20,000.00			
<u>Projected INCOME (In-Kind)</u>			<u>\$48,400.00</u>	
¹ RCMP			\$26,550.00	
² Community Venues (Church, Halls)			750.00	
³ Brent Johnson, CGA			900.00	
⁴ Knights of Columbus			200.00	
⁵ Volunteers (estimate 1000 hrs @ \$20)			20,000.00	

Caryl Wylie

Caryl Wylie, Chairperson
Oct 16, 2013

CHARITABLE YOUTH GROUPS - OCEANSIDE AREA

Administration Office 886 Wembley Road, Parksville

1. Mount Arrowsmith Salvation Army - Send a youth to Camp

Youth are sponsored by the Salvation Army to attend a Camp on the Mainland during the summer months

2. Mount Arrowsmith Salvation Army - Youth Lunch Program

Youth are provided with lunch during the school year .

3. Mount Arrowsmith Salvation Army - Mother Milk Program

Low income families are provided with milk for infant and toddlers.

4. Knox United Church - 345 Pym Street, Parksville (YIKES Program)

Knox United Church "Youth In Knox Exploring Spirituality," is a group for youth ages 15-16 years of age. Knox United Church sponsors youth attending a conference called "Evolve Youth Conference" on the mainland once or twice a year. The conference is expensive and some families can not afford to send their children. The church provided that funding.

5. Society Of Organized Services- 245 West Hirst, Parksville

a. Grad Wear - a program that supports upcoming graduates to receive formal clothing and accessories(gently used) (male and female) so that they can enjoy an affordable graduation (the cost is \$5.00)

b. Teen Night - A program for youth Grades 9 to 12 where youth can come together for dinner, creative projects, games and more. Guest speakers are invited for specific relevant topics.

c. Middle School Night A program for youth in Grades 6,7,and 8 where friends can come together in a safe nurturing and friendly environment to have dinner and fun while enjoying field trips, music, games and creative projects.

d. Recreation Assistance for Children and Youth A program that assists with the registration costs for recreational activities for children and youth in School District 69.

e. Caring For Kids At Christmas Community donations and volunteers allow SOS to provide toys and grocery store gift cards to help families in need at Christmas.

CHARITABLE YOUTH GROUPS - OCEANSIDE AREA

FAMILY RESOURCE ASSOCIATION - 181 Sunningdale Road W, QUALICUM BEACH

- a. **Sexual Abuse Intervention Program**
- b. **Speech and Language Program**
- c. **Supported Child Development**
- d. **Youth Services and Family Coinciding**

Oceanside RCMP Victim Services

2013 Annual Report



Oceanside RCMP Victim Services
727 West Island Highway
Parksville, BC
V9P 2N8

Prepared by:

Lynda Ewert, Program Manager

Overview

The Oceanside RCMP Victim Services Society continues to be an essential service which provides valuable support to the local RCMP and the Oceanside community. The 2012 fiscal year brought with it an all time high of new clients. Our Victim Services team was happy to meet this challenge and in doing so continued to serve the community of Oceanside in the unique way that we do. It is without a doubt that the dynamic service delivery we provide to this community would not be possible without the support of our local government and the close partnership shared with our local police.

Services Offered

24 hour on-Call Support: Our Victim Services (VS) Team is on call 24/7, to be called out at the discretion of our local RCMP. Our workers will attend homes, crime scenes, the hospital, the Detachment or wherever it is we are required in order to provide immediate support to victims of crime or trauma. When on scene VS workers will provide crisis support reducing the long term symptoms of trauma and increasing the victim's sense of safety.

Information: This is the most powerful tool that can be provided to a victim. We provide our clients with educational trauma information to aid in their recovery. As well, we provide a lot of Justice System support, in the form of file updates and general information regarding the criminal law process.

Court support: This a very demanding service which requires one of our two staff to be in Nanaimo in order to provide support to the client. This can be required at a preparatory meeting between the victim and Crown Counsel, orientating the victim to the court house in Nanaimo, or being there with the victim during the trial or other various hearings.

Referrals: VS workers seek to match the unique needs of victims to all the appropriate services at their disposal. This requires our program to stay fluent with all the various programs available in the community of Oceanside. This is done through the positive working relationships we maintain with our community partners.

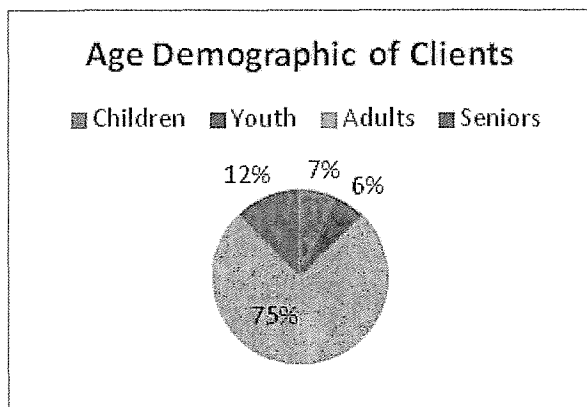
Short-term emotional support: VS workers will continue to offer support and empathy to victims of crime and trauma, over the phone or in person. This support is made available according to the client and their family's needs.

2012 Year in Review at a glance:

- 304 new clients;
- An all time high new client load for the program;
- An increase of 26% from 2011's 241 new clients;
- An increase of 54% from 2009's 197 new clients;
- July and August were the biggest months, accounting for 25% of the years new clients;
- An average of 26 new clients per month;
- Approximately 200 ongoing clients ;
- Sudden Deaths accounted for 25% of total client load;
- 72% of new clients were female;
- 75% of new clients were adult age;
- 358 referrals made out to other support agencies;

Clientele Demographics

The majority of our clients are female, and a majority are of adult age. In regards to age, when the primary victim is an elderly parent or a vulnerable child, we will often support them via their adult caregiver and as such children and senior aged victims are underrepresented. In our efforts to connect our clients to all the support resources available to help them, we made just over 350 referrals to other agencies last year. The vast majority of these referrals were to local agencies as well certain provincial programs such as the Crime Victim Assistance Program. We are very lucky to live in such a resources rich community, that we can connect so many people to support they need, right here in the Oceanside area.

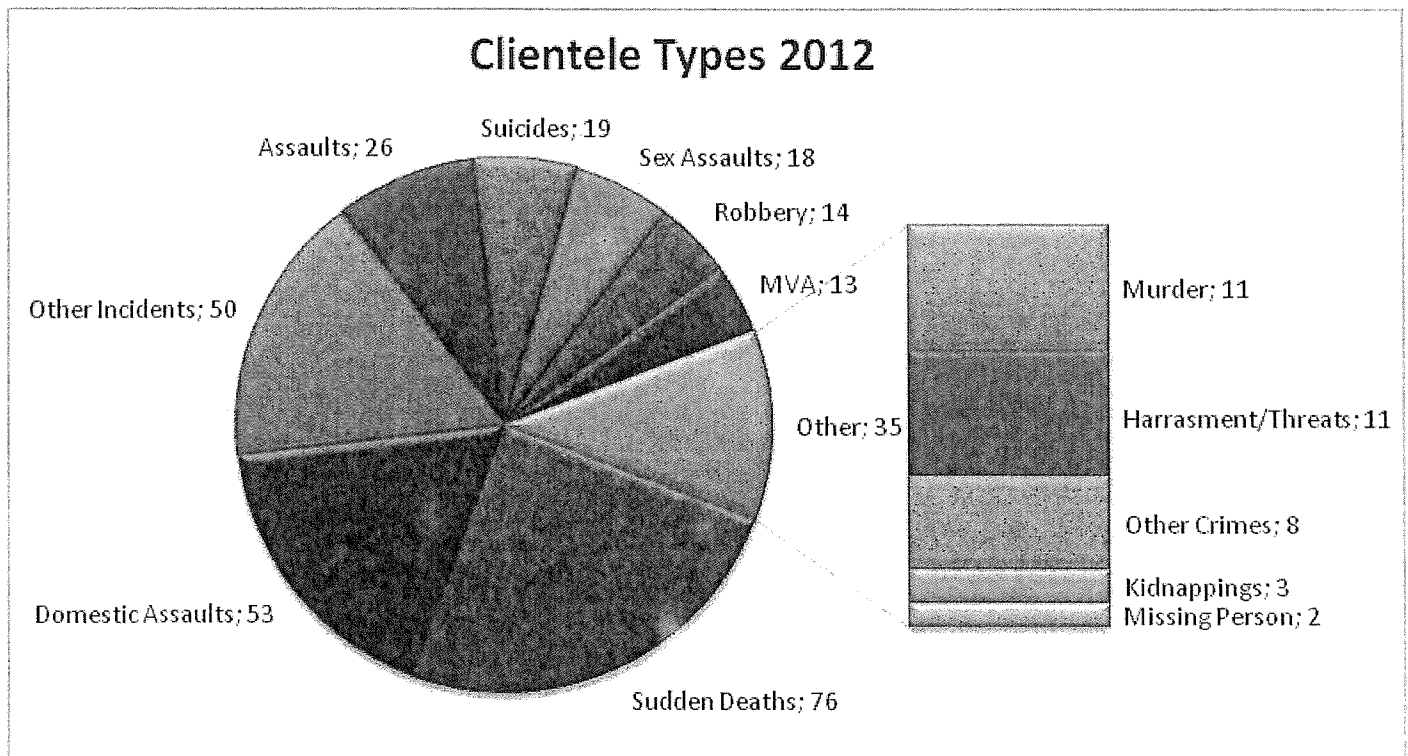


Clientele Types

The fiscal year of 2012 was a busy year for the Oceanside Victim Services Society. We received 304 new clients, an all time high for the program. This is up 25% from 2011 and up 54% from 2009. July and August were our busiest months, accounting for 25% of the total client load. At the end of the fiscal year there were approximately 200 ongoing clients. The most frequent client types were:

- Sudden Deaths, accounting for 25%;
- Domestic Assaults accounting for 17%; and
- Other Incidents accounting for 16%.

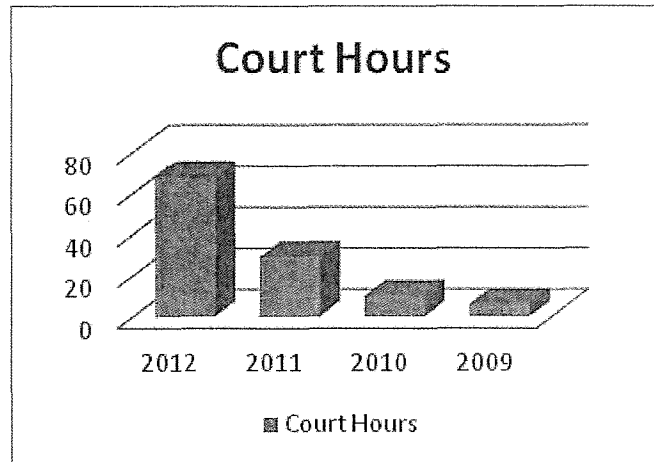
“Other Incidents” are police files where there is police intervention but no criminality. The majority of these are Family Disturbances and Breach of Peace files. These files often involve couples or families struggling with dynamics such as, parenting issues, addictions, domestic conflicts, family break up and mental health issues. In these cases Victim Services will work with these families to connect them to the appropriate support resources, be their advocate to these agencies and provide trauma support where applicable.



- “Suicides” includes: Completed and attempted
- “Murder” includes: Murder; Manslaughter and Attempted Murder
- “Kidnapping” includes: Kidnappings and Abductions

Court Support

There was a considerable increase in the need for our court support in 2012. We provided 68 hrs of court support and provided more assistance with Victim Impact Statements; Witness Orientation and Court accompaniments than in years past. In regards to the increase in court hours, we attribute this increase to two factors: one being that in 2012 we had a number of youth sexual assault files going to court. These victims are particularly



vulnerable and require more time and support, as do their caregivers. The second factor is that of time and resources. In years past when there was only enough funding for one staff person in the office at a time, there was little to no opportunity to have staff support clients at the Nanaimo Court House. Since receiving the increased funding from local government in 2010, we are now able to provide this service, and as the statistics show, it is a much needed service. The court process can be very demoralizing and traumatizing for victims, especially our youth. It is so important that victims and their families are provided the support they need in advance of court, during and after, in order not to be re-victimized.

Call Out Hours

Oceanside RCMP VS provides 24/7 On-Call support. At all times at least one VS team member is available for callout upon RCMP request. When volunteers are on-call, there is always a staff member available as their back up for more serious files. In 2012 there were a total of 39 callouts, of which, staff were required to attend 32. Staff are not paid for attending callouts. This is due to budgetary limitations. Instead, staff are compensated with time in lieu. A rough estimate of what the dollar value of those unpaid callout hours would be is \$8,000. We are very proud of the fact that we provide this service, despite the lack of financial compensation. We feel it an integral facet of our service delivery. It is not a mandated service, and some of our neighbouring VS programs have discontinued the service due to its toll on the program and staff. We are finding the program at a tipping point in this regard, largely due to the fact that the compensation is in the form of time. Staff can only take time off when their duties at work are met and when one of the two staff are available to man the office and be available for on-call. In regards to workload, the current workload makes it near impossible to take the time

that is owed to us. In regards to staffing the office, on occasion in order for staff to take their time owed, we have to pay one of our volunteers relief hours to staff the office. Otherwise, without the funds for overtime, one of the two staff have to work the additional hours, just adding the existing problem of being owed more time and we can recoup.

Volunteers

At the beginning of the 2012 fiscal year, our VS team comprised of 2 part time staff and 3 volunteers. As our caseload has increased, the need for volunteer labour has increased, especially for callouts. At the close of the fiscal year a new volunteer was entering the interview process and we are hopeful that her RCMP clearance will be completed and approved by the end of the 2013 fiscal year. Training and maintaining volunteers is a costly investment. It takes a lot of staff time to provide volunteers with the attention and continued support they deserve. We feel it is a wise investment, as last year our volunteers donated roughly \$11,000 worth of office hours, and a roughly \$13,000 worth of hours called out on-scene. They are wonderful people and we look forward to this new volunteer joining the team.

Training

In 2010 and 2011 the program invested in training for the Assistant Program Manager at the Justice Institute of BC. As such, training for this year was cut back. This year one staff attended the annual Victim Services Training Symposium in Burnaby and we held a Grief Workshop for the staff and volunteers, here in Parksville led by a local Grief Specialist from the Qualicum First Nations.

Funding

The British Columbia Ministry of Justice (MOJ) oversees Police-based Victim Services across the province. In 2006, they assessed our program as requiring a 1.5 position. As you can imagine, the size of the community and RCMP detachment, as well as the needs of Oceanside have all grown considerably since then. Nonetheless, at that time, they set the budget for our program at \$105,000, they contributed \$52,500 and mandated local government fund the remaining half. In 2010, the MOJ increased their funding from \$52,500 to \$53,460. That same year, our local government increased their funding from \$30,000 to \$52,500. With that increase in funding the program then had the means to employ the 1.5 position, split between two part

time staff. Since then, our client intake has increased by 54% from 197 new clients in 2009 to 304 in 2012. This increase has had a significant impact on our ongoing case load, which hovers at approximately 200 ongoing clients. Thanks to the funding from our local government, we have been able to meet this increased need for our services. This would have been impossible without that support. We are so grateful for this funding, as it has allowed us to come even closer to meeting the needs of our community. As we look to the future we do worry the needs of the community are beginning to exceed that which the program can absorb. We will continue to stretch every dollar and save wherever we can, such that we can continue to do the work we believe so much in at the quality of service that this community deserves.

Summary

In summary, the Oceanside RCMP Victim Services Society continues to grow, both in terms of our client load and the need for our services in the community. The sustainability of our Victim Services program has been greatly improved thanks to the continued funding from our local government. Our program is keeping up with these growing demands and hopes to continue to do so well into the future. Our team here at Oceanside RCMP Victim Services provides unique, multi-faceted, round the clock aid. We consider it a privilege to serve our community in this way and we thank you for your continued support.

**Annual Expenditure
April 1, 2012 - March 31, 2013**

Program Revenues:

BC Ministry of Justice ¹	\$ 53,460.00
Regional District of Nanaimo	52,580.00
In Kind Value (RCMP – Office Space, telephone)	15,800.00

Program Expenditures:

Staff Wages & Benefits (12% in lieu)

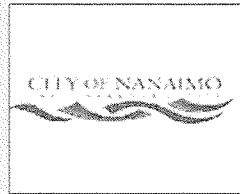
Program Coordinator	\$ 51,691.32
Assistant Program Manager	41,395.20
C.P.P. & E.I.	6,711.24
Relief Worker	353.41

Program Delivery Costs:

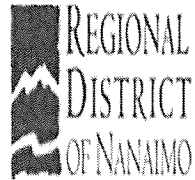
Staff & Volunteer Training	\$ 655.87
Mileage	1,612.00
Office Telephone (in kind)	3,800.00
On-Call Phones	1,773.96
Volunteer Appreciation	400.00
Office Space & Facility Costs (in kind)	12,000.00
Bookkeeping	790.00
Worksafe	657.00

TOTALS	EXPENSES	\$121,840.00
	INCOME	\$121,840.00

¹ The Ministry of Justice contract guidelines require that at least 80% of the provincial funds be allocated towards "Salaries and Benefits" for the direct service delivery.



Nanaimo RCMP Victim Services



Who are we?

- Two full time paid staff, manager and assistant manager, and one part time worker
- Ten volunteers
- On call, during and after hours, during the week – at the request of the police

Victim Services

- Nanaimo's program has been in existence since 1989
- Funded by the Ministry of Justice (Victim Services Division) the City of Nanaimo, Regional District of Nanaimo, in-kind from the RCMP and private donations
- Currently over 150 police forces in BC, RCMP & Municipal, have a funded Police Victim Services unit.

What we do and how we assist the client.....

- Emotional support
- General Information
- Practical assistance and support
- Criminal Justice related information
- Witness orientation, preparation & court accompaniment
- Act as a liaison between the client & police
- Crisis Intervention

Types of Crime and other trauma we assist with:

- Abduction
- Arson
- Break & Enter
- Criminal Harassment/Stalking
- Family Problems
- Fraud
- Home Invasion
- Homicide
- Mischief
- Motor Vehicle Accident
- Robbery
- Sexual Assault/Abuse
- Spousal Assault
- Sudden Death
- Threats

How we assist the Police.....

- Assist the police with crisis intervention:
 - At the scene
 - Hospital
 - Residence of family members
 - Next of kin notification
 - Detachment

Crisis Intervention:

- Motor Vehicle Incidents
- Next of Kin Notifications
- Domestic Violence
- Sexual Assault
- Homicide
- Fire
- Sudden Death

VOCA – Victims of Crime Act 1996

The British Columbia Victims of Crime Act provides certain rights to victims of crime including:

- Victim Services
- Benefits and financial assistance for criminal injury
- How the criminal justice system works, the status of the police investigation and court case
- The administration of the offender's sentence
- Rights to privacy

Nanaimo RCMP Victim Services Statistics

January 01, 2012 – December 31, 2012

- * Client assisted - 608 (21% increase over last year)
- * Volunteer Hours in office & on call - 1,696
- * Full time staff worked an average of 35+ hours per week as well as on call after hours
- * Call out/Crisis Intervention – 25
- * RDN Clients – 51 (8.5% of total client files)

How to reach us:

Nanaimo RCMP Victim Services

303 Prideaux Street

Nanaimo, BC

Phone: 250-755-3146

Fax: 250-755-3140



QUESTIONS?

September 19th, 2013

Board of Directors,
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

To the Board of Directors for the Regional District of Nanaimo,

I am writing this letter to inform you on some progress being made on the E&N Trail and as a request for your continued involvement with the project. I believe this information will be useful in completing some of your organizations strategic plans and will allow you to leverage a relatively small investment into the project into contributions from other community partners, local business and the public.

The Situation

The City of Nanaimo has completed about 8 km or about half of the proposed "Rail Trail" through the city of Nanaimo. Currently it runs from about North Nanaimo Center to the southern tip of Terminal Park. Over the past few years the district of Lantzville has started to build their sections of trail and the RDN has plans to move forward with sections in the Oceanside region. Over the past year many groups including the District of Lantzville, the RDN, the DNBA, Tourism Nanaimo (NEDC), TransCanada Trail, VIU and the Greater Nanaimo Cycling Coalition have expressed interest in seeing the trail completed through our region with the intention of eventually linking our communities along the corridor with a cycling and pedestrian trail. These groups have been meeting with City of Nanaimo Staff to discuss how to best move this project forward. We understand that the biggest impediment to this project is capital so we agreed to form a fundraising partnership that would go into the community to raise awareness and funds called the Nanaimo Region Rail Trail Partnership (NRRTP). We are working with the Island Corridor Foundation and they are allowing us to use their charitable structure to raise money; similar to what the YPN did to raise funds for the Train Station. The bank account is now open and we are asking our founding partners to come up with some seed money to get the fundraising campaign underway.

To get people out of their cars we need to provide safe and easy to use alternatives. Trails separated from roads allow pedestrians and cyclists of all levels to enjoy the trail for trips to work, the school, to the grocery store and for recreational activities. Our region is also very long north to south so a few key corridors are capable of covering the majority of our population.

The Structure and Roles

We are spending the fall in search of founding partners who are able to contribute some seed money into the Partnership. In 2014 it is our hope to start a larger public campaign to build support and funds in the community. We are planning to send out requests for partnership from the NEDC/Tourism Nanaimo, Rotary Clubs, Gryo Club, Lions Clubs, Kiwanis Clubs, YPN, VIU, Nanaimo Cycling Association, Nanaimo Hotelier Association, District of Lantzville and the Regional District of Nanaimo. All funding partners who join us in 2013 will have a seat at the planning table and will have a vote when deciding

REQUEST FOR PARTNERSHIP

NANAIMO RAIL TRAIL PARTNERSHIP

which sections of trail to prioritize for fundraising purposes. Each partner would have an equal vote at the table but funding partners can choose to restrict their contribution to a particular section of trail or focus on the section that the partnership deems to be most important. 10% (up to \$1,000) of each contribution can be used for general fundraising efforts. This allows the group like the District of Lantzville to put \$5000 into the project of which 4500 will be earmarked for their desired section while \$500 can be used for general fundraising.

The Partnership takes on the role of fundraising, soliciting in-kind donations and raising public and political support. The Partnership will also apply for grants available to registered charities, prioritize sections of trail for completion and will work with the City, RDN or Lantzville to issue the Requests for Proposals.

The City of Nanaimo (or District of Lantzville or RDN if outside of city limits) will receive the RFPs handle all construction supervision and will approve all engineering designs and traffic crossings. City staff will continue apply for Grants available to municipalities from other levels of government. It is our hope that the City will consider the Trail as a priority when looking at larger grants in the future such as the federal gas tax. The City also maintains the trail going forward.

The Island Corridor Foundation approves all engineering work to ensure it does not interfere with the transport Canada guidelines for trails along railways. The ICF holds the money in trust until requested by the city of Nanaimo (or other local government if outside of city limits) and approved by the partnership. The Island Corridor will also issue all tax receipts for those who choose to donate in cash or cheque instead of online.

The Vision

We want a trail along the E&N rail line from North Lantzville to the Airport (southern end of the RDN). This trail that would make use of our underutilized transportation corridor through our community to provide alternatives to cars. The Capital Region, Cowichan Valley and Comox Valleys are actively completing their "Rail Trail". The RDN is working on sections in the Oceanside area and the hope is to complete it in its entirety from Victoria to Comox on day. A biking trail up and down the island would quickly become one of the top spots in the world to explore on bikes which of course would have huge tourism and economic spinoff. We plan to build the trail one block at a time as money is available. Our first section of trail will be decided when the partners can meet in the fall but most groups are taking about starting at the existing block behind the train station and moving north and south from there. We also hope to reduce construction costs by being a charitable partnership and soliciting in-kind donations.

The Ask

Today we are asking all founding partners to come with \$15,000 payable to the ICF-Nanaimo Region Rail Trail by the end of 2013. We would like the Regional District of Nanaimo to be one of the founding partners. We are using these funds to build our fundraising website and for leverage when writing other grant applications.

REQUEST FOR PARTNERSHIP

NANAIMO RAIL TRAIL PARTNERSHIP

We also ask that the RDN communicate with other regions which are along the E&N rail line to discuss a shared vision for trails on the corridor. Going forward we may at times also require help with traffic crossings and will continue to work with City, RDN or Lantzville staff to make these crossing safe and cost effective.

What's in it for the RDN?

We feel that linking the trail through the region will dramatically increase the ridership and have a significant impact in reducing the amount of trips taken in vehicles. The City of Nanaimo and the Regional District of Nanaimo have already identified the use of the corridor as a strategic priority and the partnership has formed to help the city raise the required funds. We also feel that it would strengthen and Provincial and Federal support and grant applications as it would be solid evidence of community support and collaboration which should help bring more money to the region. Most likely the partnership will focus on the completing the trail through Nanaimo but it is our hope to expand it one day to the southern boundary of the Region to link up with the work that the Cowichan region is doing with their trails.

Logistics

Building commuter quality trails through an existing city is fairly pricey. We are lucky enough to not have to pay for the land we are building on so most of the costs associated with the trail will be the actual construction and getting the road and rail crossings done correctly, especially when going through downtown. The last block that was build cost (Fitz to Franklin) about \$135,000 and we expect that to be more or less the norm. There are blocks which are less expensive and some sections which are more expensive (Caledonia Park). In September all Trail Partners are meeting to vote on which section of trail should be tackled first (must debate importance versus feasibility).

Thank you for taking the time to review the above information. I would be available to present to the executive or the YPN membership if you feel it is appropriate. Please let me know if you have any additional questions I can help you with when making your decision to undertake this project.

Thank you for your consideration.

Sincerely,



Andre Sullivan,
Chair, Nanaimo Region Rail Trail Partnership

REQUEST FOR PARTNERSHIP



January 7th, 2014

Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC
V9T 6N2

To the Chair and Board of Directors of the Regional District of Nanaimo,

I would like to thank you for your consideration of the Nanaimo Region Rail Trail (NRRT)'s Partnership request for \$15,000. Here is an update on our progress since we last discussed the Partnership, in October.

In February of 2014, we are planning to launch a major fundraising campaign seeking corporate donations, individual donations, and funds through grant applications. Our corporate donor package is now complete; we are putting the finishing touches on our website (to be launched in February), and the online donations system is now in place, with the first few donations already coming through. We have also identified numerous grants that are available to us as a registered charity and are in the process of applying for funding from the Island Economic Coastal Trust (ICET), which, like many grants, requires matching funding.

Our Volunteer base is currently in Nanaimo, but we are actively in talks with individuals in Parksville and Qualicum from the Mid Island Velo Association about spearheading fundraising in those communities to go along with efforts by the RDN and those municipalities to raise money for those sections of trail. At the end of October, we hosted an event for cyclists in the region to seek their feedback on their desired cycling infrastructure improvements. We conducted a survey on this subject and it was clear that the top priority for most cyclists was the completion of the Rail Trail through our region. For complete survey results please contact me at info@nanaimoregionrailtrail.ca.

We plan to use the requested to \$15,000 to help launch fundraising campaigns through the entire region. As suitable volunteers are found in each community we will be expanding our website and approaching local businesses and to donate to the trail in their region. For any additional information please contact us at info@nanaimoregionrailtrail.ca

Sincerely,

A handwritten signature in black ink, appearing to read "Andre Sullivan".

Andre Sullivan
Chair, Nanaimo Region Rail Trail
info@nanaimoregionrailtrail.ca
(250) 616 1111

ANALYSIS OF NEW REQUESTS FOR 2014 BUDGET															
REQUESTED	TOTAL(\$)	CITY OF NANAIMO			DISTRICT OF LANITZVILLE			CITY OF PARKSVILLE			TOWN OF QUALICUM BEACH				
		SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE		
1 Oceanside Hospice Society	60,000			0.00%											
2 Nanaimo Hospice Society	25,000	19,934	0.13	0.15%	934	0.13	0.15%								
3 Lighthouse Country Marine Rescue Society	5,000			0.00%			0.00%								
4 Nanaimo RCMP Victim Services	2,500			0.00%			0.00%								
5 Nanaimo Rail Trail Partnership Group	15,000	7,916	0.05	0.06%	371	0.05	0.06%	1,275	0.05	0.03%	1,016	0.05	0.03%		
6 Nanaimo & Area Land Trust - will present at Jan COW, assume same amount as prior year	30,000	17,154	0.11	0.13%	737	0.10	0.11%	2,451	0.10	0.06%	1,778	0.09	0.06%		
	137,500	45,004	0.29	0.34%	2,042	0.28	0.31%	18,815	0.74	0.46%	14,813	0.73	0.49%		
PARCEL TAX INCREASE															
7 Oceanside Community Policing															
		\$29,220													
		\$166,720													
2013 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET				\$ 272.00			\$ 284.00			\$ 502.00				\$ 471.00	
2014 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET				\$ 297.00			\$ 306.00			\$ 540.00				\$ 486.00	
TAX IMPACT ON A \$300,000 HOME OF ADDITIONS SHOWN ABOVE				\$ 0.88			\$ 0.84			\$ 3.43				\$ 3.40	

ANALYSIS OF NEW REQUESTS FOR 2014 BUDGET

REQUESTED	TOTAL(\$)	ELECTORAL AREA A			ELECTORAL AREA B			ELECTORAL AREA C		
		SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE
1 Oceanside Hospice Society	60,000			0.00%						0.00%
2 Nanaimo Hospice Society	25,000	1,487	0.13	0.09%	1,533	0.13	0.17%	1,112	0.13	0.10%
3 Lighthouse Country Marine Rescue Society	5,000			0.00%						0.00%
4 Nanaimo RCMP Victim Services	2,500	900	0.08	0.06%	927	0.08	0.10%	673	0.08	0.06%
5 Nanaimo Rail Trail Partnership Group	15,000	591	0.05	0.03%	609	0.05	0.06%	442	0.05	0.04%
6 Nanaimo & Area Land Trust - will present at Jan COW, assume same amount as prior year	30,000	1,491	0.13	0.09%	828	0.07	0.09%	639	0.07	0.06%
	137,500	4,469	0.38	0.28%	3,897	0.32	0.41%	2,866	0.33	0.25%

PARCEL TAX INCREASE
 7 Oceanside Community Policing
\$29,220
\$166,720

2013 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET \$ 435.00 \$ 257.00 \$ 405.00

2014 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET \$ 454.00 \$ 267.00 \$ 435.00

TAX IMPACT ON A \$300,000 HOME OF ADDITIONS SHOWN ABOVE \$ 1.14 \$ 0.96 \$ 0.98

ANALYSIS OF NEW REQUESTS FOR 2014 BUDGET

REQUESTED	TOTAL(\$)	ELECTORAL AREA E			ELECTORAL AREA F			ELECTORAL AREA G			ELECTORAL AREA H		
		SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE	SHARE (\$)	COST PER \$100k	% INCREASE FROM 2013 GENERAL SERVICES TAX RATE
1 Oceanside Hospice Society	60,000	10,702	0.59	0.55%	7,296	0.59	0.41%	9,180	0.59	0.41%	5,714	0.59	0.42%
2 Nanaimo Hospice Society	25,000			0.00%			0.00%			0.00%			0.00%
3 Lighthouse Country Marine Rescue Society	5,000			0.00%			0.00%			0.00%	5,000	0.52	0.37%
4 Nanaimo RCMP Victim Services	2,500			0.00%			0.00%			0.00%			0.00%
5 Nanaimo Rail Trail Partnership Group	15,000	904	0.05	0.04%	617	0.05	0.03%	776	0.05	0.03%	483	0.05	0.03%
6 Nanaimo & Area Land Trust - will present at Jan COW, assume same amount as prior year	30,000	1,203	0.07	0.06%	1,519	0.12	0.09%	1,465	0.10	0.07%	735	0.08	0.05%
	137,500	12,809	0.71	0.66%	9,432	0.76	0.53%	11,421	0.73	0.50%	11,932	1.24	0.87%

PARCEL TAX INCREASE	\$1.22/parcel	\$1.22/parcel	\$1.22/parcel	\$1.22/parcel
7 Oceanside Community Policing	\$29,220			
	<u>\$166,720</u>			
2013 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET		\$ 348.00	\$ 456.00	\$ 454.00
2014 ESTIMATED RDN GENERAL SERVICES REQUISITION FOR A \$300,000 HOME BASED ON PRELIMINARY BUDGET		\$ 355.00	\$ 467.00	\$ 459.00
TAX IMPACT ON A \$300,000 HOME OF ADDITIONS SHOWN ABOVE		\$ 3.34	\$ 3.51	\$ 4.93

Direct Services that NALT Provides to The City of Nanaimo and the RDN – Updated to December 2013

Land Acquisitions:

- Assisted The Land Conservancy with the purchase of South Winchelsea Island - \$100,000 (approximately)
- Assisted TLC with purchase of the Nanaimo River property - \$25,000 (approximately)
- Acquisition of Linley Valley City Park (a.k.a. Cottle Lake Park) - \$500,000
- Acquisition of Mount Benson Regional Park - \$475,000
- Assisted The Nature Trust of BC with additional property acquisition on Buttertubs Marsh – \$17,700
- Assisted The Nature Trust of BC with fundraising for the purchase of Moorecroft Regional Park - \$41,000+
- Continuing to Collect Funds for Mount Benson Acquisition II - \$108,161 to date
- Fundraise for Acquisition of Recreation/Conservation land along the Nanaimo River - \$ 42,600+ to date
- Campaign expenses for all of the above, @ 15% - \$196,419

TOTAL VALUE OF ALL ACQUISITION FUNDS RAISED SINCE 1998: \$1,505,880

Annualized value: \$ 100,392

Conservation Agreements Held by NALT within the RDN

- Sole covenant holder for Haddon-Wilson property (Little Mountain – Errington)
- Co-covenant holder for South Winchelsea Island
- Co-covenant holder for Coates Millstone property, Gabriola Island Area B
- Co-covenant holder for Kwell Nature Sanctuary, Lasqueti Island
- Co-covenant holder for Yellowpoint Lodge property, Yellowpoint
- Co-covenant holder on Elder Cedar property, Gabriola Island
- Co-covenant holder on Mount Trematon property, Lasqueti Island
- Primary covenant holder, Mount Benson Regional Park, Area C (pending)
- Stewardship Agreement on Van Kerkoerle property Area C (now working on modified ALR Covenant Agreement)
- Stewardship Agreement on Martha Warde property Area H (now working on modified ALR Covenant Agreement)

Value of preparation of Conservation Covenants and Stewardship Agreements: 10 @ \$15,000 = \$150,000

Value of annual covenant monitoring by the Conservation Covenant Specialist and Covenants Committee plus preparation and distribution of monitoring reports: 17 years @ average of \$4,500/year = \$76,500

Value of other covenant work carried out by NALT staff and CC Specialist—ie. response to initial enquiries: (5-6 per year = 85 total), which include property visits, baseline data-collection, preparation of site reports, Covenant Committee meetings (average 4 per year) 17 years @ average value of \$5,000 = \$85,000

Additional Costs (eg travel, contract professional fees):- 17 years x \$2,500/year (average)= \$42,500

TOTAL VALUE OF CONSERVATION COVENANT SERVICES OVER 17 YEARS: \$354,000

Annualized value: \$ 20,824

Services Provided by NALT Native Plants Nursery in Cassidy:

- Information consults regarding native plant gardening and landscaping through site visits to properties (average 1 per month)
- Information consults at the nursery and by phone
- Information dissemination about the advantage of native plant species in a pesticide-free environment (see Outreach)
- Providing an expanding stock of native plants for habitat restoration and enhancement projects (see habitat)
- Conducting RDN Watersmart workshops x 2 annually(see also Outreach) - highlighting the role of native plant species in water-aware gardening and landscaping
- Leading guided walks both on-site and with schools off-site to identify native plants and edible native plants
- Making presentations to schools and community groups on request
- Assisting with landscape enhancement projects at schools and private properties
- Maintaining a demonstration garden of edible native plants

Cost of nursery operations: annual @\$37,820 x 8= \$302,560

- Revenues from plant sales 2006-2013: average annual \$9,250 x 8 = \$74,000

TOTAL NET COST OF PLANT NURSERY SERVICES OVER 8 YEARS: \$ 228,560

Annualized Net Costs: \$ 28,570

Community Outreach and Education Services:

- Guided hikes up Mount Benson and in the Linley Valley; guided walks to other sites on request (eg Harewood Plains)
- Partnering with the RDN on Stream Stewardship education and Watersmart workshops
- Consultations to provide water-sensitive and pesticide-free native plant landscaping expertise

- Vesper sparrow information meetings, kiosks and guided walks (through to 2011)
- Yearly Pacific Streamkeeper Workshops to train residents on how to measure and monitor stream health
- Watershed awareness programs for schools and community (currently focussed primarily on the Nanaimo River)
- Riparian-area planting with school groups and neighbourhood Streamkeeper Groups
- Annual water quality testing by NALT for RDN on two Nanaimo area creek sites since 2011, and in partnership with the Hub City River Stewards and Departure Creek Streamkeepers on nine additional sites since 2012
- Education presentations to schools and community groups about stream stewardship, invasive and edible wild plants
- Providing the community access to information 5 days/week through the NALT Stewardship Resource Centre
- Initiating, developing and facilitating the Nanaimo River Watershed Roundtable since 2011

TOTAL VALUE OF OUTREACH PROGRAMS OVER 4 YEARS – 2009 THROUGH 2013: \$426,663

Annualized value: \$ 85,333

NOTE: Some funding for Outreach/Education comes from JCP grants, a Youth Internship grant from Environment Canada, and community grants from CCCU, TD Canada Trust and other corporate donors—plus a significant portion of goods and services donated in-kind by the local community. These grants are leveraged by City and RDN funding.

Habitat Restoration and Enhancement Services:

- Invasive plant species removal from several area parks over a 10 year period (variously at Cottle Lake, Mount Benson Regional Park, Newcastle Island, Colliery Dam, Neck Point and Departure Creek parks)
- Riparian area native plant species installations on Departure Creek (2010 and 2011)
- Removal of sediment trap as a barrier to fish on Departure Creek (2010)
- Vesper sparrow (the most critically endangered bird species in the Georgia Basin) habitat restoration(2007 to 2011)
- Re-planting logged area of Mount Benson Regional Park (MBRP) with native tree species, as prescribed in Shacoey Resources Reforestation Plan (2009 and 2010)
- Decommissioning a logging spur road within the MBRP, using native grasses and large woody debris (2009 and 2010).
- Wetland restoration within MBRP, following a prescription prepared by Ursus Environmental Consultants, re-creating deep pools and re-routing trails out of creek beds (2010)
- Trail construction, maintenance and signage installation in MBRP in partnership with RDN staff (ongoing)
- Trail maintenance and signage in the Linley Valley DL 56 (ongoing)

TOTAL VALUE OF HABITAT WORK FOR AN AVERAGE 4 YEAR PERIOD: \$280,000

Annualized Value: \$ 70,000

**NOTE: The funding sources for Habitat Restoration and Enhancement Service have come primarily from JCP grants, with local funding support through donations and an in-kind portion of donated goods and services*

Mentoring the Development of Stewardship Groups:

Friends of Hamilton Marsh	Gabriola Lands and Trails Trust (GaLTT)
Mudge Island Land Trust Association (MILTA)	Departure Creek Streamkeepers Group
Nanaimo River Streamkeepers Group	Moorecroft Stewardship Committee
Plus various other local neighbourhood Streamkeeper and stewardship groups from time to time	

TOTAL VALUE OF MENTORING SERVICES OVER 13 YEARS:\$39,000

Annualized Value: \$ 3,000

Volunteer Services:

Many thousands of hours of in-kind services are donated by community members for any of the activities listed above. Careful records kept by the NALT Volunteer Coordinator from 2009 through 2013 with an average of 5680 volunteer hours per year during those five years—calculated at a value of semi-skilled volunteer time equivalent to \$15/hour, and professional and supervisory work at a value of \$35/hour—as set by the Government of Canada,

21,300 volunteer hours logged at a valuation of \$15/hr: \$319,500

7,100 volunteer hours logged at a valuation of \$35/hr: \$248,500

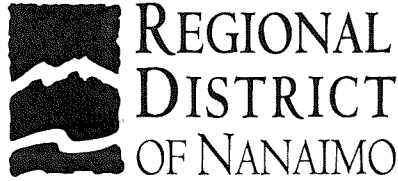
TOTAL OF 31,400 VOLUNTEER HOURS OVER 5 YEARS AT COMBINED VALUATIONS: \$ 568,000

Annualized Value: \$ 113,600

Annualized Value of All Direct Services Provided by NALT to the City of Nanaimo and the RDN: \$ 421,719

Grants Received from the City of Nanaimo and the RDN for 2013: \$ 60,000

Return on investment of combined grants from City and RDN: 7 to1 +



CAO APPROVAL		✓
EAP		
COW	✓	
DEC 31 2013		
RHD		
BOARD		

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: December 30, 2013

FROM: Tom Osborne
General Manager of Recreation and Parks

FILE:

SUBJECT: Development Funding for the E&N Regional Rail Trail

PURPOSE

To review options on sourcing and allocating funds to advance the development of the E&N Rail Trail in the Regional District of Nanaimo.

BACKGROUND

In 2008, the Regional District, District of Lantzville, Town of Qualicum Beach and the City of Parksville received a grant from the UBCM Community Tourism Program to conduct a feasibility study for a trail along the E&N rail corridor. The E&N corridor was identified in the 2005 – 2015 Regional Parks and Trails Plan as a priority for trail development.

The Island Corridor Foundation (ICF), a non-profit society representing communities along the corridor, owns the rail corridor and Regional District and the four municipalities have an agreement with ICF to construct a trail within the corridor.

There are two parts of the corridor within the Region: a portion of the Victoria subdivision from Cassidy to Cook Creek; and a portion of the Port Alberni subdivision from Parksville to Cathedral Grove. In total, there is about 118 km of rail corridor through the Region, of which 38 km lies within the four municipalities and 80 km lies in the electoral areas.

The Feasibility Study, carried out by HB Lanarc in 2009, addressed the portions of the corridor that pass through electoral areas A, E, F, G, and H and the municipalities of Lantzville, Parksville and Qualicum Beach – a total length of about 98.6 KM. The City of Nanaimo was not part of the study as this municipality has already constructed a rail trail and was in the advanced stages of planning for remaining sections along the corridor within the city's boundaries.

The total estimated cost for the Rail Trail is \$28.20 million (2009 dollars) not including sections to be developed in the City of Nanaimo. The costs are a rough estimate as final costs will depend on the detailed plans for each site and the year that each subsection is constructed. Table 6 below is an excerpt from the Feasibility Study shows the breakdown of costs per jurisdiction in 2009 dollars.

Table 6: Summary Statistics by Jurisdiction

Jurisdiction ¹	Distance (m)	% NP ²	% DD ²	% D ²	% M & E ²	Cost Estimate ³ (\$million)	Aver \$ per meter trail ⁴
RDN Area A	9152	3%	15%	15%	67%	\$3.10	\$339
Lantzville ⁵	4907	-	11%	39%	50%	\$1.95	\$397
RDN Area E	12626	15%	21%	22%	43%	\$4.10	\$325
Parksville	3191	17%	0%	44%	39%	\$1.26	\$396
RDN Area G	13188	3%	0%	0%	97%	\$3.47	\$274
Qualicum Beach	6647	0%	7%	0%	93%	\$2.04	\$307
RDN Area H	21290	12%	5%	13%	69%	\$6.56	\$308
RDN Area F (Alberni) ⁶	16422	2%	0%	22%	76%	\$5.71	\$348
Totals	87423	0%	0%	0%	0%	\$28.20	\$325
⁵ [NFN	1431					\$0.52	\$361]
	88854						

NOTES:

- Distances assigned to each jurisdiction are approximate. Corridor sections were defined initially according to identifiable landmarks; section boundaries were later adjusted to align more with jurisdictional boundaries in order to assign distances and costs more accurately to each jurisdiction. Where the corridor runs through Area G and Parksville repeatedly, distances were estimated using the maps and costs assigned on a percentage basis (see page 13).
- Rating percentages (NP, DD, D, M&E) are approximate.
- "Cost Estimate" - no costs were estimated for sections or subsections rated as "NP" (not practical). Please see Box 1 (page 3) for items included/excluded from cost estimates.
- "Average \$ per meter" figures reflect relative differences in the difficulty of construction rather than absolute average costs.
- The length of corridor estimated to extend through the Nanoose First Nation land is removed from the Lantzville estimate – see bottom line of table for NFN portion. The section from the Lantzville boundary to Nanoose Beach Road is included in RDN Area E (previously included in Lantzville in draft report).
- These figures apply only to the portion of the Alberni line that was assessed (i.e., eastern 16 km); for the time being, the remainder of the Alberni line within the RDN would be rated NP.

As noted above, sections of the Rail Trail have been developed in the City of Nanaimo and recently the Regional District, District of Lantzville and the Town of Qualicum Beach have completed projects along or adjacent to the ICF Rail Corridor.

In the spring of 2013, the Regional District applied to UBCM to use Regionally Significant Program Gas Tax Funds in the amount 2.6 million dollars of to design and construct sections of the Rail Trail from Alberni Highway in Parksville to French Creek (Victoria Line) and from the Alberni Highway to Coombs (Alberni Line). \$150,000 has also been included in the preliminary Regional Parks and Trails Acquisition and Capital Development Budget in 2014 to be used if required on the project.

At the September 24, 2013 Regional Board Meeting the following resolution was carried:

"That staff be directed to investigate and report back to the Board on options for consideration in the 2014 budget discussion for the funding of trail projects on the E & N Rail Corridor in the Regional District of Nanaimo."

ALTERNATIVES

1. To redistribute and allocate funds from the Regional Parks and Trails Acquisition and Capital Development Budget and Five Year Financial Plan for E&N Rail Trail development projects.
2. To increase the Regional Parks and Trails Acquisition and Capital Development parcel tax in order to set aside specific funds and to further advance E&N Rail Trail Development Projects.
3. That the report on Development Funding for the E&N Regional Rail Trail be received as information.
4. To provide alternative direction.

FINANCIAL IMPLICATIONS

At present the Regional Parks and Trails Acquisition and Capital Development Budget is funded by way of a \$13.00 parcel tax on all taxable folios. This fund is used to secure regionally significant park sites and large capital regional parks and trail projects.

In recent years the fund was accessed to secure Mount Benson Regional Park, Coats Marsh Regional Park, Little Qualicum River Estuary Regional Conservation Area and Moorecroft Regional Park. Capital projects that were funded include construction of cycling and pedestrian bridges and redevelopment projects at Moorecroft, Horne Lake, Nanaimo River, Mount Benson and on the Lighthouse Country Regional Trail.

For the 2013 Regional Parks Capital Budget \$862,040 is raised through taxes by way of the \$13 parcel tax. This increases to \$881,240 by 2017 based on anticipated growth. The total amount raised over the next five years through the parcel tax is estimated to be \$4,358,215.

In 2013 \$384,000 of this fund is paying down the Moorecroft principal and interest. This decreases to \$151,000 annually in 2014 and the debt retires in 2033.

Based on the RDN's Parks Acquisition Priority List, the amount of funds required to purchase all properties identified is estimated at \$23,900,000. The amount required for trail bridges and large capital projects over the next five years is over \$2,500,000. Future projects planned for 2018 – 2022 total over \$2,670,000.

As noted above, over five years a total of \$4,358,215 will be raised through taxes to support acquisition and capital projects. Clearly, there are not enough funds available to complete all the projects listed as well as a substantial amount of acquisitions. However, in reality, not all property will become available for purchase in the next five years and financial assistance from land trusts and government grants may be available to assist.

Should the Board look to make the development of the E&N Rail Trail a priority in the coming years there are two options to consider. The first option is to redistribute and allocate funds from the Regional Parks and Trails Acquisition and Capital Development Budget in order to fund E&N Rail Trail development projects. The second option is to increase the parcel tax in order to advance sooner E&N Rail Trail development projects.

The first option would mean that sites currently on the Acquisition Priority List will have to be deferred along with reprioritizing capital projects within the twelve Regional Parks and other sections of the Regional Trail system.

Should the Board increase the parcel tax, each dollar raised through the parcel tax generates approximately \$66,000 annually.

The timing of advancing Rail Trail projects will be dependent on the availability of funds from the Regional Parks and Trails Acquisition and Capital Development Budget, municipal budgets if applicable, and likely other funds by way of government grants and community donations. Staff are suggesting that these funds could be accessed for E&N Rail Trail projects along the ICF rail corridor, including projects within municipal boundaries as well as in the Electoral Areas.

STRATEGIC PLAN IMPLICATIONS

Advancing the development of the E&N Rail Trail aligns with the current Strategic Plan as the Rail Trail provides residents the opportunity to choose transportation alternatives such as walking and cycling.

The trail infrastructure created will also become an asset for the tourism industry in the RDN and will be on par with other significant trail systems in British Columbia including the Galloping Goose Regional Trail in the Capital Regional District, the Cowichan Valley Trail in the Cowichan Valley Regional District and the Kettle Valley Trail in the Interior.

SUMMARY

At the September 24, 2013 Regional Board Meeting, staff were directed to investigate and report on options for consideration in the 2014 budget discussion for the funding of trail projects on the E & N Rail Corridor in the Regional District of Nanaimo.

The first option is to redistribute and allocate funds from the Regional Parks and Trails Acquisition and Capital Development Budget in order to fund E&N Rail Trail development projects. The second option is to increase the parcel tax in order to advance sooner E&N Rail Trail Development Projects.

Pursuing the first alternative would mean that sites currently on the RDN Regional Parks Acquisition Priority List will have to be deferred and reprioritized in addition to revising capital projects within the twelve Regional Parks and other sections of the Regional Trail system.

Alternative 2 would provide for an increase the parcel tax to a level set by the Board. Each dollar raised through the Parcel Tax generates approximately \$66,000 annually.

Based on 2009 estimates, it would cost over 28 million dollars to construct the Rail Trail where feasible along the length of the ICF corridor, not including sections to be developed in the City of Nanaimo.

The timing of advancing Rail Trail projects will be dependent on the availability of funds from the Regional Parks and Trails Acquisition and Capital Development Budget, municipal budgets if applicable, and likely other funds by way of government grants and community donations. It is suggested that funds generated as part of the parcel tax funds could be accessed for E&N Rail Trail projects along the ICF rail corridor, including projects within municipal boundaries as well as in the Electoral Areas.

RECOMMENDATION

That the report on Development Funding for the E&N Regional Rail Trail be received as information, and that the Board provide direction to staff on any related changes required for the 2014 to 2018 financial plan.



Report Writer



A/ CAO Concurrence