



Alberni Valley & Bamfield Services Committee Meeting

Wednesday, May 21st, 2025

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

1:30 pm

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/21-5-2025/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_jchl6ngOS-eGnqCpg5U5gQ#/registration

PAGE

1. **CALL TO ORDER**

Recognition of Territories.

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

2. **APPROVAL OF AGENDA**

(motion to approve, including late items requires 2/3 majority vote)

3. **DECLARATIONS**

(conflict of interest)

4. **MINUTES**

- a. **Alberni Valley & Bamfield Services Committee Meeting held February 20, 2025** 3-8

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on February 20, 2025, be adopted.

5. **PETITIONS, DELEGATIONS & PRESENTATIONS (10-minute maximum)**

6. **CORRESPONDENCE FOR ACTION/INFORMATION**

7. **REQUEST FOR DECISIONS**

- a. **2025 Grant-in-Aid Applications**
Alberni Valley and Bamfield Category

9-232

(If awarding grant-in-aid)

THAT the Alberni Valley & Bamfield Services Committee recommend that the ACRD Board of Directors award a grant-in-aid in the amount of _____ in 2025 to the _____ (organization).

8. **REPORTS**

9. **LATE BUSINESS**

10. **QUESTION PERIOD**

Questions/Comments from the public:

- Participating in Person in the Board Room
- Participating in the Zoom meeting
- Emailed to the ACRD at responses@acrd.bc.ca

11. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY & BAMFIELD SERVICES COMMITTEE MEETING HELD ON THURSDAY, FEBRUARY 20, 2025, 10:00 AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

DIRECTORS

PRESENT:

Cindy Solda, Councillor, City of Port Alberni
Bob Beckett, Director, Electoral Area "A" (Bamfield)
Fred Boyko, Director, Electoral Area "B" (Beaufort)
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Susan Roth, Director, Electoral Area "E" (Beaver Creek)
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)
Sharie Minions, Mayor, City of Port Alberni
John Jack, Chief Councillor, Huu-ay-aht First Nations
Moriah Cootes, Councillor, Uchucklesaht Tribe Government

REGRETS:

Deb Haggard, Councillor, City of Port Alberni

STAFF PRESENT:

Daniel Sailland, Chief Administrative Officer
Teri Fong, Chief Financial Officer
Alex Dyer, Planning Manager
Jenny Brunn, General Manager of Community Services
Cynthia Dick, General Manager of Administrative Services
Heather Zenner, Manager of Administrative Services
Karen Freethy, Protective Services Manager
Charlie Starratt, Regional Fire Services Manager
Mark Fortune, Airport Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/20-2-2025/>

1. CALL TO ORDER

The Manager of Administrative Services (MAS) called the meeting to order at 10:00 am.

The MAS recognized this meeting is being held throughout the Nuuchahnulth territories.

The MAS reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

2. ELECTION OF CHAIRPERSON/VICE-CHAIRPERSON FOR 2025

ELECTION OF CHAIRPERSON

The MAS conducted the election for Chairperson of the Alberni Valley and Bamfield Services Committee for 2025.

The MAS declared Director Haggard to the position of Chairperson for the Alberni Valley and Bamfield Services Committee for 2025.

ELECTION OF VICE-CHAIRPERSON

The MAS conducted the election of Vice-Chairperson of the Alberni Valley and Bamfield Services Committee for 2025.

The MAS declared Director Sparrow to the position of Vice-Chairperson for the Alberni Valley and Bamfield Services Committee for 2025.

Director Sparrow assumed the Chair.

3. APPROVAL OF AGENDA

MOVED: Director Roth
SECONDED: Director Solda

THAT the agenda be approved as circulated.

CARRIED

4. DECLARATIONS

5. MINUTES

a. Alberni Valley & Bamfield Services Committee Meeting held July 24, 2024

MOVED: Director Solda
SECONDED: Director Roth

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on July 24, 2024 be adopted.

CARRIED

b. Alberni Valley & Bamfield Services Committee Meeting held October 16, 2024

MOVED: Director Solda
SECONDED: Director Roth

THAT the minutes of the Alberni Valley & Bamfield Committee meeting held on October 16, 2024 be adopted.

CARRIED

6. REQUEST FOR DECISIONS

a. Request for Decision regarding Annual Review – Alberni Valley/Bamfield Services Committee Terms of Reference, 2025.

MOVED: Director Roth

SECONDED: Director Cote

THAT the Alberni Valley & Bamfield Services Committee re-confirm their Terms of Reference for 2025 as presented.

CARRIED

Director Cootes entered the meeting at 10:07 am.

Director Jack entered the meeting at 10:07 am.

b. Request for Decision regarding TFN/ACRD Landfill Working Group – Implementation Options.

MOVED: Director Roth

SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend that the ACRD Board support the TFN/ACRD Landfill Working Group proposed initiatives for 2025 as included in the Draft 2025-2029 Financial Plan.

CARRIED

MOVED: Director Roth

SECONDED: Director Cote

THAT the Alberni Valley & Bamfield Services Committee defer a decision on the Memorandum of Understanding with Tseshaht First Nation (TFN) regarding the Landfill Crown Tenure until a response is received from Tseshaht First Nation.

CARRIED

c. Request for Decision regarding 2025-2029 Draft Financial Plan – Alberni Valley & Bamfield Services.

MOVED: Director Roth

SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Aquatics Facility – proposed service budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth
SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Emergency Planning proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth
SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley & Bamfield Grants-in-Aid proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth
SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley & Bamfield Waste Management proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth
SECONDED: Director Solda

THAT the Alberni Valley & Bamfield Services Committee recommend the Alberni Valley Regional Airport proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

MOVED: Director Roth
SECONDED: Director Boyko

THAT the Alberni Valley & Bamfield Services Committee reverse requisition for the Alberni Valley Regional Water proposed service.

CARRIED

*MOVED: Director Roth
SECONDED: Director Solda*

That the Alberni Valley & Bamfield Services Committee direct staff to bring additional Custom Transit related information to the Board prior to May.

CARRIED

*MOVED: Director Roth
SECONDED: Director Solda*

That the Alberni Valley & Bamfield Services Committee review Bylaw 777 McLean Mill Bylaw, 1992 at a future date.

CARRIED

*MOVED: Director Solda
SECONDED: Director Roth*

That the Alberni Valley & Bamfield Services Committee recommend to the ACRD Board of Directors that the Alberni Valley & Bamfield Services Committee tour McLean Mill.

CARRIED

*MOVED: Director Cote
SECONDED: Director Roth*

THAT the Alberni Valley & Bamfield Services Committee recommend the Sproat Lake Marine Patrol proposed budget, as presented, be included in the first reading of the 2025-2029 Alberni-Clayoquot Regional District Financial Plan bylaw.

CARRIED

7. LATE BUSINESS

8. QUESTION PERIOD

Questions/Comments from the public. The Manager of Administrative Services advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

9. **ADJOURN**

MOVED: Director Roth

SECONDED: Director Cote

THAT the meeting be adjourned at 12:08 pm.

CARRIED

Certified Correct:

Mike Sparrow

Mike Sparrow,
Vice-Chairperson

Heather Zenner,
Manager of Administrative Services



To: Alberni Valley & Bamfield Services Committee

From: Teri Fong, CPA, CGA, Chief Financial Officer
Heather Zenner, MA, Manager of Administrative Services

Meeting Date: May 21, 2025

Subject: 2025 Grant-in-Aid Applications – Alberni Valley and Bamfield Category

Proposed Motions:

(If awarding grant-in-aid)

That the Alberni Valley and Bamfield Services Committee recommend that the ACRD Board of Directors award a grant-in-aid in the amount of _____ in 2025 to the _____ (organization).

Desired Outcome:

To consider and make recommendations to the Board of Directors regarding Grant-in-Aid (GIA) applications to assist registered organizations, registered charities, non-profits or not-for-profits, and societies who provide services, projects or initiatives that provide a social, economic, recreational, or environmental benefit to the communities within the Alberni-Clayoquot region.

Summary:

The Alberni-Clayoquot Regional District (ACRD) Board of Directors considers GIA applications once a year. The Board adopted a new GIA policy in 2024 (attached); therefore, this is the first year the new GIA program has been implemented. The GIA deadline is April 30th each year.

This year the Regional District received 14 GIA applications for the Alberni Valley and Bamfield Category and have requested \$144,598.50. The 2025 budget for the Alberni Valley and Bamfield Category is \$118,000. The funding requests are summarized below, and the applications are attached to this report.

#	Organization	2025 Requested Amount	2024 Awarded Amount	2023 Awarded Amount	2022 Awarded Amount
GIA 18	Canadian Council of the Blind	\$3,000	\$0	\$0	\$0
GIA 19	Port Alberni Backpack Program Society	\$7,500	\$5,000	\$5,000	\$0
GIA 20	Port Alberni Victim Services	\$36,000	\$26,000	\$26,000	\$26,000
GIA 21	West Coast Aquatic	\$10,000	\$6,000	\$12,000	\$12,000
GIA 22	Alberni Valley Fiber Guild	\$7,500	\$0	\$0	\$0
GIA 23	Alberni Valley Food Security Society	\$4,200	\$5,000	\$0	\$0
GIA 24	Broombusters Invasive Plant Society	\$1,100	\$0	\$1,100	\$0
GIA 25	Alberni Valley Hospice Society	\$1,420	\$0	\$10,000	\$0
GIA 26	Port Alberni Community Action Team	\$450	\$2,500	\$0	\$0
GIA 27	Port Alberni Salmon Festival Society	\$5,000	\$0	\$0	\$0
GIA 28	Wholesome Meals on Wheels Association of Port Alberni	\$3,324	\$1,000	\$0	\$0
GIA 29	Port Alberni Marine Rescue Society	\$12,820.50	\$6,000	\$6,000	\$6,000
GIA 30	ADAPS Youth and Family Services	\$12,284.00	\$8,112	\$0	\$0
GIA 31	Alberni Valley Chamber of Commerce	\$40,000	\$4,000	\$4,000	\$4,000
	Total GIA Funds	\$144,598.50			

Time Requirements – Staff & Elected Officials:

Approximately 30 hours of staff time is required to conduct the grant-in-aid process.

Financial:

The adopted ACRD 2025-2029 Financial Plan included a \$118,000 budget for the Alberni Valley and Bamfield GIA Category.

Strategic Plan Implications:

There is no direct link to the 2024-2027 Strategic Plan.

Policy or Legislation:

The Alberni-Clayoquot Regional District's Grant-in-Aid Policy and *Local Government Act* applies.

Submitted by: Teri Fong
Teri Fong, CPA, CGA, Chief Financial Officer

Reviewed by: Cynthia Dick
Cynthia Dick, General Manager of Administrative Services

Approved by: Daniel Sailland
Daniel Sailland, MBA, Chief Administrative Officer



2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Canadian Council of the Blind
Society Number: <i>(N/A for applications <\$500)</i>	39061 - CCB BC/Yukon
Contact Person:	Jennifer Collette
Street Address:	[REDACTED]
City, Province, Postal Code:	Port Alberni, BC, Canada, V9Y 1A9
Phone:	[REDACTED]
Email:	[REDACTED]
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Alberni Valley Chapter of the CCB -BC Yukon exists solely to provide support to individuals experiencing blindness, low vision, or vision loss and to those who support them such as a spouse, friend, or family member.

Through regular monthly meetings, our members engage with others who are dealing with similar disabilities. To provide education and further support the low vision community, we engage a variety of volunteer guest speakers including those from our local Accessibility Committee, Vision Loss Rehabilitation Services, CNIB representatives, Low Vision Specialists, Optometrists and Ophthalmologists, our local Library Services, Handy Dart to name a few. We bring in Blind individuals to share strategies and tips that work for them to help our group deal with day-to-day functions that are taken for granted by the sighted community. This would include such tasks as preparing food, pouring a cup of coffee, organizing your home, placing tactile bumps on the controls of your stove, dishwasher, laundry machines, remote controls, etc., etc. Only the advanced use a smart phone or a computer . . .

Through the AV News and other outlets, we welcome the low vision public to participate so that we may help as many folks as possible feel supported and live full, productive, and independent lives while dealing with this invisible disability which finds us in a state of frustration and isolation.



PROJECT INFORMATION			
Project Name:	CCB - Alberni Valley Chapter		
Grant Amount Requested:	\$3000.00		
In-kind Resources Requested:			
Project Start Date:	September 1/25	Project End Date:	March 15/2026
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u> . An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas). If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
Please see attached			



Describe how this project will benefit the community *(Describe the expected outcomes and who will specifically benefit from this project):*

Supporting those with vision loss with tools to navigate a way forward is uplifting, encouraging, and it will improve the overall well-being of everyone this funding touches. Living with sight loss is isolating and frustrating. Getting through each day can be challenging when one cannot read, watch television, use their phone to make a call, or get to it fast enough to answer a call. Often, we cannot retrieve a message or know of one without assistance. Driving to visit a friend or to get something from a store is not an option for the blind. Most activities are a challenge yet we all need social interaction; but if the only transportation system you have access to says "No - We are too busy today" then your independence is taken away. Teaching children to be aware of blind people, to understand the message of the White Cane, and know how to help keep them safe, contributes to the education of inclusion, respect, and compassion.

Financial Information *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

Item Description <i>(be as specific as possible)</i>	Cost	Amount Requested from ACRD
Equipment and supplies for members	2295.00	2295.00
CNIB puppies X 3	\$60.00	\$60.00
Soccer balls with bells X 3	\$105.00	\$105.00
Blind Barbie X 3	\$40.00	\$40.00
Taxi Vouchers	\$500.00	\$500.00
Totals	\$3000.00	\$3000.00

While many in our group are low-income community members, living on seniors or disability pensions we feel that access to equipment that would help them complete daily tasks and add enjoyment to their lives is very limited. For that reason, we would like to expand our services to include access to some tools designed to aid the low vision community. This would include such items as audio book readers, lighted magnifiers, home lighting, talking watches, clocks, scales, and perhaps tablets to improve their quality of life. Smaller items such as canes, specialty sunglasses, low vision lapel pins would add significantly to quality of life. Many of the above are acquired through the CNIB Smart Life store (cnib.ca) As we are made aware of the advantages of these items and as the need presents itself, we would like to be able to purchase these aids and offer them to our members on a case-by-case basis But we need \$s for this.

As example, one such request that has recently come to light is for the Ruby 7 Handheld Video Magnifier. It has a vibrant 7-inch screen that magnifies up to 24X without the blur of a handheld magnifying glass. It is portable and has a stand so it can be kept out for easy, quick access. Cost for this item is \$1385., taxes included. Another request is for a replacement Talking Watch with styles ranging between \$59.95 and \$64.95. Most popular audio book players are the Victor Reader with high contrast, large, tactile keys and built in speaker at \$655. Another example is The Evoy Connect which is a pocket size, solar power, portable reader retailing for \$97.

There are many items that could benefit our members, ranging in pricing from \$10 - \$6,000 and more. Those mentioned are just a small sampling.

One of our Chapter goals is to offer education to school children on the invisible disability of blindness and what the White Cane represents. We have been approved by the local School District to present to classrooms and would like to be able to offer prizes for students; perhaps 2 per class. There are stuffed guide dog puppies and soccer balls with bells inside of them, as well as the "Blind Barbie" from Mattel which would make wonderful prizes for Elementary School age kids. With your support we'd like to be able to purchase some of these items for our messaging.

Should our application be successful, we would make purchases throughout the year for the benefit of our members and the wider community. We would provide an itemized list at the end of the funding period on what was purchased.

Currently, we are requesting funds for equipment in the amount of \$2500.

Further, we are challenged by an inadequate and over scheduled transportation system that often prevents our members from attending our meetings and activities, as well as many of their own community engagements and appointments. The Handy Dart service is unable to keep up with requests even with the additional bus that has been assigned to our Region. Our last monthly meeting had Handy Dart asking members to wait 1 hour outside for service to their homes. When asked if they would like us to call a cab the members said "no" due to the

expense. Transportation is one of the biggest barriers to accessibility for those of us who are not able to drive. The inability to move around our community is extremely frustrating and isolating.

A discretionary fund of \$500. for transportation services would be extremely helpful to those who are having to miss out on activities and important appointments due to unreliable, and unaffordable transportation options. This funding would be utilized primarily for Taxi Vouchers.



APPLICATION DECLARATION

- I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.
- I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.
- I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.
- I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent.
- I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.
- I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.
- I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.
- I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.

ATTACHMENTS TO INCLUDE WITH THIS FORM

- Copy of your groups most recent financial statement *(not required for GIA applications <\$500)*.
- Copy of your organization's current year budget *(not required for GIA applications <\$500)*.
- A copy of your annual report, if available *(not required for GIA applications <\$500)*.
- A completed [Electronic Funds Payment Application](#) and void cheque.

(to follow on approval)



APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: _____

Date: _____

Apr. 3, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

Financial CCB Alberni Chapter
2023 -2024

OPENING BALANCE \$407.99

Income

Rebate from YUKON	157.41
Membership – paid dues \$10.00	270.00
Lions Cheque	500.00
Seva collection from members	187.10
Rebate from CCB – Ottawa	200.00
Donation Book Sale	43.35
Rebate from CCB – Yukon Division	127.00
50/50 draw	50.00

\$ 1,534.85

\$1,942.85

Expenses

Christmas lunch/June lunch	\$287.03
Membership to Ottawa	260.00
Office Supplies/Photocopy	230.11
Jenn & Gabby's gas	
Donation to SEVA	187.10
Membership Yukon Div.	10.00
Membership - Ottawa	40.00

\$1014.24

Balance in account Credit Union

\$928.61

Submitted by
Gabby Osborne, Secretary/Treasurer

CCB – Alberni Valley Chapter – Budget covering September/25 through June/26

Revenue:

Rebates from CCB BC/Yukon Division: for Membership fees at \$5. x 26	\$130
White Cane Week (Based on receipts).	\$200
Fundraising Challenge.	\$300
Rebate from CCB National Office: Social fund rebate (annual).	\$200
Return it Depot Account.	\$300
Donation from Lions Club.	\$200
ACRD Grant in Aid	\$3,000

Total.

\$4,330

Expenses:

Christmas Lunch	\$230
Office Supplies/Printing.	\$300
Coffee supplies	Donated
Gas for Volunteers.	\$100
Donation to Abbeyfield.	\$100
Travel Expenses for AGM.	0
Year end Lunch	\$400
White Cane Week presentations.	\$200
Prizes for elementary school kids.	\$205
Taxi Vouchers for members.	500
Visual aids for members.	\$2295

Total.

\$4,330



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Port Alberni Backpack Program Society
Society Number: <i>(N/A for applications <\$500)</i>	S0075778
Contact Person:	Brenda Oscienny
Street Address:	3747 Church Street
City, Province, Postal Code:	Port Alberni BC V9Y 1T5
Phone:	250-735-7211
Email:	portalbernibackpackprogram@gmail.com
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region *(specifically indicate which community or communities your organization services):*

Our purpose is to help children living in or near poverty in the Alberni Valley elementary schools who may have food insecurity issues. We are currently providing help to approximately 120 families. We strive to ensure elementary school age children with food insecurity issues are supplemented with weekend food. The bags are distributed on Thursdays to help supplement food for the weekend when there are no school based food programs available. We provide a recipe and the food to prepare it plus extras. Our program includes providing groceries to families living close to poverty at the Port Alberni elementary schools of Maquinna, EJ Dunn, Tsumas-as, Alberni Elementary; Wood School and Hummingbird Daycare. We have over 20 volunteers who help in various ways including doing the grocery shopping, bagging the groceries for pick up and delivery, delivering the groceries, contacting some of the families the night before, preparing the recipes, researching and applying for grants, etc.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Local Food from Local Farmers		
Grant Amount Requested:	7500.00		
In-kind Resources Requested:			
Project Start Date:	09/01/20	Project End Date:	06/30/26
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input checked="" type="checkbox"/>	Regional GIA (regional projects that benefit residents & visitors across the ACRD)		
<input checked="" type="checkbox"/>	Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)		
<input type="checkbox"/>	West Coast GIA (projects that benefits residents & visitors on the West Coast)		
<input type="checkbox"/>	Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>	
<input type="checkbox"/>	Beaufort Electoral Area GIA		
<input type="checkbox"/>	Long Beach Electoral Area GIA		
<input type="checkbox"/>	Sproat Lake Electoral Area GIA		
<input type="checkbox"/>	Beaver Creek Electoral Area GIA		
<input type="checkbox"/>	Cherry Creek Electoral Area GIA		
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>This project seeks to enhance the program by providing fresh, locally sourced vegetables on a weekly basis, sourced from local farms such as the Port Alberni Shelter Society Farm.</p> <p>Support community sustainability by fostering partnerships with local farms and promoting local agriculture.</p> <p>We would use the money we were granted from the ACRD to buy locally grown and produced food. During the last year we have bought from the Port Alberni Shelter Society farm, Rage's farm, and Naesgaards farm. We have bought meat from Hertels Meats and Pete's Mountain Meats.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature:

[Redacted Signature]

Date:

April 15, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

Port Alberni Backpack Program Society Notice to Reader

January 1, 2024, to December 31, 2024

These financial statements and accompanying notes of Port Alberni Backpack Program Society have been prepared by management from the accounting records of the Society and are believed to be a fair presentation of the financial position and results of operations of the Society as at the December 31, 2024 year ended.

These financial statements have been prepared for management purposes from information provided by the Society, without audit, or independent review.

Date – February 7, 2025

Signature - 

Port Alberni Backpack Program Society
Balance Sheet for the Year Ended December 31, 2024
(Unaudited see Notice to Reader)

ASSETS

CASH (SEE NOTES 2 & 3)	\$48,754.00
INVENTORY	4,435.00

CAPITAL ASSETS

MINOR EQUIPMENT AND SHELVING	5,000.00
	<u>\$58,189.00</u>

MEMBERS EQUITY	\$58,189.00
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Port Alberni Backpack Program Society
Income and Expenses For The Year Ended December 31, 2024
(Unaudited – see Notice to Reader)

CASH AND BANK BALANCE FORWARD FROM DECEMBER 31, 2023		\$28,178.07
<u>TOTAL INCOME;</u>		
DONATIONS	\$80,621.93	
FOOD DONATIONS	93,778.18	
MEMBER FEES	640.00	
TOTAL INCOME	175,040.11	
<u>TOTAL EXPENSES:</u>		
GROCERIES	47,886.54	
FOOD DONATIONS DISTRIBUTED	93,778.18	
LOCAL FOOD	7,685.34	
CELL PHONE	376.19	
INSURANCE	640.00	
OFFICE AND SUNDRY	1,520.20	
SOCIETY FEES	40.00	
PRINTER AND WARRANTY	902.13	
FREEZER, TABLES, DOLLY	<u>1,635.60</u>	
TOTAL EXPENSES	\$154,464.18	
EXCESS OF INCOME OVER EXPENSES		<u>20,575.93</u>
CASH AND BANK BALANCE AT DECEMBER 31, 2024 (SEE NOTES 2 & 3)		\$48,754.00
RESTRICTED	\$36,514.66	
UNRESTRICTED	<u>12,239.34</u>	
	\$48,754.00	

NOTES TO THE FINANCIAL STATEMENT

1. Cash and bank balance includes petty cash on hand of \$722.22
2. \$13,200 was received in 2024 for local food and food nights – and needs to be spent according to the related grant applications. As of December 31, 2024 we have \$5,514.66 remaining to spend in 2025.
3. The \$37,000 received in October from the Alberni Valley Community Foundation – is to be used to expand the program – according to the related grant application. On November 25, 2024, the Port Alberni Backpack Program Society's board of directors had a meeting and moved, voted on and accepted that the grant proceeds would be distributed as follows for the following years. In 2024 \$6,000 has been used for expansion; 2025 \$15,500 will be expended and in 2026 \$15,500 will be expended.
4. The above restrictions on the Society's bank balance leave an actual unrestricted cash and bank balance of \$12,239.34 for the year ended December 31, 2024.
5. Food donations from Loaves and Fishes for 2024 were \$72,318.18. Food donations from the Port Alberni Shelter Society for 2024 were approximately \$21,460.00.

Port Alberni Backpack Program Society
Budget for the Period January 1, 2025 to December 31, 2025

INCOME:	2025
DONATIONS	\$85,000.00
FOOD DONATIONS	105,000.00
MEMBER FEES	<u>320.00</u>
TOTAL INCOME	<u>190,320.00</u>
EXPENSES:	
GROCERIES	55,070.00
HEALTHY SNACKS/HEALTHY BREAKFAST FOOD	21,000.00
FOOD DONATIONS HANDED OUT	105,000.00
LOCAL FOOD	30,000.00
CELL PHONE	500.00
INSURANCE	640.00
OFFICE EXPENSES/SUPPLIES	2,000.00
SOCIETY FEES	40.00
ASSET PURCHASES (FRIDGE, TABLES, CARTS)	2,000.00
ADMINISTRATIVE ASSISTANCE	2,500.00
TOTAL EXPENSES	<u>\$218,750.00</u>
SHORTFALL FOR 2025 YEAR	(28,430.00)

NOTES:

Donations – donations are estimated on recurring amounts from prior years. Donations cannot be predicted accurately but the society is working hard to raise money via new grants as well.

Groceries – the budgeted cost of groceries reflects increased service levels and increased food costs. Please note that the local food and healthy snacks/healthy breakfast items may not happen if the society does not receive the grants it is applying for.

Asset purchase – this is only an estimate and may or may not happen in 2025.



2025 BC SOCIETY ANNUAL REPORT

BC Society • Societies Act

NAME OF SOCIETY: PORT ALBERNI BACKPACK PROGRAM SOCIETY

Incorporation Number: S0075778
 Business Number: 76184 5106 BC0001
 Filed Date and Time: February 16, 2025 03:44 PM Pacific Time
 Annual General Meeting (AGM) Date: February 10, 2025

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
3747 CHURCH STREET PORT ALBERNI BC V9Y 1T5	3747 CHURCH STREET PORT ALBERNI BC V9Y 1T5

DIRECTOR INFORMATION AS OF February 10, 2025

Last Name, First Name Middle Name:
DIOTTE, LILY

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 5G8

Last Name, First Name Middle Name:
MALLON, MARY ANN

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 5R6

Last Name, First Name Middle Name:
O'DWYER, OLIVE

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 8K3

Last Name, First Name Middle Name:
OSCIENNY, BRENDA

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 8R2

Last Name, First Name Middle Name:

TAYLOR, LEANNE

Delivery Address:[REDACTED]
PORT ALBERNI BC V9Y 9A7**Last Name, First Name Middle Name:**

WALDIE, LINDA

Delivery Address:[REDACTED]
PORT ALBERNI BC V9Y 6G2**Last Name, First Name Middle Name:**

WILSON, DIANE CHRISTINE

Delivery Address:[REDACTED]
PORT ALBERNI BC V9Y 5H4**Last Name, First Name Middle Name:**

ZYDYK, JACQUELINE

Delivery Address:[REDACTED]
PORT ALBERNI BC V9Y 3A2**CERTIFICATION**

I, Brenda Oscienny, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.





ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	
Society Number: <i>(N/A for applications <\$500)</i>	
Contact Person:	
Street Address:	
City, Province, Postal Code:	
Phone:	
Email:	
Identify your Organization Type (see GIA Policy for definitions):	
<input type="checkbox"/>	Registered Organization
	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:			
Grant Amount Requested:			
In-kind Resources Requested:			
Project Start Date:		Project End Date:	
Identify the Grant-in-Aid Category you are applying to <i>(select one option only):</i>			
<input type="checkbox"/> Regional GIA <i>(regional projects that benefit residents & visitors across the ACRD)</i>			
<input type="checkbox"/> Alberni Valley & Bamfield GIA <i>(projects that benefit residents & visitors in the AV & Bamfield)</i>			
<input type="checkbox"/> West Coast GIA <i>(projects that benefits residents & visitors on the West Coast)</i>			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied <i>(be as specific as possible):</i>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented.
I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary.
I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application.
I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent.
I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD.
I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year.
I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible.
I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government.

ATTACHMENTS TO INCLUDE WITH THIS FORM

Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> .
Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> .
A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> .
A completed Electronic Funds Payment Application and void cheque.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: Tamara Cocco

Date: _____

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

**Port Alberni and West Coast
RCMP Victim Services**

4444 Morton St
Port Alberni, BC V9Y 4M8
phone: 250 724-8910
fax: 250.724-8986



2025 ACRD Grant in Aid

Dear District Board Members,

This year we are again asking for a \$10,000 increase in support.

In Port Alberni receive \$84,890 from PSSG and only \$26,000 from ACRD.

We were fortunate last year and the province provided a onetime grant of \$11 000 under the National Gender Based Violence Action Plan so we were able to maintain program hours to meet demand.

Police-based Victim Service Programs are cost-shared 50/50 between the Ministry of Public Safety and Solicitor General and local governments in communities with a population of 5,000 or more and where they exist in communities with a police-strength of 4 or more. At a minimum, the Ministry expects local governments to match the Ministry's contribution. This cost-sharing approach recognizes the critical role that police-based victim services play in the police response to crime and trauma.

At last years presentation to the ACRD board Chairperson Jack had inquired how other communities on the island were supporting their police-based victim services program. I was able to confirm that the Comox Valley, Powell River, Campbell River, Oceanside and the Cowichan Valley match the provincial funding for their RCMP Victim Service programs. Nanaimo and Victoria historically have provided their programs with more than the MPSSG provides.

The Board should also be aware that whenever I meet with other Vancouver Island Police Victim Service Managers our file load is always higher per capita than other island programs. We have a very busy program and require more financial support to meet our communities' need.

I look forward to an opportunity to discuss this further with the board should there be any questions or concerns.

Sincerely,

Tamara Cocco

Tamara Cocco
Manager Port Alberni Victim Services Society

Port Alberni Victim Services Society
Income Statement Apr 01, 2024 to Mar 31, 2025

REVENUE

Revenue

ACRD Grants	26,000.00
Provincial Program Funding	91,546.21
Provincial Funding - West Coast	62,113.61

Net Sales	<u>179,659.82</u>
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TOTAL REVENUE	<u>179,659.82</u>
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EXPENSE

PROGRAM EXPENSES

Accounting & Legal	289.38
Bank Service Charges	179.00
Program Promotion	389.62
Insurance	1,163.00
Discretionary - Client Expense	12.57
Miscellaneous - Volunteer expe...	42.56
PADS expenses	2,035.18
Misc. Program Expenses	218.94

Training - West Coast	38.97	
Training Total		<u>38.97</u>

Travel - program	744.90	
Travel - West Coast	1,560.14	
Travel Total		<u>2,305.04</u>

Cell Phone/Zoom	591.36
Staff & Volunteer Appreciation ...	462.20

Victim Services Workers - PA	43,354.92
Salaries - West Coast	43,666.08
Manager Port Alberni	66,829.53
EI Expense	3,301.61
CPP Expense	8,361.43
WCB Expense	2,190.93

Salary & Benefits Total	<u>167,704.50</u>
-------------------------	-------------------

Total General & Admin. Expe...	<u>175,432.32</u>
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TOTAL EXPENSE	<u>175,432.32</u>
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NET INCOME	<u><u>4,227.50</u></u>
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Port Alberni Victim Services Society

BUDGET PROPOSAL 2025-2026

A. PROGRAM REVENUE SOURCES

Program type: PBVS CBVS STVC PEACE ORS Multi-ORS

Revenue Source	Cash	In-kind Contribution	Total
Ministry of PSSG-VSCP	84,890		84,890
Municipal government			
Regional District	36 000		36 000
Applicant Organization			
Other Revenue Source (Please specify):			
Total from all revenue sources	\$120,890		\$120,890

B. PROGRAM EXPENSES

1. Salaries and Benefits

This section of the Budget Proposal may include only salaries, benefits and payroll deductions for direct frontline service staff, program supervision, and clinical supervision (if applicable).

Title/Position	Salary	Benefits	Total Cost	Funded from VSCP
Manager	58070	5385	63455	
Assistant Manager	43626	3339	46965	
Total Salaries and Benefits	101696	8724	110420	

2. Program Delivery Costs

Eligible Expense Item	Total Cost	Funded from VSCP
Program-related rent/lease/mortgage		
Program-related office supplies/software	320	
Program-related travel	2000	
Utilities (heat, hydro, internet)		
Phone (landline and/or cell)	600	
Staff training and associated travel	1000	
Resource materials/printing costs		
Volunteer appreciation/honorariums	400	
Property maintenance		
Memberships (specify): PVS	100	
PADS dog	2000	
Total Program Delivery Costs	6420	

3. Administration Costs

Eligible Expense Item	Total Cost	Funded from VSCP
Management salary/benefits		
Administrative support wages/benefits		
Administration-related rent/lease/mortgage		
Administration-related utilities (heat, hydro, internet)		
Bookkeeping/bank fees	700	
Other administration costs (Please specify) : Insurance/ WCB	3350	
Total Administration Costs	4050	

3. Total Program Expenditures

Expense Area	Total Cost
Total salaries and benefits	110420
Total program delivery costs	6420
Total administration costs	4050
Total Program Expenditures	120890



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	West Coast Aquatic
Society Number: <i>(N/A for applications <\$500)</i>	S47556
Contact Person:	Tim Hawkins
Street Address:	4770 Johnston Rd, Unit B
City, Province, Postal Code:	Port Alberni, BC, V9Y 5M3
Phone:	██████████
Email:	tim@westcoastaquatic.ca
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The West Coast Aquatic (WCA) Management Association supports collaboration in natural resource management through the design and facilitation of multi-party processes in the fisheries, marine, and aquatic resource space. WCA has existed and been based in the Alberni Valley since 2004 and provides service to the Alberni-Clayoquot Region through its provision of local management and planning processes and their results. WCA facilitates and plans salmon roundtables which coordinate harvest, hatchery enhancement, and habitat restoration in Barkley Sound (DFO Statistical Area 23) and Clayoquot Sound (DFO Statistical Area 24). These tables support and enable healthy First Nations, recreational, and commercial fisheries that provide substantial value to the Alberni-Clayoquot Region economy and identity. Stemming from the roundtable processes, WCA actively connects operational and technical staff from governments and organizations working on fishery, marine, and aquatic issues to create the opportunity for synergistic effects. For the past two years, WCA has planned and facilitated the Somass Fish Flow Committee, further described below. WCA has also facilitated the development of and written the 2025 Somass Estuary Action Plan, which identifies community priorities for restoration in the estuary and suggests recommended actions to address those priorities.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Somass Fish Flows Committee		
Grant Amount Requested:	\$10,000.00		
In-kind Resources Requested:	0		
Project Start Date:	04/01/25	Project End Date:	03/31/26
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>This Grant application is to support WCA's facilitation of the Somass Fish Flows Committee (SFFC) during the 2025 summer low-flow season. The SFFC is a multi-party advisory group of which the ACRD is an active member.</p> <p>SFFC Members include: Hupacasath and Tseshaht First Nations, Fisheries and Oceans Canada, the ACRD, and the BC Ministry of Water, Land, and Resource Stewardship. Several involved residents from the Sproat Lake Electoral Area also participate. This group advises water flow managers Domtar Paper and BC Hydro regarding management of flow control structures (the Great Central Lake Dam, the Sproat Lake Weir, and the Ash River Generation Station) for maximal benefit to fish in the Somass River Watershed while keeping in mind other water uses such as drinking water, recreation, and agriculture.</p> <p>We are seeking this Grant to support another year of facilitation and coordination of this committee, specifically: Scheduling, planning agendas for, facilitating, delivering ten bi-weekly committee meetings and at least 4 data subcommittee meetings.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Describe how this project will benefit the community *(Describe the expected outcomes and who will specifically benefit from this project):*

This project will benefit the community by enabling the governance structure necessary to make decisions about water flow in the Somass River that protect fish habitat while (1) upholding Indigenous rights, (2) considering property owners' drinking water and recreational access, (3) considering agricultural water needs, and (4) considering industrial water needs.

The provision of a healthy watershed and healthy fish populations enable the Barkley Sound salmon fisheries that provide enormous economic, social, and identity benefit for the Alberni-Clayoquot region and the many visitors it hosts during the summer months.

Financial Information *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

Item Description <i>(be as specific as possible)</i>	Cost	Amount Requested from ACRD
Delivery of 10 in-season virtual meetings to make decisions on flow management recommendations	\$ 5,000.00	\$ 5,000.00
Meeting minutes edits, distribution, and action follow-up	\$ 1,250.00	\$ 1,250.00
Data sub-committee virtual meeting delivery	\$ 2,000.00	\$ 2,000.00
Scheduling, planning, and agenda development	\$ 750.00	\$ 750.00
Planning and conversations to identify steps towards formalizing the SFFC as a Watershed Board in future years	\$ 1,000.00	\$ 1,000.00
Totals	\$ 10,000.00	\$ 10,000.00



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
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| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

April 22, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

WEST COAST AQUATIC MANAGEMENT ASSOCIATION
Statement of Revenues and Expenditures
Year Ended March 31, 2024

	2024	2023
REVENUES		
Project Revenue <i>(Schedule 1)</i>	\$ 508,069	\$ 369,571
Regional District	-	12,000
	508,069	381,571
COST OF SALES		
Project expenses	103,221	28,198
	404,848	353,373
GROSS PROFIT (79.68%; 2023 - 92.61%)		
EXPENSES		
Advertising and promotion	1,821	-
Amortization	3,721	2,833
Consulting fees	24,148	22,591
Insurance	2,814	2,400
Interest and bank charges	259	212
Meeting costs	224	2,585
Office	6,847	7,983
Website design	9,923	4,561
Professional fees	3,281	7,172
Rental	9,717	9,717
Salaries and wages	353,732	297,863
Telephone	2,984	2,803
Travel	2,190	1,974
	421,661	362,694
DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS		
	(16,813)	(9,321)
OTHER INCOME		
Unrealized loss on marketable securities	(5,311)	-
Investment income	23,763	22,380
Interest income	5,762	6,802
Gain on sale of marketable securities	22,578	(10,048)
	46,792	19,134
EXCESS OF REVENUES OVER EXPENSES		
	\$ 29,979	\$ 9,813

West Coast Aquatic Management Association
2025/26 Budget

Budget

Accounting & Legal	3,500.00
Advertising/Communications Material	
Amortization expense	1,000.00
Bank Charges	250.00
Bookkeeping Expense	2,500.00
Communications Materials	-
Computer Hardware/Software/M: Consultants	5,000.00
Governance Board Expense	-
Insurance	3,000.00
Medical & Dental - core	13,800.00
Medical & Dental - new hire	1,500.00
Meetings & Catering	1,000.00
Memberships/Fees	500.00
Office & Supplies	3,000.00
Rent	10,800.00
Telephone and Internet	3,999.36
Training and Education	6,000.00
Travel	1,000.00
Websites	4,000.00
Core Wages and MERCs	472,799.99
New hire wage	65,040.00
RRSP Match - core	22,355.82
RRSP match - new hire	2,000.00
Office Cleaning	
Sage Cloud Accounting	1,600.00
Total:	624,645.17



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Alberni Valley Fibre Guild (AVFG)
Society Number: <i>(N/A for applications <\$500)</i>	S0079391
Contact Person:	Leonora King
Street Address:	██████████
City, Province, Postal Code:	Port Alberni BC V9Y 1T1
Phone:	██████████
Email:	alberniValleyfibre@proton.me
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region *(specifically indicate which community or communities your organization services):*

The AVFG aims to support and grow a community of textile crafters, artists, farmers, and makers in the Alberni Valley, and to nurture a local textile economy and culture. We believe that we can build community connection through fun and creation, challenge the community to consider the ethical content of their textile consumption, and strengthen a diverse and environmentally sustainable textile economy right here in the Valley. Our primary geographic focus is the Alberni Valley, including the City of Port Alberni, Beaufort EA, Sproat Lake EA, Beaver Creek EA, and Cherry Creek EA, but we also regularly interact with community members across the ACRD geographic area.

We engage members in skill building and sharing through meetings, workshops, and mentorship. We also engage the public through participation in numerous local events and collaboration with other local organizations. We have hosted a public documentary film screening and two well-received public talks. We have provided programming and demonstrations at the Alberni Valley Museum, the Children's Arts Festival, the Fall Fair, Family Farms Day, and the Harbour Quay Farmer's Market in the summers. We are hosting an upcoming "Sheep-to-Shawl" public event in May, and we are always seeking new opportunities to engage the public. We have provided support and programming for the Community Arts Council, the Alberni Valley Museum, the Alberni Valley Fall Fair, and we are building a partnership with C.R.A.F.T./q^wicciłma. We have also engaged with local businesses including Arrowvale Campground and Farm and Morningstar Woolens.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	100-km Wardrobe Challenge		
Grant Amount Requested:	\$7500		
In-kind Resources Requested:	\$0		
Project Start Date:	06/07/25	Project End Date:	06/07/27
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>We are organizing a 100-Km Wardrobe Fashion Show for the summer of 2027, and inviting makers to participate in a 2-year "100-km Wardrobe Challenge" in which they build wardrobe pieces with materials sourced within 100-km of their home. This project will challenge the public to consider a local textile economy, invite them to participate in a series of instructional and introductory workshops and lectures, and build a sense of community. We hope that this project will be an opportunity to engage with our local First Nations, the original makers of a 100-km wardrobe in this land. Our project has already gained media interest with an article in Black Press newspapers and an interview on CBC's All Points West. We are seeking ACRD funding to support the first year of this challenge (2025-26), in which our focus is outreach and community building. Our emphasis is on recruitment and making participation accessible to the widest group of participants, including bringing in high-profile public speakers (one about First Nations textiles traditions, another about the local textile movement), running workshops, and providing sponsorship for First Nations, youth, and those with financial need.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Describe how this project will benefit the community (*Describe the expected outcomes and who will specifically benefit from this project*):

This project will benefit the local Arts community by building interest and capacity, and elevating Port Alberni's Arts scene to a broader audience - we already have interested participants from Bamfield, Galiano, and Parksville. The project will benefit the general public in the ACRD by stimulating interest and reflection, providing educational opportunities, and being something new, fun, and different. We look forward to the final Fashion Show as a big community affair. We also hope that this project will provide pathways for connection between the settler Arts community and our local First Nations. Finally, this project really is about highlighting a need and potential for a local textile economy. We aim to connect makers to fibre producers, and grow a market for textile production. The Alberni Valley is rich in small-scale farmers and the potential for fibre farming, just as a local textile and local supply-chain movement is growing worldwide.

Financial Information (*attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application*).

Item Description (<i>be as specific as possible</i>)	Cost	Amount Requested from ACRD
Skills and community building: Fall introductory makers' workshops series. Room rentals, 3-4 workshop hosts.	\$ 2,000.00	\$ 2,000.00
Outreach: Public speakers x2, incl travel, honorarium, accommodations. Emphasis on Indigenous textiles (1 talk) and contemporary Canadian fashion economy (1 talk)	\$ 2,000.00	\$ 2,000.00
Sponsorship for participants, priority to First Nations participants, youth, and/or financial need, to support participants in attending workshops, purchasing materials and equipment	\$ 3,000.00	\$ 3,000.00
Operational costs: \$120/year for website, \$300 for poster/promotional material and sign printing, meeting room rentals for organizational meetings.	\$ 1,000.00	\$ 500.00
Totals	\$ 8,000.00	\$ 7,500.00



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: Leonora King

Date: April 28, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

Year	Item Description	Number	Cost	Total	Comments
	Event - Spring Dye Workshop	1	\$240.00	240.00	
	Event - Vancouver Island Fibreshed Donations	1	\$55.00	55.00	
	Event - Movie Night profit	1	\$140.00	140.00	
	Donations from members for room rental	1	\$60.00	60.00	
	Event - Francine McCabe donation	1	\$80.00	80.00	
	Memberships	11	\$20.00	220.00	
2023-2024	Societies Online Name Request	1	-\$31.50	-31.50	
	Room rental - Dogwood Room	2	-\$70.00	-140.00	
	Event - Movie Night	1	-\$57.75	-57.75	
	Room rental - Athletic Hall	6	-\$20.00	-120.00	
	Event - Vancouver Island Fibreshed	1	-\$284.64	-284.64	
	BC Online Reporting Fee	1	-\$40.00	-40.00	
	ANNUAL TOTAL			121.11	
	Memberships	17	40	680	
	January weaving workshop	1	216	216	
	March weaving workshop	1	300	300	
	April knitting workshop	2	100	200	
	Wool 101 at MorningStar Woollen	16	5	80	
	Donation (cash)			128.89	
2024-2025	BC Online Reporting Fee	1	-40	-40	
	Discount for Su, March weaving workshop	1	-40	-40	
	Table loom, picked up by Peg Evans	1	-225	-225	
	Room reservation at Grove for May 24 basketry workshop	1	-100	-100	
	CAC admin fee for 6pm to 1pm reso change	1	-25	-25	
	Fibreshed membership	1	-25	-25	
	CAC membership	1	-60	-60	
	Protonmail email	1	-85	-85	0 Paid by private donation
	Wordpress email	1	-120	-120	0 Paid by private donation
	CURRENT TOTAL			1211	
	Upcoming income				
	Sheep-to-Shawl donations				
	May basketry workshop				
	June tapestry workshop				

Sheet1

Community Foundation Grant application (\$2500)

Fall dye workshop

Fall meeting room bookings (4 x \$20)

Upcoming expenses

Budget, Sept 2024 – Aug 2025

	number	cost	Total expense	Funding sourcnotes
Meeting expenses	Monthly meetings	8	20	Guild budget \$25 change fee for meeting times
Workshop expenses				
Material expenses				
Technological expenses				
Administrative expenses	CAC membership Annual General Report Fibreshed membership			



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Alberni Valley Food Security Society
Society Number: <i>(N/A for applications <\$500)</i>	S0077416
Contact Person:	Anna Lewis
Street Address:	██████████
City, Province, Postal Code:	Port Alberni, BC, V9Y 9E8
Phone:	██████████
Email:	anna@avfood.ca
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Alberni Valley Food Security Society (AVFSS) is a food-focused action group that strives to strengthen the food system* in the Alberni Valley. This is accomplished through:

- Supporting sustainable food
- Supporting community-led solutions
- Advocating for fair-food policies
- Collaborating with partners
- Education and resource sharing

*A complete food system includes three pillars – production, processing/preservation, and distribution. The absence of any one of these will threaten the whole system, and so all are needed to ensure a strong, vibrant and food secure community.

AVFSS works to create partnerships and foster inter-agency collaboration that support initiatives towards greater access to local food in our community. We promote a wide variety of community initiatives and facilitate several unique programs.

1. Dry Creek Community Garden - the garden offers an assortment of rental spaces and community spaces to support skill-sharing, educational opportunities, and connection to food; 2. The Gleaning Project - volunteers pick fruit from private and public properties throughout the Alberni Valley. Harvests are shared with pickers, homeowners and organizations with food security initiatives. 3. Grow Local initiatives encourage and assist residential backyard food production in the Alberni Valley through programs and events.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Alberni Valley Online Farmers' Directory		
Grant Amount Requested:	\$4200		
In-kind Resources Requested:	NA		
Project Start Date:	08/01/25	Project End Date:	12/31/25
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>The Alberni Valley Food Security Society (AVFSS) seeks \$4,200 in funding to create and host an Online Farmers Directory for the Alberni Valley region. This accessible, searchable directory will connect local farmers, growers, and food producers directly with the community, strengthening the local food economy and enhancing regional food security. The directory will be hosted permanently on the AVFSS website.</p> <p>Project Activities:</p> <p>Directory Development: Design and build a user-friendly online platform featuring detailed profiles for farmers, growers, and food producers (products, growing methods, contact info, purchasing options, photos).</p> <p>Farmer Outreach: Conduct outreach to farmers and food producers in the Alberni Valley to populate the directory with up-to-date information.</p> <p>Website Hosting and Maintenance: Integrate the directory into the AVFSS website with ongoing support and updates to ensure sustainability.</p> <p>Promotion: Launch and promote the directory through local media, social media, and community events.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Describe how this project will benefit the community (*Describe the expected outcomes and who will specifically benefit from this project*):

1. A comprehensive, public, and regularly updated (annually) online directory will provide comprehensive information on local farms, food producers, and related initiatives. A public directory will enhance transparency and engagement across the food system.
2. Increased visibility and sales for local farmers and food producers. This will increase producers' exposure to new and existing markets, equating to higher sales volumes. It may open doors to wholesale opportunities, restaurant partnerships and box programs.
3. Greater community access to fresh, local food. Community members will find it easier to make healthy, sustainable food choices.
4. Strengthened local food systems and improved food security. Promotes economic self-reliance within the community.

Financial Information (*attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application*).

Item Description (<i>be as specific as possible</i>)	Cost	Amount Requested from ACRD
Website Development and integration	\$ 2,000.00	\$ 2,000.00
Directory content creation (farmer outreach, profile building)	\$ 1,400.00	\$ 1,200.00
Website hosting and maintenance (1 year)	\$ 750.00	\$ 300.00
Marketing and promotional materials	\$ 700.00	\$ 700.00
Totals	\$ 4,850.00	\$ 4,200.00



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: Anna Lewis

Date: April 29th, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.



Alberni Valley Food Security Society

Year to Date Income Statement

January 1, 2025 to December 31, 2025

As of February 28, 2025

INCOME:

General Program:.....	\$21,620.53
RR&I:.....	\$2,351.30
Gleaning Project:.....	\$2,385.69
Seedy Saturday:.....	\$1,809.18
System Change:.....	\$7,631.55
Grow Local:.....	\$5,239.45
Dry Creek Community Garden:.....	\$6,154.80
Membership:.....	\$70.00
Food Literacy Programming:.....	\$37,000.00
GIC - Community Cashable:.....	(\$46,265.93)
TOTAL INCOME:.....	\$37,996.57

EXPENSES:

General Program:.....	\$3,362.41
RR&I:.....	\$112.50
Gleaning Project:.....	\$500.77
Seedy Saturday:.....	\$725.00
Dry Creek Community Garden:.....	\$112.50
TOTAL EXPENSES:.....	\$4,813.18

PROGRAM BALANCES:

General Program:.....	\$18,258.12
RR&I:.....	\$2,238.80
Gleaning:.....	\$1,884.92
Seedy Saturday:.....	\$1,084.18
System Change:.....	\$7,631.55

Grow Local:..... \$5,239.45
Dry Creek Community Garden:..... \$6,042.30
Membership:..... \$70.00
Food Literacy Programming:..... \$37,000.00
GIC - Community Cashable:..... (\$46,265.93)

NET BALANCE:..... \$33,183.39

Alberni Valley Food Security Society

Revenue Forecast

Revenue Source	2025 Projected Revenue
Island Health	\$11,250
RR&I	\$3,750
Gleaning Project	\$1,000
Seedy Saturday	\$2,000
Summer Student (Gov't Canada)	\$5,700
Grow Local	\$2,000
Dry Creek Community Garden	\$600
Memberships	\$500
Fall Fair Day (ACRD)	\$6,000
AV Community Foundation	\$4,000
Growers Guide	\$2,250
GIC (Interest)	\$1,300
Total Revenue	\$40,350

Expense Forecast

Expense Category	2025 Projected Expenses
General Program	\$18,000
RR&I	\$3,750
Gleaning Project	\$1,600
Seedy Saturday	\$1,550
Summer Student	\$6,300
Grow Local	\$2,000
Dry Creek Community Garden	\$4,200
Fall Fair Day (Family Farm Day)	\$6,000
Growers Guide	\$2,250
Food Literacy Programming	\$20,000
GIC Withdrawal (Contingency)	\$5,000
Total Expenses	\$70,650

Summary

- Projected Net Deficit: -\$30,300.00 - Opening Balance (Start of 2025): \$33,982.57 - Projected Year-End Balance (End of 2025): \$3,682.57



2024 IMPACT REPORT

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AVFSS

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Future

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Gratitude &
Contact
Information



Land Acknowledgement

The Alberni Valley Food Security Society operates within the ancestral, unceded and traditional territory of the Hupačasath and Tshesah First Nations. We seek to increase our understanding of Indigenous food systems and respectfully acknowledge the keepers of this land.

From AVFSS

As we welcome a new year, it's an opportune time to reflect on the Alberni Valley Food Security Society's (AVFSS) achievements in 2024. Thanks to our dedicated board, volunteers, tireless staff, and partners, this has been an inspiring year of continued growth and transformation for our organization. We have seen remarkable improvements and are poised to build upon these successes as we step into 2025.

Among the highlights of the past year were further developments at the Dry Creek Community Garden, the expansion of the Gleaning Project, and vibrant community events such as Family Farms Day, Seedy Saturday, and a lively Square Dance. These initiatives have significantly enhanced our community outreach and support for local agriculture. Our commitment to exploring opportunities for further impact remains steadfast as we move into the new year.

Looking forward, AVFSS is focused on aligning its initiatives with core values and principles. This strategic planning is crucial for effectively managing our growing influence and commitments.

These commitments underscore our dedication to enhancing community engagement and sustainability. We invite everyone to join us in our mission to build food security for all in the Alberni Valley. Thank you for your continued support, and together, let's forge a future filled with positive change.



In food and community,

A handwritten signature in cursive script that reads "Byron Pugh".

AVFSS President - Byron Pugh

Our Work

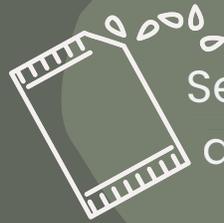
Our Vision

A Food Secure Alberni Valley: When all people, at all times, have access to nutritious, safe, personally acceptable and culturally appropriate foods, produced in ways that are environmentally sound and socially just.



9680

pounds of
local fruit
gleaned

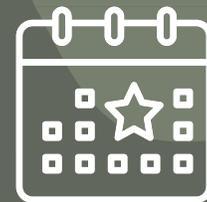


475

Seed packs
distributed
locally

23

participation
in public
events



31

hours of
educational
opportunities
offered



**Our
Year**

225



litres of local
apple juice
produced

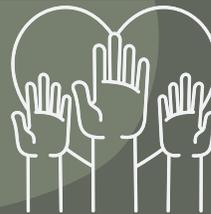


98
%

of AVFSS
funding is
utilized locally

562

hours of
volunteer
work



1,375

new
website
visitors



Grow Local

Candyse & Stephanie at the inaugural Pumpkinfest



The Grow Local Initiative is a collaborative project designed to encourage backyard food production within the community. This initiative strives to foster gardening skills and curiosity through various programs and events. In 2024, the focus has been on expanding school gardens, conducting gardening workshops, and increasing public outreach to enhance community engagement and sustainability.

A significant component of the Grow Local Initiative is the rejuvenation of school gardens. Efforts have been concentrated on four schools: Francophone School, ADSS, Eighth Avenue, and EJ Dunn, with initial site visits conducted by key stakeholders. Professional development opportunities, such as the ProD Day event on April 19th, involved 22 teachers and included interactive sessions and networking.



Teachers participating in the garden workshops at the district ProDay



70 *Prune-Along Program*

AVFSS launched the Prune-Along program in 2024, aimed at teaching tree owners the fundamentals of tree care. This annual program will empower participants to acquire the skills needed to maintain their trees in a healthy and productive state for years to come.

The Gleaning Project

The Gleaning Project connects volunteers to pick fruit and property owners who have excess produce in the Alberni Valley. Harvests are shared between pickers, pick hosts and local organizations that facilitate food security programming.

The Gleaning Project showcased the vital role of gleaning to bolster food security within the community. In 2024, an impressive 9,680 pounds of fruit was picked. – a staggering 242% increase from 2023.



Bronny leading a gleaning orientation

Thank you to Bronny Currey who was our summer student and took on the coordination of the Gleaning Project this past season.

Community engagement was robust, with over 50 fruit picks. The annual Pruning Workshop and the newly launched Prune-Along Program enhanced local skills and knowledge. As we look to the future, the program anticipates a surplus, promising even greater contributions to the community, reinforcing the commitment to a sustainable, food-secure future.



Dry Creek Community Garden

*2024 Garden Manager,
Candyse*

Dry Creek Community Garden (DCCG), established in 2013 by the Young Professionals of Alberni Valley, is a vibrant community space promoting interaction and environmental stewardship. Since late 2022, the Alberni Valley Food Security Society has managed the garden, emphasizing skill sharing and educational opportunities related to food and sustainability.



In the past year, DCCG hosted events like Pumpkinfest, Grow Local Workshops, and community work parties, enhancing community bonds and gardening participation. Operational improvements included a new raspberry trellis, a welcoming garden sign, extensive weeding, a revamped compost system, and the addition of blueberry plants in our communal bed.

*Bronny & Jenna teamed up to
install the new garden sign*



Exciting developments are in store for the Dry Creek Community Garden. Although the current funding is not enough to cover all necessary materials for an expansion, this has sparked a passionate effort to seek additional sponsorship. These future enhancements will transform the garden into a **72**er hub of sustainability.

Community Events

Seedy Saturday 2024



In November AVFSS brought back the annual gleaning square dance. It was a great time with some amazing local musicians and caller. People of all generations do-si doed and learnt some new skills.

One of the main objectives of AVFSS is to create opportunities for learning, growth, and fostering a self-sufficient food system in the resilient Alberni Valley.

In 2024, AVFSS hosted the Seedy Saturday event, which achieved remarkable success, attracting nearly 700 attendees. The event featured 24 vendors, a dedicated area for children's activities, and a lineup of speakers.



Square Dance

In 2024, AVFSS teamed up with the Alberni Clayoquot Regional District to host the 12th Annual Family Farms Day! This event allowed us to highlight some of our amazing farms and urban sites in the Valley, and we are thankful to the seven locations that welcomed the community and opened their doors.

This event offers a wonderful chance for people to engage with and support local agriculture while also finding inspiration for what they can cultivate in their own backyards.

Family Farm Day 2024



Sowing the Future for 2025

The Alberni Valley Food Security Society (AVFSS) is embarking on an exciting strategic planning journey to align its initiatives with its fundamental values and principles, ensuring that every endeavour is impactful and meaningful. With a clear focus and purpose, AVFSS is preparing to make significant strides in enhancing food security within the community.

The Gleaning Project saw a threefold increase in the volume of fruit harvested this past year. This growth has underscored the necessity for AVFSS to explore the creation of shelf-stable products from excess fruit. We will prioritize this initiative to maximize the potential impact of the program.

Food literacy remains central to AVFSS's initiatives, and this year, the organization is excited to offer workshops on canning and creating nutritious meals on a budget. AVFSS is dedicated to thorough planning and resource allocation to ensure these initiatives achieve their full potential. These programs promise to equip community members with essential skills, empowering them to make informed food choices and embrace sustainable living.

Together, these commitments highlight AVFSS's dedication to fostering community engagement and sustainability. Through strategic planning and innovative projects, AVFSS is well-positioned to make a remarkable impact, nurturing a healthier and more connected community for years to come.

If you are interested in becoming a member this year, please contact us at info@avfood.ca. The membership fee is \$10 for individuals and \$20 for households, and your support directly contributes to the advancement of AVFSS.



Let's share the bounty of food, skills and connection

Thank You



WWW.AVFOOD.CA



FACEBOOK.COM/AVFoodSociety



INFO@AVFOOD.CA

The Alberni Valley Food Security Society sincerely thanks our amazing partners for their steadfast support. Your contributions have been essential to our operations and success in 2024. We are committed to serving our community and look forward to your continued support, which helps us create a lasting positive impact. Thank you for being a vital part of our mission!



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Broombusters Invasive Plant Society
Society Number: <i>(N/A for applications <\$500)</i>	S 54074
Contact Person:	Joanne Sales
Street Address:	[REDACTED]
City, Province, Postal Code:	Qualicum Beach, BC V9K1W8
Phone:	[REDACTED]
Email:	info@broombusters.org
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

We believe all efforts to stop the spread of Scotch broom is a benefit to everyone in the community because: Broom is a volatile flash fuel, the worst offender of biodiversity in BC, inhibits regrowth of forests, forms dense thickets on farms, park and indigenous lands. ~Dry broom lining the roads and trails in August dramatically increases fire risk. ~Roadsides are the primary path for broom to spread. A mature broom plant can produce 18,000 seeds, The seedpods explode in late July shooting out seeds 6 feet in all directions, spreading seeds onto private properties, parks, smaller roads and farms - which is a burden for residents! Broom negatively impacts food security and makes life harder for small farmers. ~Broom on roadsides is a safety issue, as tall broom obstructs visibility, and reduces safe space for bicyclists and pedestrians. ~Dense broom blocks visibility in forests, which increases likelihood of dangerous encounters with wildlife. It creates tripping hazards on trails for bicyclists and hikers. ~Broom spreading onto forest land leads to serious loss for the forestry industry. ~For those with allergies, the removal of broom is immediate. People thank us. Broombusters is good for volunteers! To quote 3 volunteers this year: I love cutting broom to keep in shape (no gym fees), meet new people, help the environment and just have lots of fun. Love it love it... I cut broom because I'm worried about the fire hazard in my community...In most cases there's nothing I can do about environmental degradation, but this is something I can do!



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Broombusters Broom Removal Project		
Grant Amount Requested:	\$1100		
In-kind Resources Requested:	0		
Project Start Date:	04/15/26	Project End Date:	06/30/25
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>Chipping! In 2024, over 673 volunteers cut broom for over 6237 hours, primarily on Vancouver Island. In the Alberni Valley, 26 residents cut broom for 592 hours. In Sproat Lake, 21 volunteers for 157 hours. Alberni Valley Broombusters have been active for over 10 years. Currently, two energetic leaders organize cuts, invite and train volunteers-and many roads, parks and greenspaces in the valley have been cleared of broom. Education is important. People learn what to do about broom when they see signs and piles of cut broom on the side of the road, articles in the local paper, and displays at public events. As a result, many residents remove the broom from their property and neighborhood. But disposing of the broom is expensive! Port Alberni disposes of the broom cut in the city. Tofino disposed of the broom volunteers cut in 2024. But any broom cut in the regional district needs to be chipped by Broombusters. In 2024, we paid \$2940 to Northwest Tree Service for chipping broom in the Valley. If Broombusters receives a grant, it will be after cutting is over, however, Northwest Tree Service is graciously willing to wait for payment.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: Joanne Sales
Date: April 29, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

**Broombusters Statement of Revenues and Expenses
As of Dec 31, 2024**

	<u>Gaming Fund</u>	<u>General Fund</u>	<u>TOTAL</u>
REVENUES in 2024			
GENERAL			
Federal		0	
Provincial (MOTI)		10000	
Municipal Funding		3950	
Donation from Community		600	
Fundraising		870	
Interest		257.05	
GAMING			
Community Gaming Grant	24000		
	<u>\$24,000.00</u>	<u>\$15,677.05</u>	<u>\$39,677.05</u>
		In-Kind Donations	\$196,160
		TOTAL INCOME	<u>\$235,837.05</u>
Expenses			
	<u>Gaming Fund</u>	<u>General Fund</u>	<u>TOTAL</u>
Administration wages	11593.75	10798	22391.75
Broom removal	7927.5	2165.6	10093.1
Broom removal MOTI		4168	4168
Promotion	1461.38	2705	4166.38
<i>Signs, Multimedia and Education</i>			
Tools & Safety	1220.11	1400	2620.11
Insurance, society & bank expenses	171.4	725	896.4
	<u>\$22,374.14</u>	<u>\$21,961.60</u>	<u>\$44,335.74</u>
			Less In-Kind Donations
			\$196,160
			Total Expenses
			<u>\$240,495.74</u>
Excess of Revenues over Expenses	<u>\$1,625.86</u>	<u>-\$6,284.55</u>	<u>-\$4,658.69</u>

Broombusters Income Sources 2024
As of Dec 31, 2024

INCOME 2024**GAMING ACCOUNT**Provincial Govt of BC

*Nov 2024 for 2025: \$24000

GENERAL	GAMING	TOTAL
	<u>\$24,000</u>	<u>\$24,000</u>

GENERAL ACCOUNTProvincial Funding**MOTI**

General	Sub Total
10000	10000

Municipal Funding

Qualicum Beach Agreement	25-Aug	1200
ComoxValley RD CVRD	2-May	750
Nanaimo Sustainability Fund	7-Mar	2000

3950

Donation from Community

CUPE	21-Mar	600	600
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Fundraising

Nanaimo Donations:

Yueng	20-Jun	200	Deposited	14-Aug
Mt. Benson Development #1	20-Jun	220		14-Aug
Jean Filion	24-Jun	100		28-Jun
Emerald Woods Colyvan Pacific Strata	12-Jul	200		12-Jul
Cash donations	24-Jun	150	870	28-Jun

BANK

257.05

Balance of interest minus charges

15,677.05 **24,000****YEAR TOTAL INCOME 39,677.05**

Broombusters BALANCE SHEET
Dec 31 2024

		General Fund	Gaming Fund	Total
		100-6121	100-6329	
Current Assets				
Cash on hand		0	0	
Cash in bank	Dec 31	4895.5	24362.23	29257.73
(Gaming acct includes \$24000 grant)				
Prepaid expenses		0	0	0
Capital Assets				
		0	0	0
Total Assets		<u>4895.50</u>	<u>24362.23</u>	<u>29257.73</u>
Current Liabilities				
Accounts payable		0	0	0
Fund Balances				
Internally Restricted (1)				
Unrestricted				
Total Liabilities and Fund Balances		<u>4895.50</u>	<u>24362.23</u>	<u>29257.73</u>
NOTE:		<u>Gaming Funds for 2025</u>		<u>\$24,000.00</u>
		Carryover from General Funds: =		\$5,257.73

**In-Kind Contributions Summary
Broombusters in 2024. Mid year: August 2024**

**Broombusters Invasive Plant Society
Broom Removal Program
Society - S-54074**

L&G File #115287

Organizations Fiscal Year: Volunteer & Inkind Contributions

<p># of Volunteers doing General Labour x # of hours @ \$20/hour = <ul style="list-style-type: none"> • Cutting Broom at community cuts & on community projects 652 volunteers cut broom for 5800 hours spring 2024</p> <p>• Area organizers 495 hours X \$20 12 volunteers doing administration work at \$20/hour for 495 hours <i>Office administration, presentations, promotional work, sign preparation and distribution, tool sharpening, education, record keeping, press releases, general organization. Presentations to councils and clubs, leading school groups, writing press releases, etc.</i></p>	<p>\$116,000</p> <p>\$9,900</p>
<p># of Volunteers doing Skilled Labour x # of hours @ \$25/hour = Donated hosting of site yearly. \$200</p>	<p>\$200</p>
<p>Donated Services by Municipalities & Regional District Parks *Removal or disposal of cut broom by municipalities & ministries. Parksville, Qualicum Beach, Comox, Courtenay, Cumberland, Lantzville, Lake Cowichan, Port Alberni, Nanaimo, North Cowichan, Sooke, Ucluelet, Coquitlam, Powell River, Tofino, RDN & CVRD Parks.</p>	<p>\$70,000</p>
<p>Donated Materials at verified fair market price Large loppers from Home Depot (yearly)</p>	<p>\$60</p>
<p>Donated Accredited Professional Services at verified fair market value Media Donations: 3 Radio Interviews including CBC on March 1 with Jason D'Souza TV Feature segments: Chek News (May 20) and CTV (June 13) Magazine articles – the popular BC wide magazine: BC Nature. Cowichan Valley Voice, Take 5 in Ladysmith. Feature articles online for Mount Arrowsmith Biosphere Reserve, Master Gardeners, Invasive Species council of BC, others. Over 25 Newspapers articles including Cowichan Valley Citizen, PQB News, Lake Cowichan Gazette, Alberni Valley News, many more</p>	
<p>Total</p>	<p>\$196,160</p>

Broombusters Budget 2025

Projected Budget First Quarter

REVENUES	Gaming Fund	General Fund	Program Budget 2024
Federal Funding			0
BC Gaming Grant	24,000		24,000
Provincial Funding			
Ministry of Transportation		10,000	10,000
Municipal Funding			
Qualicum Beach - given yearly (Nanaimo Sustainability Fund-requested)		1,200 2,000	
Comox Valley Regional District - given yearly.		750	3,200
Donations from Community			
CUPE (contributed in the past)		600	
Donor - Anonymous		6,000	
Fundraising		1,000	1,000
Bank Interest		50	50
	<u>24,000</u>	<u>21,600</u>	<u>45,600</u>
		In-Kind Donations	196,160
		Expected Income for 2024	<u>241,760</u>

EXPENSES	Gaming Fund	General Fund	
Administration & communication	11,000	10,000	21,000
Promo - Signs, multimedia website	1,750	2,000	3,750
Tools & Safety	1,750	2,500	4,250
Broom removal - Chipping	7,500	7,600	15,100
Insurance, Society Fee, Banking	500	1,000	1,500
Total EXPENDITURES	<u>24,000</u>	<u>23,100</u>	<u>45,600</u>
	Gaming Fund	General Fund	
		In-Kind Donations	196,160
		Total Expenses	<u>241,760</u>

Excess of Revenues over Expenses**0**

Year End Report of Broombusters Invasive Plant Society For 2024

In 2024, 673 Broombuster volunteers cut broom for 5737 hours. Area organizers contributed 500 hours for a total of **6237 volunteer hours**. Broombusters is supported by 13 municipalities and 3 regional districts, from Comox Valley to Powell River to Sooke to Coquitlam. Everyone is invited.

Wildfires have brought province-wide attention to the spread of Scotch broom, recognized as one of the four most volatile invasive plants. FireSmart lists broom as one of the highest risk flammable plants in BC.

Broombusters' publicity included being interviewed on **CBC's All Points West** by Jason D'Souza. • **2 TV Features:** Chek News, CTV. • **Major articles** in BC-wide magazine: BCNature, Cowichan Valley Voice, Comox Valley Collective. • **Feature articles** in newsletters of Mount Arrowsmith Biosphere Reserve, Master Gardeners, ISCBC. • **Over 25 Newspapers** articles on Vancouver Island.

Executive Director Sales presented a delegation to 8 local governments, and a speaker at the ISCBC forum. She and Powell River's organizer - retired firechief Terry Peters - were invited to join the Board of Invasive Species Council of BC.

Major focuses in 2024 were Nanaimo Parkway; Coombs Rail Trail; collaborations with FireSmart near Spider Lake and Sooke; vulnerable communities with the same road to enter and exit; parks in Comox Valley; a big cut in Tofino. Broombusters teaches and involves high school students and participates in a dozen parades and community events.

As the broom authority, BB assists communities such as Denman, Salt Spring and Saturna Islands, East Sooke, others - consulting with organizers, sharing handouts and website publicity. Counting these groups, Broombusters influences and inspires many people beyond the 652 volunteers reported.

BB continues to receive a \$10K grant from MOTI, and grants from Qualicum Beach, CVRD, CUPE, private donors, other donors on alternate years. The Gaming Board provides the primary funding each year.

Most consistently active communities: ACRD, RDN, CVRD, Port Alberni, Comox, Courtenay, Cumberland, Coquitlam, Ladysmith, Lantzville, Nanaimo, North Cowichan, Parksville, Qualicum Beach, Powell River and Sooke.

It was a good year. Thank you to all supporters and donors and volunteers!



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Alberni Valley Hospice Society
Society Number: <i>(N/A for applications <\$500)</i>	S0054106
Contact Person:	Margaret Vatamaniuck
Street Address:	2579-10th Ave
City, Province, Postal Code:	Port Alberni, BC., V9Y 2P5
Phone:	250-723-4478
Email:	margaret@albernihospice.ca
Identify your Organization Type <i>(see GIA Policy for definitions):</i>	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region *(specifically indicate which community or communities your organization services):*

The Alberni Valley Hospice Society sustains compassionate care and dignity by providing support, education, and advocacy to individuals and their families facing life-limiting illness, death, and bereavement.

We provide support in your community, in your home, in hospital, and in our residential care facility at Ty Watson House.

Whether it be receiving counseling, putting together your health care plan, recording your life story, or receiving a personal service such as Reiki, or Healing Touch, we are proud to provide our services Free of Charge to all residents of our community and regional district.

We also train volunteers for in-facility or in-home respite and vigil for residents of the Valley to help with end of life care and support for families and patients who have received a palliative prognosis.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION	
Project Name:	Volunteer Respite Training
Grant Amount Requested:	1420
In-kind Resources Requested:	
Project Start Date:	05/14/20
Project End Date:	07/02/20
Identify the Grant-in-Aid Category you are applying to (select one option only):	
<input type="checkbox"/>	Regional GIA (regional projects that benefit residents & visitors across the ACRD)
<input checked="" type="checkbox"/>	Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)
<input type="checkbox"/>	West Coast GIA (projects that benefits residents & visitors on the West Coast)
<input type="checkbox"/>	Bamfield Electoral Area GIA
<input type="checkbox"/>	Beaufort Electoral Area GIA
<input type="checkbox"/>	Long Beach Electoral Area GIA
<input type="checkbox"/>	Sproat Lake Electoral Area GIA
<input type="checkbox"/>	Beaver Creek Electoral Area GIA
<input type="checkbox"/>	Cherry Creek Electoral Area GIA
<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>	
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):	
<p>Alberni Valley Hospice Training Overview</p> <p>The Alberni Valley Hospice Society volunteer training is an 8 week course designed to equip volunteers with the essential skills to provide compassionate care to individuals in the palliative program. Those individuals who have been accepted into the training course have passed the criminal record check and been thoroughly vetted for compatibility with this program. Key topics included in the training are Introduction to Palliative care, communications skills and learning active listening and communications with patients and families, grief and loss and how to support patients and caregivers, caregiver support and practical assistance to caregivers, supporting the dying person and addressing physical and emotional needs at the end of life, advanced care planning and ethical issues while supporting decision making, cultural sensitivity and diversity, self care and volunteers an focusing on the importance of self care to prevent burnout and foster resilience.</p>	



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

Describe how this project will benefit the community *(Describe the expected outcomes and who will specifically benefit from this project):*

The successful outcome of this program results in Hospice having trained 8-10 volunteers who have successfully passed a criminal record check, intake interview and the Volunteer program. These candidates will be able hold vigil/respice and support in facilities such as West Coast General Hospice, Ty Watson House or in a residents home throughout the Alberni Clayoquot Regional District. Candidates will have the skills to support friends/families/caregivers and patients who have received an end of life prognosis emotionally with respect, cultural sensitivity, and support autonomy of the patient in all their decisions. Total hours of training: 26 hours of classroom, tours through local funeral providers as well as familiarization of local health care palliative care facilities

Financial Information *(attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application).*

Item Description <i>(be as specific as possible)</i>	Cost	Amount Requested from ACRD
supplies(printing/paper/sationary supplies)	\$ 450.00	\$ 450.00
wages, volunteer supplies	\$ 970.00	\$ 970.00
Totals	\$ 1,420.00	\$ 1,420.00



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed <u>Electronic Funds Payment Application</u> and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: _____

Date: _____

April 30/25

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

ALBERNI VALLEY HOSPICE SOCIETY
Financial Information
Year Ended March 31, 2024

Prepared by	Reviewed by

ALBERNI VALLEY HOSPICE SOCIETY

Index to Financial Information

Year Ended March 31, 2024

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COMPILATION ENGAGEMENT REPORT

To the Members of Alberni Valley Hospice Society

On the basis of information provided by management, we have compiled the statement of financial position of Alberni Valley Hospice Society as at March 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

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

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

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

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

Port Alberni, BC
June 24, 2024

R. ANDERSON & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANTS

ALBERNI VALLEY HOSPICE SOCIETY

Statement of Revenues and Expenditures

Year Ended March 31, 2024

	2024	Capital Fund 2024	2024 Unaudited	2023 Unaudited
REVENUES				
Donations	\$ 436,804	\$ -	\$ 436,804	\$ 135,839
Fundraising income	128,314	-	128,314	69,924
Grant income	189,582	-	189,582	19,157
Ty Watson House income	36,307	-	36,307	36,051
Program income	80	-	80	-
Gaming income	3,500	-	3,500	20,259
	794,587	-	794,587	281,230
COST OF SALES				
Ty Watson House expense	24,329	-	24,329	31,122
Fundraising expenses	26,819	-	26,819	17,222
Program expenses	5,253	-	5,253	8,926
Gaming expenses	25	-	25	2,044
	56,426	-	56,426	59,314
GROSS PROFIT	738,161	-	738,161	221,916
EXPENDITURES				
Advertising and promotion	4,762	-	4,762	2,001
Amortization	-	28,220	28,220	29,188
Cash (over)/short	7	-	7	73
Delivery, freight and express	-	-	-	128
Insurance	11,461	-	11,461	10,484
Interest and bank charges	4,913	-	4,913	1,721
Meals and entertainment	366	-	366	-
Memberships	1,248	-	1,248	638
Miscellaneous	-	-	-	1,592
Office	22,405	-	22,405	17,751
Professional fees	10,278	-	10,278	1,983
Property taxes	167	-	167	164
Repairs and maintenance	4,785	-	4,785	4,707
Salaries and wages	546,980	-	546,980	400,169
Supplies	6,441	-	6,441	3,561
Telephone	4,124	-	4,124	4,865
Training	6,574	-	6,574	2,824
Travel	274	-	274	54
Utilities	3,003	-	3,003	4,536
Volunteer & staff appreciation	5,591	-	5,591	5,389
	633,379	28,220	661,599	491,828
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES FROM OPERATIONS	104,782	(28,220)	76,562	(269,912)
OTHER INCOME	13,047	-	13,047	6,830
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ 117,829	\$ (28,220)	\$ 89,609	\$ (263,082)

Printed: June 24, 2024 4:03 PM

Prep _____ Added _____ Approved _____

The accompanying notes are an integral part of these financial information

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ALBERNI VALLEY HOSPICE SOCIETY

Statement of Changes in Net Assets

Year Ended March 31, 2024

	Operating Fund	Capital Fund	Total 2024	Total 2023
NET ASSETS - BEGINNING OF YEAR	\$ 605,096	\$ 679,499	\$ 1,284,595	\$ 1,284,595
Deficiency of revenues over expenses	117,830	(28,220)	89,610	-
Additions to tangible capital assets	(21,866)	21,866	-	-
Change in restricted funds	-	-	-	-
NET ASSETS - END OF YEAR	\$ 701,060	\$ 673,145	\$ 1,374,205	\$ 1,284,595

ALBERNI VALLEY HOSPICE SOCIETY

Statement of Financial Position

March 31, 2024

	Alberni Valley Hospice Society 2024	Capital Fund 2024	2024	2023
ASSETS				
CURRENT				
Cash & Bank	\$ 446,778	\$ -	\$ 446,778	\$ 353,977
Term deposit - 3 YR GIC	156,016	-	156,016	150,000
Marketable securities (Note 5)	120,749	-	120,749	120,749
Accounts receivable	3,682	-	3,682	5,884
Prepaid expenses	12	-	12	-
	727,237	-	727,237	630,610
TANGIBLE CAPITAL ASSETS				
(Net of accumulated amortization) (Note 4)	-	673,145	673,145	679,499
	\$ 727,237	\$ 673,145	\$ 1,400,382	\$ 1,310,109
LIABILITIES AND NET ASSETS				
CURRENT				
Accounts payable	\$ 17,078	\$ -	\$ 17,078	\$ 10,897
Wages payable	9,099	-	9,099	6,617
Deferred income	-	-	-	8,000
	26,177	-	26,177	25,514
NET ASSETS				
Net assets	701,060	673,145	1,374,205	1,284,595
	\$ 727,237	\$ 673,145	\$ 1,400,382	\$ 1,310,109

ON BEHALF OF THE BOARD

Director

Director

ALBERNI VALLEY HOSPICE SOCIETY

Notes to Financial Information

Year Ended March 31, 2024

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Alberni Valley Hospice Society as at March 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable
- investments recorded at cost
- tangible capital assets amortized in accordance with amounts allowable for income tax purposes
- accounts payable and accrued liabilities

2. PURPOSE OF THE SOCIETY

Alberni Valley Hospice Society is a local organization dedicated to providing compassionate supportive care and education to individuals and families who are facing life-limiting illness, death and bereavement. The Society has provided these services since 1982. Alberni Valley Hospice Society is incorporated under the British Columbia Society Act as a not-for-profit organization and is a registered charity under the Income Tax Act.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Buildings	4%	declining balance method
Equipment	20%	declining balance method
Computer equipment	55%	declining balance method
Leasehold Improvements	5 years	straight-line method
Shed	10%	declining balance method

The society regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

4. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Buildings	\$ 742,418	\$ 319,256	\$ 423,162	\$ 440,794
Computer equipment	23,269	22,691	578	1,285
Equipment	297,401	258,861	38,540	28,541
Land	206,669	-	206,669	206,669
Leasehold improvements	3,746	-	3,746	1,213
Shed	5,166	4,719	447	994
	\$ 1,278,669	\$ 605,527	\$ 673,142	\$ 679,496

ALBERNI VALLEY HOSPICE SOCIETY

Notes to Financial Information

Year Ended March 31, 2024

5. MARKETABLE SECURITIES

	2024 Units	2023 Units	2024 Cost	2024 Market value	2023 Cost	2023 Market value
CIBC	463	463	\$ 57,685	\$ 31,132	\$ 57,685	\$ 53,069
Fortis Inc	882	882	37,035	48,942	37,035	50,671
TC Energy Corp	490	490	26,029	25,946	26,029	25,759
Cash	-	-	-	-	23,832	23,832
			\$ 120,749	\$ 106,020	\$ 144,581	\$ 153,331

Alberni Valley Hospice Society

Income Statement Apr 01, 2024 to Mar 31, 2025

REVENUE

Revenue

Bank Interest	6,668.04	
Donations re: Memberships	210.00	
Donations Bed Program	65,932.75	
Donations in Memory	13,841.00	
Donations - General	102,244.60	
Donations - Reflections	3,805.00	
Child & Youth Grief Counselling	5,000.00	
Donations Total		197,701.39
Bereavement	300.00	
Volunteer Training	1,500.00	
Fundraising - Tag day,Cards,Hoodies	1,341.54	
Gaming and Other Special Events	1,613.50	
Butterfly Release	8,737.00	
Light Up Hospice	13,067.00	
Black Ty Gala	106,651.65	
Fundraising Total		133,210.69
Ty Watson House - Per Diem	37,518.30	
Reiki and Healing Touch	80.00	
Third Party Fundraising	21,837.80	
TruEarth Commissions	141.32	
Other fundraising	11.40	
Advanced Care Program	1.81	
Island Health Funds	641.60	
Island Health - Wage Levelling	51,394.72	
Federal Govt Grant	20,120.00	
Summer Raffle	2,120.00	
Direct Mail out	27,015.00	
Gaming Licences Other	1,570.00	
Total Gaming Receipts		162,451.95
Grief Journaling Workshop		45.00
Total Other Revenue		493,409.03
TOTAL REVENUE		493,409.03

EXPENSE

EXPENSES

Freight Expense		73.76
Raffle Expenses	1,744.75	
Gaming Licences - other	75.00	
Gaming Expenses		1,819.75
Admin - W&S	199,018.08	
TWH - W&S	166,661.21	
Bereavement - W&S	131,767.67	
EI Expense	11,151.52	
CPP Expense	26,153.35	
WCB Expense	6,540.40	
Employee Benefits	10,886.23	
HR Expenses	265.00	
Total Payroll Expense		552,443.46
Accounting & Legal	9,327.50	
Advertising & Promotions	3,442.24	
Staff Appreciation	2,744.17	
Volunteer Appreciation	1,697.67	
Fees & Licenses & Memberships	1,965.40	
Cash Short/Over	2.00	
Continuing Education	2,231.56	
Library - resource material	86.30	
Light Up Hospice	1,079.12	
Direct Mail Out Expenses	3,955.92	
TY Watson - Insurance	7,104.00	

Printed On: Apr 11, 2025

Alberni Valley Hospice Society

Income Statement Apr 01, 2024 to Mar 31, 2025

Interest & Bank Charges	4,242.22	
Credit card fees	250.92	
Canada Helps/United Way service fee	821.89	
General Expenses - Total		38,950.91
Board Meeting Expenses		465.00
Supplies - Office	8,281.49	
Supplies Advanced Care Planning	50.33	
Supplies - Grief Counselling	4,693.01	
Supplies - Child & Youth Grief Prog	718.17	
Holistic Health Services	772.80	
Supplies - Fund Raising Summer Raff	1,291.21	
Butterfly Effect	2,069.23	
Black Ty Gala	19,022.79	
Bed Program - Food	603.50	
Supplies - Bed Program	5,592.04	
Bed Program - Activities	252.82	
Supplies - Reflections Program	71.15	
Supplies Total		43,418.54
Community Office - Telephone	4,518.39	
Community Office - Hydro	2,012.74	
Community office - IT Hardware	50.22	
Community Office - Insurance	19,939.00	
Repair and Main Office Building	3,230.40	
Community office - Fortis	872.54	
Community Office - IT Monitoring	3,537.58	
Community office - water/sewer/garb	666.47	
Community office - Property Taxes	107.87	
Community Networking (Luncheon)	126.56	
Office Expenses - Total		35,061.77
Bed Program - Telephone	3,319.79	
Bed Program - R&M	11,977.19	
Bed Program - Elevator	2,254.44	
Bed Program - Hydro	5,043.05	
Bed Program - Fortis	1,714.31	
Bed Program - Water	1,035.24	
Bed Program - Garden	663.96	
Bed Program - Garbage & Recycling	830.82	
Utilities Total		26,838.80
Total General & Admin. Expenses		699,071.99
TOTAL EXPENSE		699,071.99
NET INCOME		-205,662.96



2024 BC SOCIETY ANNUAL REPORT

BC Society • Societies Act

NAME OF SOCIETY: **ALBERNI VALLEY HOSPICE SOCIETY**
 Incorporation Number: S0054106
 Business Number: 83571 7497 BC0001
 Filed Date and Time: July 29, 2024 02:28 PM Pacific Time
 Annual General Meeting (AGM) Date: June 26, 2024

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
2579 10 AV PORT ALBERNI BC V9Y 2P5	2579 10 AV PORT ALBERNI BC V9Y 2P5

DIRECTOR INFORMATION AS OF June 26, 2024

Last Name, First Name Middle Name:
ELDER, SHAWN

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 8H4

Last Name, First Name Middle Name:
FORD, BRANDON

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 6R4

Last Name, First Name Middle Name:
FORD, CORRIE

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 4T1

Last Name, First Name Middle Name:
KUCH, JOHN EDMUND

Delivery Address:
[REDACTED]
PORT ALBERNI BC V9Y 8K9

Last Name, First Name Middle Name:

MADON, RODNEY

Delivery Address:

[REDACTED]

PORT ALBERNI BC V9Y 9A6

Last Name, First Name Middle Name:

TURNER, CHRIS

Delivery Address:

[REDACTED]

PORT ALBERNI BC V9Y 1H7

Last Name, First Name Middle Name:

WILMOT, NANCY

Delivery Address:

[REDACTED]

PORT ALBERNI BC V9Y 1C7

CERTIFICATION

I, Blair-Sanne Knoedler, certify that I have relevant knowledge of the society, and that I am authorized to make this filing.





ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Port Alberni Community Action Team
Society Number: <i>(N/A for applications <\$500)</i>	
Contact Person:	Alysia Maschak
Street Address:	4835 Argyle Street
City, Province, Postal Code:	Port Alberni BC V9Y 1V9
Phone:	
Email:	info@ptalbc.org
Identify your Organization Type (see GIA Policy for definitions):	
<input type="checkbox"/>	Registered Organization
<input checked="" type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Port Alberni Community Action Team (CAT) is a collaborative network of community members, service providers, and individuals with lived and living experience of substance use, working together to address the toxic drug crisis in the Alberni-Clayoquot Region. Our initiatives focus on harm reduction, peer support, public education, and stigma reduction through events, outreach, and community engagement.

We are committed to trauma-informed, culturally safe, and inclusive approaches, with particular attention to the needs of Indigenous communities, and people who use substances. We serve the City of Port Alberni and surrounding communities within the Alberni-Clayoquot Regional District, including Beaver Creek, Cherry Creek, Sproat Lake, and the Huu-ay-aht, Hupacasath, and Tseshaht First Nations. We also work in cooperation with regional partners and organizations to provide coordinated responses across the region.

Our work includes educational campaigns, peer-led outreach, event coordination, and collaborative policy development, all aimed at reducing overdose deaths, supporting wellness, and fostering community resilience.



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:	"TOXIC" Film Screening & Community Engagement – International Overdo		
Grant Amount Requested:	\$450		
In-kind Resources Requested:			
Project Start Date:	August 1 2025	Project End Date:	September 30 2025
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/>	Regional GIA (regional projects that benefit residents & visitors across the ACRD)		
<input checked="" type="checkbox"/>	Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)		
<input type="checkbox"/>	West Coast GIA (projects that benefits residents & visitors on the West Coast)		
<input type="checkbox"/>	Bamfield Electoral Area GIA	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications can be submitted to one Electoral Area Category only. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i> <i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>	
<input type="checkbox"/>	Beaufort Electoral Area GIA		
<input type="checkbox"/>	Long Beach Electoral Area GIA		
<input type="checkbox"/>	Sproat Lake Electoral Area GIA		
<input type="checkbox"/>	Beaver Creek Electoral Area GIA		
<input type="checkbox"/>	Cherry Creek Electoral Area GIA		
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
Please refer to attached PDF (Port Alberni Community Action Team Project Information)			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Describe how this project will benefit the community (*Describe the expected outcomes and who will specifically benefit from this project*):

This project aims to raise awareness about the personal and systemic impacts of the toxic drug crisis, reduce stigma surrounding substance use, and encourage open dialogue within the Alberni-Clayoquot community. The documentary Toxic provides a compelling narrative that can spark compassionate conversations and deeper understanding. Expected outcomes include: Enhanced public awareness of overdose risks and realities, increased empathy toward individuals who use substances, strengthened community engagement in harm reduction and wellness initiatives, and improved relationships between service providers, peers, and the broader community. Beneficiaries of this project include individuals affected by substance use, service providers, families, Indigenous community members, and the general public—anyone seeking to understand and respond to the overdose crisis with compassion and action.

Financial Information (*attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application*).

Item Description (<i>be as specific as possible</i>)	Cost	Amount Requested from ACRD
Facility rental	225	125
Attendee refreshments	250	
Promotional materials and media costs	200	
Peer and Guest Speaker honorariums	500	100
Harm reduction supplies	250	225
Totals	\$1425	\$450



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my [REDACTED]

[REDACTED]

[Signature]
[REDACTED]

Date:

30 April 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

Port Alberni Community Action Team Project Information

This grant will support a public screening of the documentary *Toxic* (2022), directed by Robert Colbourne, which examines the fentanyl and overdose crisis in Vancouver's Lower Mainland. The screening will be followed by a community dialogue event in recognition of International Overdose Awareness Day (August 31, 2025).

Leading up to the event, the CAT will conduct outreach in the community through posters, social media, and direct invitations to local organizations, peer networks, and Indigenous partners. We will coordinate with local service providers to offer resource tables at the event, providing attendees with access to harm reduction supplies, wellness information, and local support services.

A highlight of the event will be a guest talk by **Guy Felicella**, a nationally recognized harm reduction advocate and public speaker. Having experienced decades of addiction and homelessness in Vancouver's Downtown Eastside, Guy now works with Vancouver Coastal Health and the BC Centre on Substance Use. His message—drawn from lived experience—emphasizes that harm reduction and recovery are not opposing concepts but part of the same healing continuum. His powerful story has been shared widely through TEDx talks and national media, and he brings a compelling voice to discussions on stigma, mental health, and systemic change.

Costs for the event will include:

- Venue rental for the film screening and discussion
- Licensing and screening fees for the film if applicable
- Light refreshments for attendees
- Design and distribution of promotional materials
- Peer and guest speaker honorariums and support

The event will be free and open to the public, with a goal of creating a respectful, inclusive, and informative space for all community members.



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Port Alberni Salmon Festival Society
Society Number: <i>(N/A for applications <\$500)</i>	s0010440
Contact Person:	Jessica McGregor
Street Address:	PO Box 334
City, Province, Postal Code:	Port Alberni, BC, V9Y 7M8
Phone:	██████████
Email:	vendorsalmonfest@gmail.com
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Port Alberni Salmon Festival is an annual, inclusive, family-friendly festival that showcases and celebrates the finest food, beverages, music, and art of the Alberni Valley. This festival has been enjoyed by the residents of the Alberni Valley for decades, coinciding with the Alberni Valley Tyee Club's annual fishing derby. Last year, upon hearing that the Society was in the process of being dissolved, a small group of local residents put countless hours in to bring back the Festival to its former glory. Through the support of many local business sponsors we were able to offer a free event to the residents of the Alberni Valley, surrounding areas, and tourists from all over the world. Those who attended were able to enjoy free live music, shop at a varied selection of local vendors, and youth were able to participate in our free kidzone that included fish themed arts and crafts, a photo booth, bouncy castles, and many more activities. The festival allows for the community to gather and celebrate the many things that make the Alberni Valley a special and beloved place to live and visit.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Port Alberni Salmon Festival 2025		
Grant Amount Requested:	5000		
In-kind Resources Requested:			
Project Start Date:	08/29/25	Project End Date:	09/01/25
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>The festival last year was held on one of the hottest weekends of 2024 and while the general consensus was that it was a fantastic event, many commented that shade would have made the event even better. Due to the logistics of Tyee Landing, where the event was held, and the requirement of keeping a lane access open for the Fire Department to bring a truck through the entire area, we are unable to use normal shade options, like tents or sails. We have reached out to a company in Vancouver who creates sun/rain covers to create two removable canopies that could be attached to the bleachers that were used in the music/entertainment area. The quote we have received is between \$7-10,000 depending on materials used.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



Port Alberni Salmon Festival Society

April 9, 2025 Treasurers Report for Annual General Meeting

2024 saw the resurgence of the Port Alberni Salmon Festival Society under a new Board of Directors. Between the reserve funds from previous years' events and the sponsorships we were able to acquire, we held a very successful Salmon Fest! The 2025 event will be funded by sponsorships and (hopefully) grant funding from multiple provincial and municipal funding streams currently being applied for by the Directors.

2024 Starting Balance

\$31,027.76

2024 Income

Sponsorships	\$ 58,000.00
Vendor Fees	\$ 1,550.00
Portion of Beer Garden Revenue	\$ <u>2,753.75</u>

Total \$ 62,303.75

2024 Expenses

Equipment Purchase (bouncy castles)	\$ 8,243.25
Accounting & Legal	\$ 2,992.41
Advertising	\$ 12,969.45
Interest & Bank Charges	\$ 105.00
Insurance	\$ 3,340.00
Festival Entertainment	\$ 20,024.00
Festival Site Expenses	\$ 30806.59
Security	\$ <u>7,215.60</u>

Total \$ 85,696.30

2024 Ending Balance

\$7,635.21

Salmon Fest 2025

Organization:	Salmon Festival Society
Event:	Port Alberni Salmon Festival
Event Date:	August 29th - September 1st

Event Budget:	\$150,000.00
----------------------	--------------

Updated as of: Monday, March 17, 2025

CATEGORY	% of Budget	Planned Cost	Actual Cost	Overages	Paid in Full?	Money Paid to Date	Balance Owing
Subtotal		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Event Site/Facility	0.0%	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Rental Fee		\$0.00		\$0.00			\$0.00
VIP Porto Potties		\$5,000.00		-\$5,000.00			
Porto Potties / Handwashing		\$1,500.00		-\$1,500.00			\$0.00
Security		\$15,000.00		-\$15,000.00			
First Aid		\$0.00		\$0.00			
Event Insurance		\$2,300.00	\$2,300.00	\$0.00			
Subtotal	0.0%	\$23,800.00	\$0.00	-\$23,800.00		\$0.00	\$0.00
Promotion and Advertising							
Printed Brochure Invitations		\$500.00		\$0.00			\$0.00
Newspaper Ad		\$1,000.00	\$400.00	-\$600.00			\$400.00
Event Signs and Banners		\$5,000.00		\$0.00			\$0.00
Island Radio Ad Campaign		\$5,000.00		\$0.00			
Tuff City Radio Ads		\$1,500.00		\$0.00			
Subtotal	0.0%	\$13,000.00	\$400.00	-\$12,600.00		\$0.00	\$400.00
Entertainment Aug 29 FRI							
JJ Wilde		\$15,000.00					
BackBeat Entertainment		\$2,150.00					
Entertainment Aug 30 SAT							
Heels		\$7,500.00	\$7,500.00				

Features													
Opening Fireworks	1	\$15,000.00	\$15,000.00	\$0.00	N	\$0.00	\$15,000.00						\$15,000.00
Kids Zone	1		\$0.00	\$0.00	N	\$0.00	\$0.00						\$0.00
Alberni's Got Talent Prizes	1	\$1,750.00	\$1,750.00	\$0.00	N	\$0.00	\$1,750.00						\$1,750.00
Iron Chef Competition	1		\$0.00	\$0.00	N	\$0.00	\$0.00						\$0.00
Sushi Eating Contest	1		\$0.00	\$0.00	N	\$0.00	\$0.00						\$0.00
Chowder Competition Prize	1	\$1,000.00	\$1,000.00	\$0.00	N	\$0.00	\$1,000.00						\$1,000.00
Arts and Crafts Zone	1		\$0.00	\$0.00	N	\$0.00	\$0.00						\$0.00
Subtotal	700.0%	\$99,750.00	\$17,750.00	-\$82,000.00									\$17,750.00
Emergency Consideration													
Rain Plan Cost		\$0.00		\$0.00	N	\$0.00							\$0.00
Subtotal	0.0%		\$0.00	\$0.00		\$0.00							\$0.00
Taxes	0.0%												
TOTAL	700.0%	\$99,750.00											\$0.00



2024 BC SOCIETY ANNUAL REPORT

BC Society • Societies Act

NAME OF SOCIETY: **PORT ALBERNI SALMON FESTIVAL SOCIETY**
 Incorporation Number: S0010440
 Business Number: 86653 0413 BC0001
 Filed Date and Time: October 7, 2024 09:31 AM Pacific Time
 Annual General Meeting (AGM) Date: August 7, 2024

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:	Mailing Address:
3290 THIRD AVENUE PORT ALBERNI BC V9Y 4E1	3290 THIRD AVENUE PORT ALBERNI BC V9Y 4E1

DIRECTOR INFORMATION AS OF August 7, 2024

Last Name, First Name Middle Name:

DEBAIE, ALLISON

Delivery Address:

██████████
PORT ALBERNI BC V9Y 8G5

Last Name, First Name Middle Name:

FERRO, CARMELA

Delivery Address:

██████████
PORT ALBERNI BC V9Y 7X2

Last Name, First Name Middle Name:

FRED, BELLA

Delivery Address:

██████████
PORT ALBERNI BC V9Y 8X9

Last Name, First Name Middle Name:

JASKEN, CAROLYN ██████

Delivery Address:

██████████
PORT ALBERNI BC V9Y 5J4

Last Name, First Name Middle Name:

MCGREGOR, JESSICA

Delivery Address:

████████████████████

PORT ALBERNI BC V9Y 8M4





STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

CERTIFIED COPY
Of a document filed with the
Province of British Columbia
Registrar of Companies

T.K. Sparks
T.K. SPARKS

NAME OF SOCIETY: PORT ALBERNI SALMON FESTIVAL SOCIETY

Incorporation Number: S0010440
Business Number: 86653 0413 BC0001
Filed Date and Time: October 7, 2024 09:31 AM Pacific Time

REGISTERED OFFICE ADDRESS INFORMATION

Delivery Address:

3290 THIRD AVENUE
PORT ALBERNI BC V9Y 4E1

Mailing Address:

3290 THIRD AVENUE
PORT ALBERNI BC V9Y 4E1

DIRECTOR INFORMATION

Last Name, First Name Middle Name:

DEBAIE, ALLISON

Delivery Address:

██████████
PORT ALBERNI BC V9Y 8G5

Last Name, First Name Middle Name:

FERRO, CARMELA

Delivery Address:

██████████
PORT ALBERNI BC V9Y 7X2

Last Name, First Name Middle Name:

FRED, BELLA

Delivery Address:

██████████
PORT ALBERNI BC V9Y 8X9

Last Name, First Name Middle Name:

JASKEN, CAROLYN ██████

Delivery Address:

██████████
PORT ALBERNI BC V9Y 5J4



STATEMENT OF DIRECTORS AND REGISTERED OFFICE

BC Society • Societies Act

Last Name, First Name Middle Name:

MCGREGOR, JESSICA

Delivery Address:

██████████
PORT ALBERNI BC V9Y 8M4





NOTICE OF CHANGE OF DIRECTORS

BC Society • Societies Act

NAME OF SOCIETY: **PORT ALBERNI SALMON FESTIVAL SOCIETY**

Incorporation Number: S0010440
 Business Number: 86653 0413 BC0001
 Filed Date and Time: October 7, 2024 09:34 AM Pacific Time
 Date of Change of Directors: September 11, 2024

NEW DIRECTORS

Last Name, First Name Middle Name:

FANDRAKIS, STEVE

Delivery Address:

██████████
 PORT ALBERNI BC V9Y 7J4

Last Name, First Name Middle Name:

KERR-DONOHUE, KRISTIN

Delivery Address:

██████████
 PORT ALBERNI BC V9Y 6B2

Last Name, First Name Middle Name:

MCGREGOR, MICHAEL

Delivery Address:

██████████
 PORT ALBERNI BC V9Y 2E3

PERSONS WHO HAVE CEASED TO BE DIRECTORS

Last Name, First Name Middle Name:

JASKEN, CAROLYN

Delivery Address:

██████████
 PORT ALBERNI BC V9Y 5J4
 █



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

RECEIVED

APR 29 2025

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Wholesome Meals on Wheels Association of Port Alberni [WMOW]
Society Number: <i>(N/A for applications <\$500)</i>	S00018882
Contact Person:	Robin Forrest
Street Address:	PO Box 323
City, Province, Postal Code:	Port Alberni BC V9Y 7M8
Phone:	██████████
Email:	██████████
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization (for Grant Applications <\$500, on a one-time basis only)

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

Communities served: City of Port Alberni, Beaver Creek and Cherry Creek areas. WMOW provides nourishing, hot meals for seniors and others living with disabilities and/or convalescing. Our service allows seniors and others living with disabilities to retain independence in their own homes. WMOW also provides a daily in-person check-in with communication, encouragement and support. Our purpose is to improve the quality of life for a targeted demographic through nutrition and social interaction. We believe that in-person communication is essential to health and general well-being. Our volunteer drivers, on occasion, have been vital in recognizing changes in a client's behaviour, mental or physical, and have initiated early intervention therefore giving the client relatives and/or supporting friends notice. Seniors and others living alone may be socially isolated; therefore, a visit from a friendly volunteer driver provides a social contact and check-in.

Our WMOW provides employment for a bookkeeper and two meal coordinators - - all local residents of Port Alberni. All our meals are prepared at our local Cypress Restaurant and our desserts are prepared by Circle Dairy. Our office supplies are all purchased locally.

Our success is measured from client feedback on the meals and service they receive. There are also comments and judgements from the client relatives and/or friends.


**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:	Annual supply of dessert containers		
Grant Amount Requested:	\$3,324.00		
In-kind Resources Requested:			
Project Start Date:	07/01/25	Project End Date:	06/30/25
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/>	Regional GIA (regional projects that benefit residents & visitors across the ACRD)		
<input checked="" type="checkbox"/>	Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)		
<input type="checkbox"/>	West Coast GIA (projects that benefits residents & visitors on the West Coast)		
<input type="checkbox"/>	Bamfield Electoral Area GIA	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i>	
<input type="checkbox"/>	Beaufort Electoral Area GIA		
<input type="checkbox"/>	Long Beach Electoral Area GIA		
<input type="checkbox"/>	Sproat Lake Electoral Area GIA		
<input type="checkbox"/>	Beaver Creek Electoral Area GIA		
<input type="checkbox"/>	Cherry Creek Electoral Area GIA		
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>Grant funds would be totally directed to the purchase of the environmental dessert containers used with every meal delivered to our clients. Nutrition is vital to health and wellness. Many seniors and others convalescing are unwilling or unable to complete all the tasks required to plan, shop and prepare a nutritious meal. Canned fruit is very often the dessert served to our clients. Our safe and environmental containers with a clear view of the contents is comforting to our clients. Our desserts do not need to be defrosted or re-heated in ovens or microwaves - devices that can prove confusing and/or dangerous to some of our clients.</p> <p>In our previous fiscal, 5,935 desserts were delivered to our clients throughout the Alberni valley. WMOW has retained its respectable, beneficial and courteous reputation for fifty years. A healthy meal including the dessert contained in an easy-to-open container is an effective and agreeable service to the community. A suitable, air and liquid tight dessert container is essential for the continued success of our community service.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
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ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature: _____

Date: _____

April 27 - 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

Wholesome Meals on Wheels Assoc. - Income Statement 2024-04-01 to 2025-03-31

REVENUE	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	YE Total
Sales Revenue													
Memberships		\$70.00	\$50.00										\$120.00
Sales	\$3,858.50	\$3,847.00	\$3,612.75	\$3,790.00	\$3,777.75	\$3,534.25	\$3,434.25	\$3,886.25	\$2,879.25	\$3,170.50	\$3,019.00	\$3,116.25	\$41,925.75
Net Sales													\$42,045.75
Other Revenue													
VIHA		\$11,099.17											\$11,099.17
AVCF			\$3,271.00										\$3,271.00
AV Co-Op			\$10,000.00										\$10,000.00
CFFP - 3 yr. funding [2025/26/27]							\$20,000.00						\$20,000.00
CUPE										\$400.00			\$400.00
Legion								\$3,000.00					\$3,000.00
Music Trivia Tournament												\$1,000.00	\$1,000.00
RDAC					\$1,000.00								\$1,000.00
Donation Revenue		\$84.00	\$112.50		\$56.25				\$93.00				\$345.75
Total Other Revenue													\$50,115.92
TOTAL REVENUE													\$92,161.67
EXPENSE													
Cost of Goods Sold													
Subcontracts													
Meal Purchases	\$2,129.12	\$4,097.19	\$3,801.01	\$4,984.20	\$4,884.99	\$5,078.49	\$5,239.25	\$4,684.83	\$4,879.31	\$5,371.74	\$4,601.67	\$4,220.03	\$53,971.83
Net Purchases													
Total Cost of Goods Sold													\$53,971.83
Payroll Expenses													
Wages & Salaries	\$2,499.16	\$2,315.70	\$2,501.36	\$2,267.64	\$2,384.50	\$2,897.04	\$1,566.48	\$2,656.45	\$2,552.03	\$2,702.08	\$2,117.78	\$2,267.64	\$28,727.86
EI Expense	\$157.62	\$53.82	\$58.13	\$52.70	\$55.41	\$67.32	\$33.76	\$61.74	\$59.30	\$62.15	\$48.73	\$52.16	\$762.84
CPP Expense	\$271.61	\$113.99	\$114.12	\$100.22	\$107.17	\$137.66	\$58.50	\$123.35	\$58.50	\$126.07	\$91.30	\$317.59	\$1,620.08
WCB Expense	\$44.56	\$44.56	\$44.56	\$44.56	\$44.56	\$45.66	\$44.56	\$44.56	\$44.56	\$46.57	\$46.57	\$46.57	\$541.85
Total Payroll Expense													\$31,652.63
General & Admin. Expenses													
Accounting & Legal	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	360.00	\$4,320.00
Advertising & Promotions	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$44.99	\$339.72	339.72	\$1,129.34
Business Fees & Licenses									\$117.14	\$275.85			\$392.99
Web Hosting					\$230.50								\$230.50
Interest & Bank Charges	\$11.79	\$18.54	\$13.50	\$13.87	\$20.38	\$13.42	\$11.34	\$14.59	\$15.62	\$15.50	\$18.66	20.36	\$187.57
Office Supplies						\$3,308.51		\$100.49					\$3,409.00
Meal Supplies					\$767.73								\$767.73
Appreciation								\$100.00	\$261.41				\$361.41
Telephone	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$1,008.00
Total General & Admin. Expenses													\$11,806.54
TOTAL EXPENSE													\$97,431.00
NET LOSS													-\$5,269.33

WHOLESOME MEALS ON WHEELS

2025 - 2026 Budget - Approved and Accepted by Board - April 16 - 2025

REVENUE	
<i>Sales Revenue</i>	
* Memberships	\$ 175.00
* Sales[meals]	\$ 42,230.00
** Allowance for Doubtful Accounts	\$ -
Net Sales	\$ 42,405.00
OTHER REVENUE	
* Gaming Grant - RECD. CONFIRMATION OF NO GAMING FUNDS FOR 2025-2026 YEAR	\$ -
* VIHA	\$ 22,800.00
* GIC	\$ 20,587.00
* Tax Refund	\$ -
* Interest Income	\$ 100.00
NO FUNDING AND/OR DONATION REVENUE INCLUDED HERE AS AMOUNTS ARE UNCERTAIN	\$ -
Total Other Revenue	\$ 43,487.00
TOTAL REVENUE	\$ 85,892.00
EXPENSE	
<i>Cost of Goods Sold</i>	
* Meals - Casino	\$ 39,962.00
* Meals - Circle Dairy	\$ 4,410.00
* Meal Supplies - containers	\$ 1,575.00
Total COGS	\$ 45,947.00
<i>Payroll Expense</i>	
* Wages & Salaries	\$ 34,020.00
* EI Expense	\$ 1,365.00
* CPP Expense	\$ 1,680.00
Total Payroll Expense	\$ 37,065.00
<i>Gen. & Admin. Expense</i>	
* Accounting & Legal	\$ 5,250.00
* Advertising & Promotion	\$ 1,050.00
* Bad Debts	\$ -
* Bookkeeping	\$ 4,320.00
* Bus. Fees & Licenses	\$ 475.00
* Gas Benefit	\$ 265.00
* Bank Chges	\$ 262.50
* Office Supplies	\$ 2,310.00
* Rent	\$ 16,191.00
* Telephone	\$ 1,260.00
* Vol. Appreciation	\$ 1,050.00
Tot. Gen. & Admin. Exp.	\$ 32,433.50
TOTAL EXPENSES	\$ 115,445.50
NET LOSS	-\$ 29,553.50

**WHOLESOME MEALS ON WHEELS ASSOCIATION
OF PORT ALBERNI B.C.
ANNUAL GENERAL MEETING.
Port Alberni United Church. April 28th, 2025.**

Attendees:- Dawna Sawyer, Peter Ryding, Robin Forrest, Lorna Tetrault, Gina Berggraf, Elan Malescu, Leslie Holland, Matt Gregory, Scott Ware, Rita Lajunesse.

Apologies:- Marie Anne Vogels. Carol Ryding.

Call to order by President Dawna at 1:05 pm.

Agenda:- Motion to adopt the Agenda as presented Moved by Elan/Lorna. Adopted.

Minutes of 2024 AGM :- Motion to adopt – Moved by Lorna/Elan. Adopted.

Presidents report:- As presented.

Coordinators report:- As presented (noted we delivered 5,935 meals for the fiscal year, By 25 volunteer drivers, to 93 Clients.).

Treasurer Report:- As presented. Robin requested that the minutes be expedited as they were the final document required for The ACRD grant application. Peter to do.

Motion to adopt all reports as presented:- Moved by Lorna/Scott. Adopted.

Correspondence – Received a donation of \$500.00 from the Alberni Valley Lions Club.
Old business- N/A.

New Business -

Election of Officers:- Current Board members polled to allow their nomination to stand, all are willing to stand for another year. Except for Marie Anne, who regretfully declined to stand for another year.

Motion to confirm the slate of Officers as listed below :- Leslie/Scott. Adopted.

Dawna Sawyer
Peter Ryding
Robin Forrest
Elan Malescu
Lorna Tetrault
Deborah Johnson

Motion to adjourn at 1:26 pm by Scott/Lorna.



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Port Alberni Marine Rescue Society
Society Number: <i>(N/A for applications <\$500)</i>	S0028606
Contact Person:	Randy Thoen
Street Address:	P.O. Box 98, Station Main
City, Province, Postal Code:	Port Alberni, BC V9Y 7M6
Phone:	[REDACTED]
Email:	rcmsar39@gmail.com
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Port Alberni Marine Rescue Society is a non Profit, community volunteer organization, whose primary purpose is to provide financial support to Station 39 of the Royal Canadian Marine Search & Rescue organization. The Society is responsible for the capital costs associated to the rescue vessel, Alberni Responder, including maintenance and equipment, as well as items relating to the safeguard of her crew. The goal of the Society is to ensure the vessel, equipment and training provided to the community volunteers is of the highest standard, as safety of our community volunteers, in ever changing environments, is paramount.

Station members volunteer their time to ensure services such as marine search & rescue, medical evacuation and response to other Provincial/Federal requests for assistance are available. When requested, station members provide safe boating information within the Alberni-Clayoquot Regional District.

While visitors and residents of the majority of the Regional District benefit from our services, our work is primarily focused on the Alberni Inlet. The City of Port Alberni, Cherry Creek Electoral Area, Bamfield Electoral Area, Uchukleshaht Tribe Govt, Toquaht First Nation, Huu-ay-aht First Nation, Yuulu?il?ath First Nation, and District of Ucluelet all border the inlet. The traditional territories of the Tseshaht and Hupacasath First Nations as well as a number of unincorporated communities are located within the Alberni Inlet.


**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:	Supporting Marine Rescue in the Alberni Inlet		
Grant Amount Requested:	\$12,820.50		
In-kind Resources Requested:	n/a		
Project Start Date:	08/30/25	Project End Date:	07/31/26
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
<i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i>			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>Our vessel, Alberni Responder built in 2011, has been in service for 14 years. As part of mandated vessel upgrades, this year we are targeting the replacement of the RayMarine electronics and FLIR (Forward Leading Infrared Radar) components of our navigational equipment (June 2024 Parker Marine quote attached). Our present RayMarine equipment is now 14 years old and it is becoming unreliable and parts are difficult to source. In past years, we have restricted funds for vessel and vessel equipment upgrades. With the purchase of outboard motors, installation of the new open array radar and night vision goggles last year, those funds have been utilized. The current Canada-USA trade relationship is imposing increases in the cost of this replacement equipment. Further, due to circumstances beyond our control, our application for community gaming funds was not approved initially and is now being reconsidered. The audited 2023 financial statement is included, 2024 statement is not completed at the time of application but will be made available prior to application being reviewed in June.</p>			


**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

Describe how this project will benefit the community (*Describe the expected outcomes and who will specifically benefit from this project*):

RCM SAR Station 39 maintain a three-person duty crew at all times. Our members contribute volunteer time to activities related to "Saving Lives on the Water ". These hours are accumulated through taskings, on the water training sessions, classroom training sessions and maintaining duty crew time. Station members participate in community events both on and off the water and are committed to ensuring the safety of boaters within the Alberni Inlet. The 2025 season is predicted to be a busy season with more Canadians choosing to "stay-cation" given the current climate in the USA and related challenges with travel.

Financial Information (*attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application*).

Item Description (<i>be as specific as possible</i>)	Cost	Amount Requested from ACRD
Raymarine navigational equipment upgrades	\$ 58,289.00	\$ 12,820.50
Repairs and maintenance	\$ 8,500.00	
Training	\$ 2,000.00	
Office (equip rentals, call-out service, PPE, teaching aids)	\$ 5,500.00	
Insurance (vessel, society directors, boathouse)	\$ 12,800.00	
Accounting	\$ 2,700.00	
Fuel	\$ 9,000.00	
Moorage	\$ 8,500.00	
		\$ 12,820.50
Totals	\$ 107,289.00	\$ 38,461.50



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available (<i>not required for GIA applications <\$500</i>). |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge

Signature: _____

Date: _____

April 29, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

PORT ALBERNI MARINE RESCUE SOCIETY

Financial Statements

December 31, 2023

PORT ALBERNI MARINE RESCUE SOCIETY**FINANCIAL STATEMENTS****December 31, 2023****INDEX**

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Statement of Financial Position	4
Statement of Changes in Net Assets	5
Notes to Financial Statements	6

PHILLIPS & COMPANY

Chartered Professional Accountants

www.gpcga.ca

COMPILATION ENGAGEMENT REPORT

To the directors of Port Alberni Marine Rescue Society

On the basis of information provided by management, we have compiled the statement of financial position of Port Alberni Marine Rescue Society as at December 31, 2023 and the statements of operations and changes in net assets for the year then ended, and Note 1 which describes the basis of accounting applied in the preparation of the compiled financial information.

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

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

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

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



Phillips & Company
Chartered Professional Accountants

Port Alberni, BC
June 25, 2024

2.

PORT ALBERNI | 4594 Merrifield Road, Port Alberni, BC V9Y 6R4 | Ph: 250 723 7301 | Fx: 250 723 5599

NANAIMO | 103 - 5170 Dunster Road, Nanaimo, BC V9T 2Z2 | Ph: 250 933 7222

PORT ALBERNI MARINE RESCUE SOCIETY
STATEMENT OF OPERATIONS
For the year ended December 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Revenue	\$ 32,619	\$ 17,052
Gaming	74,400	33,000
Donations	<u>18,223</u>	<u>18,998</u>
	<u>125,242</u>	<u>69,050</u>
EXPENSES		
Amortization of tangible assets	18,612	20,776
Bank charges	242	230
Boathouse moorage	6,500	6,500
Equipment rental	328	299
Fuel and oil	7,321	10,312
Insurance	9,747	9,628
Office and general	2,404	3,041
Professional fees	2,306	2,306
Repairs and maintenance	35,995	2,202
Supplies	18,793	5,086
Training	<u>879</u>	<u>1,000</u>
	<u>103,127</u>	<u>61,380</u>
EXCESS OF REVENUE OVER EXPENSES	<u>\$ 22,115</u>	<u>\$ 7,670</u>

See accompanying Notes to Financial Statements

3.

PORT ALBERNI MARINE RESCUE SOCIETY
STATEMENT OF FINANCIAL POSITION
December 31, 2023

	<u>2023</u>	<u>2022</u>
ASSETS		
CURRENT		
Cash	\$ 119,999	\$ 80,283
Goods and services tax recoverable	<u>1,569</u>	<u>558</u>
TOTAL CURRENT ASSETS	121,568	80,841
PROPERTY, PLANT AND EQUIPMENT (Note 2)	<u>267,354</u>	<u>285,966</u>
TOTAL ASSETS	<u>\$ 388,922</u>	<u>\$ 366,807</u>
NET ASSETS		
NET ASSETS		
Net assets invested in capital assets	\$ 267,354	\$ 285,966
Restricted net assets	44,000	44,000
Unrestricted net assets	<u>77,568</u>	<u>36,841</u>
TOTAL NET ASSETS	<u>\$ 388,922</u>	<u>\$ 366,807</u>

Approved by the Directors:

 _____, Director

 _____, Director

See accompanying Notes to Financial Statements

4.

**PORT ALBERNI MARINE RESCUE SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
For the year ended December 31, 2023**

NET ASSETS	<u>Invested in capital assets</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total 2023</u>	<u>Total 2022</u>
Balance, beginning of year	\$ 285,966	\$ 44,000	\$ 36,841	\$ 366,807	\$ 359,137
Excess of revenues over expenses	<u>(18,612)</u>	<u>-</u>	<u>40,727</u>	<u>22,115</u>	<u>7,670</u>
Balance, end of year	<u>\$ 267,354</u>	<u>\$ 44,000</u>	<u>\$ 77,568</u>	<u>\$ 388,922</u>	<u>\$ 366,807</u>

See accompanying Notes to Financial Statements

PORT ALBERNI MARINE RESCUE SOCIETY
NOTES TO FINANCIAL STATEMENTS
December 31, 2023

1. BASIS OF ACCOUNTING

The basis of accounting to be applied in the preparation of the compiled financial information is on the historical cost basis, reflecting cash transactions with the additions of:

- property, plant and equipment amortized on a declining balance basis
- goods and services tax recoverable

2. PROPERTY, PLANT AND EQUIPMENT

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2023</u>	<u>2022</u>
Building	\$ 255,417	\$ 40,993	\$ 214,424	\$ 223,358
Boat equipment	62,835	58,256	4,579	5,724
Vessel	<u>403,068</u>	<u>354,717</u>	<u>48,351</u>	<u>56,884</u>
	<u>\$ 721,320</u>	<u>\$ 453,966</u>	<u>\$ 267,354</u>	<u>\$ 285,966</u>

3. INTERNALLY RESTRICTED FUNDS

The Organization has restricted funds solely for the purposes associated to the refit and/or upgrade of equipment associated to the refit of the Alberni Responder.

	<u>2023</u>	<u>2022</u>
Beginning balance	\$ 44,000	\$ 27,000
Funds added	<u>-</u>	<u>17,000</u>
Ending balance	<u>\$ 44,000</u>	<u>\$ 44,000</u>

**Port Alberni Marine Rescue Society
Anticipated Budget
2025**

Expenses	Operational
Accounting Fees	\$ 2,700
Insurance (Vessel, Theft, Directors, Boathouse)	\$ 12,800
Fuel	\$ 9,000
Classroom Training	\$ 2,000
Moorage	\$ 8,500
Office Expenses	\$ 5,500
Equipment As per attached	\$ 58,289
Repairs & Maintenance	\$ 8,500
Total Expenses:	\$ 107,289

Revenues

Community Donations/Fundraising	\$ 8,000
Kind Donations (Vessel Moorage) <i>(Port Alberni Port Authority provides moorage for boathouse at Tye Landing)</i>	\$ 8,000
Training Reimbursement	\$ 4,000
Incident Reimbursement	\$ 6,000
Total	\$ 26,000
Requested Gaming Funds Operational	\$ 79,617

Randy Thoen
Treasurer
Port Alberni Marine Rescue Society

Ben Doffe
President
Port Alberni Marine Rescue Society


 Telephone: 1 877 526-1526
 www.gov.bc.ca/societies

 Mailing Address: PO Box 9431 Stn Prov Govt
 Victoria BC V8W 9V3

 Courier Address: 200 – 940 Blanshard Street
 Victoria BC V8W 3E6

DO NOT MAIL THIS FORM unless otherwise instructed to do so by registry staff.
 BC Registries and Online Services requires that this filing be completed online at
www.gov.bc.ca/SocietiesOnline

Filing Fee: \$40.00

If you are instructed by registry staff to mail this form, please include a cheque/money order (payable to the Minister of Finance) or provide a BC OnLine account number.

Freedom of Information and Protection of Privacy Act (FOIPPA):
 Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the Societies Act for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Manager of Registries Operations at 1 877 526-1526, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3

A PRIMARY EMAIL ADDRESS

nross@rlr.law

ALTERNATE EMAIL ADDRESS
B INCORPORATION NUMBER OR BUSINESS NUMBER OF SOCIETY

S0028606

C NAME OF SOCIETY

Port Alberni Marine Rescue Society

D ANNUAL GENERAL MEETING (AGM) DATE (A society must hold an Annual General Meeting once in each calendar year. The annual report must be filed within 30 days after the meeting is held.)

FOR CALENDAR YEAR YYYY/MM/DD

2025

2025/03/27

OR

No meeting held

E REGISTERED OFFICE ADDRESS

 Has the registered office address changed from last year? Yes No

The Notice of Change of Address takes effect at the beginning of the day (12:01 a.m. Pacific Time) following the date on which this notice is filed with the registrar.

DELIVERY ADDRESS (PO Box alone is not accepted. Postal Code required.)

CITY

Prov. POSTAL CODE

BC

MAILING ADDRESS (if different from delivery address.)

CITY

Prov. POSTAL CODE

BC

F PERSONS WHO HAVE BEEN ELECTED OR APPOINTED AS DIRECTORS

- A society must have a minimum of three directors (individuals) and at least one must be ordinarily resident in BC.
- A member-funded society must have at least one director who is not required to reside in BC.
- A director address must be a physical address. A post office box alone is not accepted. A director's address may be their residential address or an address at which the director may be served with records between the hours of 9:00am and 4:00pm, local time, Monday to Friday.
- Full names of directors are required; initials only are not accepted.
- This section continues on the next page. Attach additional sheet if more space is required.
- If the society did not hold an Annual General Meeting (AGM), changes of directors cannot be reflected on the Annual Report. Please complete a Director Change form (FORM 03 soc).

FIRST NAME

MIDDLE NAME

LAST NAME

See attached

ADDRESS

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE

FIRST NAME

MIDDLE NAME

LAST NAME

ADDRESS

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE

F PERSONS WHO HAVE BEEN ELECTED OR APPOINTED AS DIRECTORS (CONTINUED)

FIRST NAME	MIDDLE NAME	LAST NAME			
ADDRESS		CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE
FIRST NAME	MIDDLE NAME	LAST NAME			
ADDRESS		CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE
FIRST NAME	MIDDLE NAME	LAST NAME			
ADDRESS		CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE
FIRST NAME	MIDDLE NAME	LAST NAME			
ADDRESS		CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE

G PERSONS WHO HAVE CEASED TO BE DIRECTORS

FIRST NAME	MIDDLE NAME	LAST NAME
Ian		Arklie
Brian		Proctor
Donald		Simpson

H CERTIFICATION - I certify that I have relevant knowledge of the society, and that I am authorized to make this filing.

Note: It is an offence to make a false or misleading statement in respect of a material fact in a record submitted to the Corporate Registry for filing. See section 223 of the Societies Act.

NAME	SIGNATURE	DATE SIGNED (YYYY MM DD)
Randy Thoen		

I ANNUAL REPORT REMINDER PREFERENCES - Please indicate when you wish to receive your annual report reminder each year.

Anniversary of incorporation date.

Other date:

Do not send us a reminder.

J DELIVERY METHOD - Choose one delivery method for receipt of the society's documents.

Society Email Other Email Address

Pickup (Victoria only) Contact Person Telephone

By Mail to Registered Office Mailing Address

By Mail to another address. Please specify.

MAILING ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE

Port Alberni Marine Rescue Society
Directors 2025-26

President:

Ben Doffe

[Redacted] Port Alberni, BC V9Y 5S7

Telephone: [Redacted] Email: [Redacted]

Vice-President

Jennifer Rimmer

[Redacted] Port Alberni, BC V9Y 0A1

Telephone: [Redacted] Email: [Redacted]

Secretary

Spencer Binda

[Redacted] Port Alberni, BC V9Y 0B4

Telephone: [Redacted] E mail: [Redacted]

Treasurer

Randy Thoen

[Redacted] Port Alberni, BC V9Y 2G7

Telephone: [Redacted] E mail: [Redacted]

Directors at Large

Arnold Elias

[Redacted] Port Alberni, BC V9Y 8Z3

Telephone: [Redacted] E mail: [Redacted]

John Woodthorpe

[Redacted] Port Alberni, BC V9Y 7B7

Telephone: [Redacted] E mail: [Redacted]

Tim Baxter

[Redacted] Port Alberni, BC V9Y 1P3

Telephone: [Redacted] E mail: [Redacted]

Douglas Hedman

[Redacted] Port Alberni, BC V9Y 8N8

Telephone: [Redacted] Email: [Redacted]



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	ADAPS Youth and Family Services
Society Number: <i>(N/A for applications <\$500)</i>	S-17221
Contact Person:	Debra Hamilton
Street Address:	3819 9th Ave
City, Province, Postal Code:	V9Y 5T8
Phone:	2507246166
Email:	Debra@adaps.org
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

"Resilience and wellness for children, youth and families"
 ADAPS Youth and Family Services is a charitable non-profit dedicated to supporting youth in Port Alberni and surrounding communities through inclusive, trauma-informed care. Our core services include mental health and substance use counselling, prevention programming, and trauma-specific supports like our Sexual Abuse Intervention and Prevention program. In 2023, we delivered over 450 one-on-one counselling sessions, serving Indigenous, LGBTQ2+, and neurodiverse youth with a strong focus on cultural safety. Youth are supported through life's toughest transitions—whether coping with substance use, mental health struggles, or changes in family or care systems. We offer harm reduction, brief interventions, and expressive therapies to meet youth where they're at and help them move forward. Through pro-social programs like CREW, we foster connection, confidence, and coping skills in a safe, supportive setting. Guided by the Circle of Courage, we promote belonging, independence, mastery, and generosity—core strengths every young person deserves the chance to grow.



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

PROJECT INFORMATION			
Project Name:	Youth Safe Space		
Grant Amount Requested:	12,284.00		
In-kind Resources Requested:			
Project Start Date:	06/01/25	Project End Date:	05/01/26
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>The Youth Safe Space (YSS) is located above the Port Alberni skate park, across from Echo Field House. It's easy for youth to find and get to. ADAPS Youth and Family Services runs the space with help from other community partners. It's a warm, friendly place where young people can connect with others, and participate in programs supporting their well-being. We rely on grant-in-aid funding to keep the space open. There is no regular funding to help cover the rent or staff needed to run important services like the Youth Harm Reduction and Safety Pop Up. Support from the community helps us keep this space available for all youth who need it. The Youth Safe Space is used often for programs and services like: CREW Group for youth ages 10–12 Youth Peer Support Training, RCMP Safe Reporting for Youth, Youth Harm Reduction and Safety Pop Up. Meetings and drop-in services offered by NTC Usma, VIHA, and the Integrated Child and Youth team. It is a needed community meeting space that increases youth's accessibility access to safe spaces. Peer Support Training for Bamfield youth is being delivered in collab with the Bamfield Community School on May 21 and 27th</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my [REDACTED]

[REDACTED] [REDACTED]

Date: _____ 2025APR30 _____

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE
Financial Statements
Year Ended March 31, 2024

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Index to Financial Statements

Year Ended March 31, 2024

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INDEPENDENT AUDITOR'S REPORT

To the Members of Alberni Valley Drug and Alcohol Prevention Service

Report on the Financial Statements

Opinion

We have audited the financial statements of Alberni Valley Drug and Alcohol Prevention Service (the organization), which comprise the statement of financial position as at March 31, 2024, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at March 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

(continues)

Independent Auditor's Report to the Members of Alberni Valley Drug and Alcohol Prevention Service (*continued*)

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

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

Report on Other Legal and Regulatory Requirements

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

Port Alberni, BC
September 17, 2024

R. Anderson & Associates Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Statement of Revenues and Expenditures

Year Ended March 31, 2024

	2024	2023
REVENUES		
Donations	\$ 8,886	\$ 7,969
Reimbursements	1,123	37,485
VIHA Contract	265,876	225,454
Other Income	95,991	73,878
ISE Grant	274,713	240,168
Health Canada	206,753	214,972
MCFD Reimbursement Project	622	905
SAIP Grant	119,242	104,247
Community Funds	116,875	125,266
Interest	1,230	472
VIHA Grant	-	26,549
	1,091,311	1,057,365
EXPENSES		
Accounting fees	10,250	10,350
Amortization	2,941	3,165
Board Expenses	4,691	9,903
Donations	500	500
Insurance	5,998	3,081
Interest and bank charges	108	282
Honoraria	12,604	20,540
Memberships	5,717	11,822
Office	9,840	9,790
Capital Expense/Tech Support	4,699	938
Equipment	2,082	1,017
Training	3,354	1,411
Program Costs	78,657	73,189
Professional fees	4,846	10,107
Rental	37,189	34,818
Repairs and maintenance	2,751	2,250
Salaries and wages	779,364	696,800
Sub-contracts	68,546	44,245
Telephone	10,754	10,480
Travel	9,061	15,842
	1,053,952	960,530
EXCESS OF REVENUES OVER EXPENSES	\$ 37,359	\$ 96,835

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Statement of Changes in Net Assets

Year Ended March 31, 2024

	General Fund	Restricted Fund	Capital Asset Fund	2024	2023
NET ASSETS - BEGINNING OF YEAR	\$ 405,727	\$ 16,686	\$ 5,347	\$ 427,760	\$ 330,925
EXCESS OF REVENUES OVER EXPENSES	40,300	-	(2,941)	37,359	96,835
NET ASSETS - END OF YEAR	\$ 446,027	\$ 16,686	\$ 2,406	\$ 465,119	\$ 427,760

The accompanying notes are an integral part of these financial statements

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Statement of Cash Flows

Year Ended March 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 37,359	\$ 96,835
Item not affecting cash:		
Amortization of property and equipment	2,941	3,165
	40,300	100,000
Changes in non-cash working capital:		
Accounts receivable	18,788	(18,788)
Accounts payable	2,041	(3,626)
Prepaid expenses	(2,366)	(776)
Goods and services tax payable	(1,625)	(1,148)
Wages payable	13,290	19,763
	30,128	(4,575)
Cash flow from operating activities	70,428	95,425
INVESTING ACTIVITIES		
Purchase of property and equipment	-	(55,516)
Proceeds on disposal of property and equipment	50,000	-
Cash flow from (used by) investing activities	50,000	(55,516)
INCREASE IN CASH FLOW	120,428	39,909
Cash - beginning of year	447,424	407,515
CASH - END OF YEAR	\$ 567,852	\$ 447,424

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Statement of Financial Position

March 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash	\$ 567,852	\$ 447,424
Accounts receivable	-	18,788
Goods and services tax recoverable	3,264	1,639
Prepaid expenses	7,020	4,654
	578,136	472,505
TANGIBLE CAPITAL ASSETS (Note 5)	2,407	55,348
TOTAL ASSETS	\$ 580,543	\$ 527,853
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 17,999	\$ 15,958
Wages payable	97,425	84,135
TOTAL LIABILITIES	115,424	100,093
NET ASSETS		
General fund	446,027	405,727
Restricted fund	16,686	16,686
Capital asset fund	2,406	5,347
	465,119	427,760
TOTAL LIABILITIES AND NET ASSETS	\$ 580,543	\$ 527,853

ON BEHALF OF THE BOARD

_____ Director

_____ Director

The accompanying notes are an integral part of these financial statements

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Notes to Financial Statements

Year Ended March 31, 2024

1. ECONOMIC DEPENDENCE

The Society receives the majority of its funds from various ministries and programs of the British Columbia Government. These amounts are subject to annual review and long term funding levels are not guaranteed.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). Canadian accounting standards for not-for-profit organizations are part of Canadian GAAP.

Some users may require further information as these statements have not been prepared for general purposes.

3. PURPOSE OF THE ORGANIZATION

Alberni Valley Drug and Alcohol Prevention Service (the "organization") is a not-for-profit organization of British Columbia on May 3, 1982. As a registered charity the organization is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

The organization operates to provide community education, prevention and treatment that addresses the harmful effects of substance abuse.

4. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

The society's policy is to disclose bank balances under cash and cash equivalents, including temporary investments with a maturity period of one year or less from the date of acquisition.

Fund accounting

Alberni Valley Drug and Alcohol Prevention Service follows the restricted fund method of accounting for contributions.

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

The Gaming Fund reports the assets, liabilities, revenues and expenses related to Alberni Valley Drug and Alcohol Prevention Service's gaming campaign.

Government grants

Government grants are recorded when there is a reasonable assurance that the organization had complied with and will continue to comply with, all the necessary conditions to obtain the grants.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(continues)

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Notes to Financial Statements

Year Ended March 31, 2024

4. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*Net assets

- a) Net assets invested in property and equipment represents the organization's net investment in property and equipment which is comprised of the unamortized amount of property and equipment purchased with restricted funds.
- b) Internally restricted net assets are funds which have been designated for a specific purpose by the organization's Board of Directors.
- c) Unrestricted net assets comprise the excess of revenue over expenses accumulated by the organization each year, not of transfers, and are available for general purposes.

Property and equipment

Property and equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life on a declining balance basis at the following rates and methods:

Computer equipment	55% declining balance method
--------------------	------------------------------

The organization regularly reviews its property and equipment to eliminate obsolete items.

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue recognition

Alberni Valley Drug and Alcohol Prevention Service follows the restricted fund method of accounting for contributions.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

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

Contributions for endowment are recognized as revenue in the Endowment Fund.

Investment income earned on Endowment Fund resources that must be spent on research activities is recognized as revenue of the Research Fund. Unrestricted investment income earned on Endowment Fund resources is recognized as revenue of the General Fund. Investment income earned on building campaign resources is recognized as revenue of the Capital Asset Fund. Other investment income is recognized as revenue of the General Fund when earned.

Seminar fees are recognized as revenue of the General Fund when the seminars are held.

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Notes to Financial Statements

Year Ended March 31, 2024

5. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Buildings	\$ -	\$ -	\$ -	\$ 50,000
Computer equipment	14,700	12,293	2,407	5,348
	\$ 14,700	\$ 12,293	\$ 2,407	\$ 55,348

6. CONTRACTUAL OBLIGATIONS

The Society has a long term lease expiring June 30, 2025 to lease the parcel of land identified as 000-398-683 Lot A, District Lot 1, Alberni District, Plan 31583 from Four Winds Ventures Ltd.

7. MANAGEMENT AND EMPLOYEE REMUNERATION

Under the Society Act, Not For Profit organizations must disclose information with respect to managers and employees who earn more than \$75,000 per year. For 2024, four employees earned a combined total of \$339,828 (2023 - Two employees earned a combined total of \$158,468)

8. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified due to a material mistatement found in the prior year to conform to the current year's presentation.

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

ISE - Statement of Revenues and Expenditures

(Schedule 1)

Year Ended March 31, 2024

	2024	2023
REVENUES		
ISE Grant	\$ 274,713	\$ 240,168
MCFS Reimbursement Project	622	905
Community funds	-	-
Other income	-	-
Reimbursement	-	74
	275,335	241,147
EXPENSES		
Capital Expense/Tech Support	1,385	95
Administrative Overhead	2,000	-
Bank Charges	-	2
Equipment	372	-
Insurance	-	871
Memberships	809	2,676
Office	3,065	937
Professional Fees	2,563	4,100
Program Costs	8,970	6,197
Rental	14,721	9,319
Repairs and Maintenance	742	360
Salaries and Wages	208,065	176,043
Sub-contracts	2,623	5,517
Telephone	4,094	4,032
Training	695	195
Travel	5,622	5,636
Board and Executive costs	527	523
	256,253	216,503
INCOME FROM PROJECT	\$ 19,082	\$ 24,644

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

VIHA - Statement of Revenues and Expenditures

(Schedule 2)

Year Ended March 31, 2024

	2024	2023
REVENUES		
VIHA Contract	\$ 265,876	\$ 225,454
VIHA Grant	-	26,549
	265,876	252,003
EXPENSES		
Accounting Fees	2,563	100
Administrative Overhead	2,807	-
Capital Expense/Tech Support	1,019	326
Bank Charges	-	2
Board and Executive costs	45	5,653
Equipment	-	288
Insurance	5,361	820
Memberships	543	2,440
Office	2,308	896
Professional Fees	-	-
Program Costs	3,958	2,755
Rental	9,421	9,786
Repairs and Maintenance	1,634	650
Salaries and Wages	211,122	184,940
Sub-contracts	2,929	4,369
Telephone	2,607	2,871
Training	109	105
Travel	1,187	2,158
	247,613	218,159
INCOME (LOSS) FROM PROJECT	\$ 18,263	\$ 33,844

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

SAIP - Statement of Revenues and Expenditures

(Schedule 3)

Year Ended March 31, 2024

	2024	2023
REVENUES		
SAIP Grant	\$ 119,242	\$ 104,247
Community funds	1,000	-
	120,242	104,247
EXPENSES		
Administrative Overhead	500	-
Accounting fees	2,563	2,563
Board Expenses	-	18
Capital Expense/Tech Support	455	47
Insurance	-	820
Memberships	943	1,899
Office	1,185	68
Professional Fees	-	-
Program Costs	1,799	1,343
Rental	6,747	6,943
Repairs and Maintenance	546	1,180
Salaries and Wages	84,672	73,502
Sub-contracts	3,719	2,890
Telephone	1,266	1,348
Training	800	50
Travel	31	65
	105,226	92,736
INCOME (LOSS) FROM PROJECT	\$ 15,016	\$ 11,511

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Gaming - Statement of Revenues and Expenditures

(Schedule 4)

Year Ended March 31, 2024

	2024	2023
REVENUES	\$ -	\$ -
EXPENSES		
Program Costs	-	19,164
Office	-	242
Salaries and Wages	-	9,122
Travel	-	141
	-	28,669
INCOME (LOSS) FROM PROJECT	\$ -	\$ (28,669)

ALBERNI VALLEY DRUG AND ALCOHOL PREVENTION SERVICE

Health Canada - Statement of Revenues and Expenditures

(Schedule 5)

Year Ended March 31, 2024

	2024	2023
REVENUES	\$ 206,753	\$ 214,972
EXPENSES		
Accounting fees	1,230	2,563
Administrative Overhead	2,000	-
Board Expenses	894	-
Equipment	1,710	3,103
Insurance	-	820
Memberships	543	968
Office	284	2,050
Program costs	9,357	2,000
Rental	2,937	2,087
Repairs & Maintenance	548	60
Salaries and Wages	136,013	84,442
Sub-contracts	5,943	4,470
Tech Support	949	185
Telephone	1,335	828
Training	1,103	306
Travel	854	541
	165,700	104,423
INCOME FROM OPERATIONS	\$ 41,053	\$ 110,549

Revenue	TOTALS
	1,241,590.64
	-
	1,241,590.64
	-
	23,400.00
	-
	11,500.00
	4,500.00
	33,072.00
	-
	5,200.00
	850.00
	7,450.00
	8,500.00
	11,000.00
	3,450.00
	2,950.00
	44,700.00
	3,850.00
	135,000.00
	15,400.00
	37,750.00
	1,000.00
	8,300.00
	9,650.00
	13,400.00
	871,187.12
	1,252,109.12
-	(10,518.48)

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2024

ANNUAL REPORT

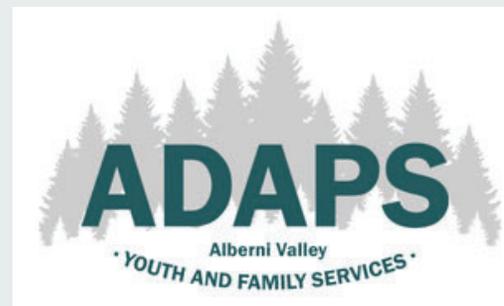




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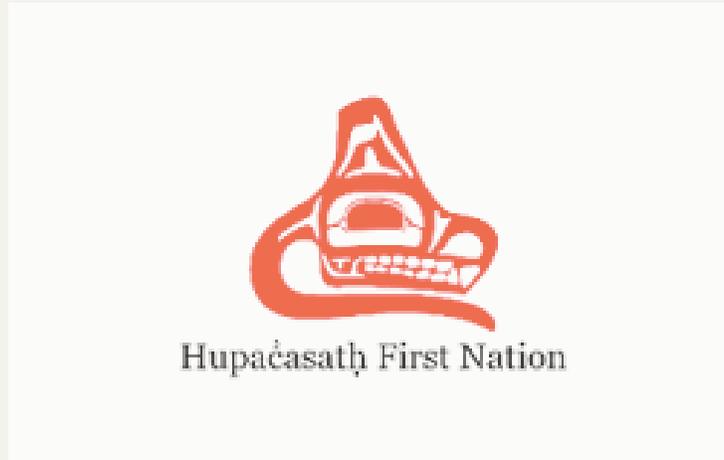
New, integrated and Collaborative

06

In Recognition, with Gratitude



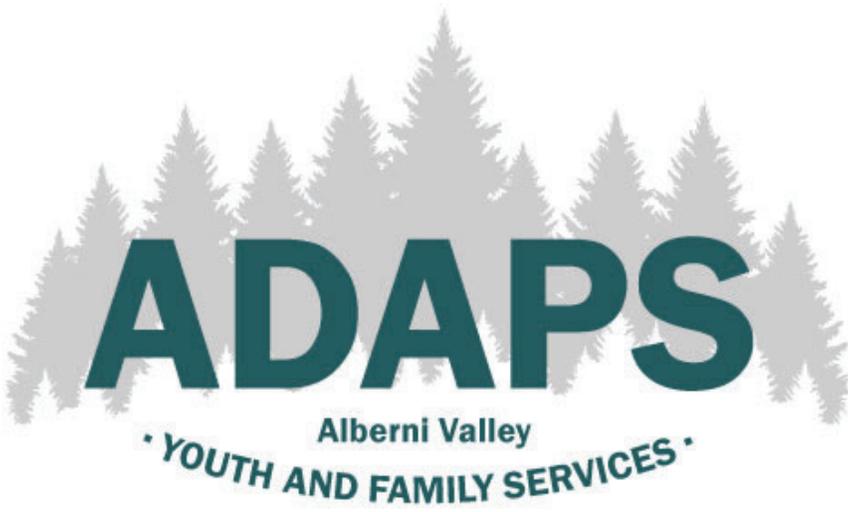
LANDS ACKNOWLEDGEMENT



The traditional territory of the Tseshaht people extends out to the Broken Group Islands in Barkley Sound, which they used as their traditional summer residence. The Tseshaht oral histories share that they were created on Benson Island, in the Broken Group.

The Hupacasath people have occupied their traditional territory on Central Vancouver Island for millennia. Known as the most inland tribe on Vancouver Island, their territory includes the north end of the Alberni Inlet, Sproat Lake, Great Central Lake and the settled part of the Alberni Valley.

ADAPS does its work on the unceded territories of the Hupacasath and Tseshaht First Nations and the Nuu-chah-nulth speaking People. We would like to extend our gratitude to the Hupacasath and Tseshaht Peoples past, present and future.



MESSAGE FROM THE CHAIR

As Chair of the ADAPS Board of Directors for 2023/24, it is an honour to reflect on a year of growth, transformation, and unwavering dedication. This year, ADAPS not only deepened its roots in the community but also reached new heights by taking on bold initiatives such as hosting Foundry Port Alberni, co-chairing the Situation Table, and partnering in the Integrated Child and Youth Teams initiative. These achievements highlight the resilience and innovation of ADAPS as we adapt to meet the ever-changing needs of youth and families in the Alberni Valley.

Guided by our commitment to empowering youth as the experts of their own lives, and anchored by the Circle of Courage framework, ADAPS continues to build bridges between services, fill critical gaps, and provide a safe, supportive space for those we serve. This work would not be possible without the vision of our staff, the leadership of Debra Hamilton, and the generous support of our funders, partners, and community. As we look ahead, I am confident that ADAPS will continue to thrive, innovating and collaborating to ensure every young person and family in our region has the tools and support they need to succeed. Thank you to everyone who makes this vital work possible.

Sincerely,
Brent Ronning
Chair, ADAPS Board of Directors



ADAPS BY THE NUMBERS

191

New Youth referred to our core programs; ISE, Counselling and Prevention

10

Skilled Youth and Family service Professionals

133/16

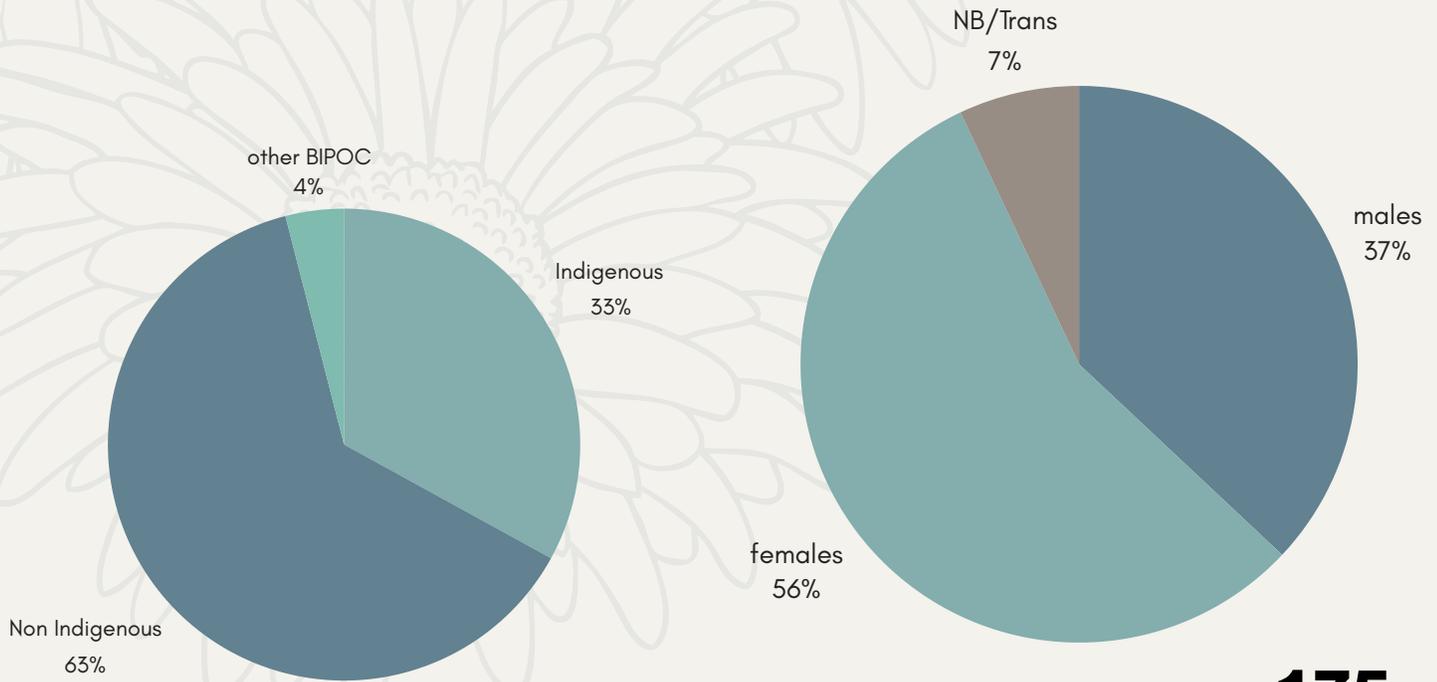
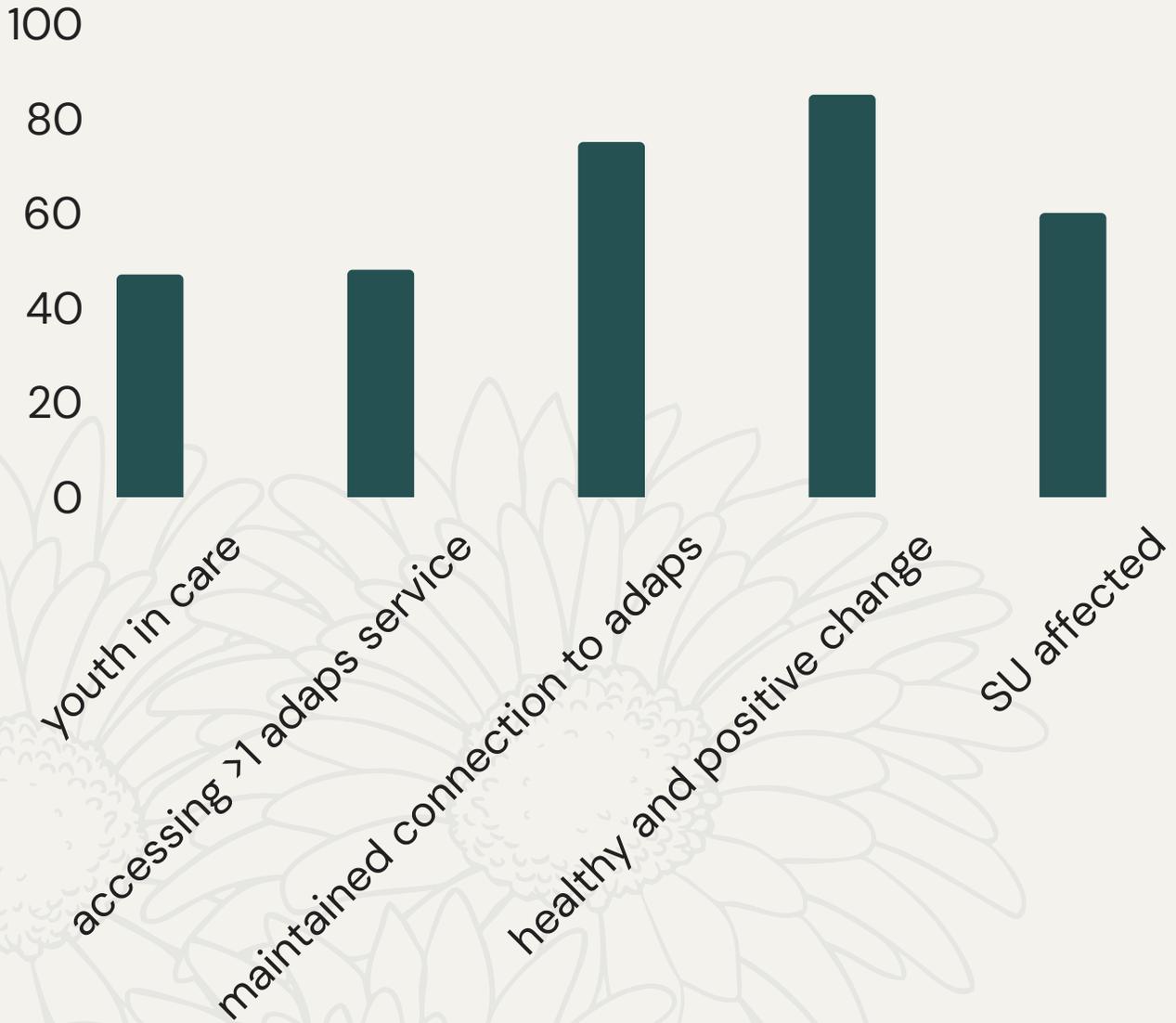
Group sessions delivered/Series of unique groups

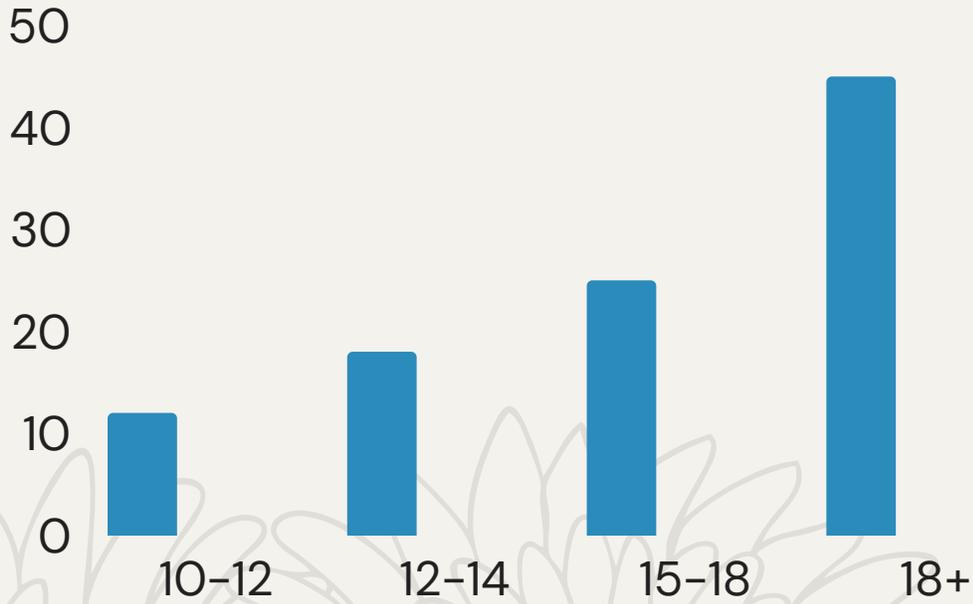
1555

Counselling sessions delivered

450

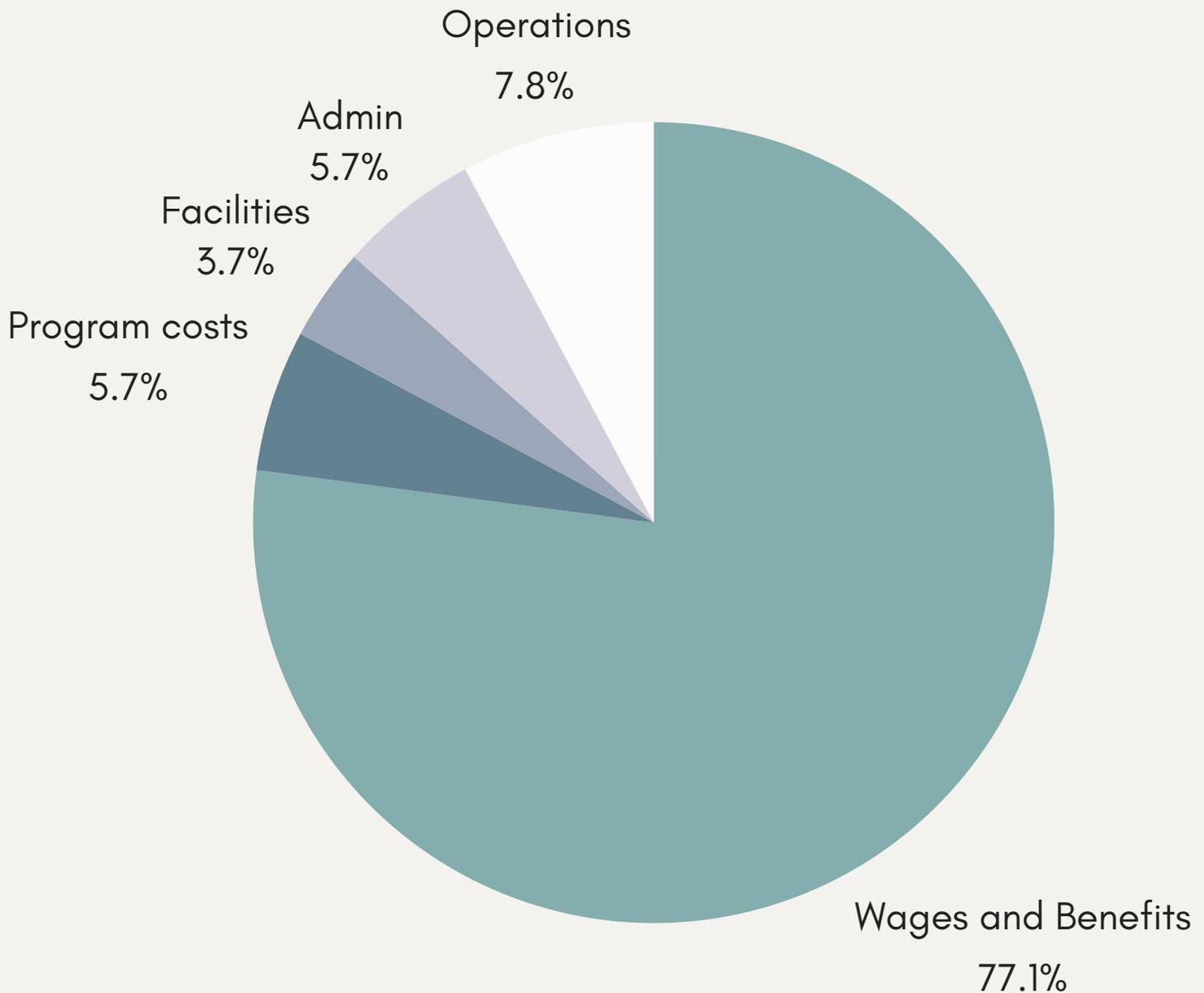
The overall reach of ADAPS exceeds 450 individuals directly served through structured programs, not counting the significant additional impact made through community events, collaborations, and group activities





115 group sessions

3297 one-on-one sessions



ADAPS has a 2024/25 operating budget of 1,156,151.00. We do a lot with a little.

Empowering Voices, Healing Hearts: The SAIP Program's Impact



The Sexual Abuse Intervention Program (SAIP) serves as a beacon of hope and healing for children and youth aged 3-18 who have endured sexual harm or exploitation. **This year, the program witnessed a significant increase in service to Indigenous clients, children with disabilities, and male-identifying youth,** reflecting its commitment to inclusivity and accessibility. With over 498 attended sessions and an average caseload of 21 clients per quarter, **SAIP offered a compassionate, evidence-based approach, including somatic work, expressive arts, and play therapy.** By fostering a sense of belonging, mastery, and independence, the program empowers clients to rediscover their resilience and embrace healthier, more confident identities despite the challenges they face.

Building Bridges to Recovery: SAIP's Collaborative Approach

SAIP stands out not only for its direct support but also for its role in the broader community. **The program strengthens connections by offering safe third-party reporting to the RCMP, consulting with stakeholders on sexualized behaviors, and providing resources to empower families and schools. Its integration of the Circle of Courage framework ensures that each client's unique strengths and lived experiences are honored.** Challenges, including heavy caseloads and systemic gaps, are met with creativity and commitment, such as increased use of somatic healing techniques. Through these efforts, **SAIP not only supports recovery but also contributes to systemic change, offering hope and resources to those in need**

"Young people have an inherent right to respect, body autonomy and safety."

-Jaime Hillman-Hubicka



Breaking Barriers, Building Resilience: Substance Use Counselling's Transformative Role



The Substance Use Counselling program has become a lifeline for youth navigating the complexities of substance use and mental health. **This year, the program delivered 605 individual sessions, addressing challenges rooted in intergenerational trauma, grief, and systemic barriers.** With harm reduction strategies and a concurrent disorders lens, the program empowers youth to take incremental yet transformative steps toward recovery. By fostering trust, supporting safer choices, and celebrating progress—such as harm reduction wins like maintaining clean bongs—the program instills resilience and a sense of agency in every client. **Youth referrals by peers highlight the growing trust and cultural shift toward seeking support.**

From Connection to Change: The Substance Use Counsellor's Holistic Impact

Beyond one-on-one sessions, the Substance Use Counselling program created lasting community impact through education, prevention, and outreach. **Group initiatives such as "Shift Happens" and harm reduction luncheons at ADSS reached over 30 youth, promoting critical thinking and wellness.** Collaborative partnerships with local organizations enhanced wraparound services, while innovative approaches ensured accessibility for clients facing housing instability. **Anchored by the Circle of Courage framework, the program cultivates belonging, independence, and mastery, helping youth not only navigate substance use but also rebuild their confidence and connection to the community.** This multi-faceted approach positions the program as a cornerstone of youth recovery and

"Adding the use of substances to the adolescent period of transition can make the already complicated processes of development amplified." -Dr. S McCunne

A Safe Space for Growth: Wellness Counselling's Transformative Impact



The Youth Wellness Counselling program stands as a pillar of support for youth aged 9-22, offering over 600 individual sessions this year. **Rooted in a commitment to accessibility and inclusivity, the program served a diverse clientele, including BIPOC, LGBTQ2+, neurodiverse individuals, and those impacted by trauma and systemic barriers.** By providing an emotionally safe space and centering client autonomy, the program empowered youth to explore their challenges and develop coping mechanisms, emotional regulation skills, and resilience. **This non-pathologizing, youth-led approach allows each individual to reconnect with their inner strength and take meaningful steps toward a healthier future**

Wellness Beyond Walls: Building Bridges Through Creativity

More than just counselling, the Wellness program fostered community and connection through group initiatives like girls' groups, art therapy, and Youth Conferences. **By integrating art as a medium of connection and healing, the program extended its impact far beyond the counselling room.** The use of creative expression enabled youth to share their stories, form meaningful bonds, and find new ways to cope. **These artistic connections also intertwined with other ADAPS services and schools, creating seamless transitions for youth seeking additional support.** By centering the values of belonging, mastery, independence, and generosity, the Wellness program helped youth rediscover their potential while leaving a lasting impression on the broader community creativity.

“The youth of YWC are diverse, resilient, and expanding. Diverse; coming into counselling with unique world views, experiences, values and beliefs. Resilient; with continued ability to grow capacity for love, enlivenment, empowerment and curiosity in the face of their stress or trauma. Expanding; learning about their identity, who they are and who they want to be within this community and society.” -Marina Deconinck



"Navigating the Journey: ISE's Lifeline for Youth in Care"



The Intensive Support and Engagement (ISE) program stands as a cornerstone of support for youth in and from government care, addressing the unique challenges faced by this vulnerable demographic. **Serving 59 youth this year, ISE provided 1,828 direct client service hours focused on fostering stability, independence, and personal growth. Many of these youth confront systemic barriers such as housing instability, substance use, and intergenerational trauma, coupled with the emotional complexities of living in care.** By meeting clients where they are and tailoring services to their individual needs, ISE empowers youth to reconnect with education, secure employment, and transition into independent living, creating a foundation for brighter futures.

"Creating Pathways of Support: Connecting Youth Through Strength and Trust"

ISE recognizes that youth in care often require more than basic resources; they need relationships built on trust and opportunities to heal from systemic and personal challenges. Through culturally sensitive practices, somatic approaches, and holistic service planning, ISE supports youth in re-establishing connections to family, culture, and community. Creative solutions such as mentorship programs, life skills coaching, and harm reduction education address the unique needs of this group. **By weaving together strengths-based services and ensuring seamless transitions across supports, ISE enables youth to reclaim a sense of belonging, resilience, and hope while addressing the layered complexities of their experiences in and from government care.**

BELONGING IN ACTION: CREW'S ROLE IN SUPPORTING YOUTH



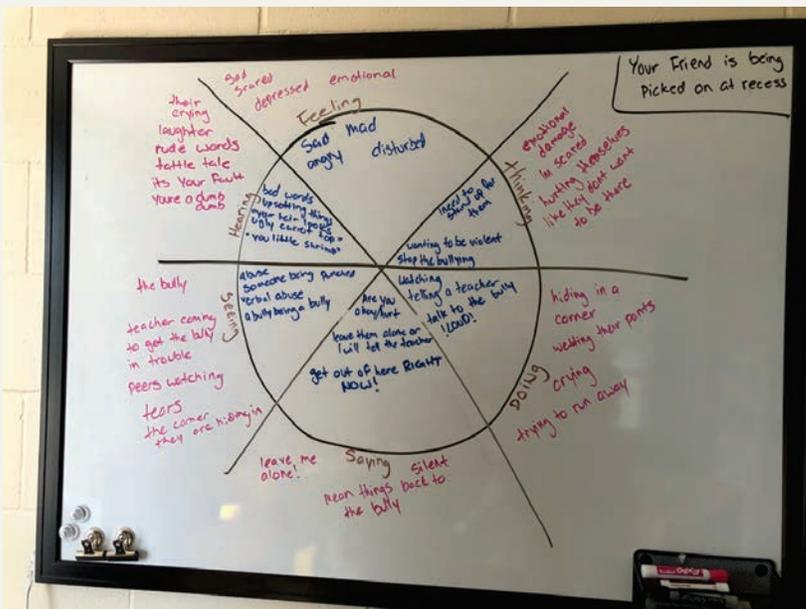
The CREW program provides a safe and empowering environment for youth aged 10-12 who face multiple risk factors such as social isolation, mental health challenges, and family instability. **This year, CREW delivered 68 hours across 34 group sessions and 39 hours of one-on-one support, helping youth develop critical social and emotional skills.** By offering tailored group activities, such as art therapy and peer connection initiatives, CREW fosters a strong sense of belonging and confidence. **These early interventions are vital for younger youth, easing transitions into adolescence and building a solid foundation for resilience and personal growth.**

CRAFTING CONNECTIONS THROUGH CREATIVITY AND CARE

The youth in CREW are resilient, Many of them have endured hardship and loss. **CREW is ADAPS' response to the dire need for early and indicated prevention. building on innate resiliencies and developing early critical thinking and coping skills creates protective factors and rebuilds self worth and self concept.** In 12 sessions over six weeks, staff and youth inevitably build positive connection to helping relationships, youth services and to peers.

The most consistent feedback we get from youth is: "I want to keep going to CREW"

2024 The Events



2024 Events and Programs

PRESENTED BY
ADAPS YOUTH SERVICES AND ADSS WELLNESS

"SCREENAGERS"
A MOVIE ABOUT YOUTH
SUBSTANCE USE

Thursday, March 07
6-8:30

FREE EVENT
SNACKS
REFRESHMENTS

Join us for a one of a kind
PARENT NIGHT!

Speakers, discussions and sharing
knowledge. Meet and chat with
youth workers!

ADAPS

Char's Landing, Port Alberni

**Mrs Dyer's Class
is our favourite**

May 2024

**YOUTH
VOICE**

Youth Engagement 2022-2023 on Port Alberni Youth Lived
Experience
ADAPS and Partners

The Wizard Dome
A Gender Journeys D&D campaign
3:5 pm every Thursday

A group for support, resources
and connection for Gender
Creative Youth
followed by group social
featuring D&D /table top
games ages 15-19

This Fall at the ADAPS Youth Safe
Space!
Send an email for more information or to
register debra@adaps.org

**ADAPS
YOUTH SERVICE
POP UP**

@REALLYGREATSITE

FALL FAIR EDITION

123 ANYWHERE ST., ANY CITY, ST 12345

C.R.E.W
COMMUNITY. RESILIENCY. EXPERIENCE. WELLNESS.

After school
prevention, wellness
and recreation
program for youth
in grade 7.

This 5-week
program will run on
Tuesdays and
Thursdays from
3-5pm starting on
May 30th, 2024

Questions?
Sarah Jenaway
250-918-4636
referral@adaps.org

International Overdose Awareness
Day

**Butterfly Release for
Youth Service Providers**
Aug 30th 10:30am-11:30
am
Roger Creek Gazebo

In recognition of International Overdose Awareness Day, and to
honour the losses our field of service has endured, recently and over the
past few years, ADAPS extends an offer for you to participate in a live
butterfly release.

We invite our friends and colleagues in Child, Youth and Family
service to participate.

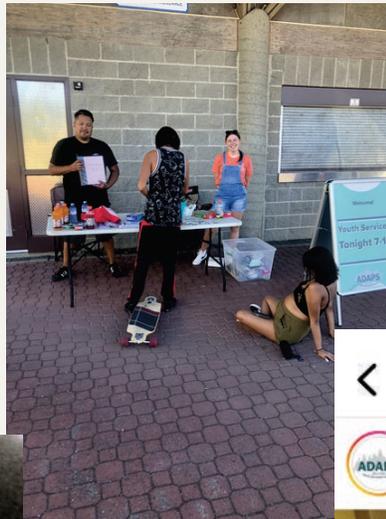
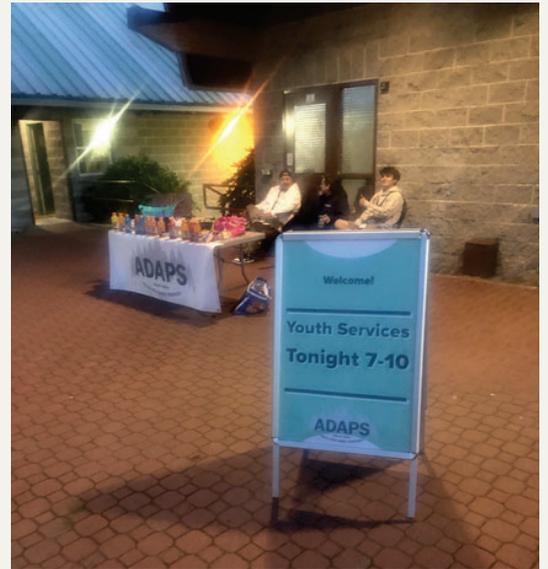
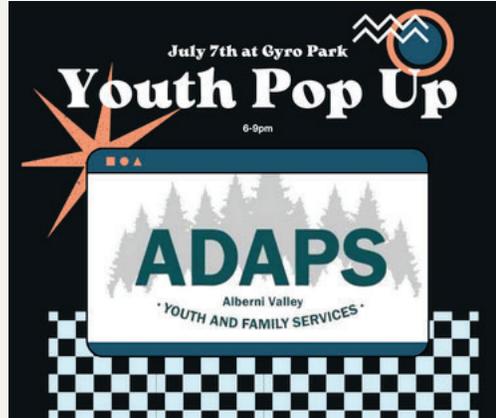
This is a private opportunity to be in solidarity with one another to
attend to our grief, and to center hope in our work. This is not a public
event or gathering.

We ask that individuals, small groups or teams come between 10:30
and 11:30 am, walk down to the creek, and release the butterfly with love,
hope and any other personal intentions that they feel is right.

We have 30 butterflies. debra@adaps.org to claim one or for any questions.

Pop-Up

Youth Harm Reduction and Safety





Foundry Port Alberni: A New Era of Integrated Youth Wellness

The announcement of ADAPS as the host organization for Foundry Port Alberni marks a transformative milestone for our community and the young people we serve. Foundry BC, a visionary initiative known for its comprehensive, integrated approach to youth health and wellness, will bring an unprecedented level of care and support to Port Alberni. This achievement is a testament to the deep partnerships ADAPS has fostered across the region, from schools and healthcare providers to Indigenous leaders and grassroots organizations. It is through this collective effort, driven by a shared commitment to empowering youth and families, that we stand ready to lead the charge into this exciting new chapter.

With Foundry Port Alberni, ADAPS is stepping into a bold, new role as the hub for integrated youth services. This initiative will allow us to deliver a wide range of supports—including mental health care, substance use services, physical health programs, and social connection opportunities—all under one roof. By leveraging the strength of our many collaborators, this center represents the kind of forward-thinking action our community has long envisioned. For ADAPS, Foundry represents not just a program but a movement toward accessible, inclusive care that meets youth where they are, while setting the stage for innovative, long-lasting solutions.

As we embark on this journey, Foundry Port Alberni stands as a symbol of what is possible when community partners come together with purpose and vision. It ushers in a new era for ADAPS and Port Alberni, positioning us at the forefront of integrated action that places youth and families at the center of care. Together, we will build a brighter, healthier future for all, proving that with collaboration, resilience, and unwavering commitment, anything is achievable.



Leading the Way: ADAPS Joins the ICY Initiative

As a proud partner in the Integrated Child and Youth (ICY) Teams initiative, ADAPS is honored to be the chosen community-based organization to host the Youth and Family Substance Use and Mental Health clinician for Port Alberni.

ICY Teams, a key pillar of B.C.'s Pathway to Hope strategy, provide wraparound, multidisciplinary support for children and youth aged 8-21. This initiative brings together essential partners, including Island Health, the Ministry of Children and Family Development (MCFD), and School District 70, to ensure youth and families receive seamless, strengths-based care without having to navigate complex systems alone.

This opportunity positions ADAPS at the forefront of transformative youth care in our region, reinforcing our commitment to integrated action and collaboration. We look forward to working alongside our ICY partners to deliver culturally safe, trauma-informed services that prioritize the voices and needs of children, youth, and their families. With ICY Teams, we are not just addressing immediate challenges—we are building a foundation of trust, resilience, and connection that will empower the next generation in Port Alberni.



Bridging Gaps, Building Safety: ADAPS Co-Leads the Situation Table Initiative

After two years of collaboration with the provincial government and the City of Port Alberni, ADAPS is proud to co-lead the Situation Table framework in our community. Co-chaired by ADAPS, with our Youth Services Manager actively participating, this initiative proactively connects at-risk individuals and families to essential supports before crises occur, such as victimization, eviction, overdose or experiences of crime.

The Situation Table brings together front-line professionals from public safety, health, and social services to address risks and promote well-being. For youth and families, it ensures timely access to services, reducing reliance on emergency resources while increasing community safety. ADAPS's leadership highlights our dedication to integrated solutions, stabilizing lives and fostering a safer, stronger future for all.

ADAPS' 2024
COMMUNITY PARTNER OF THE
YEAR

DAVE MAHER

ADAPS recognizes DAVE MAHER

- Consistent and thoughtful support
- Collaborative focus in their community building
- Generosity in sharing resources
- Providing staff with professional development in the areas of Change Management, Visioning and Team Building
- Generous donation of time, energy and expertise in Safety and Risk Management for our Haunting Fundraiser
- Role modelling resiliency, leadership and positivity amongst our leadership, staff and youth participants.

A Heartfelt Thank You to Our Funders and Supporters

To our incredible funders and supporters,

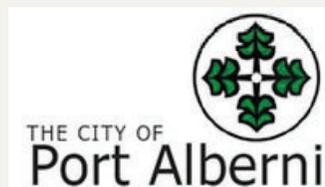
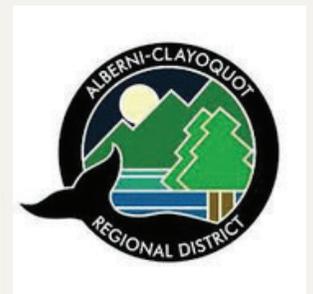
With deep gratitude and warmth, we thank you for standing with ADAPS as we work toward our shared vision of a thriving, resilient community for youth and families. Your generosity and steadfast belief in our mission inspire us every day and make it possible for us to expand our programs, launch new initiatives, and respond to the ever-evolving needs of the Alberni Valley.

Together, we've created spaces where young people feel valued, supported, and empowered to take charge of their futures. Whether it's through funding innovative programs, supporting critical services, or championing our efforts in the community, you have played an integral role in this journey. Your trust in ADAPS allows us to dream big, embrace change, and meet challenges head-on, all while staying true to the values that guide our work.

This is more than just a partnership; it is a collective movement built on compassion, commitment, and a shared hope for bright futures. Thank you for walking this path with us and for believing in the potential of every young person we serve. We couldn't do this without you, and we are honored to call you part of the ADAPS family.

With love and endless gratitude,

the Board of Directors and ADAPS Staff



Message from the Executive Director – 2024

The next chapter for ADAPS marks a transformative moment for youth and family services in the Alberni Valley. As we usher in new opportunities and face evolving challenges, ADAPS remains steadfast in its mission to adapt, grow, and serve. This year, we proudly stepped into leadership roles that reflect our deep commitment to the community—hosting Foundry Port Alberni, co-chairing the Situation Table, and serving as a key partner in the Integrated Child and Youth (ICY) Teams Initiative. These milestones affirm our belief in the power of collaboration to create meaningful, long-lasting change.

Looking forward, ADAPS's priorities remain clear: advancing efforts to establish Youth Housing, deepening our partnerships to co-manage clients with integrated government-led programs, and expanding innovative drop-in and after-school programming to fill service gaps. Our work continues to be guided by the principles that have always defined us—treating youth as the experts of their own lives, anchoring our efforts in the Circle of Courage, and fostering love and support within our organization and our community.

As we launch into the next five years of service, ADAPS embraces the promise of change while remaining true to the core values that have sustained us. Together, with our partners, staff, and the vibrant youth and families we serve, we will build a future where all young people have the tools, support, and opportunities to thrive. Thank you for being part of this journey.

Debra Hamilton
Executive Director, 2024

**2025 Grant-in-Aid Application
Alberni Valley Visitor Information Centre
Submitted by: Alberni Valley Chamber of Commerce**

The Alberni Valley Chamber of Commerce respectfully submits this Grant-in-Aid application in the amount of \$40,000 to support the continued operation and reactivation of the Alberni Valley Visitor Information Centre (VIC). This funding will help sustain essential visitor services, ensure public access to critical amenities, and support economic growth across the Alberni-Clayoquot region.

For the first time in more than a decade (aside from the pandemic), the VIC temporarily closed its doors in early 2025 due to a loss of municipal funding and a lack of operational reserves. The non-renewal of the \$89, 167 fee-for-service agreement from the City of Port Alberni, combined with postponed special projects like the Trail Guide and Business Resource Guide, has created a substantial financial shortfall. As a not-for-profit operator, the Chamber cannot carry these core service costs alone.

While we actively pursue alternative funding and cost-sharing models, bridge support is urgently needed to maintain the VIC's operations through 2025 and avoid further service disruptions.

The Request: \$40,000 to Support Core Operation of In-Person Visitor Services

This application requests Grant-in-Aid support to:

- Fund a dedicated staff person for 6 months to lead daily operations, manage volunteers, and uphold service delivery standards
- Cover facility operations including utilities, insurance, janitorial services, and IT
- Begin addressing capital improvements such as accessibility upgrades, signage replacement, and technology infrastructure.

This modest ask is a responsible portion of our overall need and will directly support our capacity to reopen and operate the VIC.

Path Forward: Toward Regional Service Delivery

The Alberni Valley Chamber of Commerce recognizes that ongoing reliance on one-time or emergency funding (such as annual Grant-in-Aid requests) is not a sustainable model for maintaining critical visitor services that benefit the entire Alberni-Clayoquot region.

We are committed to working in partnership with the ACRD to transition toward a formalized regional service model for Visitor Information Services. This shift would allow for greater planning certainty, service consistency, and alignment with regional priorities, while reducing administrative burden on the ACRD's discretionary GIA process.

Proposed Transition Framework

1. Short-Term Bridge (2025):

Use Grant-in-Aid funding to stabilize core operations, re-open the VIC 6 months minimum, and demonstrate community value through measurable outcomes (visitor counts, business referrals, emergency service impact, etc.).

2. Mid-Term Engagement (2025–2026):

Work with ACRD staff and directors to explore the formal process of designating Visitor Information Services as a regional service under the Local Government Act. This may include:

- Staff review and service analysis
- Community consultation and public engagement
- Cost-sharing model design (per capita, assessment-based, or hybrid)
- Potential referendum, if required under the Act for the 2026 election.

3. Long-Term Sustainability (2026 or 2027 onward):

Implement a regionally supported visitor services function with dedicated annual funding, aligned with strategic economic development and tourism priorities. This model would:

- Improve service continuity and staffing retention
- Strengthen accountability and reporting structures
- Reduce year-over-year financial uncertainty

Additional Revenue Potential: MRDT Expansion

There is untapped potential in enhancing the regional tourism funding pool through the Municipal & Regional District Tax (MRDT). Alberni Valley Tourism currently administers a 2% MRDT rate; we support community dialogue about increasing that rate to 3%, as permitted by provincial guidelines.

An additional 1% could generate significant new funding to support marketing, product development, and visitor services across the region. This aligns with other B.C. communities that have adopted the 3% rate to support their tourism ecosystems and affordable housing initiatives.

Additional Notes on Submission Materials

- **Financial Documentation:** Our financial statements for the year ending December 31, 2024, are attached.
- **Financial Information:** The \$209, 242 included in the application are costs mostly associated with the operation of the Visitor Centre as a building, greenspace and service. The Chamber of Commerce shares these operating expenses. McLean Mill expenses have been separated from the Cost Input in the application, with the ACRD request to be solely for Visitor Centre Services.
- **Departmental Budgets:** Our organization tracks finances across four functional departments: Overhead, Visitor Centre, McLean Mill, and Chamber Operations. The submitted *overall budget* includes shared services such as insurance and accounting. We are happy to further disaggregate this data upon request to support a clear understanding of cost allocations and needs
- **Service Standards:** We include an appendix from our Visitor Services Agreement as part of our obligations to Destination BC. This documents speak directly to the requirements of the Visitor Services program and our commitments.
- **Letters of Support from the Community** – enclosed are additional letters since our Delegation in March 2025.



ALBERNI-CLAYOQUOT
REGIONAL DISTRICT

2025 ACRD GRANT-IN-AID APPLICATION FORM

ORGANIZATION INFORMATION

Organization Name:	Alberni Valley Chamber of Commerce
Society Number: <i>(N/A for applications <\$500)</i>	XS0079808
Contact Person:	Jolleen Dick
Street Address:	2533 Port Alberni Hwy
City, Province, Postal Code:	Port Alberni, BC, V9Y 8P2
Phone:	250-724-6535
Email:	jolleen@albernichamber.ca
Identify your Organization Type (see GIA Policy for definitions):	
<input checked="" type="checkbox"/>	Registered Organization
<input type="checkbox"/>	Non-Registered Organization <i>(for Grant Applications <\$500, on a one-time basis only)</i>

Describe the services & benefits that your organization provides to the Alberni-Clayoquot Region (specifically indicate which community or communities your organization services):

The Alberni Valley Visitor Information Centre directly services Port Alberni, Bamfield, Sproat Lake, Beaver Creek, Beaufort, Cherry Creek, and the wider Alberni-Clayoquot region by acting as a central hub for visitor engagement and local business promotion.

Providing personalized trip-planning assistance. Offer real-time travel updates (road conditions, ferry schedules, weather, wildfire advisories). As seen during climate-related closures in 2023, the VIC served as a critical coordination point for emergency travel updates, accommodation access, and real-time information—relieving pressure on public and safety services. Distribute materials for local businesses to engage visitors. Sell Pacific Rim National Park passes (daily & annual) for easy access to natural attractions. Promote local businesses and experiences, increasing visitor spending. Offering relocation assistance and community resources. Collaborate with Huu-ay-aht First Nations Cultural & Info Centre to support Indigenous tourism. Partner with the Bamfield Chamber of Commerce to manage rising visitor traffic. We enhance the region's tourism profile, strengthen local businesses, and foster economic resilience—making the ACRD a true destination of choice for travelers and a supportive home for businesses.



**ALBERNI-CLAYOQUOT
REGIONAL DISTRICT**

PROJECT INFORMATION			
Project Name:	Alberni Valley Visitor Information Centre		
Grant Amount Requested:	the ask is for \$40,000 (closer to 99,550 would be a huge impact)		
In-kind Resources Requested:			
Project Start Date:	01/01/25	Project End Date:	12/31/25
Identify the Grant-in-Aid Category you are applying to (select one option only):			
<input type="checkbox"/> Regional GIA (regional projects that benefit residents & visitors across the ACRD)			
<input checked="" type="checkbox"/> Alberni Valley & Bamfield GIA (projects that benefit residents & visitors in the AV & Bamfield)			
<input type="checkbox"/> West Coast GIA (projects that benefits residents & visitors on the West Coast)			
<input type="checkbox"/> Bamfield Electoral Area GIA	<p><i>Electoral Area GIA categories are intended to support projects that occur in one of the six Electoral Area's. In most cases, GIA applications <u>can be submitted to one Electoral Area Category only</u>. An exception to this, could be an event that spans across two electoral areas (such as a race that occurs in Beaver Creek & Cherry Creek Electoral Areas).</i></p> <p><i>If you are considering applying to more than one Electoral Area GIA, please discuss this with staff before applying.</i></p>		
<input type="checkbox"/> Beaufort Electoral Area GIA			
<input type="checkbox"/> Long Beach Electoral Area GIA			
<input type="checkbox"/> Sproat Lake Electoral Area GIA			
<input type="checkbox"/> Beaver Creek Electoral Area GIA			
<input type="checkbox"/> Cherry Creek Electoral Area GIA			
Describe the specific activities of the project to which this Grant would be applied (be as specific as possible):			
<p>Staffing & Wages: Supports Visitor Information Centre staff, ensuring extended service hours and quality visitor engagement. Facility Operations: Covers utilities, insurance, IT, and maintenance to keep the Visitor Centre open and accessible as well as costs for professional services and softwares, etc. Supports facility upkeep, ensuring a welcoming and safe environment for visitors. Year Round- Public Washroom Facilities (Men, Womens and Accessible), Free Wi-fi. Visitor Services & Materials – Website Updates and maintains the Visitor Information website for accurate event listings, travel updates, and business promotion. Maps – Design & Printing Updates and prints visitor maps to enhance navigation and highlight local businesses and attractions.</p>			



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

Describe how this project will benefit the community (*Describe the expected outcomes and who will specifically benefit from this project*):

Funding will allow re-opening of Visitor Centre contributing to staff wages, facility upkeep, and visitor services including public washrooms. Without it, the VIC would be limited to seasonal operations, reducing support for visitors, residents, and businesses. An above 40K grant will allow for a year-round VIC that provides essential travel information, itinerary planning, and real-time updates, while businesses and non-profits benefit from increased exposure and referrals. Residents gain access to community resources and public amenities. Keeping it open year-round aligns with the province's expanding tourism sector, allowing the region to capitalize on off-peak travel, shoulder seasons, and emerging tourism opportunities additionally, emergencies happy year-round and aren't specific to a season.

Financial Information (*attach a copy of your annual report, a copy of your organizations current year budget, latest financial statement, and an EFT application*).

Item Description (<i>be as specific as possible</i>)	Cost	Amount Requested from ACRD
Dedicated Visitor Center Staff Person 12 month FTE (Wage only - MERCS and benefits not included)	\$ 50,000.00	\$ 25,000.00
Facility Operations (Hydro, Garbage, Insurance, Janitorial, Property Taxes, Utilities, Water, Equipment, IT)	\$ 44,000.00	\$ 10,000.00
Operating Expenses (Accounting, HR, Maintenance, Softwares, MERCS)	\$ 86,158.00	\$ 5,000.00
Staff: Groundskeeping - VC only (May - October)	\$ 4,987.00	\$ 0.00
Summer Staff (3 additional staff at 37.5hrs a week for 12 weeks)	\$ 24,097.00	\$ 0.00
Totals	\$ 209,242.00	\$ 40,000.00



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION DECLARATION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | I acknowledge that the information in this application is accurate and complete and that the project proposal, including plans and budgets, is fairly presented. |
| <input checked="" type="checkbox"/> | I acknowledge that this grant application is related to a project within the Alberni-Clayoquot Regional District boundary. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will utilize the funds as indicated in this application. |
| <input checked="" type="checkbox"/> | I acknowledge that if an ACRD GIA is received, my organization will be required to provide a Final Report by March 31, 2026, including financial documentation related to how the grant funds were spent. |
| <input checked="" type="checkbox"/> | I acknowledge that if grant funds are not fully utilized, that they will be returned to the ACRD. |
| <input checked="" type="checkbox"/> | I acknowledge if my organization does not submit a Final Report, the organization will be ineligible to apply for an ACRD GIA the following year. |
| <input checked="" type="checkbox"/> | I acknowledge that receipt of a GIA does not guarantee funding in the future and that applicants are encouraged to work towards financial independence where possible. |
| <input checked="" type="checkbox"/> | I acknowledge that GIA's will not be provided to subsidize activities that are the responsibility of senior levels of government. |

ATTACHMENTS TO INCLUDE WITH THIS FORM

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Copy of your groups most recent financial statement <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | Copy of your organization's current year budget <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A copy of your annual report, if available <i>(not required for GIA applications <\$500)</i> . |
| <input checked="" type="checkbox"/> | A completed Electronic Funds Payment Application and void cheque. |



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

APPLICATION SUBMISSION

Submit your completed GIA application form and attachments via email to GIA@acrd.bc.ca or deliver to:

Alberni-Clayoquot Regional District
Grant-in-Aid Program
3008 5th Ave
Port Alberni, BC V9Y 2E3

Application deadline is April 30, 2025.

Applications that do not meet eligibility criteria or are received after the application deadline, will not be considered.

Assistance to apply is available to all applicants. If you would like assistance in applying, please reach out to ACRD staff through email GIA@acrd.bc.ca or via phone at 250-720-2700.

Declaration: I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature:

Jillien Dick

Date:

April 30, 2025

Note: The personal information collected in this survey is collected in accordance with Section 26 (c, d, e) of the Freedom of Information and Protection of Privacy Act (FOIPPA) for the purposes of consideration regarding applications to the Alberni-Clayoquot Regional District Grant-in-Aid program. Direct any questions about the collection, use and disclosure of this information to foi@acrd.bc.ca.

PORT ALBERNI PORT AUTHORITY

2750 Harbour Road
Port Alberni, BC V9Y 7X2
Tel. (250) 723-5312

**ADMINISTRATION PORTUAIRE DE PORT ALBERNI**

2750 Harbour Road
Port Alberni, BC V9Y 7X2
Tél. (250) 723-5312

April 1, 2025

Alberni Valley Chamber of Commerce

2533 Port Alberni Hwy
Port Alberni, BC
V9Y 8P2

To Whom It May Concern,

On behalf of the Port Alberni Port Authority, I am writing to express our full support for the Alberni Valley Chamber of Commerce's application to the Grant-In-Aid program through the Alberni-Clayoquot Regional District to restore and sustain operations at the Port Alberni Visitor Centre.

The Visitor Centre plays a vital role in welcoming travelers to our region, providing them with essential information and a positive first impression of the Alberni Valley. This service benefits the entire region—local businesses, tourism operators, potential residents, and the many visitors who pass through our waterfront and community each year.

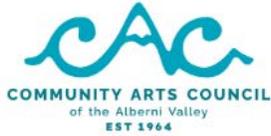
As a gateway to the Pacific Rim and the west coast of Vancouver Island, Port Alberni greatly benefits from strong visitor services—especially as tourism continues to expand as an important part of our local economy.

We hope the ACRD recognizes the value of the Visitor Centre as a regional service and provides the necessary support to ensure its continued operation.

Please accept this letter as a strong endorsement of the Chamber's application and efforts. We are hopeful that through strategic partnerships and renewed funding, the Visitor Centre will return stronger than ever.

Regards,

Zoran Knezevic
President and CEO | Président & Directeur Général



The Community Arts Council of the Alberni Valley

5440 Argyle St Unit 7, Port Alberni, BC V9Y 1T7

(250) 724-3412 | alberniarts.com

To: The Alberni-Clayoquot Regional District Board of Directors

Re: Support for the Alberni Valley Chamber of Commerce's Grant-in-Aid Application

Board Members,

On behalf of the Community Arts Council of the Alberni Valley, I am writing to express our support for the Alberni Valley Chamber of Commerce's grant-in-aid application to the Alberni-Clayoquot Regional District (ACRD). As a key partner in promoting arts, culture, and community engagement, we recognize the vital role the Visitor Information Centre plays in supporting the economic and cultural life of our region.

Since its establishment in 1983, the Visitor Information Centre has remained a cornerstone of the Alberni Valley's tourism infrastructure. Its strategic location, dedicated staffing, and commitment to both residents and visitors alike make it a critical point of first contact and ongoing engagement. The growing arts and culture sector is essential to the economic health of our city and it directly benefits from the Chamber's visitor services. The visitor centre regularly promotes exhibitions and community events hosted by the Arts Council and our peer organizations. It also supports local artists through increased exposure and by serving as a reliable community hub where new and returning visitors can access information about our creative programming. The visitor centre's data collection, which helps track seasonal trends and visitor preferences, further informs the strategic planning of our community's cultural offerings.

As the Arts Council continues to expand inclusive and accessible programming across the Alberni Valley, we rely on partners like the Chamber of Commerce to help amplify these efforts. We urge the ACRD to provide financial support that ensures the sustainability of the Visitor Information Centre's operations and the continuation of its critical services. Thank you for considering this important application.

Sincerely,

Michael Hill

President, Community Arts Council of the Alberni Valley



ALBERNI DISTRICT FALL FAIR ASSOCIATION

April 2, 2025

Alberni-Clayoquot Regional District
3008 Fifth Avenue
Port Alberni, BC V9Y 2E3

Subject: Support for Funding to Restore the Port Alberni Information Center

Dear Alberni Clayoquot, Regional District Board of Directors

We are writing to express our strong support for funding to restore the Port Alberni Information Center, a vital resource for our community and visitors alike. The Information Center has long served as a welcoming hub, providing essential services to travelers, promoting local businesses, and showcasing the rich cultural and natural attractions of the Alberni-Clayoquot region.

The restoration of this facility is not just a matter of preserving infrastructure; it is an investment in tourism, economic growth, and community engagement. The Information Center will ensure that visitors receive the guidance they need to explore the area, helping to boost local commerce and enhance the overall visitor experience. Additionally, it will reinforce the pride we have in our region, offering a space that properly reflects the beauty and opportunities that Port Alberni and the surrounding areas including the West Coast have to offer.

The Alberni District Fall Fair promotes our yearly event as not just a regional event but on the broader spectrum and relies on the Information Center to both guide our visitors to our event and to other opportunities while they are visiting our community to entice them to return.

We strongly urge the Alberni-Clayoquot Regional District to allocate funding toward restoring the Information Center, recognizing its immense value to residents and visitors alike. Thank you for considering this request, and we appreciate your commitment to supporting the future prosperity of our community.

Sincerely,

Ann Siddall
Administrator



huu ay aht

ANCIENT SPIRIT, MODERN MIND

March 10, 2025

Re: Letter of Support – Alberni Valley Chamber of Commerce

Dear ACRD,

On behalf of Huu-ay-aht First Nations, I am writing to express my strong support for the Alberni Valley Chamber of Commerce's request for increased funding to sustain the operations of the Alberni Valley Visitor Centre. The Visitor Centre plays a critical role in welcoming and guiding travelers to the region, serving as a key gateway for those exploring the Alberni Valley, Bamfield, and the traditional territories of Huu-ay-aht First Nations.

Huu-ay-aht is actively investing in tourism development, including the construction of a Cultural and Visitor Information Centre in Bamfield, which is expected to open in late 2026 or early 2027. In the interim, HFN has been collaborating with Alberni Valley Chamber of Commerce and the Huu-ay-aht Group of Businesses to develop a virtual visitor information hub that will help bridge the gap until the Bamfield Centre is operational.

The Alberni Valley Visitor Centre provides an essential service not only to visitors but also to businesses and communities that rely on tourism-driven economic development. As Huu-ay-aht continues to build its presence in the tourism sector, the Centre's role in gathering tourism data, training visitor ambassadors, and supporting regional tourism alignment remains invaluable. A loss or reduction of services at the Visitor Centre could have a significant negative impact on the visitor experience, economic opportunities, and regional collaboration efforts.

I encourage the Alberni-Clayoquot Regional District (ACRD) to consider increasing its financial support for the Alberni Valley Chamber of Commerce's Visitor Centre, ensuring its continued operations and long-term sustainability. Additionally, I support further discussions on incorporating Visitor Information Services into the ACRD's long-term strategic funding framework outside of the annual grant-in-aid process.

Huu-ay-aht First Nations recognizes the importance of working together to strengthen tourism in the region, and we stand ready to collaborate on solutions that will benefit the entire Alberni Valley and beyond.

Thank you for your time and consideration. Please feel free to reach out if you require any further information or discussion.

Sincerely,

Karen Haugen
Executive Director
Huu-ay-aht First Nations

Office: Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555 | 250.728.3414 | Fax: 250.728.1222

Mail: Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 | Phone: 250.723.0100 | Fax: 250.723.4646



Beyond Expectations

Alberni-Clayoquot Regional District
3008 5th Avenue, Port Alberni, BC V9Y 2E3

Re: Letter of Support for the Alberni Valley Chamber of Commerce

To Whom It May Concern,

I am writing on behalf of The Fenton Group to express our strong support for the Alberni Valley Chamber of Commerce and its ongoing efforts to provide vital services to our community through the Visitor Centre. The Chamber plays a crucial role in fostering economic development, promoting local businesses, and enhancing the visitor experience in the Alberni Valley.

The Visitor Centre is not just a resource for tourists; it serves as a valuable hub for economic activity, community engagement, and relocation support for those looking to make the Alberni Valley their home. As a real estate brokerage deeply invested in the prosperity of this region, we have witnessed firsthand how the Chamber's initiatives help attract new residents and businesses, ultimately strengthening our local economy.

In my experience, many of the people who ultimately buy homes and move to Port Alberni tell us that they first discovered our community as tourists passing through, who decided to make a stop. The Visitor Information Centre plays a critical role in shaping these first impressions, helping people understand that Port Alberni has a tremendous amount to offer and is not just a thoroughfare to the west coast. The individuals and families who decide to relocate after having this experience become part of our growing tax base, supporting the long-term economic stability and development of our region.

We understand that funding challenges threaten the continuation of these essential services. We believe that an investment in the Chamber and the Visitor Centre is an investment in the future growth and sustainability of our community. The additional funding provided through the Grant In Aid program would enable the Chamber to continue its work in promoting the Alberni Valley as a vibrant place to visit, live, and invest.

The Fenton Group fully supports the Chamber's application and encourages the committee to grant the necessary funding to ensure its continued success. If there is any further information we can provide, please do not hesitate to reach out.

Sincerely,

Chris Fenton

Chris Fenton
The Fenton Group

Kaley Pugh
7888 Dobie Road
Port Alberni, BC. V9Y 8N3
March 10, 2025

ACRD Board of Directors,
Board of Directors
3008 5th Ave
Port Alberni, BC. V9Y 2E3

Dear ACRD Board of Directors,

I've made my home in the ACRD and Port Alberni since 2018 after moving from Saskatchewan with my husband in 2018. I was dismayed to hear that the Port Alberni Visitor Center is closed due to funding shortfalls.

When we were shopping for our new home, we traveled much of Vancouver Island, open to whatever possibilities might present themselves. The Port Alberni Visitor Center was instrumental in our decision to explore the Port Alberni area in depth; we were directed warmly to hotels and restaurants, campgrounds and parks, and introduced to the wide variety of amenities and activities the valley and region have to offer.

On a trip out to Stamp River Provincial Park, we spotted a real estate sign and stumbled on the piece of land where we would build our home and set up our little acreage for horses and gardening. My husband and I both work from home, volunteer for a local non-profit organization, and preferentially support locally owned businesses in the city and regional district.

I believe that the Visitor Center is a vital part of our community and contributes to its ability to thrive and grow into the future. We entertain guests from across the country (PEI, Ontario, Saskatchewan, Alberta, and BC, so far) throughout the year and knowledgeable, accessible visitor information services have helped us direct people to various businesses, parks, and services in the ACRD.

I strongly support the Visitor Center in its bid to secure interim funding, as well as ongoing, stable financial support so they can continue their invaluable contributions.

Respectfully Submitted,



Kaley Pugh, MSc, BSc, BA
ACRD Electoral Area E

Russell and Jennifer Dyson
Coleman Meadows Farm, 6670 Coleman Road, Port Alberni, BC V9Y 8Y9
Email: awpb@island.net Land line 250-724-0876

March 11, 2025

To the Directors of the Alberni Valley and Bamfield,

We write this letter in support of funding the Visitor Information Services through Grant In Aid in 2025.

BC's economy is changing; Canada's economy is changing. For years many BC communities like ours have experienced a decline in the natural resource-based industries upon which they were founded. As the number of jobs in forestry, fishing, and agriculture decreased, local businesses struggled to survive, and some residents were forced to leave. Today, we see a new energy in our valley like never before! Look around the Valley at the vibrancy and new families building their businesses and lives. Every new resident, every investment begins as a visitor.

With the current tariff chaos, there is a golden opportunity to connect with Canadians and encourage them to visit our region as they seek adventure closer to home. We are dumbfounded, that at present with no funding visitors will arrive in our community and see a closed sign at the visitors' centre.

Tourism does diversify and strengthen our economic base and viability. We have so much to celebrate, the beauty of the area, our Indigenous culture, language and heritage, our new and existing businesses, our growing food and beverage base, our history, lakes, rivers and west coast. We all benefit from increased income from direct sales of homegrown and locally made products. We now need Electoral Area Directors to step up to the plate and for the City to continue to fund the Visitors Centre. Success builds on success.

We ask that all members of the Alberni Valley Committee support the request of Jolleen Dick, CEO of the Alberni Valley Chamber of Commerce. And fully fund visitor information services in 2025.

We, Russell and Jennifer Dyson, along with our son and his family own and operate two farm businesses Coleman Meadows Farm and Dyson Dairy. We manage lands throughout Sproat Lake, Beaver Creek and the City of Port Alberni. With a long-term lease at the Somass Estuary we are taxpayers within the City of Port Alberni and the rural area of ACRD.

Thank you for your consideration.



Russell and Jennifer Dyson



City Hall · 4850 Argyle Street · Port Alberni, BC · V9Y 1V8

Office of the Mayor

Phone: 250.723.2146

Fax: 250.723.1003

portalberni.ca

Our File No. 0230-20-AVCC

March 11, 2025

Destination BC
12th Floor – 510 Burrard Street
Vancouver, BC V6C 3A8

Attn: Visitor Services Network Program

Re: Visitor Services in the City of Port Alberni

Please accept this letter as confirmation that the Alberni Valley Chamber of Commerce is the lead organization recognized by the City of Port Alberni for the provision of our community's visitor services.

Yours truly
CITY OF PORT ALBERNI

A handwritten signature in blue ink, appearing to read "Sharie Minions", with a long horizontal flourish extending to the right.

Sharie Minions
Mayor

c: M. Fox, Chief Administrative Officer
S. Darling, Director of Corporate Services
P. Deakin, Economic Development Manager

Budget Summary - Overall Budget

Alberni Valley Chamber of Commerce

For the period 1 January 2025 to 31 December 2025

Overall Budget

	2025	TOTAL
Trading Income		
ACRD - Grant in Aid (VC)	4,000.00	4,000.00
Admissions - MM	21,000.00	21,000.00
AGM Sponsor Revenue	1,500.00	1,500.00
AGM Ticket Revenue	2,250.00	2,250.00
Alberni Valley Trail Guide Ads	25,000.00	25,000.00
Awards Sponsorships	25,000.00	25,000.00
Awards Tickets	18,750.00	18,750.00
Board Room Rentals	1,800.00	1,800.00
Business Resource Guide Ad Sales	29,000.00	29,000.00
Camp Site Revenue - MM	6,000.00	6,000.00
Canada Summer Jobs Grant Revenue	35,272.00	35,272.00
City of Port Alberni - Fee for Service	170,000.00	170,000.00
Destination BC - Visitor Centre	23,022.00	23,022.00
Donation Revenue	705.00	705.00
Events - Small Scale - MM	2,100.00	2,100.00
Events - Wedding & Major 1000+ - MM	25,500.00	25,500.00
Federal Park Pass Commission Revenue	1,100.00	1,100.00
Gain on Sale of Assets	8,000.00	8,000.00
Grants - Other	22,042.00	22,042.00
Group Insurance Commissions	3,000.00	3,000.00
Interest Revenue	180.00	180.00
Kitchen Rental Revenue - MM	16,500.00	16,500.00
Membership Fees	85,500.00	85,500.00
Miscellaneous Revenue	180.00	180.00
NETP Revenue	9,000.00	9,000.00
Networking Meetings Sponsor Revenue	10,700.00	10,700.00
Networking Meetings Ticket Revenue	14,800.00	14,800.00
Newsletter Advertising Revenue	1,200.00	1,200.00
Office Leases	23,518.00	23,518.00
Retail Sales	39,750.00	39,750.00
Tour Revenue - MM	4,500.00	4,500.00
Total Trading Income	630,869.00	630,869.00
Cost of Sales		
Cost of Goods Sold	19,000.00	19,000.00
Total Cost of Sales	19,000.00	19,000.00
Gross Profit	611,869.00	611,869.00
Operating Expenses		
Accounting and Legal Services	13,500.00	13,500.00

	2025	TOTAL
Advertising & Promotion - General	8,000.00	8,000.00
Advertising & Promotion - Public Relations	8,000.00	8,000.00
AGM Expense	750.00	750.00
Automotive - Insurance & Fuel	50.00	50.00
Banking Costs and Service Fees	780.00	780.00
BC Chamber of Commerce Expense	3,665.00	3,665.00
BC Hydro	6,173.00	6,173.00
Board Meetings Expense	4,300.00	4,300.00
Bookkeeping Services	24,900.00	24,900.00
Canadian Chamber of Commerce Expense	1,220.00	1,220.00
CFDC Loan Interest	630.00	630.00
Community Excellence Awards Expense	22,400.00	22,400.00
Computer - Repairs/Renewals	3,744.00	3,744.00
Conventions	4,500.00	4,500.00
Dues, Fees, and Licences	156.00	156.00
Equipment Lease	1,656.00	1,656.00
Event Expenses	4,250.00	4,250.00
Expense Account CEO - Local Events	1,200.00	1,200.00
Garbage Disposal/Septic Service	7,555.00	7,555.00
Human Resources	4,320.00	4,320.00
Insurance - Liability/Building	15,840.00	15,840.00
Janitorial	5,680.00	5,680.00
Maintenance/Repairs	12,000.00	12,000.00
Networking Meetings Expense	7,300.00	7,300.00
Office Supplies	4,359.00	4,359.00
Payworks Fees	1,083.00	1,083.00
Postage & Freight	350.00	350.00
Property Taxes	2,696.00	2,696.00
Shaw/Telus/Other Internet/Phone	5,160.00	5,160.00
Special Projects: Business Resource Guide	25,000.00	25,000.00
Special Projects: Trail Guide	20,000.00	20,000.00
Square Fees	4,369.00	4,369.00
Staff Events/Appreciation	1,000.00	1,000.00
Subscriptions	6,300.00	6,300.00
Tour Expense - MM	2,600.00	2,600.00
Utilities/Propane - MM	7,125.00	7,125.00
Wages: EI/ CPP Cost	17,875.00	17,875.00
Wages: Groundskeeper	9,974.00	9,974.00
Wages: Group Insurance Premiums	12,000.00	12,000.00
Wages: Reg Staff Inc. Vacation	325,650.00	325,650.00
Water	1,680.00	1,680.00
Website Maintenance	2,079.00	2,079.00
Total Operating Expenses	611,869.00	611,869.00
Net Profit	-	-

ALBERNI VALLEY CHAMBER OF COMMERCE
Financial Statements
Year Ended December 31, 2024

ALBERNI VALLEY CHAMBER OF COMMERCE

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Year Ended December 31, 2024

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INDEPENDENT AUDITOR'S REPORT

To the Members of Alberni Valley Chamber of Commerce

Report on the Financial Statements

Opinion

We have audited the financial statements of Alberni Valley Chamber of Commerce (the organization), which comprise the statement of financial position as at December 31, 2024, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

Basis for Opinion

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

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

(continues)

Independent Auditor's Report to the Members of Alberni Valley Chamber of Commerce (*continued*)

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

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

Report on Other Legal and Regulatory Requirements

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

Port Alberni, BC
April 18, 2025

R. Anderson & Associates Inc.
CHARTERED PROFESSIONAL ACCOUNTANTS

ALBERNI VALLEY CHAMBER OF COMMERCE

Statement of Revenues and Expenditures

Year Ended December 31, 2024

	Operating Fund 2024	Capital Asset Fund 2024	2024 2024	2023 2023
REVENUES				
McLean Mill (<i>Schedule 1</i>)	\$ 276,804	\$ -	\$ 276,804	\$ 250,591
Chamber (<i>Schedule 2</i>)	139,378	12,368	151,746	74,725
Visitor Centre (<i>Schedule 3</i>)	197,121	-	197,121	179,878
Overheads (<i>Schedule 4</i>)	466	-	466	3,154
	613,769	12,368	626,137	508,348
EXPENSES				
McLean Mill (<i>Schedule 1</i>)	145,766	-	145,766	126,635
Chamber (<i>Schedule 2</i>)	67,395	-	67,395	36,608
Visitor Centre (<i>Schedule 3</i>)	92,821	-	92,821	67,272
Overheads (<i>Schedule 4</i>)	267,383	42,947	310,335	386,215
	573,365	42,947	616,317	616,730
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES				
	\$ 40,404	\$ (30,579)	\$ 9,820	\$ (108,382)

ALBERNI VALLEY CHAMBER OF COMMERCE

Statement of Changes in Net Assets

Year Ended December 31, 2024

	Operating Fund	Capital Asset Fund	2024	2023
NET ASSETS - BEGINNING OF YEAR	\$ 57,828	\$ 952,561	\$ 1,010,389	\$ 1,118,771
Excess of revenues over expenses	40,404	(30,579)	9,825	(108,382)
Interfund transfers	(4,883)	4,883	-	-
NET ASSETS - END OF YEAR	\$ 93,349	\$ 926,865	\$ 1,020,214	\$ 1,010,389

The accompanying notes are an integral part of this financial statements

ALBERNI VALLEY CHAMBER OF COMMERCE

Statement of Cash Flows

Year Ended December 31, 2024

	2024	2023
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 9,820	\$ (108,382)
Items not affecting cash:		
Amortization of tangible capital assets	42,030	46,534
Gain (loss) on disposal of assets	(12,368)	-
	-	-
	39,482	(61,848)
Changes in non-cash working capital:		
Accounts receivable	(31,624)	(894)
Inventory	7,268	7,652
Accounts payable	(5,786)	20,735
Deferred income	(10,320)	(2,318)
Prepaid expenses	(296)	(4,621)
Goods and services tax payable	(9,096)	14,177
PST payable (receivable)	450	990
Wages payable	646	(3,408)
Deposits received	2,336	(6,074)
	(46,422)	26,239
Cash flow used by operating activities	(6,940)	(35,609)
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(6,247)	-
Proceeds on disposal of tangible capital assets	16,500	-
Cash flow from investing activities	10,253	-
FINANCING ACTIVITY		
Repayment of long term debt	(14,216)	(51,600)
Cash flow used by financing activity	(14,216)	(51,600)
DECREASE IN CASH FLOW	(10,903)	(87,209)
Cash - beginning of year	93,487	180,696
CASH - END OF YEAR	\$ 82,584	\$ 93,487

ALBERNI VALLEY CHAMBER OF COMMERCE

Statement of Financial Position

December 31, 2024

	Operating Fund 2024	Capital Assets Fund 2024	2024	2023
ASSETS				
CURRENT				
Cash	\$ 82,584	\$ -	\$ 82,584	\$ 93,487
Accounts receivable	47,223	-	47,223	15,599
Inventory	25,511	-	25,511	32,779
Prepaid expenses	4,917	-	4,917	4,621
	160,235	-	160,235	146,486
PROPERTY AND EQUIPMENT				
<i>(Net of accumulated amortization) (Note 4)</i>	-	941,380	941,380	981,294
	\$ 160,235	\$ 941,380	\$ 1,101,615	\$ 1,127,780
LIABILITIES AND NET ASSETS				
CURRENT				
Accounts payable	\$ 38,183	\$ (4)	\$ 38,179	\$ 43,970
Deposits received	5,004	-	5,004	2,668
Current portion of long term debt (Note 5)	-	9,603	9,603	12,133
GST payable	890	-	890	9,986
Provincial sales tax payable	1,440	-	1,440	990
Wages payable	10,478	-	10,478	9,832
Deferred income	10,891	-	10,891	21,211
	66,886	9,599	76,485	100,790
LONG TERM DEBT (Note 5)				
	-	4,916	4,916	16,601
	66,886	14,515	81,401	117,391
NET ASSETS				
	93,349	926,865	1,020,214	1,010,389
	\$ 160,235	\$ 941,380	\$ 1,101,615	\$ 1,127,780

ON BEHALF OF THE BOARD

_____ Director

_____ Director

ALBERNI VALLEY CHAMBER OF COMMERCE

Notes to Financial Statements

Year Ended December 31, 2024

1. PURPOSE OF THE ORGANIZATION

Alberni Valley Chamber of Commerce (the "Chamber") was incorporated on December 12, 1966 under the Board of Trades Act of British Columbia. The Chamber operates as a not-for-profit organization on a tax exempt basis per Section 149(1)(l) of the Income Tax Act with the purpose of promoting economic prosperity and growth in the Alberni Valley .

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO) and, in management's opinion, with consideration of materiality and within the framework of the following accounting policies:

Fund accounting

Alberni Valley Chamber of Commerce accounts for its assets and undertakings using the fund basis of accounting. Fund accounting comprises the collective accounting procedures resulting in a self balancing set of accounts for each fund. Fund accounting involves an accounting segregation, although not necessarily a physical segregation, of resources. The organization's funds have the following purposes and restrictions:

The Operating Fund contains the operating costs related to the organization. This includes unrestricted contributions (donations and grants), restricted contributions to be used for general operations, and restricted contributions for which there is not a separate fund.

The Capital Asset Fund contains the organizations's capital assets and reports the expenses related to construction and amortization, as well as the repayment of debt and debt charges related to capital purchases.

Revenue recognition

Alberni Valley Chamber of Commerce follows the restricted fund method of accounting for contributions.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

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

Membership fee revenue is recognized in the year to which the dues correspond. Membership fees that are paid in advance are recorded as deferred revenue until the year of the corresponding membership.

Fee for service revenue is recognized on an accrued basis pursuant to the terms of the corresponding contract. Lump sum fee for service revenue is allocated equally to the month the payment applies, with future monthly payments being recorded as deferred revenue until such time that the revenue is deemed earned.

Interest revenue is recognized as it is accrued based on prescribed interest rates of the specific financial instrument

Rental income, sale of merchandise and gift shop revenue are recognized at the point of transfer of monetary exchange.

Cash and cash equivalents

Cash includes cash and cash equivalents. The Chamber discloses bank balances under cash and cash equivalents, including bank overdrafts with balances that fluctuate frequently from being positive to overdrawn

(continues)

ALBERNI VALLEY CHAMBER OF COMMERCE

Notes to Financial Statements

Year Ended December 31, 2024

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined using the weighted average cost method. Net realizable value is the estimated selling price in the ordinary course of operations, less any applicable selling costs.

Impairment of Tangible Capital Assets

The organization tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Buildings	4%	declining balance method
Equipment	20%	declining balance method
Motor vehicles	30%	declining balance method
Computer equipment	55%	declining balance method
Signs	15%	declining balance method

The organization regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued, except for certain non-arm's length transactions. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealised gains and losses reported in income. All other financial instruments are reported at amortized cost. Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, deferred revenue, short term debt and long term debt..

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. A previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Measurement uncertainty

(continues)

ALBERNI VALLEY CHAMBER OF COMMERCE

Notes to Financial Statements

Year Ended December 31, 2024

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become 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.

The Chamber makes estimates of the net realizable value of inventory, the net recoverable amount of accounts receivable, the estimated useful life and future economic value of its capital assets.

3. GRANTS REVENUE

	2024	2023
Operating Fund		
Destination BC - Visitor Centre	\$ 23,022	\$ 23,022
Alberni Clayoquot Regional District Grant	4,000	4,000
Destination BC Grant	-	10,000
NETP	23,003	-
Canada Summer Jobs Grant Revenue	20,722	39,028
Grants - Other	44,651	-
Grand total	\$ 115,398	\$ 76,050

4. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Land	\$ 70,650	\$ -	\$ 70,650	\$ 70,650
Buildings	1,473,692	625,874	847,818	883,203
Equipment	129,519	112,899	16,620	17,653
Motor vehicles	5,546	4,462	1,084	5,681
Computer equipment	35,498	32,080	3,418	2,005
Signs	11,926	10,137	1,789	2,104
	\$ 1,726,831	\$ 785,452	\$ 941,379	\$ 981,296

ALBERNI VALLEY CHAMBER OF COMMERCE

Notes to Financial Statements

Year Ended December 31, 2024

5. LONG TERM DEBT

	2024	2023
Community Futures Development Corporation of Alberni-Clayoquot loan bearing interest at 4.7% per annum, repayable in monthly blended payments of \$840. The loan matures on March 15, 2027 and is secured by 1st mortgage in the amount of \$200,000 covering land and building with a carrying value of \$952,915 and a promissory note..	\$ 14,518	\$ 23,681
Coastal Community Credit Union - Auto loan loan bearing interest at 4.04% per annum, repayable in monthly blended payments of \$260.	-	5,053
	14,518	28,734
Amounts payable within one year	(9,603)	(12,133)
	\$ 4,915	\$ 16,601

Principal repayment terms are approximately:

2025	\$ 9,603
2026	4,916
	<u>\$ 14,519</u>

6. DEFERRED REVENUE

	2024	2023
Membership fees	\$ 4,721	\$ 16,541
Events	-	3,000
Rent	-	630
BC Parks	-	625
Destination BC	5,756	-
	\$ 10,477	\$ 20,796

Deferred membership fee revenue represents fees received for the 2025 year on or prior to December 31, 2024.

ALBERNI VALLEY CHAMBER OF COMMERCE**Notes to Financial Statements****Year Ended December 31, 2024**

7. FINANCIAL RISKS

The Chamber, through its financial assets and liabilities, is exposed to various risks. The following analysis provides information about the Chamber's risk exposure and concentration as of December 31, 2022.

Cash flow risk

The Chamber is exposed to cash flow risk resulting from the possibility that future cash flows associated with a monetary financial instrument will fluctuate in amount. The exposure of the Chamber to cash flow risk arises from certain of its interest bearing assets and its debt obligations. The Chamber manages its exposure to the cash flow risk of its cash by maintaining the minimum liquidity necessary to conduct operations on a day-to-day basis. Fluctuations in market rates of interest on cash do not have a significant impact on the Chamber's results of operations.

Credit risk

The Chamber is exposed to credit risk resulting from the possibility that parties may default on their financial obligations, or if there is a concentration of transactions carried out with the same party, or if there is a concentration of financial obligations which have similar economic characteristics such that they could be similarly affected by changes in economic conditions. The Chamber does not hold directly any collateral as security for financial obligations. Credit risk associated with accounts receivable is minimized by the Chamber's small customer base. The Chamber maintains allowances for potential credit losses, and any such losses to date have been within management's expectations.

Liquidity risk

Liquidity risk is the risk that the Chamber will not be able to meet a demand for cash or fund its obligations as they come due. Liquidity risk also includes the risk of the Chamber not being able to liquidate assets in a timely manner at a reasonable price. The Chamber meets its liquidity requirements by monitoring monthly cash flows from operations.

Currency risk

Currency risk is the risk that the fair value of financial instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The functional currency of the Chamber is the Canadian dollar. The Chamber infrequently transacts in foreign currency. The Chamber is not exposed to significant currency risk arising from financial instruments.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The exposure of the Chamber to interest rate risk arises from certain of its interest bearing assets and its debt obligations. The Chamber manages the interest rate risk exposure by locking into a fixed interest rate.

Other price risk

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

(continues)

ALBERNI VALLEY CHAMBER OF COMMERCE**Notes to Financial Statements****Year Ended December 31, 2024**

7. FINANCIAL RISKS *(continued)*

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Chamber is not exposed to significant market risk arising from financial instruments.

8. MANAGEMENT AND EMPLOYEE REMUNERATION

Under the Society Act, Not For Profit organizations must disclose information with respect to managers and employees who earn more than \$75,000 per year. For 2024, one employee earned a total of \$76,016 (2023 - no employees earned more than \$75,000)

9. COMPARATIVE FIGURES

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

ALBERNI VALLEY CHAMBER OF COMMERCE

McLean Mill

(Schedule 1)

Year Ended December 31, 2024

	2024	2023
REVENUES		
Admissions - MM	\$ 10,868	\$ -
Camp Site Revenue - MM	4,568	-
Camping/Adventure/Outdoor - MM	-	531
Canada Summer Jobs Grant Revenue - MM	14,550	-
Donations - MM	471	404
Events & Rentals - MM	-	25,524
Food & Beverage - MM	-	594
Film Revenue - MM	79,865	-
Gift Shop - MM	-	7,200
Miscellaneous Revenue - MM	-	6,421
Retail Sales - MM	13,846	-
Refunds - MM	-	(3,095)
Small scale Events - MM	3,512	1,895
Tour Revenue - MM	4,761	4,647
Wedding & Major Events - MM	14,363	29,375
City of PA - Fee for Service - MM	130,000	140,003
Paper Chase	-	17,578
Canada Summer Jobs Grant Revenue - MM	-	19,514
	276,804	250,591
EXPENSES		
Square fee	961	2,685
Automotive - MM	29	-
Bad Debts - MM	688	-
Banking Fees/Payroll Cost/POS MM	-	14
Bookkeeping - MM	7,066	-
Campsite/Includes Porta Potties - E	-	816
Cost of Goods Sold - MM	14,456	2,433
Donations - MM	1,923	-
Dues, Fees, and Licences - MM	113	250
Food Service Supplies - MM	-	592
Garbage Disposal/Septic Service - MM	1,658	-
Insurance - MM	7,259	-
Janitorial - MM	1,363	76
Maintenance - Repairs MM	6,868	7,678
Marketing/Advertising MM	3,328	2,771
Miscellaneous - MM	-	979
Office Supplies - MM	542	1,228
Other Event Cost - MM	-	1,375
Postage & Freight - MM	78	-
Shaw/Telus/Other Internet/Phone - MM	580	-
Subscriptions - MM	941	-
Tours - MM	1,500	-
Travel/Mileage - MM	274	6
Wedding events - MM	987	1,496
Wages: Contractor Fees - MM	-	1,785
Wages: Director of Operations - MM	61,325	20,021
Wages: Hourly - MM	19,982	29,348
Wages - HRDC Student	-	24,993
Wages: Groundskeeper - MM	4,062	5,288

(continues)

ALBERNI VALLEY CHAMBER OF COMMERCE

McLean Mill *(continued)**(Schedule 1)*

Year Ended December 31, 2024

	2024	2023
Utilities/Propane - MM	7,410	4,545
Water - MM	830	-
Webmaster - MM	-	721
Website Maintenance - MM	760	-
Staff Events - MM	271	-
Payworks fees - MM	512	-
Paper Chase Expense	-	17,499
Bike SEAT General Expenses	-	36
	145,766	126,635
INCOME FROM OPERATIONS	\$ 131,038	\$ 123,956

The accompanying notes are an integral part of this financial statements

ALBERNI VALLEY CHAMBER OF COMMERCE

Chamber

(Schedule 2)

Year Ended December 31, 2024

	2024	2023
REVENUES		
Membership dues	\$ 50,383	\$ 47,950
Grants	32,742	-
Rental revenue	22,227	15,709
Community Excellence Awards	21,190	-
Gain (loss) on disposal of assets	12,368	-
Meeting revenue	5,807	975
Commissions	3,786	4,679
Boardroom rentals	1,805	70
Miscellaneous revenue	546	2,457
AGM Ticket Revenue	512	1,985
Donations	325	-
Digital advertising	55	900
	151,746	74,725
EXPENSES		
Bad debts	2,640	2,457
Janitorial	527	-
Annual Bursary/Scholarship Fund	-	500
Maintenance/Repairs	118	-
Annual General Meeting	288	1,355
Automotive - Insurance & Fuel	1,230	4,342
Board Meetings Expense	203	-
BC Chamber of Commerce Expense	2,402	-
Canadian Chamber of Commerce	747	256
Dues, Fees, and Licences	685	-
Expense Account CEO - Local Events	479	3,029
Office Supplies	248	241
Postage & Freight	-	512
Website Maintenance	75	-
Advertising & Promotion - General	4,452	2,577
Community Excellence Awards	11,017	-
Conventions	1,444	1,096
Event Expenses	728	-
Networking Meetings Expense	7,513	3,684
Special Projects: ICET	21,963	5,860
Wages: Reg Staff Inc. Vacation	10,052	-
Wages: EI/PPP/WCB deductions	-	539
Wages: Group Insurance Premiums	-	6,762
Staff Events/Appreciation	99	-
Training	-	2,601
Travel	-	553
Banking Costs and Service Fees	163	-
PayPal Fee	322	244
	67,395	36,608
INCOME FROM OPERATIONS	\$ 84,351	\$ 38,117

The accompanying notes are an integral part of this financial statements

ALBERNI VALLEY CHAMBER OF COMMERCE

Visitor Centre

(Schedule 3)

Year Ended December 31, 2024

	2024	2023
REVENUES		
Fees for service contract	\$ 89,167	\$ 97,785
Destination BC - Visitor Centre	23,022	23,022
Destination BC Grant	-	10,000
NETP	23,003	-
Sales of merchandise	22,816	22,033
Canada Summer Jobs Grant Revenue	20,722	19,514
Grants - Other	11,909	-
ACRD	4,000	4,000
Parks	2,303	4,249
Donations	159	-
Miscellaneous Revenue	20	-
Map - Adventure	-	(725)
	197,121	179,878
EXPENSES		
Sales of merchandise	9,219	12,064
Ambassador Program	220	299
Bad Debt	-	957
Travel	183	-
Office Supplies	24	-
Mobile Visitor Centre	-	1,832
Website Maintenance	1,029	4,870
Advertising & Promotion - General	1,295	-
Special Projects: Destination BC	10,250	-
Conventions	615	-
Wages: Reg Staff Inc. Vacation	51,823	40,175
Wages: EI/ CPP Cost	121	1,737
Staff Events/Appreciation	332	-
Contract/Casual Labour	16,013	5,338
Banking Costs and Service Fees	4	-
Square fees	1,693	-
	92,821	67,272
INCOME FROM OPERATIONS	\$ 104,300	\$ 112,606

ALBERNI VALLEY CHAMBER OF COMMERCE

Overheads

(Schedule 4)

Year Ended December 31, 2024

	2024	2023
REVENUES		
Interest income	\$ 318	\$ 879
Miscellaneous Revenue	148	2,172
Commissions	-	105
Cash short/over	-	(2)
	466	3,154
EXPENSES		
BC Hydro	6,086	6,668
Telephone	-	1,360
Janitorial	5,062	4,385
Maintenance/Repairs	5,315	24,024
Garbage Disposal/Septic Service	2,925	3,147
Shaw/Telus/Other (Internet/Phone)	2,328	2,146
Property taxes	2,616	2,338
Utilities/Propane	-	672
Wages: Groundskeeper	1,741	7,536
Water	1,003	2,269
Automotive - Insurance & Fuel	121	-
Computer - Repairs/Renewals	9,673	8,215
Dues, Fees, and Licences	100	763
Equipment lease	1,655	1,650
Expense Account CEO - Local Events	14	-
Insurance - Liability/Building	7,258	7,635
Office Supplies	6,054	6,097
Meals & Entertainment	-	609
Miscellaneous Expenses	-	5,155
Security/Alarm Systems	-	720
Subscriptions	1,883	-
Advertising & Promotion - General	(53)	2,535
Advertising & Promotion - Public Relations	3,967	-
Wages: Reg Staff Inc. Vacations	133,244	170,043
Wages: Director of Operations - MM	-	40,649
Wages: EI/PPP Cost	19,589	17,847
Wages: Group Insurance Premiums	12,621	-
Staff Events/Appreciation	181	755
Accounting and Legal Services	8,250	9,321
Bookkeeping Services	16,487	3,350
Human Resources	4,536	3,965
Contractor/Casual Labour	10,992	-
Banking Costs and Service Fees	689	1,284
Mortgage Interest	917	1,337
Interest - CCCU Vehicle Loan	110	267
Non-Deductible Penalties & Interest	124	124
Square fees	2,306	-
Payworks fees	512	1,028
Rounding	(1)	-
First Data	-	22
Bad Debt	-	1,771
Amortization	42,030	46,534

(continues)

ALBERNI VALLEY CHAMBER OF COMMERCE

Overheads *(continued)**(Schedule 4)*

Year Ended December 31, 2024

	2024	2023
	310,335	386,221
LOSS FROM OPERATIONS	\$ (309,869)	\$ (383,067)



Appendix I

Visitor Services Network Program Requirements

April 1, 2025 – March 31, 2026

The mandate of the Visitor Services Network Program is to ensure that exemplary visitor services are delivered, using a multi-channel approach, based on our visitors' information needs when and where they are needed.

Building and operating a Visitor Centre and/or providing visitor services is a local decision. Destination BC provides some funding to comprehensive-level Network members to assist in meeting the needs of visitors to their communities; however the majority of the costs associated with the provision of visitor services are a community responsibility. Destination BC encourages communities to consider the variety of information sources (visitor centres, kiosks, mobile approaches, online channels, etc.) utilized by today's visitor and offer services that best meet the unique needs and expectations of visitors to their community.

The Visitor Services Sponsor Organization must adhere to the following requirements in the membership term of April 1, 2025 to March 31, 2026. Destination BC will monitor compliance with all Network Program requirements throughout the year and may request a formal conversation in the event of non-compliance to determine continued participation in the program.

1) OPERATIONS:

- a) Be the lead organization recognized by the applicable level of government(s) (e.g. Municipality, First Nations, Village, District) as the provider of community tourism visitor services.
- b) Provide a letter of confirmation from the applicable level of government(s) confirming the sponsor organization as the lead provider of community tourism visitor services.
- c) Be duly incorporated under the BC Societies Act or other acceptable Provincial or Federal legislation or Indigenous governance. Exceptions must be approved by Destination BC.
- d) Ensure completion of the Visitor Services Year End Report & Visitor Services Plan. This report outlines activities and key learnings from the previous year, as well as current objectives, strategies and proposed tactics for the provision of community visitor services in the year ahead. The Report and Plan must be submitted with the completed Visitor Services Agreement. Appendix II provides a template. If not using the template, ensure all categories are addressed in the submission.
- e) Ensure delivery of visitor services for a minimum of 660 hours of 'in-person'* visitor services per calendar year. Establish hours of operation and method of delivery which best serve visitors to your community. Refer to your historical statistics to understand your visitor services traffic flow. Be flexible and consider establishing effective and innovative ways to reach your visitor, e.g. roaming counsellors, mobile, digital and social media outreach.
- f) Notify Destination BC should the methods through which visitor services are delivered (ie: at the bricks and mortar visitor centre; mobile; digital) change significantly from what is indicated in your April 1, 2025 – March 31, 2026 Visitor Services Plan (eg: you close your Visitor Centre and move to a mobile-only or digital-only model mid-way through the year). Significant changes in the delivery model must be done in consultation with Destination BC to ensure continued Network Program eligibility and to determine potential impact on funding.
- g) The Sponsor Organization must implement a professional dress code, including name tags if branded clothing is not used. Visitor Services staff should look professional at all times when interacting with visitors.
- h) Destination BC may, at any reasonable time, request a site visit, as and when required.

*'In-person' refers to visitor services provided at bricks & mortar location and/or mobile roaming. Digital/social visitor services does not count towards the 660 hour minimum requirement.

TRAINING:

The following Tourism Visitor Information Counsellor (TVIC) training requirements apply:

The following matrix identifies the training requirement:

Who	Required	Optional
Visitor Centre Manager/"Training Manager"	1) Visitor Services Basics 2) Foundations of Service Quality (FSQ) 3) Service for All (SFA) 4) New training components that are developed during the membership term.*	Customizable Learning Materials
Staff and volunteers** who already completed the previous version of TVIC	1) New training components that are developed during the membership term.*	Visitor Services Basics, FSQ, SFA, Customizable Learning Materials
New Staff	1) Visitor Services Basics 2) FSQ and/or SFA 3) New training components that are developed during the membership term.*	Customizable Learning Materials
New Volunteers that work a minimum of 4 hours week/16 hours month for three consecutive months**	1) Visitor Services Basics	FSQ, SFA, Customizable Learning materials

Additional Notes on TVIC Training:

- a) Training must be completed within 30 days of starting the job.
- b) Enrollment keys to access the training modules will be supplied to each Visitor Centre Manager upon request, are to be handled with strict confidentiality, and are not to be shared with anyone besides the primary sponsor organization contact. Should enrollment keys be shared with anyone beyond these two individuals or is lost, Destination BC must be advised immediately.
- c) If a Counsellor begins, but does not complete the TVIC training within 20 days (ie left their position before completing the training), advise the DBC Visitor Services Team at CommunityVisitorCentres@destinationbc.ca.
- d) TVIC training requirements and resources may adjust and or be added over the membership term. Notification to Visitor Centre Managers of these changes will be via email.
- e) Final Year-End reporting (term ending March 2026) will include a confirmation by Training Manager of completed required TVIC training by Visitor Information Counsellors.

****Volunteers:**

Volunteers who work less than this minimum but would like to access training must contact CommunityVisitorCentres@destinationbc.ca.

2) INFORMATION:

- a) Rack official publications as follows and as available:
 - i) Regional publications;
 - ii) Community information.
- b) Provide visitor information statistics using Destination BC’s on-line stats program. Each month’s statistics must be entered and reviewed no later than the 8th of the following month.
- c) Ensure your TripAdvisor listing is claimed and kept up to date at all times, so the information is accurately published on HelloBC.com through the Tourism Business Portal.

- d) Ensure the Accessibility Attributes check list for the Visitor Centre has been completed within the Tourism Business Portal.
- e) All contact information must be up to date with Destination BC's Visitor Services unit in order to communicate program updates and changes throughout the year.

3) TRADE-MARK USE/SIGNAGE:

Adopt the Visitor Services branding as follows:

- a) The minimum sign requirement for a bricks and mortar location must consist with what is outlined in the Graphic Standards Manual.
- b) Ensure that minimum advance kilometre and metre highway signs are in place for the major highway approach to the designated bricks and mortar location. Size and placement of signs, distances and directional tabs are determined in consultation with the office of the Provincial Sign Program, Ministry of Transportation and Infrastructure to ensure that they are in accordance with provincial regulations and safety standards.
- c) Sign and adhere to the Trade-mark License Agreement that outlines the guidelines for use of the Visitor Centre graphics.
- d) Display the Destination BC provided trade-mark poster in a prominent location where your visitor services are provided.
- e) Adhere to graphic standard guidelines as set out by Destination BC for all Visitor Centre logo usage. Design proofs for all uses of the Visitor Centre graphics (advertising, stationery, publications, signs, uniforms, etc) must be forwarded via email to Destination BC Visitor Services staff for approval prior to print or production.