

Special Meeting of Council

Tuesday May 12th, 2020

Toquaht Boardroom

AGENDA

Zoom: <https://us02web.zoom.us/j/83752864507?pwd=Sk4wNnYwSFdKbUJSTitEdzhqcmZkdz09>

Meeting ID: 837 5286 4507

Password: 521195

Start time: 5:00 p.m.

Guest: Angela Polifroni

Convening the meeting

Adoption of Agenda

Approval of minutes for February 18, 2020

March 24, 2020

March 28, 2020

March 29, 2020

May 5, 2020

STARTS CM005

REGULAR BUSINESS

1) Request for Decision

a) 3rd Reading of Island Timberland Land Purchase Borrowing Act

DRAFT WORDING

THAT Council resolve to enact the Island Timberland Land Purchase Borrowing Act in the form now laid before the Council as TNS 6/2020 of the Toquaht Nation.

2) Reports

a) Ec Dev & Capital Projects update

b) Financial update

c) Community Services update

d) Lands update

DRAFT WORDING

THAT Council resolve to receive agenda item 2 a to d.

3) Information for Receipt

a) Amending Agreement for Subsequent Year of a Funding Agreement for Indian Self-Government (ISG) ARFA – Other Fiscal Year 2020-2021

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Tuesday May 12th, 2020

Toquaht Boardroom

AGENDA

- b) ACRD Bulletins – February
- c) COVID-19 Tourism Impact Report

DRAFT WORDING

THAT Council resolve to receive agenda item 3 a to c.

Additions/deletions

-
-

Adjourn meeting

Council Meeting

Tuesday February 18th, 2020
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DRAFT Meeting Minutes

3) Request for Decision

- a) Annual Budget Act 2020-2021 (still in 2nd Reading)
- iii) Receive report form finance committee meeting and send to People's Assembly

CM00491	MOVED: Anne Mack	SECONDED: Kevin Mack
THAT Council receive the recommendation from the finance committee and resolve to send the Annual Budget Act 2020-2021 to the March 21, 2020 People's Assembly for citizens to review.		
YES: 5		
NO: 0		Motion Carried

4) Request for Decision

- a) Five-Year Financial Plan Act 2020/21-2024/25 (still in 2nd Reading)

CM00492	MOVED: Noah Plonka	SECONDED: Anne Mack
THAT Council receive the recommendation from the finance committee and resolve to send the Five-Year Financial Plan Act 2020-2021 to 2024-2025 to the March 21, 2019 People's Assembly for citizen's review.		
YES: 5		
NO: 0		Motion Carried

5) Reports

- a) Ec Dev & Capital Projects update
- b) Financial update
- c) Community Services update
- d) Lands update

CM00493	MOVED: Noah Plonka	SECONDED: Anne Mack
THAT Council resolve to receive agenda item 5 a to d.		
YES: 5		
NO: 0		Motion Carried

6) Information for Receipt

- a) Brief Note from Community Services
- b) Newsletter from Minister Selina Robinson
- c) ACRD Bulletins – August to October

Council Meeting

Tuesday February 18th, 2020
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CM00494	MOVED: Noah Plonka	SECONDED: Naomi Mack	
THAT Council resolve to receive agenda item 6 a to c.			
YES: 5			
NO: 0			Motion Carried

7) Request for Decision

- a) Creating a new portfolio for Anne Mack to take on
 - i) Intergovernmental Relations

(1) Including but not limited to the following files with Angela's support—

ABCMTN, LCAC, MTS, G2G

CM00495	MOVED: Kevin Mack	SECONDED: Noah Plonka	
THAT Council resolve to create an Intergovernmental Relations Portfolio and appoint Anne Mack.			
YES: 5			
NO: 0			Motion Carried

8) Request for Decision

- a) Fish & Wildlife Committee

Noah Plonka

CM00496	MOVED: Kevin Mack	SECONDED: Noah Plonka	
THAT Council resolve to remove Carlos Mack and Andrew Mack from the Fish & Wildlife Committee.			
YES: 5			
NO: 0			Motion Carried

9) Late Item

- a) 10th Anniversary for Maa-nulth Treaty
 - i) KCFN to host in Campbell River on Saturday April 3rd, 2021

Council Meeting
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Adjourned: 6:40 p.m.

Minutes prepared by Naomi Mack

Chairperson

Law Clerk

Date

DRAFT

Council Meeting

Tuesday, March 24, 2020

Teleconference

DRAFT Meeting Minutes

Present:

Call-In: Kevin Mack, Anne Mack, Kirsten Johnsen, Naomi Mack, Noah Plonka

Absent:

Chair: Kirsten Johnsen

Guest: Angela Polifroni

Recorder: Naomi Mack

Quorum was present throughout the meeting

Council Meeting convened at 5 p.m.

Agenda adopted by consensus

Approval of Minutes suspended until able to get caught up

STARTS CM00497

AGENDA

REGULAR BUSINESS

1) Request for decision

a) 3rd Reading of Annual Budget Act 2020-2021

CM00497

MOVED: Noah Plonka

SECONDED: Kevin Mack

WHEREAS

A. In accordance with section 5.5 of the Constitution, section 4.3 and 4.4 of the Financial Administration Act require Council to present a draft annual budget to a People's Assembly and subsequently approve that budget prior to March 31 of every year.

B. On March 17, 2020 the Province of British Columbia (the "Province") declared a public health emergency and on March 18 the Province declared a provincial state of emergency provincewide to support the response to the novel coronavirus (COVID-19) pandemic (the "State of Emergency").

C. Dr. Bonnie Henry, the Province's chief health officer, has ordered that all public gatherings larger than 50 people be cancelled (the "Order").

D. As a consequence of the extenuating circumstances arising from the State of Emergency

and because of the Order, Council has formed the opinion it is in the financial best interests of Toquaht Nation and the personal health and safety interests of its citizens that the annual budget for the fiscal year 2020-2021 be enacted without first being reviewed at a People's Assembly.

Council Meeting

Tuesday, March 24, 2020

Teleconference

DRAFT Meeting Minutes

Therefore be it resolved

1. The operation of section 4.4(a) of the Financial Administration Act be suspended for a period of three months, as of and with effect from March 17, 2020;
2. The Annual Budget Act 2020 - 2021 be enacted by Council as TNS 2/2020 of the Toquaht government for 2020 (the "Act");
3. The Director of Operations is hereby directed to provide a copy of the Act to, and seek comments from, Toquaht citizens in the manner and form approved by the Director of Operations; and
4. Prior to June 17, 2020, the Director of Operations deliver a report to Council summarizing any comments received from Toquaht citizens concerning the Act and Council will at that time consider whether or not to amend the Act in response to those comments.

YES: 5

NO: 0

Motion Carried

2) Request for decision

- a) 3rd Reading of Five-Year Financial Plan Act 2020-2021 to 2014-2015

CM00498

MOVED: Kevin Mack

SECONDED: Naomi Mack

WHEREAS

E. In accordance with section 5.5 of the Constitution, section 4.3 and 4.4 of the Financial Administration Act require Council to present a draft five-year financial plan to a People's Assembly and subsequently approve that budget prior to March 31 of every year.

F. On March 17, 2020 the Province of British Columbia (the "Province") declared a public health emergency and on March 18 the Province declared a provincial state of emergency provincewide to support the response to the novel coronavirus (COVID-19) pandemic (the "State of Emergency").

G. Dr. Bonnie Henry, the Province's chief health officer, has ordered that all public gatherings larger than 50 people be cancelled (the "Order").

H. As a consequence of the extenuating circumstances arising from the State of Emergency

and because of the Order, Council has formed the opinion it is in the financial best interests of Toquaht Nation and the personal health and safety interests of its citizens that the five-year financial plan for the fiscal years 2020-2021 to 2024-2025 be enacted without first being reviewed at a People's Assembly.

Council Meeting

Tuesday, March 24, 2020

Teleconference

DRAFT Meeting Minutes

Therefore be it resolved

5. The operation of section 4.4(a) of the Financial Administration Act be suspended for a period of three months, as of and with effect from March 17, 2020;
6. The Five-Year Financial Plan Act 2020-2021 to 2024-2025 be enacted by Council as TNS 3/2020 of the Toquaht government for 2020 (the "Act");
7. The Director of Operations is hereby directed to provide a copy of the Act to, and seek comments from, Toquaht citizens in the manner and form approved by the Director of Operations; and
8. Prior to June 17, 2020, the Director of Operations deliver a report to Council summarizing any comments received from Toquaht citizens concerning the Act and Council will at that time consider whether or not to amend the Act in response to those comments.

YES: 5

NO: 0

Motion Carried

3) Request for decision

- a) Terms of Reference for Fish and Wildlife Committee
 - i) David Johnsen, Kirsten Johnsen, Noah Plonka reviewed the current ToR and are suggesting a couple amendments

CM00499

MOVED: Noah Plonka

SECONDED: Kevin Mack

THAT Toquaht Council resolve to approve the Fish & Wildlife Committee Terms of Reference as presented.

YES: 5

NO: 0

Motion Carried

4) Information for receipt

- a) Letter from Parks Canada

CM00500

MOVED: Kevin Mack

SECONDED: Naomi Mack

THAT Toquaht Council resolve to receive agenda item 4a.

YES: 5

NO: 0

Motion Carried

Council Meeting

Tuesday, March 24, 2020

Teleconference

DRAFT Meeting Minutes

5) COVID-19 discussion

- a) Toquaht Nation Government office to be closed to public until further notice due to the unprecedented situation of Covid-19 Pandemic.
- b) All staff with exception of the finance department to work from home until further notice.
- c) IT technician to set up few staff with their laptops/computers to work from home.
- d) Various resources from BC and Canada available outside Toquaht Nation to assist with Covid-19 Pandemic, as well, support from First Nation Health Authority.
- e) Finance department to organize a treaty benefit for a family distribution be sent out first week of April 2020. Type of distribution to be further discussed.
- f) Organize a designated person to do shopping for Macoah residents once a week.
- g) Freeze monthly payments for internet for next six months.
- h) Possible freeze payments to duplex tenants.
- i) Macoah Community Building put on hold until further notice.
 - i) House building for Justine to be put on hold
 - ii) Director of lands to look into what other businesses are doing with “Stop Work Permit” (ACRD, Ucluelet Chamber of Commerce)

Adjourned: 6:50 p.m.

Minutes prepared by Naomi Mack

Chairperson

Law Clerk

Date

Council Meeting

Saturday, March 28th, 2020
Teleconference
DRAFT Meeting Minutes

Present:

Call-In: Kevin Mack, Anne Mack, Kirsten Johnsen, Naomi Mack, Noah Plonka

Absent:

Chair: Kirsten Johnsen

Guest: Angela Polifroni

Recorder: Naomi Mack

Quorum was present throughout the meeting

Council Meeting convened at 10:30 a.m.

Agenda adopted by consensus

Approval of minutes suspended until able to catch up

STARTS CM00501

AGENDA

REGULAR BUSINESS

1) Request for decision

- a) 1st Reading of Emergency Preparedness Act

CM00501	MOVED: Kevin Mack	SECONDED: Anne Mack	
THAT Toquaht Council accept the Emergency Preparedness Act as introduced for the Council's consideration.			
YES:	5		
NO:	0		Motion Carried

2) Request for Decision

- a) 2nd Reading of Emergency Preparedness Act2

CM00502	MOVED: Kevin Mack	SECONDED: Anne Mack	
THAT , in accordance with section 2.7(d) of the Government Act, the Council unanimously resolve to permit Emergency Preparedness Act to proceed to second reading in a shorter time than that allowed under subsection 2.7(b) of that Act.			
YES:	5		
NO:	0		Motion Carried

Council Meeting

Sunday, March 29th, 2020

Teleconference

DRAFT Meeting Minutes

Present:

Call-In: Kevin Mack, Anne Mack, Kirsten Johnsen, Naomi Mack, Noah Plonka

Absent:

Chair: Kirsten Johnsen

Guest: Angela Polifroni

Recorder: Naomi Mack

Quorum was present throughout the meeting

Council Meeting convened at 10:15 a.m.

Agenda adopted by consensus

Approval of minutes suspended until able to catch up

STARTS CM00505

AGENDA

REGULAR BUSINESS

1) Request for decision

- a) 3rd Reading of Emergency Preparedness Act

CM00505

MOVED: Anne Mack

SECONDED: Noah Plonka

THAT Toquaht Council resolve to enact the Emergency Preparedness Act in the form now laid before the Council as TNS 5/2020 of the Toquaht Nation.

YES:

NO:

Motion Carried

2) Request for decision

- a) Order of the ȥaʔwit

- i) Anne Mack declares a State of Emergency on Toquaht Lands under the Emergency Preparedness Act Section 2.4(a) and (b)

2) Information for Receipt

- a) MBA with the Vancouver Port Authority for the Robert's Bank Terminal 2 project.
b) Legal team developing a strategy for being proactive on these types of projects

Council Meeting

Sunday, March 29th, 2020

Teleconference

DRAFT Meeting Minutes

3) Covid-19 discussion

- a) Citizenship information communication strategy in the works

Adjourned: 10:45 a.m.

Minutes prepared by Naomi Mack

Chairperson

Law Clerk

Date

DRAFT

Special Council Meeting

Tuesday, May 5th, 2020

Teleconference

DRAFT Meeting Minutes

Present:

Call-In: Kevin Mack, Anne Mack, Kirsten Johnsen, Naomi Mack, Noah Plonka

Absent:

Chair: Kirsten Johnsen

Guest:

Recorder: Naomi Mack

Quorum was present throughout the meeting

Council Meeting convened at 5 p.m.

Agenda adopted by consensus

Minutes suspended until able to catch up (in progress now)

STARTS CM00506

AGENDA

REGULAR BUSINESS

1) Request for decision

a) 1st reading of Island Timberland Land Purchase Borrowing Act

CM00506

MOVED: Noah Plonka

SECONDED: Anne Mack

THAT Toquaht Council Moved that the Island Timberland Land Purchase Borrowing Act be introduced to the Council for first reading.

YES: 5

NO: 0

Motion Carried

CM00507

MOVED: Kevin Mack

SECONDED: Anne Mack

THAT Toquaht Council resolve to waive the requirement for 24 hours between first and second reading regarding the Island Timberland Land Purchase Borrowing Act.

YES: 5

NO: 0

Motion Carried

CM00508

MOVED: Anne Mack

SECONDED: Kevin Mack

THAT Toquaht Council to adopt in principle the Island Timberland Land Purchase Borrowing Act 2020/21 and it be referred to the standing committee on finance for detailed consideration.

YES: 5

NO: 0

Motion Carried

Special Council Meeting

Tuesday, May 5th, 2020

Teleconference

DRAFT Meeting Minutes

Adjourned: 5:15 p.m.

Minutes prepared by Naomi Mack

Chairperson

Law Clerk

Date

DRAFT

*Confidential Draft
for Discussion Purposes Only*

TOQUAHT NATION GOVERNMENT

**ISLAND TIMBERLANDS LAND
PURCHASE BORROWING ACT**

TNS ◆/2020



This law enacted on _____, 2020

Signed _____
Anne Mack, ḥaʔwił of the Toquaht Nation

DEPOSITED IN THE
REGISTRY OF LAWS AND
OFFICIAL RECORDS

ON ____/____/____

Signature of Law Clerk

TOQUAHT NATION GOVERNMENT
ISLAND TIMBERLANDS LAND PURCHASE BORROWING ACT TNS ♦/2020
CONFIDENTIAL DRAFT FOR DISCUSSION PURPOSES ONLY

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TOQUAHT NATION GOVERNMENT
ISLAND TIMBERLANDS LAND PURCHASE BORROWING ACT TNS ♦/2020
CONFIDENTIAL DRAFT FOR DISCUSSION PURPOSES ONLY

INTRODUCTORY PROVISIONS

Short title

1.1 This Act may be cited as the Island Timberlands Land Purchase Borrowing Act.

Executive oversight

1.2 The member of the Executive holding the finance portfolio is responsible for the executive oversight of this Act.

Definitions

1.3 In this Act,

“BMO” means the Bank of Montreal;

“BMO prime rate” means the floating annual rate of interest established from time to time by BMO as the reference rate it will use to determine rates of interest on Canadian dollar loans to customers in Canada;

“BMO floating rate” means the BMO prime rate plus 0.50 percent;

“environmental checklist and indemnity form” means a form confirming there are no environmental issues with the property, there will be no environmentally sensitive operations conducted on the property and if there are any environmental issues with the property, they will be remediated at Toquaht Nation’s cost;

“Island Timberlands” means Island Timberlands Limited Partnership, by its general partner Island Timberlands GP Ltd.;

“letter agreement” means the agreement referred to in section 2.1(a)(iv)(A)

“loan” means the loan referred to in section 2.1(a);

“loan documents” means the letter agreement and any other document reasonably required by BMO setting out the terms and conditions of the loan;

“property” means

PID: 009-389-873

SECTION 38, CLAYOQUOT DISTRICT, EXCEPT PART IN PLAN VJP75650;

PID: 008-947-147

SECTION 40, CLAYOQUOT DISTRICT;

TOQUAHT NATION GOVERNMENT
ISLAND TIMBERLANDS LAND PURCHASE BORROWING ACT TNS ◆/2020
CONFIDENTIAL DRAFT FOR DISCUSSION PURPOSES ONLY

PID: 008-947-163

SECTION 41, CLAYOQUOT DISTRICT EXCEPT PART IN PLAN VJP84395;

PID: 008-947-201

SECTION 90, ALBERNI DISTRICT, (SITUATED IN CLAYOQUOT DISTRICT)
EXCEPT PART IN PLAN VIP75648; and

PID: 000-913-871

SECTION 36, CLAYOQUOT DISTRICT, EXCEPT PART IN PLAN VIP75649;

“purchase agreement” means the agreement of purchase and sale between Island Timberlands and Toquaht Nation dated April 9, 2020, as may be amended from time to time in accordance with its terms, under which Island Timberlands agrees to sell and Toquaht Nation agrees to purchase the property;

“purchase price” has the meaning set out in the purchase agreement.

PART 2 - BORROWING FOR LAND PURCHASE

Borrowing for land purchase

- 2.1 (a) Council hereby authorizes the Toquaht Nation to obtain a loan from BMO to finance the purchase of the property on the following terms and conditions:
- (i) the amount of the loan will be the lesser of \$5,500,000 and the purchase price plus costs;
 - (ii) the loan will be repaid over a maximum period of 300 months, with the first payment due within 30 days of advancement of the loan proceeds;
 - (iii) subject to subsection (c), the interest rate for the loan will be the BMO floating rate;
 - (iv) the loan will be secured by
 - (A) a letter of agreement between Toquaht Nation and BMO,
 - (B) a Council resolution authorizing the borrowing signed by a quorum of Council, and
 - (C) an environmental checklist and indemnity form; and
 - (v) the loan will be subject to any other terms and conditions set out in the loan documents.
- (b) For certainty, in accordance with section 8.7 of the Financial Administration Act, the loan documents must be signed by at least two members of the Executive.
- (c) If in the opinion of the director of operations it is in the best interests of Toquaht Nation to do so, the director of operations may convert the loan from a floating rate loan to a fixed rate loan or combination of the two in accordance with the loan documents.

Commencement

- 2.2 This Act comes into force on the date it is enacted.

April 30, 2020
 Department of Capital Projects & Economic Development Report to Council
 Forth Quarter, 2019/2020
 Submitted by Rick Shafer

Overview of Achievements & Outcomes for Q4 (Jan, Feb, Mar) 2019/2020

1.0 EC/Dev Achievements & Outcomes – Q4 2019/2020

Lucky Creek Hydro

2019/2020 Goals & Objectives

- Secure final approvals from BC for water and land tenures required for this project
- Continue discussions with BC around compensation for lost opportunity due to changes to BC Hydro private power projects

Q4 Achievements & Outcomes

Throughout Q4, Angela and I continued discussions with, Ms. Yvette Wells, the consultant engaged by the province to work with staff from the Ministry of Energy, Mines and Petroleum Resources (EMPR) to meet with First Nations impacted by the decision to halt the Standing Offer Program (SOP) for small independent hydro projects. In mid-March, Ms. Wells completed the final report regarding the Lucky Creek Hydro Project for submission to the province. The report includes a summary of the project and impact of the changes to the SOP by Ms. Wells which Angela and I have reviewed, Toquaht's own summary, and a map of the proposed project location. The province should review this report in early Q1 2020/21.

Kerr Wood Leidal Coastal Adaptation Plan

2019/2020 Goals & Objectives

- Complete coastal erosion and impacts assessment with assistance from Kerr Wood Leidal Associates Ltd. (KWL)
- Determine vulnerability of Toquaht Nation lands to effects of climate change such as coastal flooding and erosion, increased precipitation in winter and increased temperatures year-round resulting in impacts to resources
- Develop adaptation strategies to protect important ecological, infrastructure and forestry resources as identified by the local community
- Build community capacity to adapt to climate change

Q4 Achievements & Outcomes

During Q4, KWL has completed the following tasks:

1. Finalized vulnerability data and Vulnerabilities Summary report
2. Completed coastal erosion and flood protection measures analysis
3. Prepared draft coastal protection options technical memo
4. Documented results of Advisory Committee meeting #3
5. Prepared the draft Adaptation Plan
6. Finalized the Coastal Protection memo and Adaptation Plan

This project is now substantially complete (final draft). Due to the corona virus, we have not been able to arrange the final Advisory Committee meeting to review/comment on the draft reports. If a meeting

is not possible in May, we will try to complete this meeting by video conference and incorporate Toquaht's comments before finalizing the reports.

Secret Beach Marina

2019/2020 Goals & Objectives

- Design and construct additional breakwater system for wave protection from the south side of the marina
- Complete final road capping, cleanup, and landscaping prior to tourist season in May 2020

Q4 Achievements & Outcomes

In the last quarter of the 2019/2020 fiscal year, the design for the additional marina and boat ramp floats as well as the second breakwater sections have been completed. The fabrication and installation of this second phase of the marina construction will begin in 2020/21 Q1. In the air photo below, you can see the additional structures outlined in red.

The additional floats at the marina are to provide capacity for larger vessels to tie up. The one additional float at the boat ramp will provide adequate space for temporary tie up at the boat ramp in all tides. The second phase of the breakwater will provide protection from storms originating from the south east.

All 19/20 objectives have been completed.



Air photo of Secret Beach Marina, 20/21 additions shown in red

The final report to ICET was completed and submitted to ICET for review. A copy of the ICET final report is available through the following DropBox link: [ICET Final Report 02Mar20](#) (in a Word doc you need to hold down the ctrl button and then click on link)

Secret Beach Development

2019/2020 Goals & Objectives

- Complete stump burning, overburden stripping, and placement of bulk rock fill for the completion of Road G (Johnsen Road)
- Complete final gravel capping on all internal roads, final cleanup, and rough landscaping before tourist season in May 2020
- Urban Systems to complete Preliminary and Detailed Design for sewer, water, and underground hydro systems that will be installed in the onsite roads to service each new building site
- Pam Shaw to draft zoning documents, maps, and bylaws for the Secret Beach project
- Sue McKitrick to update Business Plan to reflect all work completed in the 2019/2020 fiscal year

Q4 Achievements & Outcomes

Throughout 2019/20 Q4, work continued on the Secret Beach zoning project undertaken by Pam Shaw. Ms. Shaw has completed the first draft of two documents.

1. Toquaht Nation Secret Beach Design Guidelines Workbook DRAFT
2. Toquaht Nation Secret Beach Zoning Law Workbook DRAFT

These draft documents are available for review in the DropBox link below.

[Pam Shaw Secret Beach Workbooks DRAFT March 2020](#)

We hoped to meet with Toquaht Executive in March to review these draft documents; however, the corona virus related restrictions have prevented that from happening. If members of the Executive have time, perhaps they would review these documents and record comments/questions. If it is still not possible to meet in person by the end of May, then we should arrange a video conference to complete the review and provide Ms. Shaw with the comments and feedback needed to continue work on this project.

Sue McKitrick continues work on the Secret Beach Business Plan update. This work has also been slowed by the corona virus. It was originally planned for Ms. McKitrick and I to attend the Executive meeting in April to discuss work to date on the Secret Beach project, seek guidance on options for the development of Secret Beach such as commercial areas/number residential units, and to discuss the fee simple sale of lots vs long term lease. Again, if an in-person meeting is not possible in 20/21 Q1 we should attempt this meeting by video conference. There will be a lot of material/discussion and an in-person meeting would certainly be the preferred option.

Urban Systems has substantially completed the design for the sewer, water, and street lighting for the main line internal roads at Secret Beach. We have completed various design review conference calls and, prior to the virus shutdown, we completed the final design site meeting. I requested a few changes in the road design and those revisions are underway. The construction cost estimate for the services on the internal roads is also near completion. Offsite construction costs were completed by Stantec last year.

During the 20/21 fiscal year, Urban will complete the detailed design for the three "side roads" within Secret Beach.

All construction work contemplated in the 19/20 fiscal year has been completed.

"Old" Toquaht Bay Campsite Remediation

2019/2020 Goals & Objectives

- Continue discussions with BC regarding remediation options including the “Industrial Option.”
- Continue discussions with BC regarding the potential for Toquaht to purchase the Crown Land where the Toquaht Dryland Sort operates. If BC agrees to this land purchase, Toquaht may consider a new design to expand production at the Dryland Sort and complete a grading plan for the adjoining TSL.

Q4 Achievements & Outcomes

The province has recently agreed to continue discussion with Toquaht on the “Industrial Option” for the remediation of the old campground. A Working Group of Toquaht and BC representatives has been established to discuss the three main considerations which Toquaht has requested if the “Industrial Option” is agreed to. These include:

1. The purchase of the Toquaht Bay log sort and conversion of that land to TSL
2. The purchase of both the Stopper Islands and conversion of the islands to TSL
3. Conversion of the volume-based forest licence purchased from Coulson to an area-based Community Forest licence covering the Toquaht, Lucky and Cataract valleys

These discussions will begin in 20/21 Q1 and the intent is to complete these negotiations before the end of Q2.

Work also continues on the remedial design and data collection. As of now, BC is completing some work for both the “Industrial Option” and the full cleanup if it is decided to remediate to a standard that will allow the “old” campground to reopen as a campground in the future. If an agreement on the “Industrial Option” is reached with BC, the work by the environmental consultants will shift to the detailed design of the “Industrial Option” only. This will help to move the remediation to tendering and construction in the 21/22 fiscal year. Complete restoration at the Toquaht Bay campsite is not expected to be completed before 2026.

TSL Logging

2019/2020 Goals & Objectives

- Work to include tree planting, silviculture, and post-harvest surveys
- No additional harvesting anticipated on TSL in 2019/2020

Q4 Achievements & Outcomes

All tree planting and other silviculture work contemplated for the 2019/20 fiscal year have now been completed. For the 2020/21 fiscal year, the oversight of TSL logging has been reassigned to the Toquaht Lands Department.

2.0 Capital Projects Achievements & Outcomes – Q4 2019/2020

Macoah Community Sewer System

2019/2020 Goals & Objectives

- Continue to pursue funding from ISC for SCADA system and “hockey pucks” to reduce algae growth

- Install SCADA system and “hockey pucks”
- Toquaht and Stantec to meet with Ministry of Environment to develop a plan for the long-term monitoring requirements of the Toquaht marine outfall

Q4 Achievements & Outcomes

The “hockey pucks” that were installed last fall to eliminate the excessive growth of algae appear to be helping with that issue, but algae growth is a more significant concern in the warm summer months. David Johnsen is going to implement a more regular sampling program through the 2020 summer to gather data that may then be compared to the previous summer so we may confirm the improvements realized from this algae control system.

The SCADA data collection system is tracking basic system data but the Xplornet function to allow operators to monitor the systems from home is still not functioning as we had hoped. This is an issue with the satellite that Xplornet uses and we have not found a work around yet. The system does however notify the operators by cell phone if there is a power outage and that is helpful.

Great Pacific Engineering & Environment completed (in draft) their Winter 2020 Macoah Environmental Monitoring report. The key conclusions of that report are summarized below. All indications are that the treatment plant is functioning as hoped and the water quality remains very good.

5 Key Conclusions

Key conclusions of the receiving environmental monitoring program are as follows:

1. The measured physical water quality parameters in the receiving environment (temperature, pH, salinity, and dissolved oxygen) were generally within applicable water quality guidelines.
2. Fecal coliform levels in the receiving environment were within water quality guidelines at all stations.
3. The analytical results of Enterococcus concentrations were within water quality guidelines at all stations.
4. Ammonia nitrogen concentrations in the receiving environment were within water quality guidelines at all stations; and,
5. Adverse environmental effects attributed to the effluent discharge from the outfall were not observed during the winter receiving environment monitoring program.

For anyone interested, the entire report may be found at the DropBox link below.

[Great Pacific Eng and Env - Winter 2020 Macoah outfall Monitoring report](#)

Macoah Community Building

2019/2020 Goals & Objectives

- Herold Engineering to complete Detailed Design for the new community building at Macoah; project anticipated to be “shovel ready” by the end of the fiscal year
- Budget will need to be revised when final design drawings and cost estimates are available in 2019/2020
- Continue to pursue funding from BC under the “Investing in Canada Infrastructure Program” for funds to construct community building

Q4 Achievements & Outcomes

The structural design is completed to the stage that will allow us to begin construction on the foundation in early March 2020. This has been postponed due to the corona virus. Meanwhile, work has continued on the electrical and mechanical engineering and any final issues on the structural design.

Work may begin as soon as Toquaht is satisfied that it is safe for a construction crew to work on the Community Building site. I have been in constant contact with Coast Mountain Construction (General Contractor). We have discussed many options to increase site safety including a plan to fence off the construction area, and to ensure there is no direct contact between the construction crew and Macoah residents. Coast Mountain has also developed enhanced Health and Safety policies to incorporate all recommendation from the BC government and the BC Construction Safety Alliance.

The hope is that in early May, when BC is planning to announce recommendations to open some segments of the economy, that we may arrange a conference call to discuss possible timing to begin the construction of the Community Building.

Island Timberlands Land Purchase

2019/2020 Goals & Objectives

- Continue discussions with Mosaic Forest Management (formerly Island Timberlands) regarding the purchase four parcels of private land next to Macoah and between Maggie Lake and the ocean.
- Budget identified for acquisition of these lands is based on a “bare land” appraisal Toquaht commissioned and discussions with Island Timberlands prior to their amalgamation with TimberWest; land values need to be reconfirmed when negotiations continue

Q4 Achievements & Outcomes

A final agreement was reached with Island Timberlands for the purchase of all four parcels of their private lands around Macoah and Maggie Lake. The final agreed to purchase price was \$5,417,500. Angela and Robyn have copies of the final purchase agreement if needed.

We have started work on the removal of the purchaser’s conditions and these include:

3.1 Purchaser’s Conditions - *The Purchaser's obligation to complete the Transaction is subject to and conditional upon the following conditions:*

- (a) *the Purchaser being satisfied, in its sole discretion, with the results of its review of physical investigations and inspections of the Property and title to the Property and any other due diligence the Purchaser in its sole discretion deems necessary;*
- (b) *the Purchaser obtaining financing at rates and terms satisfactory to the Purchaser in its sole discretion;*
- (c) *the Purchaser receiving legal and accounting advice regarding this Agreement and being satisfied with same;*
- (d) *The Purchaser reviewing and approving in its sole discretion all documents as described in paragraph 3.5 herein; and*
- (e) *the Toquaht Nation Government of the Purchaser having approved the Transaction.*

Work is well underway on these issues and it is hoped that these conditions may be removed and the purchase completed as soon as possible. We have until June 29 to remove these conditions and to July 29 for the final completion and transfer of the property.

I recommend that Toquaht does everything possible to shorten the time to complete this deal. I have no direct knowledge but “word on the street” is that Island Timberlands is in financial trouble. Although very unlikely, if they were to enter into receivership before the completion of the deal, then this purchase would end up in court and very probably collapse. If you remember, that is what happened when M&B sold to Western and when Western sold to Island Timberlands. Talks died and the years clicked by. Let’s drag this over the finish line ASAP.

Macoah Water System Improvements

2019/2020 Goals & Objectives

- Stantec to complete Preliminary and Detailed Designs of the new reservoir
- Continue to pursue funding from ISC for the design of the new water reservoir to supply Macoah and surrounding TSL

Q4 Achievements & Outcomes

On March 6, 2020, INAC informed Toquaht that funding was confirmed for the Detailed Design of the new water reservoir. Work can proceed with that design at any time now. The area chosen for the new reservoir is on the high side of the logging road above the water treatment plant. This work will involve on site and office work including:

1. Clearing trees to get access for an excavator to the site of the reservoir
2. Test pits with geotec to confirm that preferred site is on bedrock and meets all geotechnical requirements
3. Ground truthing access road
4. Preliminary Design submitted to INAC for review and comment
5. Completion of the Detailed Design and Tender Documents

As with the Community Building, this onsite work has been postponed due to the corona virus. Since this work is so far from Macoah, I believe that these onsite activities may be considered safe to proceed by mid May. I would ask Toquaht to provide guidance on when they feel that the onsite work for the new reservoir would be safe to proceed.

Financial Accounting

All projects within the Capital Projects and Economic Development Departments are on, or under, budget. To date, there have been no unexpected expenditures during Q4 of the 2019/2020 fiscal year.



Financial Statements of
Toquaht Nation

Budget vs. Actual
2019-2020

March 31, 2020

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Toquaht Nation
Consolidated Statement of Financial Position
March 31, 2020

Current Assets

Cash in Bank	7,975,115.94
Accounts Receivable	758,887.89
Due to/from Toquaht Management	99,306.75
Due to/from Toquaht Marina & Campground	84,594.22
Due to/from Toquaht Holdings	409,996.42
Due to/from Toquaht Forestry LP	(237,876.42)
Prepaid Expenses	26,836.28
	<u>9,116,861.08</u>

Capital Assets

Land	426,208.93
Building	112,301.36
Equipment - Automotive	38,193.00
Equipment - Boats	17,860.00
Water Systems	2,264,662.56
Forestry Rd Gate	13,766.67
Computer Equipment	48,567.18
Equipment - Generator	183,422.00
Equipment - General	103,438.22
Marina	1,841,564.00
Roads	3,016,927.68
Band Housing	1,466,556.00
Lot	39,697.88
Loader	25,000.00
Macoah Sewer System	2,991,663.00
Accumulated Amortization	(1,132,676.80)
	<u>11,457,151.68</u>

Other Assets

Investment in BC FN Gaming Revenue	110.00
Investment in Hayu Fishing Ltd.	(1,822.75)
Due from lisaak Forest Res	38,132.90
Shares - Ucluelet COOP	264.11
Investment in Toquaht Holdings LP	9,620,523.86
Investment In LW - Implementation	4,835,975.06
Investment In Toquaht Aquaculture	0.01
Investment In Toquaht Holdings Ltd.	216.95
	<u>14,493,400.14</u>

Total Assets

35,067,412.90

Toquaht Nation
Consolidated Statement of Financial Position
March 31, 2020

Current Liabilities	
Bank Rec/AP Clearing	50.00
Accounts Payable	225,220.60
Accounts Payable - YE Accrual	4,547.17
Damage/Security Deposits	3,300.00
Deferred Revenue	502,354.24
Hold Backs Payable	17,404.25
GST Collected	3.00
Wages Payable	20,128.95
Wages Payable - Banked Time	7,169.10
Vacation Pay Payable	52,624.47
WCB Payable	3,658.99
EI Payable	2,884.13
CPP Payable	7,549.94
Income Tax Payable	6,285.53
Rent Payable to Social Housing	15,100.00
TFSA Contributions Payable	(2,614.80)
	<u>865,665.57</u>
 Long Term Liabilities	
Loan Payable BMO	23,282.97
Loan Payable BMO	687,805.12
Loan Payable BMO-68 Hectars	341,534.88
BMO Loan 3820 699271	859,559.05
NTC - Treaty Loan	165,988.81
Loan Proceeds - INAC - Specific Claim	75,900.00
Funds in Trust	179,516.87
	<u>2,333,587.70</u>
 Equity	
Equity	27,156,192.43
Surplus/(Deficit)	4,711,967.20
	<u>31,868,159.63</u>
 Total Liabilities & Equity	 <u><u>35,067,412.90</u></u>

Toquaht Nation
March 31, 2020

Consolidated Statement of Operations
TN Annual Budget Act - Variance Report

		<u>2019/2020</u>	<u>2019/2020</u>	
		<u>Budget</u>	<u>Actual</u>	
		<u>Full Year</u>	<u>31-Mar</u>	<u>Variance</u>
<u>Revenue</u>				
4010	AANDC - Capital Funds Received	0.00	166,750.00	(166,750.00)
4050	AANDC - Other Funds Received	305,896.00	332,055.49	(26,159.49)
4115	BC Gaming Revenue	0.00	267,789.91	(267,789.91)
4120	PROV OF BC - BC TAX SHARING	0.00	8,712.12	(8,712.12)
4202	Gov Can Specific Claims	91,780.00	91,780.00	0.00
4205	Gov Can FNGST	0.00	3,094.55	(3,094.55)
4210	FFA-BC-FUNDS RECEIVED	14,118.00	14,118.00	0.00
4250	FFA-CDA-FUNDS RECEIVED	1,105,656.00	4,560,231.00	(3,454,575.00)
4310	NTC Usma Reserve	60,000.00	50,000.00	10,000.00
4350	NTC Health Canada	15,708.00	13,808.00	1,900.00
4370	NTC Natural Resources Revenues	0.00	34,541.67	(34,541.67)
4380	NTC Patient/IRS Travel Reimb	18,000.00	40,662.96	(22,662.96)
4390	NTC Other	0.00	33,817.00	(33,817.00)
4610	CFIA	11,440.00	9,152.00	2,288.00
4630	VIHA	0.00	8,490.00	(8,490.00)
4675	Cost Recoveries	0.00	10,000.00	(10,000.00)
4680	Expense Reimbursements	39,300.00	61,878.91	(22,578.91)
4725	First Peoples' Heritage, Language CC	0.00	49,000.00	(49,000.00)
4765	Maa-nulth Treaty Society	0.00	20,000.00	(20,000.00)
5850	Rental Income	73,800.00	54,195.00	19,605.00
5855	Transfer Fees	0.00	4,000.00	(4,000.00)
5950	Interest Income	120,780.00	153,436.02	(32,656.02)
5955	License Revenues	0.00	1,080.00	(1,080.00)
5960	Other Income	0.00	13,979.57	(13,979.57)
		<u>1,856,478.00</u>	<u>6,002,572.20</u>	<u>(4,146,094.20)</u>
<u>Surpluses</u>				
9704	Transfer in from General Surplus	4,337,277.00	4,337,277.24	(0.24)
		<u>4,337,277.00</u>	<u>4,337,277.24</u>	<u>(0.24)</u>
<u>Total Revenue & Surpluses</u>		<u>6,193,755.00</u>	<u>10,339,849.44</u>	<u>(4,146,094.44)</u>
<u>Expenses</u>				
7120	Administration	7,520.00	1,466.33	6,053.67
7125	Advertising	2,600.00	479.99	2,120.01
7140	Allowance - Comfort	1,000.00	285.00	715.00
7150	Allowance - Grade 1 to 12	9,400.00	3,425.03	5,974.97
7152	Allowance - Graduation	1,250.00	250.00	1,000.00
7154	Allowance, Living - Post Secondary	57,824.00	47,676.06	10,147.94
7180	Audit & Accounting	40,000.00	13,078.78	26,921.22
7212	Bank Charges & Interest	7,250.00	7,275.60	(25.60)
7260	Books & Supplies - Grade 1 to 12	3,055.00	3,235.00	(180.00)
7262	Books & Supplies - Post Secondary	9,045.00	1,971.91	7,073.09

7355	Committed Funds	99,015.00	0.00	99,015.00
7359	Consulting Contract	201,000.00	97,125.02	103,874.98
7360	Consulting	59,900.00	46,248.27	13,651.73
7362	Courier/Postage	1,500.00	1,587.59	(87.59)
7365	Contributions	6,500.00	0.00	6,500.00
7390	Cultural Expense	15,850.00	6,214.37	9,635.63
7440	Distribution	18,000.00	23,343.80	(5,343.80)
7460	Donations	800.00	680.00	120.00
7480	Dues/Memberships	21,645.00	17,788.97	3,856.03
7500	Elders Engagement	3,000.00	1,800.00	1,200.00
7510	Emergency Fund	9,000.00	9,729.73	(729.73)
7558	Engineering	657,000.00	347,481.32	309,518.68
7568	Equipment Purchases	69,150.00	73,602.99	(4,452.99)
7570	Equipment Rental	37,692.00	20,852.23	16,839.77
7680	Fuel/Oil/Grease	1,500.00	848.58	651.42
7865	Honorarium - Council	65,800.00	70,952.24	(5,152.24)
7866	Honorarium - Exec	71,100.00	80,850.12	(9,750.12)
7867	Honorarium - Cmte/Dir	21,000.00	5,400.00	15,600.00
7868	Honorarium - Citizens	3,950.00	44,500.00	(40,550.00)
7955	Insurances & Licences	51,350.00	44,130.00	7,220.00
8010	Janitorial	12,150.00	11,370.00	780.00
8228	Legal Fees	88,336.00	24,749.90	63,586.10
8250	Loan Payment - Interest	14,760.00	0.00	14,760.00
8251	Loan Payment - Principal	188,414.00	29,640.00	158,774.00
8312	Materials and Supplies	141,350.00	125,830.78	15,519.22
8325	Meeting Expense	23,130.00	10,484.60	12,645.40
8460	Non Insured Benefits	3,420.00	2,486.38	933.62
8470	NTC Service Agreement	97,908.00	86,390.00	11,518.00
8530	Office Supplies	9,500.00	4,858.16	4,641.84
8670	Professional Fees	323,200.00	240,159.70	83,040.30
8671	Project Management	5,000.00	0.00	5,000.00
8672	Property Tax	2,500.00	1,566.99	933.01
8825	Rent	108,000.00	108,000.00	0.00
8828	Repairs and Maintenance	46,405.00	5,305.64	41,099.36
8960	Social Assistance - Basic	47,484.00	13,638.86	33,845.14
8977	Short Term Citizen Contracts	37,600.00	17,912.79	19,687.21
8978	Sub Contract	2,273,160.00	811,222.84	1,461,937.16
9070	Training	29,538.00	19,089.41	10,448.59
9072	Travel - Staff	61,850.00	48,354.74	13,495.26
9075	Travel - Exec	25,000.00	13,500.43	11,499.57
9076	Travel - Committee	21,648.00	8,008.93	13,639.07
9077	Travel - Citizens	21,012.00	5,930.69	15,081.31
9079	Travel - Patient/IRS	18,000.00	47,789.88	(29,789.88)
9082	Tuition - Post Secondary	64,668.00	47,454.76	17,213.24
9180	Utilities	81,620.00	71,612.35	10,007.65
9460	Youth Activity Expense	12,000.00	2,122.30	9,877.70
6600:6999	Wages & Benefits	882,406.00	823,723.87	58,682.13
		<u>6,193,755.00</u>	<u>3,553,482.93</u>	<u>2,640,272.07</u>
	Surplus/(Deficit)	<u>0.00</u>	<u>6,786,366.51</u>	<u>(6,786,366.51)</u>

Toquaht Nation
March 31, 2020

Consolidated Statement of Operations
Additional Grants & Other Funded Projects - Budget Variance Report

	<u>2019/2020</u> <u>Budget</u> <u>Full Year</u>	<u>2019/2020</u> <u>Actual</u> <u>31-Mar</u>	<u>Variance</u>
<u>Revenue</u>			
4110 BC Funds Received	100,000.00	100,000.00	0.00
4250 FFA-CDA-FUNDS RECEIVED	0.00	275,000.00	(275,000.00)
4680 Expense Reimbursements	0.00	55.00	(55.00)
5510 Loan Proceeds - INAC	0.00	17,918.00	(17,918.00)
5960 Other Income	25,000.00	0.00	25,000.00
	<u>125,000.00</u>	<u>392,973.00</u>	<u>(267,973.00)</u>
<u>Surpluses</u>			
<u>Total Revenue & Surpluses</u>	<u>125,000.00</u>	<u>392,973.00</u>	<u>(267,973.00)</u>
<u>Expenses</u>			
7360 Consulting	85,000.00	625.00	84,375.00
8228 Legal Fees	0.00	36,432.42	(36,432.42)
8670 Professional Fees	40,000.00	57,871.75	(17,871.75)
8850 Stumpage	0.00	2,690.17	(2,690.17)
9072 Travel - Staff	0.00	322.95	(322.95)
	<u>125,000.00</u>	<u>97,942.29</u>	<u>27,057.71</u>
Surplus/(Deficit)	<u>0.00</u>	<u>295,030.71</u>	<u>(295,030.71)</u>

Administration

Budget vs. Actual
2019-2020

March 31, 2020

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

9090-Administration

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4250	FFA-CDA-FUNDS RECEIVED	631,395	526,867	104,528
4680	Expense Reimbursements	500	0	500
5950	Interest Income	0	32,655	(32,655)
5960	Other Income	0	420	(420)
9704	Transfer in from General Surplus	117,698	117,698	0
	Total Revenue	749,593	677,641	71,952
Expenses				
7125	Advertising	2,000	480	1,520
7180	Audit & Accounting	40,000	13,079	26,921
7212	Bank Charges & Interest	7,200	7,118	82
7360	Consulting	4,000	1,740	2,260
7362	Courier/Postage	1,500	1,588	(88)
7440	Christmas	2,000	1,544	456
7480	Dues/Memberships/Licences	9,200	7,891	1,309
7568	Equipment Purchases	53,000	40,395	12,605
7570	Equipment Rental	9,592	9,723	(131)
7955	Insurances & Licences	44,000	43,480	520
8010	Janitorial	12,150	11,370	780
8228	Legal Fees	5,000	339	4,661
8325	Meeting Expense	1,500	932	568
8530	Office Supplies	9,500	4,858	4,642
8670	Professional Fees	13,200	11,648	1,552
8825	Rent	108,000	108,000	0
8828	Repairs and Maintenance	2,500	1,910	590
9070	Training	5,400	6,481	(1,081)
9072	Travel - Staff	3,000	2,856	144
9180	Utilities	21,900	20,772	1,128
6600:6999	Wages & Benefits	394,951	382,010	12,941
		749,593	678,215	71,378
Other Expenses				
	Total Expenses	749,593	678,215	71,378
	Surplus/(Deficit)	0	(575)	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

9010-Governance

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4250	FFA-CDA-FUNDS RECEIVED	237,200	197,670	39,530
4675	Cost Recoveries	0	10,000	(10,000)
4680	Expense Reimbursements	0	7,042	(7,042)
	Total Revenue	<u>237,200</u>	<u>214,712</u>	<u>22,488</u>
Expenses				
7360	Consulting	23,000	18,015	4,985
7390	Cultural Expense	5,000	490	4,510
7460	Donations	800	680	120
7865	Honorarium - Council	65,800	70,952	(5,152)
7866	Honorarium - Exec	71,100	80,850	(9,750)
7867	Honorarium - Committee	10,550	2,750	7,800
8325	Meeting Expense	7,000	6,823	177
8670	Professional Fees	10,000	3,607	6,393
9072	Travel - Staff	4,800	3,751	1,049
9075	Travel - Exec	25,000	13,500	11,500
9076	Travel - Committee	6,150	1,782	4,368
9077	Travel - Citizens	2,000	1,486	514
9180	Utilities	6,000	6,165	(165)
6600:6999	Wages & Benefits	0	5,297	(5,297)
		<u>237,200</u>	<u>216,149</u>	<u>21,051</u>
Other Expenses				
	Total Expenses	<u>237,200</u>	<u>216,149</u>	<u>21,051</u>
	Surplus/(Deficit)	<u>0</u>	<u>(1,437)</u>	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1135-Implementation

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4115	BC Gaming Revenue	0	267,790	(267,790)
4120	PROV OF BC - BC TAX SHARIN	0	8,712	(8,712)
4202	Gov Can Specific Claims	91,780	91,780	0
4205	Gov Can FNGST	0	3,095	(3,095)
4250	FFA-CDA-FUNDS RECEIVED	191,739	3,790,947	(3,599,208)
4680	Expense Reimbursements	20,000	9,883	10,117
4765	Maa-nulth Treaty Society	0	20,000	(20,000)
5950	Interest Income	120,780	120,780	0
	Total Revenue	424,299	4,312,987	(3,888,688)
Expenses				
7212	Bank Charges & Interest	50	43	7
7867	Honorarium - Cmte/Dir	3,200	2,575	625
8228	Legal Fees	25,000	12,257	12,743
8250	Loan Payment - Interest	14,760	0	14,760
8251	Loan Payment - Principal	158,774	0	158,774
8670	Professional Fees	128,000	128,315	(315)
9072	Travel - Staff	30,000	16,683	13,317
9076	Travel - Committee	13,240	5,984	7,256
6600:6999	Wages & Benefits	51,275	55,344	(4,069)
		424,299	221,202	203,097
Other Expenses				
	Total Expenses	424,299	221,202	203,097
	Surplus/(Deficit)	0	4,091,785	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1137-Administration Review Board

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4250	FFA-CDA-FUNDS RECEIVED	3,454	2,880	574
	Total Revenue	3,454	2,880	574
Expenses				
7867	Honorarium - Committee	1,200	0	1,200
8228	Legal Fees	1,000	0	1,000
9076	Travel - Committee	1,254	0	1,254
		3,454	0	3,454
Other Expenses				
	Total Expenses	3,454	0	3,454
	Surplus/(Deficit)	0	2,880	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

9092-Leasehold Improvement Project

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	5,000	5,000	0
Total Revenue		5,000	5,000	0
Expenses				
8828	Repairs and Maintenance	5,000	356	4,644
		5,000	356	4,644
Other Expenses				
Total Expenses		5,000	356	4,644
Surplus/(Deficit)		0	4,644	

Community Services

Budget vs. Actual
2019-2020

March 31, 2020

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1600-Health

		2019/2020	2019/2020	
		Budget	Quarter 4	
		Full Year	31-Mar	Variance
Revenue				
4380	NTC Patient/IRS Travel Reimb	18,000	40,663	(22,663)
4390	NTC Other	0	24,317	(24,317)
4680	Expense Reimbursements	3,000	6,360	(3,360)
5960	Other Income	0	8,500	(8,500)
9704	Transfer in from General Surplus	157,630	157,630	0
Total Revenue		178,630	237,469	(58,839)
Expenses				
7140	Allowance - Comfort	0	285	(285)
8312	Materials and Supplies	500	271	229
8325	Meeting Expense	2,380	475	1,905
8460	Non Insured Benefits	3,420	2,486	934
8470	NTC Service Agreement	96,756	85,220	11,536
8978	Sub Contract	0	555	(555)
9072	Travel - Staff	9,000	7,805	1,195
9079	Travel - Patient/IRS	18,000	47,790	(29,790)
9180	Utilities	600	600	0
6600:6999	Wages & Benefits	47,974	45,227	2,748
		178,630	190,713	(12,083)
Other Expenses				
Total Expenses		178,630	190,713	(12,083)
Surplus/(Deficit)		0	46,756	

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1620-Community Services Admin

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4680	Expense Reimbursements	0	1,126	(1,126)
9704	Transfer in from General Surplus	70,930	70,930	0
	Total Revenue	<u>70,930</u>	<u>72,056</u>	<u>(1,126)</u>
Expenses				
8312	Materials and Supplies	1,000	581	419
8978	Sub Contract	960	149	811
9070	Training	3,000	3,000	0
9072	Travel - Staff	0	1,860	(1,860)
9076	Travel - Committee	500	56	444
9180	Utilities	1,200	1,200	0
6600:6999	Wages & Benefits	64,270	59,158	5,112
		<u>70,930</u>	<u>66,005</u>	<u>4,925</u>
Other Expenses				
	Total Expenses	<u>70,930</u>	<u>66,005</u>	<u>4,925</u>
	Surplus/(Deficit)	<u>0</u>	<u>6,052</u>	

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1625-Emergency Preparedness

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	7,865	7,865	0
	Total Revenue	7,865	7,865	0
Expenses				
7480	Dues/Memberships	15	0	15
7568	Equipment Purchases	0	21,961	(21,961)
7867	Honorarium - Cmte/Dir	450	0	450
8312	Materials and Supplies	3,000	4,276	(1,276)
8325	Meeting Expense	1,800	292	1,508
8978	Sub Contract	1,600	300	1,300
9070	Training	500	0	500
9072	Travel - Staff	500	0	500
		7,865	26,828	(18,963)
Other Expenses				
	Total Expenses	7,865	26,828	(18,963)
	Surplus/(Deficit)	0	(18,963)	

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8100-Child Welfare

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4310	NTC Child Welfare	60,000	50,000	10,000
4680	Expense Reimbursements	2,000	798	1,202
	Total Revenue	62,000	50,798	11,202
Expenses				
7150	Allowance - Grade 1 to 12	9,400	3,425	5,975
7152	Allowance - Graduation	1,250	250	1,000
7260	Books & Supplies - Grade 1 to 12	3,055	3,235	(180)
7390	Cultural Expense	5,000	1,517	3,483
8312	Materials and Supplies	1,300	1,033	267
8325	Meeting Expense	2,450	630	1,820
8470	NTC Service Agreement	1,152	1,170	(18)
9070	Training	13,638	3,843	9,795
9072	Travel - Staff	2,000	2,076	(76)
9077	Travel - Citizens	10,755	110	10,645
9460	Youth Activity Expense	12,000	2,122	9,878
		62,000	19,411	42,589
Other Expenses				
	Total Expenses	62,000	19,411	42,589
	Surplus/(Deficit)	0	31,387	

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8220-Education

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4050	AANDC - Other Funds Received	7,296	8,252	(956)
9704	Transfer in from General Surplus	135,118	135,118	0
	Total Revenue	142,414	143,370	(956)
Expenses				
7154	Allowance, Living - Post Secondar	57,824	47,676	10,148
7262	Books & Supplies - Post Secondar	9,045	1,972	7,073
8978	Sub Contract	2,600	0	2,600
9070	Training	2,000	0	2,000
9077	Travel - Citizens	6,277	4,079	2,198
9082	Tuition - Post Secondary	64,668	47,455	17,213
		142,414	101,182	41,232
Other Expenses				
	Total Expenses	142,414	101,182	41,232
	Surplus/(Deficit)	0	42,188	

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8510-Language

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4630	Clayquot Biosphere Trust	0	8,490	(8,490)
4725	First Peoples' Heritage, Language	0	49,000	(49,000)
9704	Transfer in from General Surplus	28,000	28,000	0
	Total Revenue	<u>28,000</u>	<u>85,490</u>	<u>(57,490)</u>
Expenses				
7360	Consulting	25,500	24,988	513
7868	Honorarium - Citizens	1,200	42,700	(41,500)
8312	Materials and Supplies	400	0	400
8325	Meeting Expense	0	300	(300)
9072	Travel - Staff	0	1,139	(1,139)
9077	Travel - Citizens	900	0	900
		<u>28,000</u>	<u>69,127</u>	<u>(41,127)</u>
Other Expenses				
	Total Expenses	<u>28,000</u>	<u>69,127</u>	<u>(41,127)</u>
	Surplus/(Deficit)	<u>0</u>	<u>16,363</u>	

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8520-Culture

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4390	NTC Other	0	9,500	(9,500)
9704	Transfer in from General Surplus	10,830	10,830	0
	Total Revenue	<u>10,830</u>	<u>20,330</u>	<u>(9,500)</u>
Expenses				
7390	Cultural Expense	5,850	4,207	1,643
7568	Equipment Purchases	150	0	150
7868	Honorarium - Citizens	2,750	0	2,750
8312	Materials & Supplies	400	412	(12)
8325	Meeting Expense	600	133	467
9077	Travel - Citizens	1,080	256	824
		<u>10,830</u>	<u>5,008</u>	<u>5,822</u>
Other Expenses				
	Total Expenses	<u>10,830</u>	<u>5,008</u>	<u>5,822</u>
	Surplus/(Deficit)	<u>0</u>	<u>15,322</u>	

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8710-Citizen Services

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	62,534	62,534	0
	Total Revenue	62,534	62,534	0
Expenses				
7140	Allowance - Comfort	1,000	0	1,000
7500	Elders Engagement	3,000	1,800	1,200
7510	Citizen Hardship/Support	9,000	9,730	(730)
7867	Honorarium - Cmte/Dir	1,200	75	1,125
8960	Social Assistance - Basic	47,484	13,639	33,845
9072	Travel - Staff	850	724	126
		62,534	25,967	36,567
Other Expenses				
	Total Expenses	62,534	25,967	36,567
	Surplus/(Deficit)	0	36,567	

Lands, Public Works & Natural Resources

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8540-Lands

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4350	NTC Health Canada	15,708	13,808	1,900
4680	Expense Reimbursements	3,000	2,739	261
5855	Transfer Fees	0	4,000	(4,000)
5955	License Revenues	0	1,080	(1,080)
5960	Other Income	0	4,697	(4,697)
9704	Transfer in from General Surplus	150,851	150,851	0
	Total Revenue	169,559	177,175	(7,616)
Expenses				
7125	Advertising	600	0	600
7480	Dues/Memberships	1,400	497	903
7568	Equipment Purchases	2,000	0	2,000
7955	Insurances & Licences	250	0	250
8228	Legal Fees	12,000	9,857	2,143
8312	Materials and Supplies	750	367	383
8325	Meeting Expense	300	98	202
8670	Professional Fees	8,000	0	8,000
8672	Property Tax	2,500	1,567	933
8978	Sub Contract	5,000	438	4,563
9070	Training	4,500	5,706	(1,206)
9072	Travel - Staff	5,500	3,406	2,094
9180	Utilities	3,000	3,400	(400)
6600:6999	Wages & Benefits	123,759	120,074	3,685
		169,559	145,409	24,150
Other Expenses				
	Total Expenses	169,559	145,409	24,150
	Surplus/(Deficit)	0	31,766	

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8530-Public Works - General

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4680	Expense Reimbursements	3,780	716	3,064
9704	Transfer in from General Surplus	115,898	115,898	0
	Total Revenue	<u>119,678</u>	<u>116,614</u>	<u>3,064</u>
Expenses				
7480	Dues/Memberships	0	350	(350)
7568	Equipment Purchases	0	6,423	(6,423)
7570	Equipment Rental	10,000	7,731	2,270
7680	Fuel/Oil/Grease	500	730	(230)
7955	Insurances & Licences	1,200	0	1,200
8312	Materials and Supplies	2,000	1,675	325
8828	Repairs and Maintenance	3,300	77	3,223
8977	Short Term Citizen Contracts	3,500	300	3,200
8978	Sub Contract	30,000	4,226	25,774
9070	Training	500	59	441
9072	Travel - Staff	1,200	2,380	(1,180)
9180	Utilities	13,500	7,354	6,146
6600:6999	Wages & Benefits	53,978	54,986	(1,008)
		<u>119,678</u>	<u>86,289</u>	<u>33,389</u>
Other Expenses				
	Total Expenses	<u>119,678</u>	<u>86,289</u>	<u>33,389</u>
	Surplus/(Deficit)	<u>0</u>	<u>30,325</u>	

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8550-Public Works - Water Treatment Facility

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4050	AANDC - Other Funds Received	7,800	7,800	0
9704	Transfer in from General Surplus	30,390	30,390	0
	Total Revenue	<u>38,190</u>	<u>38,190</u>	<u>0</u>
Expenses				
7480	Dues/Memberships	950	131	819
7570	Equipment Rental	4,600	0	4,600
8312	Materials and Supplies	1,500	462	1,038
8828	Repairs and Maintenance	2,000	0	2,000
8978	Sub Contract	3,500	0	3,500
9072	Travel - Staff	0	925	(925)
9180	Utilities	6,000	4,560	1,440
6600:6999	Wages & Benefits	19,640	12,062	7,578
		<u>38,190</u>	<u>18,139</u>	<u>20,051</u>
Other Expenses				
	Total Expenses	<u>38,190</u>	<u>18,139</u>	<u>20,051</u>
	Surplus/(Deficit)	<u>0</u>	<u>20,051</u>	

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8555-Public Works - Sewage Plant

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4050	AANDC - Other Funds Received	7,800	7,800	0
9704	Transfer in from General Surplus	66,980	66,980	0
	Total Revenue	74,780	74,780	0
Expenses				
7480	Dues/Memberships	580	0	580
7558	Engineering	0	255	(255)
7568	Equipment Purchases	2,000	2,749	(749)
7570	Equipment Rental	5,000	545	4,455
7680	Fuel/Oil/Grease	1,000	0	1,000
8312	Materials and Supplies	5,000	552	4,448
8670	Professional Fees	5,000	5,049	(49)
8828	Repairs and Maintenance	3,000	989	2,011
8977	Short Term Citizen Contracts	12,000	12,000	0
8978	Sub Contract	5,000	3,186	1,814
9072	Travel - Staff	1,000	929	71
9180	Utilities	15,560	11,150	4,410
6600:6999	Wages & Benefits	19,640	17,346	2,294
		74,780	54,749	20,031
Other Expenses				
	Total Expenses	74,780	54,749	20,031
	Surplus/(Deficit)	0	20,031	

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7310-Natural Resources

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4250	FFA-CDA-FUNDS RECEIVED	41,868	41,867	1
4610	CFIA	11,440	9,152	2,288
4680	Expense Reimbursements	0	615	(615)
5850	Rental Income	15,000	13,000	2,000
5960	Other Income	0	363	(363)
9704	Transfer in from General Surplus	139,191	139,191	0
	Total Revenue	207,499	204,187	3,312
Expenses				
7355	Committed Funds	74,015	0	74,015
7365	Contributions	6,500	0	6,500
7568	Equipment Purchases	2,000	0	2,000
7570	Equipment Rental	7,000	450	6,550
7680	Fuel/Oil/Grease	0	119	(119)
7867	Honorarium - Committee	1,400	0	1,400
7955	Insurances & Licences	400	150	250
8312	Materials and Supplies	2,500	211	2,289
8325	Meeting Expense	600	0	600
8670	Professional Fees	3,000	7,063	(4,063)
8977	Short Term Citizen Contracts	13,000	4,594	8,406
8978	Sub Contract	20,000	23,048	(3,048)
9072	Travel - Staff	4,000	3,822	178
9076	Travel - Committee	504	60	444
6600:6999	Wages & Benefits	72,580	56,001	16,579
		207,499	95,517	111,982
Other Expenses				
	Total Expenses	207,499	95,517	111,982
	Surplus/(Deficit)	0	108,670	

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8565-Asset Management

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	50,000	50,000	0
Total Revenue		50,000	50,000	0
Expenses				
7355	Committed Funds	25,000	0	25,000
7568	Equipment Purchases	10,000	0	10,000
8828	Repairs and Maintenance	15,000	0	15,000
		50,000	0	50,000
Other Expenses				
Total Expenses		50,000	0	50,000
Surplus/(Deficit)		0	50,000	

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3400-Housing

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
5850	Rental Income	58,800	41,195	17,605
5950	Interest Income	0	1	(1)
	Total Revenue	<u>58,800</u>	<u>41,196</u>	<u>17,604</u>
Expenses				
7120	Administration	5,520	1,466	4,054
7212	Bank Charges & Interest	0	36	(36)
7867	Honorarium - Committee	3,000	0	3,000
8228	Legal Fees	336	0	336
8828	Repairs and Maintenance	15,605	1,975	13,630
6600:6999	Wages & Benefits	34,339	15,990	18,349
		<u>58,800</u>	<u>19,467</u>	<u>39,333</u>
Other Expenses				
	Total Expenses	<u>58,800</u>	<u>19,467</u>	<u>39,333</u>
	Surplus/(Deficit)	<u>0</u>	<u>21,728</u>	

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8570-Macoah Internet

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4680	Expense Reimbursements	7,020	8,065	(1,045)
9704	Transfer in from General Surplus	6,840	6,840	0
	Total Revenue	13,860	14,905	(1,045)
Expenses				
9180	Utilities	13,860	16,412	(2,552)
		13,860	16,412	(2,552)
Other Expenses				
	Total Expenses	13,860	16,412	(2,552)
	Surplus/(Deficit)	0	(1,507)	

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3010-68 Hectare Land Purchase

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	29,640	29,640	0
Total Revenue		29,640	29,640	0
Expenses				
8251	Loan Payment - Principal	29,640	29,640	0
		29,640	29,640	0
Other Expenses				
Total Expenses		29,640	29,640	0

Capital Projects & Economic Development

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3210-Capital Projects Development

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	35,000	35,000	0
Total Revenue		35,000	35,000	0
Expenses				
7212	Bank Charges & Interest	0	45	(45)
7359	Consulting Contract	35,000	7,951	27,049
		35,000	7,996	27,004
Other Expenses				
Total Expenses		35,000	7,996	27,004
Surplus/(Deficit)		0	27,004	

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3221-CPMS 11482 Macoah Sewer

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	111,000	111,000	0
	Total Revenue	111,000	111,000	0
Expenses				
7359	Consulting Contract	5,000	2,121	2,880
7558	Engineering & Sub Consultants	45,000	46,353	(1,353)
8312	Materials and Supplies	61,000	52,573	8,427
		111,000	101,047	9,953
Other Expenses				
	Total Expenses	111,000	101,047	9,953
	Surplus/(Deficit)	0	9,953	

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3222-Island Timberlands Section 38

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	42,000	42,000	0
	Total Revenue	42,000	42,000	0
Expenses				
7359	Consulting Contract	10,000	3,609	6,391
7568	Equipment Purchases	0	2,075	(2,075)
8228	Legal Fees	25,000	2,124	22,876
8670	Professional Fees	7,000	0	7,000
		42,000	7,808	34,192
Other Expenses				
	Total Expenses	42,000	7,808	34,192
	Surplus/(Deficit)	0	34,192	

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3224-Macoah Water Reservoir

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	55,500	55,500	0
	Total Revenue	55,500	55,500	0
Expenses				
7359	Consulting Contract	15,000	390	14,610
8670	Professional Fees	24,000	0	24,000
8978	Sub Contract - Construction	16,500	0	16,500
		55,500	390	55,110
Other Expenses				
	Total Expenses	55,500	390	55,110
	Surplus/(Deficit)	0	55,110	

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3300-Coastal Adaptation Plan

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4050	AANDC - Other	283,000	308,203	(25,203)
	Total Revenue	283,000	308,203	(25,203)
Expenses				
7120	Administration	2,000	0	2,000
7359	Consulting Contract (Pipestem)	8,500	6,623	1,877
7360	Consulting	2,400	351	2,049
7558	Engineering (KWL)	207,000	126,033	80,967
7570	Equipment Rental	1,500	0	1,500
7868	Honorarium - Citizens	0	1,800	(1,800)
8312	Materials and Supplies	1,000	22	978
8670	Professional Fees (Ken Matthews)	5,000	3,831	1,169
8977	Short Term Citizen Contracts	5,600	1,019	4,581
8978	Sub Contract (Hired Experts)	50,000	1,700	48,300
9076	Travel - Committee	0	126	(126)
		283,000	141,505	141,495
Other Expenses				
	Total Expenses	283,000	141,505	141,495
	Surplus/(Deficit)	0	166,698	

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4025-Community Building

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	1,555,000	1,555,000	0
Total Revenue		1,555,000	1,555,000	0
Expenses				
7359	Consulting Contract	20,000	5,204	14,796
7558	Engineering	35,000	43,912	(8,912)
8978	Sub Contract	1,500,000	0	1,500,000
		1,555,000	49,117	1,505,883
Other Expenses				
Total Expenses		1,555,000	49,117	1,505,883
Surplus/(Deficit)		0	1,505,883	

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4541-Contaminated Site (Old Marina)

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	75,000	75,000	0
	Total Revenue	75,000	75,000	0
Expenses				
7359	Consulting Contract	25,000	9,662	15,338
7955	Insurance & Licences	0	500	(500)
8228	Legal Fees	10,000	0	10,000
8670	Professional Fees	40,000	43	39,957
		75,000	10,205	64,795
Other Expenses				
	Total Expenses	75,000	10,205	64,795
	Surplus/(Deficit)	0	64,795	

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8541-Secret Beach Development

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4010	AANDC - Capital Funds Received	0	166,750	(166,750)
9704	Transfer in from General Surplus	725,000	725,000	0
	Total Revenue	<u>725,000</u>	<u>891,750</u>	<u>(166,750)</u>
Expenses				
7359	Consulting Contract	25,000	24,012	988
7558	Engineering	350,000	102,854	247,146
8312	Materials and Supplies	15,000	5,057	9,943
8670	Professional Fees	60,000	60,132	(132)
8978	Sub Contract	275,000	441,949	(166,949)
		<u>725,000</u>	<u>634,003</u>	<u>90,997</u>
Other Expenses				
	Total Expenses	<u>725,000</u>	<u>634,003</u>	<u>90,997</u>
	Surplus/(Deficit)	<u>0</u>	<u>257,747</u>	

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1400-Economic Development

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4210	FFA-BC-FUNDS RECEIVED	14,118	14,118	0
9704	Transfer in from General Surplus	51,382	51,382	0
	Total Revenue	65,500	65,500	0
Expenses				
7212	Bank Charges & Interest	0	33	(33)
7359	Consulting Contract	30,000	13,828	16,173
7440	Distribution	16,000	21,800	(5,800)
7480	Dues/Memberships	9,500	8,919	581
8228	Legal Fees	5,000	172	4,828
8312	Materials and Supplies	0	77	(77)
8325	Meeting Expense	5,000	802	4,198
		65,500	45,631	19,869
Other Expenses				
	Total Expenses	65,500	45,631	19,869
	Surplus/(Deficit)	0	19,869	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1415-Lucky Creek Hydro Project

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4680	Expense Reimbursements	0	24,535	(24,535)
9704	Transfer in from General Surplus	34,500	34,500	0
	Total Revenue	34,500	59,035	(24,535)
Expenses				
7359	Consulting Contract	7,500	1,073	6,428
7955	Insurances & Licences	2,500	0	2,500
8228	Legal Fees	5,000	0	5,000
8312	Materials and Supplies	1,000	0	1,000
8325	Meeting Expense	1,500	0	1,500
8670	Professional Fees	10,000	8,209	1,791
8671	Project Management	5,000	0	5,000
8977	Short Term Citizen Contracts	2,000	0	2,000
		34,500	9,282	25,219
Other Expenses				
	Total Expenses	34,500	9,282	25,219
	Surplus/(Deficit)	0	49,754	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1425-Secret Beach Marina

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
9704	Transfer in from General Surplus	443,000	443,000	0
	Total Revenue	443,000	443,000	0
Expenses				
7359	Consulting Contract	20,000	22,654	(2,654)
7558	Engineering	20,000	28,074	(8,074)
7570	Equipment Rental	0	2,404	(2,404)
7955	Insurances & Licences	3,000	0	3,000
8312	Materials and Supplies	35,000	44,085	(9,085)
8670	Professional Fees	10,000	12,263	(2,263)
8978	Sub Contract	355,000	322,747	32,253
6600:6999	Wages & Benefits	0	229	(229)
		443,000	432,456	10,544
Other Expenses				
	Total Expenses	443,000	432,456	10,544
	Surplus/(Deficit)	0	10,544	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1440-TSL Logging

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4370	NTC Natural Resources Revenues	0	34,542	(34,542)
9704	Transfer in from General Surplus	24,500	24,500	0
	Total Revenue	<u>24,500</u>	<u>59,042</u>	<u>(34,542)</u>
Expenses				
7360	Consulting	5,000	1,155	3,845
8312	Materials and Supplies	10,000	14,177	(4,177)
8977	Short Term Citizen Contracts	1,500	0	1,500
8978	Sub Contract	8,000	12,926	(4,926)
		<u>24,500</u>	<u>28,258</u>	<u>(3,758)</u>
Other Expenses				
	Total Expenses	<u>24,500</u>	<u>28,258</u>	<u>(3,758)</u>
	Surplus/(Deficit)	<u>0</u>	<u>30,784</u>	

Additional Grants & Other Funded Projects

Budget vs. Actual
2019-2020

March 31, 2020

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

8575-Relaw Project

	2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue			
Expenses			
8978 Sub-Contract	0	1,117	(1,117)
	<u>0</u>	<u>1,117</u>	<u>(1,117)</u>
Other Expenses			
Total Expenses	0	1,117	(1,117)
Surplus/(Deficit)	<u>0</u>	<u>(1,117)</u>	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1125-Specific Claims - Deekyakus

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4680	Expense Reimbursements	0	55	(55)
5510	Loan Proceeds - INAC	0	17,918	(17,918)
	Total Revenue	<u>0</u>	<u>17,973</u>	<u>(17,973)</u>
Expenses				
7360	Consulting	0	625	(625)
8228	Legal Fees	0	13,187	(13,187)
		<u>0</u>	<u>13,812</u>	<u>(13,812)</u>
Other Expenses				
	Total Expenses	0	13,812	(13,812)
	Surplus/(Deficit)	<u>0</u>	<u>4,161</u>	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

1175-TSL Cedar Theft

	2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue			
Expenses			
8228 Legal Fees	0	23,245	(23,245)
8850 Stumpage	0	2,690	(2,690)
9072 Travel - Staff	0	323	(323)
	<u>0</u>	<u>26,258</u>	<u>(26,258)</u>
Other Expenses			
Total Expenses	0	26,258	(26,258)
Surplus/(Deficit)	<u>0</u>	<u>(26,258)</u>	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

9015-Gaps Closing Plan

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4250	FFA-CDA-FUNDS RECEIVED	0	275,000	(275,000)
Total Revenue		0	275,000	(275,000)
Expenses				
8670	Professional Fees	0	57,872	(57,872)
		0	57,872	(57,872)
Other Expenses				
Total Expenses		0	57,872	(57,872)
Surplus/(Deficit)		0	217,128	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

9100-NET-P Special Projects

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4790	NET-P Special Project Funding	12,017	10,400	1,617
Total Revenue		12,017	10,400	1,617
Expenses				
8670	Professional Fees	8,700	8,330	370
9070	Training	3,317	2,070	1,247
		12,017	10,400	1,617
Other Expenses				
Total Expenses		12,017	10,400	1,617

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

8542-Rural Dividend - SB Service Design

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4110	BC Funds Received	100,000	100,000	0
5960	Other Income	25,000	0	25,000
	Total Revenue	125,000	100,000	25,000
Expenses				
7360	Consulting (Secret Beach)	85,000	0	85,000
8670	Professional Fees (Asset Mngmt)	40,000	0	40,000
		125,000	0	125,000
Other Expenses				
	Total Expenses	125,000	0	125,000
	Surplus/(Deficit)	0	100,000	

Toquaht Nation
Schedule of Individual Program Revenue, Expenditure
YTD Variance Report
March 31, 2020

8543-CORP - SB Service Design

		2019/2020 Budget Full Year	2019/2020 Quarter 4 31-Mar	Variance
Revenue				
4010	AANDC - Capital Funds Received	166,750	166,750	0
9704	Transfer in from General Surplus	229,788	0	229,788
	Total Revenue	396,538	166,750	229,788
Expenses				
7359	Consulting Contract	0	98	(98)
7558	Engineering	396,538	12,053	384,485
		396,538	12,150	384,388
Other Expenses				
	Total Expenses	396,538	12,150	384,388
	Surplus/(Deficit)	0	154,600	



TOQUAHT FINANCE DEPARTMENT

FOURTH QUARTER REPORT

MARCH 31, 2020

This narrative provides an overview of the Quarterly Financial Statement, outlines any concerns and provides an update on the activity of the Finance Department for the period January 1 – March 31, 2020.

OVERVIEW OF INTERNAL FINANCIAL STATEMENTS

1. CONSOLIDATED STATEMENT OF FINANCIAL POSITION

The consolidated statement of financial position, formally referred to as the Balance Sheet, provides a 'snap shot' of the Nation's assets, liabilities and equity on a given date (in this case, March 31st, 2020).

CONSOLIDATED STATEMENT OF OPERATIONS

The consolidated statement of operations, formally referred to as the Income Statement, compares the current fiscal year actual expenses to date (in this case, March 31st, 2020) against the annual Budget Act and reports any variances.

INDIVIDUAL PROGRAM OPERATING STATEMENTS

The Nation's internal financial statements include periodic statements on each of the programs as identified by the Annual Budget Act as well as any new programs that have been developed with new targeted funding opportunities during the current fiscal year. These statements are organized by department (Administration, Community Services, LPWNR, Capital Projects/Economic Development). Each month the Directors are given an updated report on operations of their departments and a copy of the detailed transactions that correspond to the totals reported. The Directors use these reports to help monitor and manage their budgets and the projects they have planned for. Any posting errors or required changes are submitted back to the finance department for adjustment.

FINANCE DEPARTMENT ACTIVITY FOR THE QUARTER JANUARY – MARCH 2020

- a) The 2020 fiscal year is now closed and audit prep is underway. A letter has been sent to ISC regarding the due date, which is normally July 29th however we recognize that due to Covid-19, this date may be pushed back. While we await confirmation on this, we continue to work closely with our auditors and together, have established it is feasible to complete the field audit electronically. Our intent at this point is to meet July 29th deadline regardless.
- b) We are working with Directors to reconcile individual programs, projects and departments at March 31st, 2020.
- c) This quarter has been somewhat challenging due to the Covid-19 pandemic that is sweeping the world. Via technology we have been able to continue working safely however there have been a few stumbling blocks along the way. Finance has had the pleasure of assisting Council, Executive and the Director of Operations in supporting our co-workers and citizens during this difficult time. We are pleased to report that although there may be minor delays with reporting or completing tasks along the way, we have been able to stay current despite the work challenges we are experiencing.
- d) The Finance Team continues to work on additional report specifications and improve the quality of reporting. This includes working with the Auditors to report in a manner that is similar or consistent with our internal reports and continue to work with them on bringing more information reported annually to our Quarterly report.
- e) Toquaht has received the transfer payments owing to date from Canada based on the new FFA. A cash flow reconciliation of the retroactive funds received for the 2019/20 fiscal year and all additional new funding received is being prepared as part of our audit preparation process. Once the audit is completed, the cash flow analysis will be presented along with an options analysis.
- f) The Finance Department collaborated with program Directors to complete the 2020-21 annual budget act that was passed by Council on March 31st, 2020.
- g) Systems and procedures continue to be developed or amended to assist Directors and Management and to tighten existing internal controls.
- h) The Finance Department continues to hold work plan meetings and will be attending pertinent training sessions through AFOA online webinars.
- i) We endeavor to look at and implement new processes and controls to ensure the Finance Department continues to move forward with clarity, transparency and efficiency. Efforts to provide an informative narrative report to the Finance Committee continue. This report will evolve over time. The Department welcomes the Committee members' input.

ITEMS OF NOTE FOR 4th QUARTER 2019-20

House Insurance for Macoah Residents

The Finance Department continues to work with AON Insurance, the Nation's insurance provider, in finding a solution to the insurance challenges facing Citizens who own homes at Macoah. As information becomes available we will provide updates.

Update: AON is still waiting for homeowner's to voluntarily complete application forms so they can move forward with this process and provide quotes. Reminders have been sent out.

Surplus Carry Forwards/Committed Funds

The Nation has received significant funding during this fiscal year that will be rolled over into the 2020-21 fiscal associated to delays and uncertainty caused by Covid-19 or because on-going and multi-year projects. As part of the year end process, all of these funds will be identified on a schedule and classified as either a surplus carry forward in their department or as committed funds, depending on the nature of the fund and reporting requirements.

DETAILED REVIEW OF INTERNAL FINANCIAL STATEMENT

For quarters 1, 2 and 3 a cut-off date is established for reporting purposes. This allows us to meet our reporting deadlines knowing that subsequent information and adjustments can be added or made. Different rules apply in the 4th quarter because it is our fiscal year end. For this reason, what we are presenting here is the first unadjusted draft of our year-end financial statement. The final year-end is the audited financial statement, which includes revenue confirmations from 3rd party funders, program by program reconciliations and verified accrual balances. These adjustments will be ongoing until the audit is complete.

Therefore, the approach to this presentation will entail a high level overview of the operations for the year drawing your attention to some of the upcoming adjustments as well as a discussion on budget variances.

Note: Formatting will be remedied throughout the adjustment process.

Submitted May 1st, 2020

Robyn Rea
Director of Finance

**Department of Community Services Report to Council
Fourth Quarter 2019-2020
Submitted by Lisa Morgan**



Objectives

The Department of Community Services provides:

- 1) Financial assistance for school supplies, good grades and recreational activities for youth from K-12 and supports the Tlu-pitch Games in Port Alberni.
- 2) Post-secondary tuition and living allowance, skills development and training in trades, also support short-term certificate programs and Citizens who wish to enrol in part-time studies.
- 3) Services and support to improve the overall health and well-being of Toquaht Citizens and families – patient travel, flu-shots, immunizations, home-care support and Teechukt services.
- 4) Our language by preserving, learning and teaching language through practice.
- 5) Monthly cultural programs
- 6) Social assistance to Citizens and non-Citizens living on Toquaht lands
- 7) Emergency preparedness services with training of our Macoah Emergency Team

Overview of Achievements & Outcomes

The Department of Community Services has achieved our goals in accommodating our Citizens by providing:

Child Welfare & Education

January – March 2020, total of 44 registered elementary and secondary school students. In BC, there are typically 3 terms in total for elementary and secondary school students (term 1 Sept – Dec, term 2 Jan- Mar and term 3 April –June)

We have reviewed and revised the youth recreation policy due to the lack of students applying. We have increased the amount from \$100 to \$500 and included school class trips/field trips, sport shoes and uniforms, day camps over spring breaks. Also, to help parents with viewing the policy and application, we have made the online application forms fillable.

From January to March:

School supply fund: 0 students

Term 2 report cards submitted: 12 students have submitted their report cards

Youth Recreation funds: 5 students

Budget Update: Child welfare is over Budget Update by \$76 for staff travel due to one staff attending family care worker training, and meeting with USMA and one staff attending the annual Nuu-chah-nulth youth conference.

April 2019, my team and I have organized and hosted,

- 1) Games night
- 2) Raffle for two families to attend the Nuu-chah-nulth youth conference (travel, accommodation and meals covered)
- 3) Order and delivered pink shirt to support anti-bullying
- 4) Pumpkin-carving workshop

COVID-19: As of March 19, 2020, due to the COVID-19 pandemic, BC has forced all elementary and secondary schools to close for the remaining of the year. However, this will not affect any K-12 applications.

Post-Secondary and Skills Training

Since last fiscal year, there has been a total of 7 full-time post-secondary students and two short-term program students.

We have fully funded Dr. Kelly Johnsen, an instructor at NIC Educational Assistant/Community Support program that focuses on Indigenous issues, Kelly has been able to complete all her requirement to earn a PhD. Congratulations Kelly!

Clint Haley is close to completing his program at the Kwantlen Polytechnic University, he was last year and placed on the Dean's Honour roll for this diploma for microbrewery.

Budget Update: Post-secondary is not over-Budget Update

COVID-19: As of March 19, 2020, due to the COVID-19 pandemic, BC has forced closures on all post-secondary schools. Many programs were converted to online programs are seeking possibility to alternative ways to celebrate graduates.

Health

Health has had a busy fiscal year and very happy to present.

Increase of NTC Nurse:

- 1) 44 visits to Macoah
- 2) On average 22 active clients quarterly

NTC activities include individual well baby group sessions including physiotherapy, breast-feeding methods, student sessions with Ucluelet elementary school, pre education session about A1c testing to prepare for the Diabetic Educator Rachel's event, annual flu shots, keeping the nation up to date on Covid-19 information and resources, education about how to access local resources on the West Coast during the pandemic, such as AA and mental health resources.

Increase of mental health dept (Quu'asa)

- 1) 51 community visits
- 2) On average 17-35 active clients served quarterly

Quu'asa activities included 6 elementary school counselling sessions, cultural teachings, plant medicines, prayers, 17 participants, self-care, grounding, healthy foods at community kitchen, crafts were part of an event (medicine bags, artwork, henna) 10 participants. Healthy eating with dietician

(6 participants), and counselling sessions with members in their home and at the Toquaht administration office.

Budget Update: Health appears to be is over-Budget in the amount of \$285. This accounts for an increase to the comfort allowance for citizens attending treatment facilities, as well as the Nation's support for citizens in treatment. The patient travel is over Budget Update by \$29,790 due to health condition of infant Phillip Hetu, including travel, accommodation, meals and escort to Victoria from Macoah. These expenses are 100% recoverable.

COVID-19: The home care nurses continue to connect with the community and their members by virtual means; by phone, facebook, messenger, facetime and zoom. Nurse and Quu'asa are bi-weekly checking in with health team for updates.

Citizen Services

Dept of community services are exploring ideas on how to increase citizen programs and participation. We have hosted:

- 1) Spring clean-up at community garden
- 2) Hosted a 2-day Free Gardening Workshop: Day 1- Compost and Soil-building and Day 2 – Garden Planting, Weeding and Maintenance.
- 3) Hosted an Occupational First Aid Training Level 1
- 4) Approved CBT grant for a 'Sexy Seniors Hair Makeover' (big success)
- 5) Wreath-making workshop
- 6) Preserving workshop: tomatoes and fish
- 7) Make and take home elk stew
- 8) Men's group and culture group with Tim Sutherland Sr
- 9) Ordered orange shirts for TN staff to support the residential school 'every child matters'

Budget Update: Citizen Services is over Budget Update for citizen hardship/support for the amount of \$730. Every application is different and have seen an increase of applications due to COVID-19 and loss of employment. Authorization to approve applications despite the lack of budget was given by the DOO; funds were drawn from the elder's grant account.

Community Services Admin

The director of lands and community services hosted our first Macoah Community Meeting on Dec 14 to hear concerns of residents, community safety, dust control, programs (culture, physical, mental etc). Was a great turnout and will work the dept of lands to organize twice/year

Budget Update: Community Services Admin is over-Budget Update by \$1860 on staff travel due to director of CS attending leadership manager's training.

Culture Services

Since October, the department of community services have supported:

- 1) Men's Drum group with elder Tim Sutherland Sr.
- 2) Beading classes with Elder Gale Johnsen
- 3) Cedar bark harvest – Carlos Mack
- 4) Welcome home ceremony for Jacqueline Mercier

- 5) Cedar weaving workshop with Master weaver Charlotte Carpenter
- 6) Provided gas voucher for citizens attending Yuu-cluth-aht culture group
- 7) Drum-making workshop Port Alberni (cancelled due to covid)
- 8) Drum –making workshop at Macoah (cancelled due to covid)

Budget Update: culture Budget Update is over Budget Update by \$12 for the purchase of drumsticks and rattles.

COVID-19 – Due to covid-19, many future workshops had to be cancelled.

Emergency Preparedness

Purchase of fire station equipment and supplies for each box has now increased our fire protection from one ‘active’ fire station to 7 ‘active’ fire stations. New items include new hoses, y-valve and wrenches for each fire station, also new signs for each box.

Toquaht was approved for an Emergency Social Services grant from the Union of BC Municipalities grant for the amount of \$24,961.09. Essential items to increase the Muster Station was the main focus for shelter, heat and food.

Budget Update: Emergency Preparedness is over-Budget Update for an amount of \$1276 for fire station items: hoses, wrenches and y-valves.

**Department of Lands, Public Works and Resources Report to Council
Fourth Quarter (Q4), 2019-2020
Submitted by David Johnsen**



Objectives

The objectives for this fiscal year in Lands, Public Works and Resources are as follows:

- **Lands Administration**
 - Maintain records and agreements relating to Toquaht lands.
 - Support sustainable development including the development of housing, community infrastructure and economic opportunities,
 - Support Toquaht citizen home owners to identify funding for home renovations.
 - Initiate education and resource monitoring programs that reflect Toquaht interests.
 - Support responsible environmental management including restoration projects.
 - Support the development of a community gathering space and recreation facilities.
 - Maintain records of enforcement issues and follow up with regional stakeholders (BC, DFO, etc) or Executive to resolve enforcement questions or complaints
- **Public Works**
 - Operate and maintain the water treatment facility, the new waste water treatment facility and manage solid waste, recycling, drainage, roads and other infrastructure.
 - Support the Public Works department to reflect the increasing infrastructure and maintenance requirements including fees for services.
 - Operate safely and efficiently with good record keeping
- **Domestic Harvest and Resources**
 - Manage and monitor fisheries, wildlife and migratory bird activities
 - Manage Nation harvesting activities to support the exercise of Toquaht Culture
 - Harvest more allocated fish species and involve citizens in fish processing.
 - Distribute fish to citizens in accordance with our fish distribution policy.
- **Asset Management**
 - **Complete an Asset Management Plan, including new finance and budgeting recommendations.**

Overview of Achievements & Outcomes

#	Goal	Outcome
1	Keep Lands registry up to date	Ongoing
2	Transition staff into new roles	<ul style="list-style-type: none"> ○ Staff all transitioned, ○ Looking into training needs, MS Office, GIS,

3	Dispositions, Lease management, applications and business licensing	<ul style="list-style-type: none"> ○ No new updates
4	Plan for community facilities	<ul style="list-style-type: none"> ○ No Updates
5	Operate safely with good record keeping.	<ul style="list-style-type: none"> ○ Lands and Public Works have moved to bi-weekly safety meetings, and record keeping is up to date. ○ Lands team are attempting weekly video chats.
6	Maintenance schedule	<ul style="list-style-type: none"> ○ The LPWR team are using the Standard Operating Procedures guidelines to develop maintenance schedules for Public Works infrastructure. ○ Don Mackinnon has been hired to help develop maintenance schedules.
7	Regular O&M on water facility	<ul style="list-style-type: none"> ○ Ongoing, ○ Social distancing guidelines being practiced.
8	Regular O&M on waste water facility	<ul style="list-style-type: none"> ○ Ongoing. ○ Social distancing guidelines being practiced
9	Village Maintenance	<ul style="list-style-type: none"> ○ Road grading has been done two times. ○ Fallen tree removal taken place around community ○ Additional generators purchased in case of power outages.
10	Restoration projects	<ul style="list-style-type: none"> ○ Nothing specific, keep looking for potential funding and project ideas.
11	Signage on Toquaht lands	<ul style="list-style-type: none"> ○ Additional signage put on Toquaht Lands. ○ Covid-19 precaution signage on all Toquaht Lands. ○ Patrols of Toquaht Lands being conducted and orders left on vehicles or handed to people.
12	Expand fish species harvest	<ul style="list-style-type: none"> ○ Additional species of salmon will be harvested for distribution to citizens. ○ Prawns, clams, herring roe have been purchased for food distribution.
13	Food fish distribution	<ul style="list-style-type: none"> ○ All salmon and Halibut distributed. ○ Fishermen contracted to catch halibut, clams, prawns.
14	Citizen contracts	<ul style="list-style-type: none"> ○ Citizen hired for harvesting prawns for food distribution. ○ Citizen hired for harvesting clams for food distribution.

15	Manage and monitor resources in the territories	<ul style="list-style-type: none"> ○ Me-Too Clause discussions ○ Continued discussion on Elk translocation ○ Wildlife management, bear and wolf interaction, cultural knowledge. ○ Research on Guardian Programs, determining Toquaht's need. ○ Parks SRKW funding to help with Guardian Program
17	Infrastructure maintenance	Continue monitoring algae levels, purchased oxygen meter to measure oxygen levels in the holding ponds
18	Housing operations	<ul style="list-style-type: none"> ○ Keeping rental housing list up to date.

Financial Accounting

The Lands, Public Works and Resources Department is currently on schedule with its budget and projects.

Respectfully submitted,

David Johnsen
 Director of Lands, Public Works, and Resources

From: [Angela Polifroni](#)
To: [Kevin Mack](#); [Anne Mack](#); [Naomi Mack](#); [Kirsten Johnsen](#); [Noah Plonka](#)
Cc: [Robyn Rea](#)
Subject: FW: RESPONSE REQUIRED – Amendment Indigenous Community Support funding (0666) Toquaht
Date: April 15, 2020 9:23:42 AM
Attachments: [image001.png](#)
[0666 - 2020-21 Amending Agreement #0004 \(COVID-19\).pdf](#)
Importance: High

Hello Members of Executive,

As discussed, we have received \$212,684 directly from the federal government to help with emergency management during the covid crisis. These funds are coming via an Amendment to our funding agreement with Indigenous Services Canada (ISC), attached for your reference. Like with the previous Amendment (where we received just over 6.5k at the end of last fiscal for covid related expenses), I will be accepting the Amendment on your behalf via email. You will all be copied on that correspondence, per the new protocol established by Canada to avoid having to get signatures.

You will recall Council enacted the Budget Act 2020-21 and created the new Covid Emergency department. These funds will go into the department and will allow us to continue to support citizens through the crisis.

Thank you,
-angela

From: Grenier3, Alain (AADNC/AANDC) <alain.grenier3@canada.ca>
Sent: Tuesday, April 14, 2020 12:05 PM
To: Anne Mack <annem@toquaht.ca>; Angela Polifroni <angelap@toquaht.ca>
Subject: FW: RESPONSE REQUIRED – Amendment Indigenous Community Support funding (0666) Toquaht
Importance: High

Greetings.

I have just sent the e-mail below with the attached document for your approval.

When replying, please make sure to copy the following:

aadnc.bcfundingservices.aandc@canada.ca

Please let me know if there are any questions.

Alain G

From: Grenier3, Alain (AADNC/AANDC)
Sent: Tuesday, April 14, 2020 11:56 AM
To: 'annem@toquaht.ca' <annem@toquaht.ca>
Cc: 'Angela Polifroni' <angelap@toquaht.ca>
Subject: RESPONSE REQUIRED – Amendment Indigenous Community Support funding (0666) Toquaht

Importance: High

Dear Chief Mack,

As a follow up to ISC's email in March which confirmed your community's allocation for the Indigenous Community Support Fund, please find attached the related funding agreement amendment for your review and approval. As you know, the Government of Canada announced in March 2020 its commitment to support Canadians and minimize health, economic and social impacts of the coronavirus (COVID-19) pandemic. We now wish to transfer the Indigenous Community Support Fund funding to your First Nation to cover extraordinary costs related to the COVID-19 pandemic, including for protecting the health and safety of your First Nation and supporting you in responding to public health threats.

Due to pandemic response measures affecting your organization and government organizations alike that make it difficult to implement the normal signature processes, we are managing this new funding electronically.

The details of the funding we wish to provide to you is provided in the attached Amendment Notice, which would amend your funding agreement to include these funds if you approve to accept this Notice.

Therefore, if you wish to accept this funding, we ask an individual who has authority to sign on behalf of your First Nation to state the following to us by reply email and ensure that all other [Councillors][Directors] [Other signatories] are copied.

"I confirm that I have the authorization of Council to enter into the attached amending agreement on behalf of the [name of recipient]. [Name of recipient] agrees to the terms and conditions set out in the attached amending agreement.

[Your full name and title]"

Please ensure all materials that are attached to this email are included when you select reply all to this email.

Consider this email message equivalent to Canada's signature on the amending agreement. Accordingly, once we receive your response in accordance with the requirements above, with the required attachments, we will consider the amending agreement to be in place and binding upon the parties and will proceed to make payments accordingly.

If you have any questions regarding this process please contact me at the below contact information to discuss.

Attachments to this email:

- Funding Agreement Amendment

Alain Grenier
Funding Services Officer (FSO) | Agent de financement
Indigenous Services Canada | Services aux Autochtones Canada
600-1138 Melville Street | 1138, rue Melville, bureau 600
Vancouver, BC | Vancouver (C.-B.) V6E 4S3
alain.grenier3@canada.ca
Telephone | Téléphone 604-360-1203

Please respond in the official language of your choice. / Je vous invite à répondre dans la langue officielle de votre choix.



AMENDING AGREEMENT

FOR SUBSEQUENT YEAR OF A FUNDING AGREEMENT

for

INDIAN SELF-GOVERNMENT (ISG)

ARFA - OTHER

FISCAL YEAR 2020-2021

AMENDING AGREEMENT

FOR use with Funding Agreement for OTHER Recipients (ISG recipients)

AGREEMENT NO.: 1617-BC-000108

AMENDMENT NO.: 0004

FISCAL YEAR: 2020-2021

DATE: April 10th, 2020

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF CANADA,

as now represented by the Minister of Indigenous Services and the Minister of Crown-Indigenous Relations

(hereinafter referred to as "Canada")

AND

TOQUAHT INDIAN BAND, a First Nation as defined in the Maanulth First Nations Final Agreement Act as represented by its TOQUAHT GOVERNMENT

(hereinafter referred to as the "TOQUAHT INDIAN BAND")

WHEREAS the Parties entered into a funding agreement (the "Agreement") effective as of April 1st, 2016 and wish to amend the Agreement in order to modify its Terms and Conditions as set out below and to provide funding for Fiscal year 2020-2021.

NOW THEREFORE, the Parties agree as follows:

- 1.0 Subject to the provisions of the Agreement, Canada accordingly wishes to transfer up to **Two Hundred Twelve Thousand Six Hundred Eighty Four (\$212,684.00) Dollars**, to the TOQUAHT INDIAN BAND for the program(s), service(s) and/or activity(ies) in the amount(s) for Fiscal Year 2020-2021 as set out in Annex 4 - Payment Plan.
- 2.0 Accordingly, Canada amends **Annex 2 - Program, Service, and Activity Delivery Requirements** of the Agreement by adding the programs, services and/or activities as set out in the additional **Annex 2 - Program Service, and Activity Delivery Requirements** which is attached to and forms part of this Amendment.
- 3.0 Accordingly, Canada replaces **Annex 4 - Payment Plan** of the Agreement with revised **Annex 4 Payment Plan** which is attached to and forms part of this Amendment.
- 4.0 Accordingly, Canada adds **Annex 5 - Reporting Requirements and Due Dates** to the Agreement which is attached to and forms part of this Amendment and is an addition to the previous reporting requirements that have been established in the main Agreement.
- 5.0 All other terms and conditions of the Agreement will continue in full force and effect.
- 6.0 This Amendment takes effect once it has been signed by both Parties.

This Amendment has been executed on behalf of the Parties by their duly authorized representatives.

SIGNED ON BEHALF OF HER MAJESTY THE QUEEN IN RIGHT OF CANADA

as represented by the Minister of Indigenous Services

by: _____

Title: _____

Department of Indigenous Services

as represented by the Minister of Crown-Indigenous Relations

by: _____

Title: _____

Department of Crown-Indigenous Relations and Northern Affairs

Witness:

by: _____

(Print name)

Date: _____

SIGNED ON BEHALF OF THE TOQUAHT INDIAN BAND

as represented by its TOQUAHT GOVERNMENT

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

by: _____

Title: _____
I have the authority to bind the TOQUAHT INDIAN BAND

Witness:

by: _____

(Print name)

Date: _____

ANNEX 2

**PROGRAM, SERVICE AND ACTIVITY
DELIVERY REQUIREMENTS AND ADJUSTMENT FACTORS**

<u>Program/Service/Activity</u>	<u>Delivery Requirements</u>	<u>Adjustment Factor (s)</u>
Emergency Management Assistance – Preparedness; Mitigation; Response; Recovery – COVID-19	Toquaht Indian Band shall carry out activities reasonably necessary to prepare for and respond to the COVID-19 pandemic in First Nations.	The initial budget established for the 2020-21 fiscal year may be increased if additional funding is approved and provided.

Annex 4 - Payment Plan: 1.0 - Program/Service Budgets, Authorities and Schedule of Monthly Payments Plan

As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**

Fiscal Year: **2019-2020**

CROWN-INDIGENOUS RELATIONS AND NORTHERN AFFAIRS CANADA

Seq.	01 APR	02 MAY	03 JUN	04 JUL	05 AUG	06 SEP	07 OCT	08 NOV	09 DEC	10 JAN	11 FEB	12 MAR	POOL	Holdback	Allocation Total \$
<u>FIXED CONTRIBUTION FUNDING (FIXED)</u>															
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA															
Program Service Area: CIRNAC - Northern Affairs Program Inventory: COMMUNITY & REG DEV - DZ300 Budget Activity: FIRST NATION ADAPT - ZA346 Functional Area: PROJECTS & CAPACITY (2019/20 FN Adapt - Toquaht Nation Coastal Adapt) - QZJF (C0000 - DEFAULT ACCOUNT) (2021/03/31)															
													Fund: 9367		
													Cost Center: A0902E		
001	0.00	0.00	0.00	212,077.61	0.00	0.00	35,462.94	0.00	0.00	35,362.94	0.00	25,300.00	0.00	0.00	308,203.49
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA															
Program Service Area: Economic Development Program Inventory: COMMUNITY & REG DEV - DZ300 Budget Activity: EC DEV CAPACITY&READINESS - ZA315 Functional Area: COMM OPPORT READINESS PRG (2019/20 CORP Secret Beach Site Development) - QZF9 (C0000 - DEFAULT ACCOUNT) (2021/03/31)															
													Fund: 9313		
													Cost Center: A0904A		
001	0.00	0.00	0.00	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00	16,750.00	0.00	0.00	0.00	0.00	166,750.00
<u>TOTAL 2019-2020 FIXED CONTRIBUTION FUNDING (FIXED)</u>															
	0.00	0.00	0.00	262,077.61	0.00	50,000.00	35,462.94	50,000.00	0.00	52,112.94	0.00	25,300.00	0.00	0.00	474,953.49
<u>TOTAL 2019-2020 CROWN-INDIGENOUS RELATIONS AND NORTHERN AFFAIRS CANADA</u>															
	0.00	0.00	0.00	262,077.61	0.00	50,000.00	35,462.94	50,000.00	0.00	52,112.94	0.00	25,300.00	0.00	0.00	474,953.49

Annex 4 - Payment Plan: 1.0 - Program/Service Budgets, Authorities and Schedule of Monthly Payments Plan

As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**

Fiscal Year: **2019-2020**

INDIGENOUS SERVICES CANADA

Seq.	01 APR	02 MAY	03 JUN	04 JUL	05 AUG	06 SEP	07 OCT	08 NOV	09 DEC	10 JAN	11 FEB	12 MAR	POOL	Holdback	Allocation Total \$	
<u>FIXED CONTRIBUTION FUNDING (FIXED)</u>																
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA																
Program Service Area: Community Infrastructure Program Inventory: WATER & WASTEWATER BXP05 - D0056 Budget Activity: FN WTR&WASTWTR ACTION PLN - B5613 Functional Area: PROGRAM MGMT (2019/20 Operator Wage Enhancement) - Q35K (CWO02 - TECH SERV - OPERATOR RETENTION PROGRAM) (2021/03/31)																
													Fund: 379			
													Cost Center: A0906C			
001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,600.00	0.00	0.00	0.00	15,600.00
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA																
Program Service Area: Education Program Inventory: EDUCATION BXM09 - D0034 Budget Activity: POST SECONDARY EDUCATION - B3421 Functional Area: POST SEC STDNT SUPP PROG (2019/20 PSE Adjustment - Enhancement) - Q29A (C0000 - DEFAULT ACCOUNT) (2021/03/31)																
													Fund: 336			
													Cost Center: A0903B			
001	0.00	0.00	0.00	0.00	0.00	5,777.00	0.00	0.00	2,475.00	0.00	0.00	0.00	0.00	0.00	0.00	8,252.00
<u>TOTAL 2019-2020 FIXED CONTRIBUTION FUNDING (FIXED)</u>																
	0.00	0.00	0.00	0.00	0.00	5,777.00	0.00	0.00	2,475.00	0.00	15,600.00	0.00	0.00	0.00	0.00	23,852.00
<u>FLEXIBLE CONTRIBUTION FUNDING (FLEX)</u>																
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA																
Program Service Area: Community Infrastructure Program Inventory: EMERGENCY MGMT ASSISTANCE BXP09 - D0060 Budget Activity: EMERGENCY MGMT ASSISTANCE - B6010 Functional Area: RESPONSE (2019/20 Emergency Management - COVID-19 Funding) - Q3FP (CD605 - COVID-19) (2021/03/31)																
													Fund: 331			
													Cost Center: A0903A			
001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,740.00	0.00	0.00	6,740.00

Annex 4 - Payment Plan: 1.0 - Program/Service Budgets, Authorities and Schedule of Monthly Payments Plan

As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**

Fiscal Year: **2019-2020**

INDIGENOUS SERVICES CANADA

Seq.	01 APR	02 MAY	03 JUN	04 JUL	05 AUG	06 SEP	07 OCT	08 NOV	09 DEC	10 JAN	11 FEB	12 MAR	POOL	Holdback	Allocation Total \$	
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA																
Program Service Area: Community Infrastructure Program Inventory: WATER & WASTEWATER BXP05 - D0056 Budget Activity: ACQ&CONSTR-WTR&WWTR INFRA - B5611 Functional Area: A&C-WATER - <1.5M (ICMS #9-00128431 Toquat Reservoir Replacement (Dsg) - Q34X (CWAB5 - ICMS #9-00128431 RESERVOIR REPLACEMENT) (2021/03/31)																
001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131,673.00	0.00	0.00	131,673.00

TOTAL 2019-2020 FLEXIBLE CONTRIBUTION FUNDING (FLEX)

	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	138,413.00	0.00	0.00	138,413.00
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TOTAL 2019-2020 INDIGENOUS SERVICES CANADA

	0.00	0.00	0.00	0.00	0.00	5,777.00	0.00	0.00	2,475.00	0.00	15,600.00	138,413.00	0.00	0.00	162,265.00
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TOTAL 2019-2020

	0.00	0.00	0.00	262,077.61	0.00	55,777.00	35,462.94	50,000.00	2,475.00	52,112.94	15,600.00	163,713.00	0.00	0.00	637,218.49
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Annex 4 - Payment Plan: 1.0 - Program/Service Budgets, Authorities and Schedule of Monthly Payments Plan

As Of 2020/04/14

Arrangement #: 1617-BC-000108
 Arrangement Type: FA - OTHER
 Recipient: 0666 - TOQUAHT INDIAN BAND

Fiscal Year: 2020-2021

INDIGENOUS SERVICES CANADA

Seq.	01 APR	02 MAY	03 JUN	04 JUL	05 AUG	06 SEP	07 OCT	08 NOV	09 DEC	10 JAN	11 FEB	12 MAR	POOL	Holdback	Allocation Total \$
<u>FLEXIBLE CONTRIBUTION FUNDING (FLEX)</u>															
PROGRAM SERVICE AREA / PROGRAM INVENTORY / BUDGET ACTIVITY / FUNCTIONAL AREA															
Program Service Area: Community Infrastructure Program Inventory: EMERGENCY MGMT ASSISTANCE BXP09 - D0060 Budget Activity: EMERGENCY MGMT ASSISTANCE - B6010 Functional Area: RESPONSE (2020/21 Indigenous Community Support Fund COVID-19) - Q3FP (CD605 - COVID-19) (2021/03/31)															
													Fund: 520		
													Cost Center: A0903A		
001	212,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212,684.00

TOTAL 2020-2021 FLEXIBLE CONTRIBUTION FUNDING (FLEX)

	212,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212,684.00
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TOTAL 2020-2021 INDIGENOUS SERVICES CANADA

	212,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212,684.00
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TOTAL 2020-2021

	212,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212,684.00
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GRAND TOTAL

849,902.49

**Annex 4 - Payment Plan:
2.0 - Cash Flow by Fiscal Year by Department**
As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**

Budget	Funding	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Total
Crown-Indigenous Relations and Northern Affairs Canada	Fixed Contribution	0.00	0.00	0.00	474,953.49	0.00	474,953.49
	Total	0.00	0.00	0.00	474,953.49	0.00	474,953.49
Indigenous Services Canada	Fixed Contribution	0.00	112,186.00	330,489.17	23,852.00	0.00	466,527.17
	Flexible Contribution	3,600,179.00	0.00	0.00	138,413.00	212,684.00	3,951,276.00
	Total	3,600,179.00	112,186.00	330,489.17	162,265.00	212,684.00	4,417,803.17
Total		3,600,179.00	112,186.00	330,489.17	637,218.49	212,684.00	4,892,756.66

Annex 4 - Payment Plan:
3.0 - Cash Flow by Month and Year - ALL FUNDING by type and month

As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**

Fixed Contribution

	April	May	June	July	August	September	October	November	December	January	February	March	Pool	Holdback	Total
2017-2018	0.00	0.00	0.00	0.00	5,051.00	69,370.00	0.00	0.00	2,165.00	15,600.00	20,000.00	0.00	0.00	0.00	112,186.00
2018-2019	2,189.00	0.00	0.00	0.00	2,918.00	56,568.17	56,568.00	0.00	2,189.00	37,712.00	15,600.00	156,745.00	0.00	0.00	330,489.17
2019-2020	0.00	0.00	0.00	262,077.61	0.00	55,777.00	35,462.94	50,000.00	2,475.00	52,112.94	15,600.00	25,300.00	0.00	0.00	498,805.49
Total	2,189.00	0.00	0.00	262,077.61	7,969.00	181,715.17	92,030.94	50,000.00	6,829.00	105,424.94	51,200.00	182,045.00	0.00	0.00	941,480.66

Flexible Contribution

	April	May	June	July	August	September	October	November	December	January	February	March	Pool	Holdback	Total
2016-2017	185,807.00	185,807.00	185,807.00	185,807.00	185,807.00	185,807.00	266,342.00	892,233.00	904,248.00	135,998.00	80,397.00	206,119.00	0.00	0.00	3,600,179.00
2019-2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	138,413.00	0.00	0.00	138,413.00
2020-2021	212,684.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	212,684.00
Total	398,491.00	185,807.00	185,807.00	185,807.00	185,807.00	185,807.00	266,342.00	892,233.00	904,248.00	135,998.00	80,397.00	344,532.00	0.00	0.00	3,951,276.00

**Annex 4 - Payment Plan:
4.0 - Cash Flow by Month - Current Year - All Funding by Month and Department**

As Of 2020/04/14

Arrangement #: **1617-BC-000108**
 Arrangement Type: **FA - OTHER**
 Recipient: **0666 - TOQUAHT INDIAN BAND**
 Fiscal Year: **2020-2021**

Indigenous Services Canada

Funding	Total	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	Pool	Holdback
Flexible Contribution	\$212,684.00	\$212,684.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Total	\$212,684.00	\$212,684.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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Unclassified

Annex 5 - Reporting Requirements and Due Dates TOQUAHT INDIAN BAND (0666)

Arrangement No.:

1617-BC-000108

Funding Agreement for other recipients

Program / Report Name	Reports Due
EMERGENCY MGMT ASSISTANCE BXP09	
4548549 - (4548549) - Activity and Expenditure Report - Emergency Management Assistance Program <i>* Consolidated Report - Applicable only once (See note 1 below)</i>	
2020/21 Indigenous Community Support Fund COVID-19	2021/06/30
TP - Financial	
No DCI - (F-0080) - Annual Audited Financial Statement <i>* Consolidated Report - Applicable only once (See note 1 below)</i>	
Annual Audited Financial Statement	2021/07/29

Note 1: Represents consolidated reports showing up under more than one budget activity. In these circumstances the report submission is applicable once for each distinct due date. This affects only reports that are marked with the following tag '* Consolidated Report - Applicable only once (See note 1 below)'



Highlights from the Alberni-Clayoquot Regional District (ACRD) Board of Directors' Meetings for February 2020

FEBRUARY 12TH BOARD MEETING

BEAVER CREEK WATERMAIN RENEWAL

The Board approved the submission of a grant application to the Investing in Canadian Infrastructure Program Green Infrastructure for design and construction of the Beaver Creek Water System Falls/Georgia Watermain Project, and to endorse the 2020 Beaver Creek Water Conservation Plan.

LONG BEACH AIRPORT LANDING FEES BYLAW AMENDMENT, NO. R1016-4

The Board approved Bylaw R1016-4 to amend fees for the Tofino-Ucluelet Airport. This bylaw specifies the minimum landing fee amount as well as the landing fee exclusions.

WEST COAST LANDFILL LEACHATE AND TREATMENT ASSESSMENT REPORT

The Board approved having Sperling Hansen undertake a review of the West Coast Landfill Leachate and Treatment Assessment Report and complete a costs analysis of landfill closure versus continued operation.

3RD AVENUE RECYCLING DEPOT

The Board entered into agreements with both Product Care Recycling and Encorp Pacific (CANADA) to continue service at the 3rd Avenue Recycling Depot.

WEST COAST MULTI-USE PATH

The Board approved applying to the Ministry of Transportation and Infrastructure's BC Active Transportation Grant for \$500,000 towards the construction of the Electoral Area C – Long Beach portion of the West Coast Multi Use Path.

FEBRUARY 26TH BOARD MEETING

STAFF RECOGNITIONS

The Board recognized Alex Dyer and Janice Hill each for 10 years of service, and Luc Stefani for 5 years of service to the ACRD.

BEAVER CREEK WATER SYSTEM RATES & REGULATIONS BYLAW, NO. F1148

The Board approved bylaw F1148. This bylaw contains changes to the hourly rate for services and fixed rate consumption volumes. Please watch our website www.acrd.bc.ca for details on when this will be rolled out.

PORT ALBERNI AIRPORT EXTENDED SERVICE AREA ESTABLISHMENT AMENDMENT BYLAW, NO. 791-3

The Board gave three readings to Bylaw 791-3 to amend the boundaries of the AVRA service to include the Uchucklesaht Tribe Government as a participant in the service.

RED CROSS EMERGENCY RESPONSE SERVICES

The Board approved entering into an Emergency Response Services Agreement with the Canadian Red Cross Society for a three-year term for the provision of Level One Emergency Response in the Alberni Valley.

BAMFIELD ROAD

Director Beckett provided an update on the status of the Bamfield Road upgrades. The Board will send a letter to the Premier expressing the urgency in upgrading the Bamfield Road and for the Premier to meet his public commitment to the road upgrade.

Board of Directors

Chair: John Jack
(Huu-ay-aht First Nation)

Vice-Chair: Mayor Josie Osborne
(District of Tofino)

Director Bob Beckett
(Electoral Area "A"
Bamfield)

Director Tanya Shannon
(Electoral Area "B"
Beaufort)

Director Kel Roberts
(Electoral Area "C"
Long Beach)

Director: Penny Cote
(Electoral Area "D"
Sproat Lake)

Director John McNabb
(Electoral Area "E"
Beaver Creek)

Director Dianne Bodnar
(Electoral Area "F"
Cherry Creek)

Mayor Sharie Minions
(City of Port Alberni)

Councillor Debbie Haggard
(City of Port Alberni)

Councillor Rachelle Cole
(District of Ucluelet)

Councillor Kirsten Johnsen
(Toquaht Nation)

Councillor Wilfred Cootes
(Uchucklesaht Tribe
Government)

Councillor Alan McCarthy
(Yuuul?i?at? Government)

UPCOMING MEETINGS— AV & Bamfield – Mar 3rd, 10:00 am; ACRD Boardroom

Electoral Area Directors - Mar 3rd, 1:30 pm; ACRD Boardroom

West Coast Committee – Mar 4th, 10:00 am; Toquaht Admin Office, 1971 Peninsula Rd., Ucluelet

Committee of the Whole (Budget Deliberations) – Mar 11th, 10:00 pm; ACRD Boardroom

Board of Directors – Mar 11th, 1:30 pm, followed by the **Regional Hospital District**; ACRD Boardroom

Board of Directors – Mar 25th, 1:30 pm; ACRD Boardroom

An information report summarizing the Regular Board of Directors Meeting. This is not the official minutes. For more information visit the ACRD Website at www.acrd.bc.ca or contact the General Manager of Administrative Services 250-720-2706 or e-mail wthomson@acrd.bc.ca.

2020 to 2024 FINANCIAL PLAN OPEN HOUSE

Wednesday,
March 11th, 2020
4:30 – 6:30 pm

Regional District
Board Room
3008 Fifth Avenue

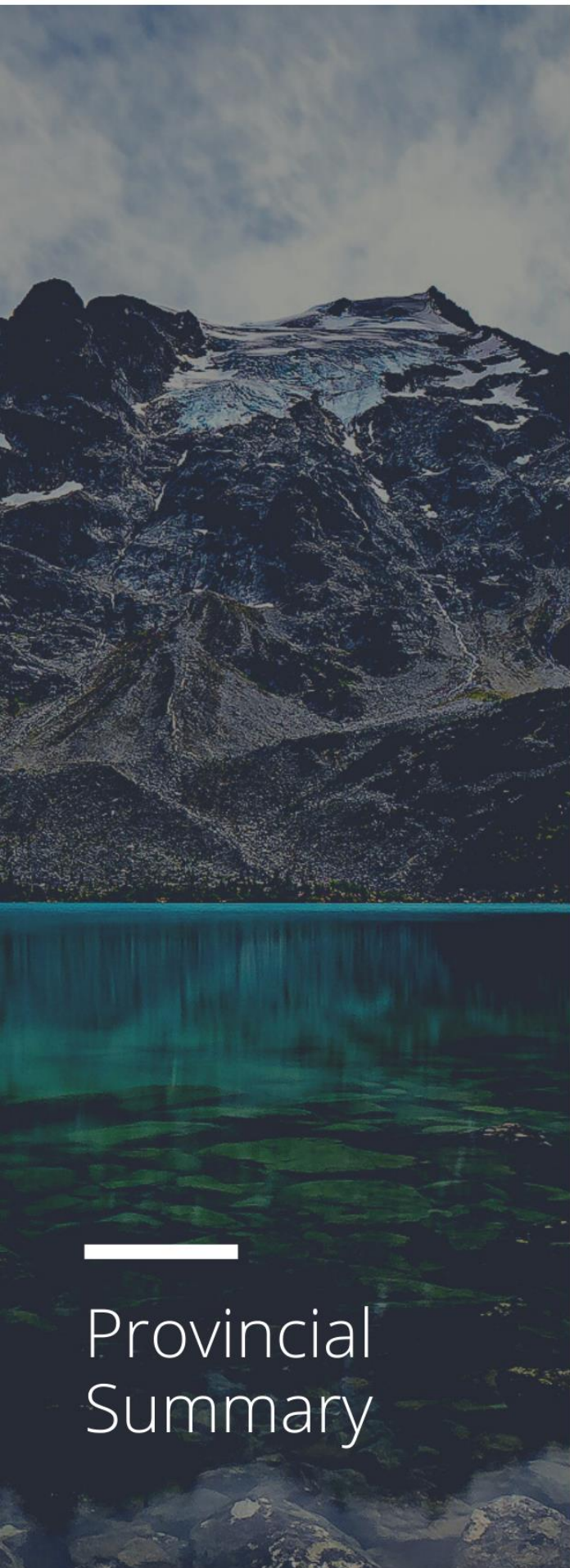


BRITISH COLUMBIA REGIONAL TOURISM SECRETARIAT

COVID-19 TOURISM IMPACT REPORT

WEEK OF APRIL 06, 2020

FOR QUESTIONS CONTACT:
Glenn Mandziuk
Chair, BC Regional Tourism Secretariat
250-860-5999
ceo@totabc.com



Provincial Summary

Opening message

The British Columbia Regional Tourism Secretariat, British Columbia Hotel Association and the British Columbia Destination Marketing Organization Association are continuing to leverage our collective business network to collect, collate and report on the impact of the COVID-19 pandemic on tourism businesses and to gather feedback on potential response and recovery measures. This business intelligence was gathered through telephone and online surveys from April 6th to April 9th with 596 tourism businesses.

Key Issues for Consideration:

- Many businesses are not eligible for federal and provincial support programs
- The federal wage subsidy and other programs must be extended for the duration of the summer to provide more certainty to seasonal businesses

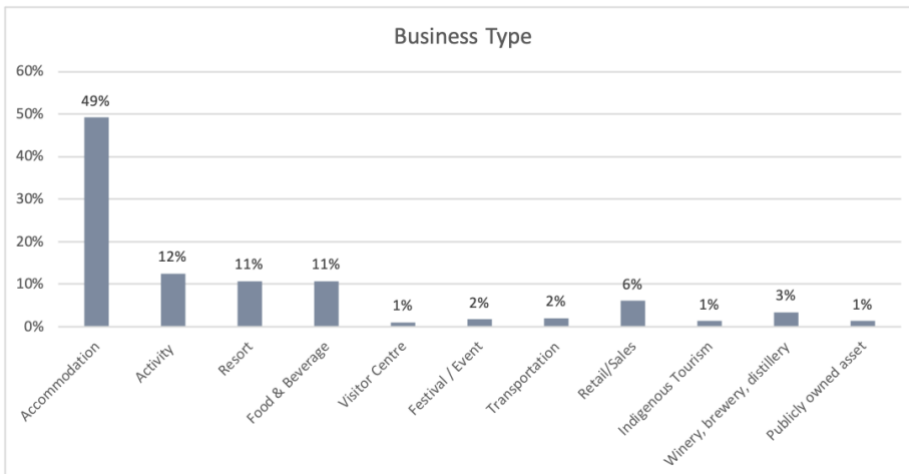
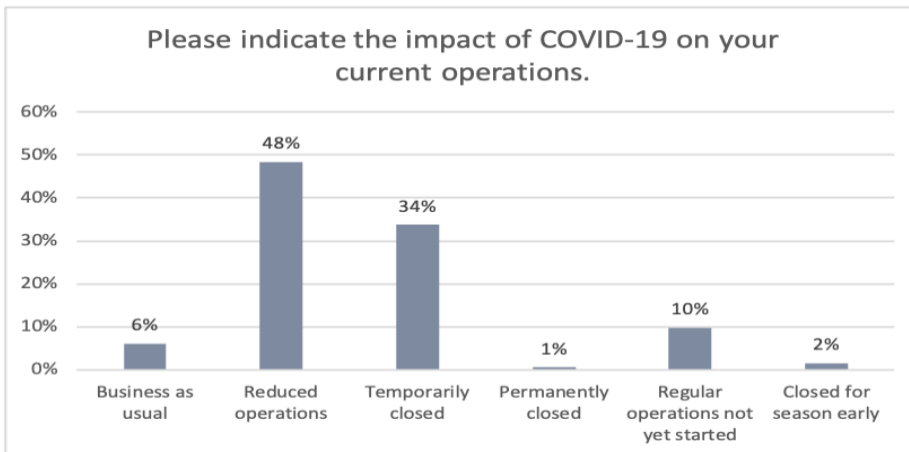
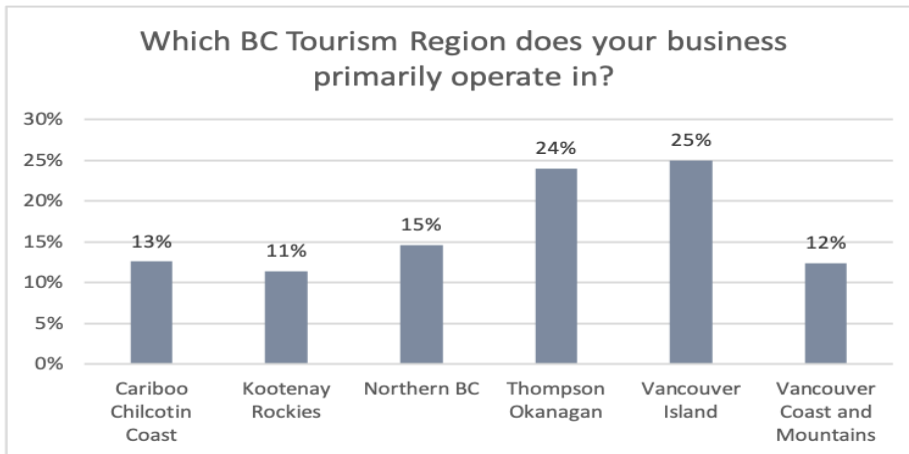
On behalf of the British Columbia Regional Tourism Secretariat and our partners, I would like to thank the Honourable Minister of Tourism, Arts and Culture, Lisa Beare, and her staff for their dedication and support during this most challenging time.

Sincerely,

Glenn Mandziuk
Chair, British Columbia Regional Tourism Secretariat

PROVINCIAL SUMMARY

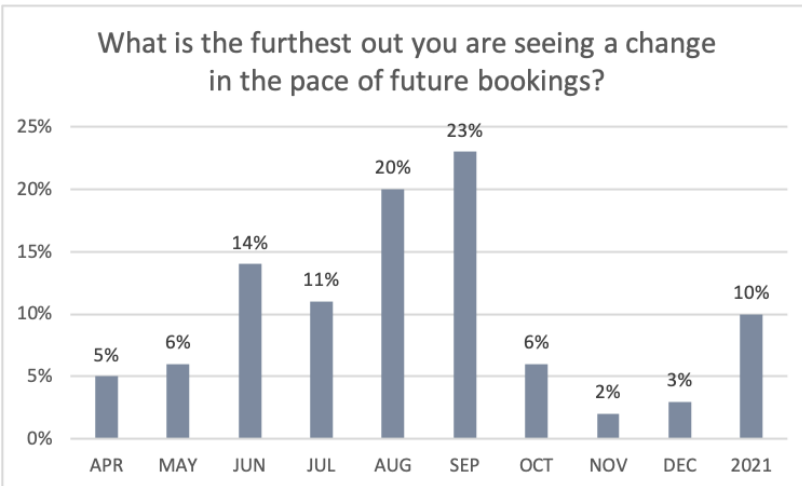
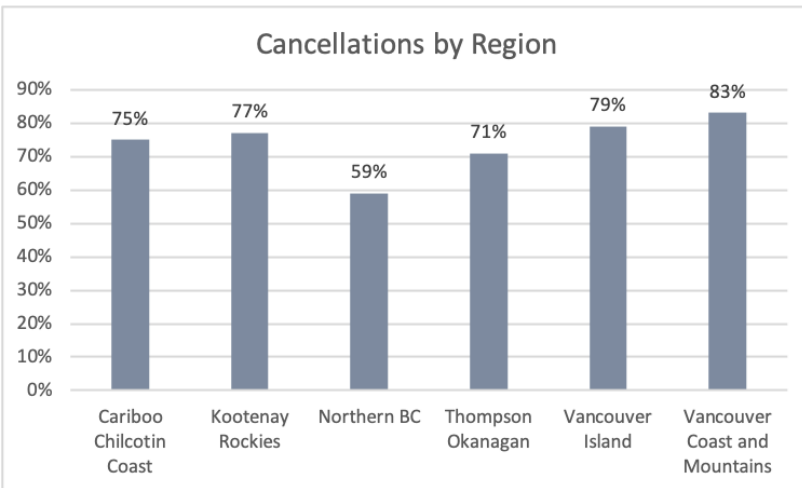
SURVEY RESULTS*



*All findings are based on member surveys collected by the Secretariat during April 6-9, except where otherwise noted. Data and figures represent a subset of regional tourism operators and are subject to change with changes in coverage, data cleaning, weighting and other statistical correction and/or as data become more complete

PROVINCIAL SUMMARY

SURVEY RESULTS



24%
OF ALL
BOOKINGS

RELATED TO
COVID19/
ESSENTIAL
SERVICES

19,851

STAFF
LAYOFFS
across 596 businesses

\$226,128

AVERAGE LOSS
TO DATE
RANGE*: \$1,000-\$1,000,000
MEDIAN: \$60,231

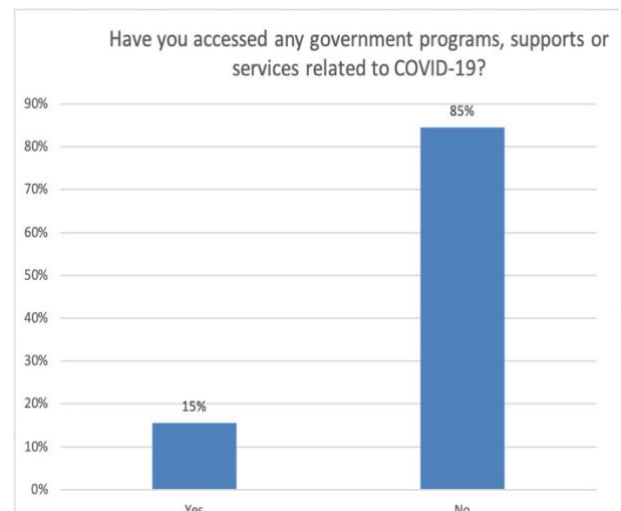
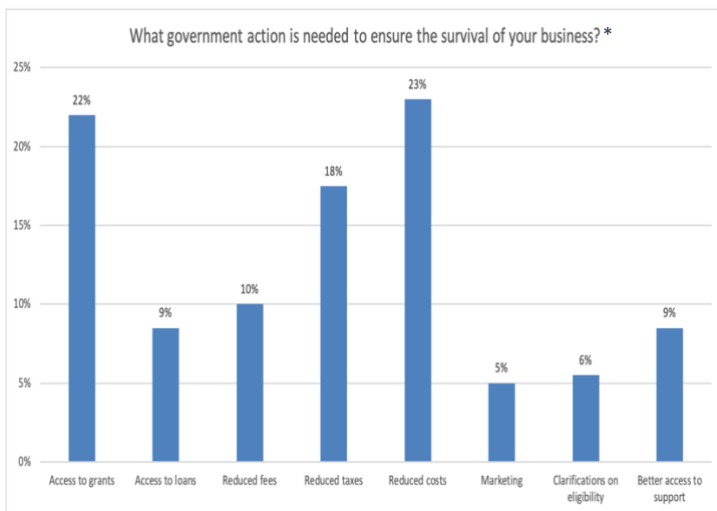
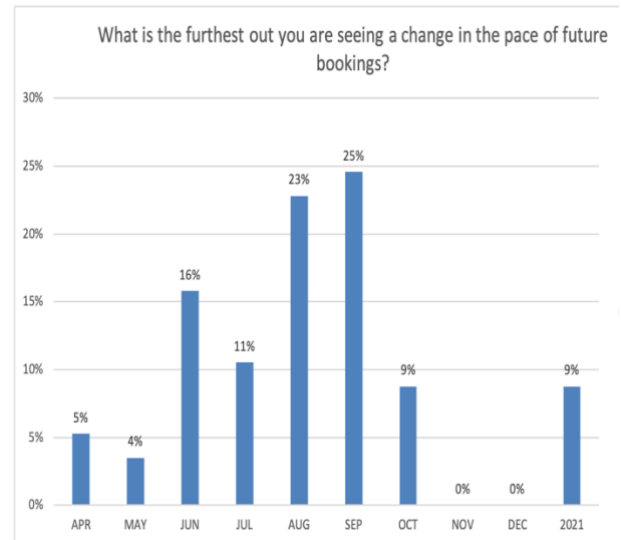
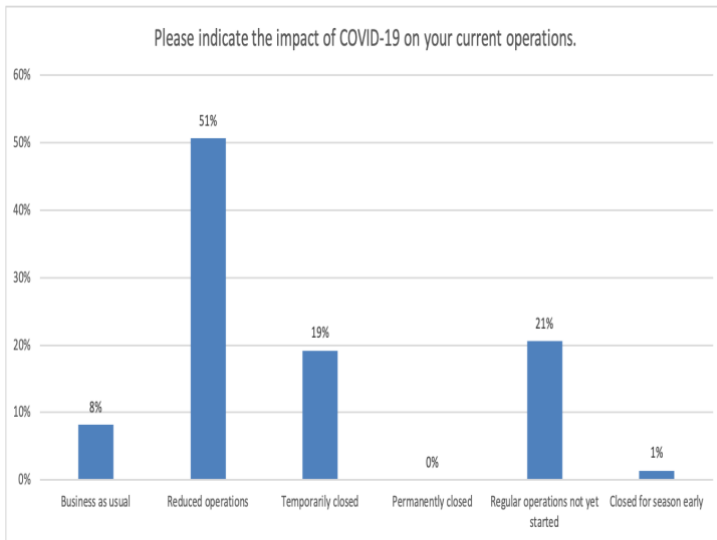
\$62,358
ON AVERAGE
PER MONTH

TO REMAIN
SOLVENT
RANGE: \$1000 - \$200,000
MEDIAN: \$15,000

*All data ranges in this report are calculated from the 10th percentile to the 90th percentile

CARIBOO CHILCOTIN COAST

SURVEY RESULTS



Financial Impact

- Loss due to COVID-19 per business ranges from \$0 to \$190,000, average: \$ 55,193, median: \$13,500
- Fixed cost to remain solvent ranges from \$1000 to \$48,116 per month, average: \$23,852, median: \$6,000

Provincial support

- Increased urgency in provincial government response (e.g getting programs announced and out)

Regional support

- Marketing campaign after the crisis to ensure a smooth recovery after the crisis
- Access to information and guidelines

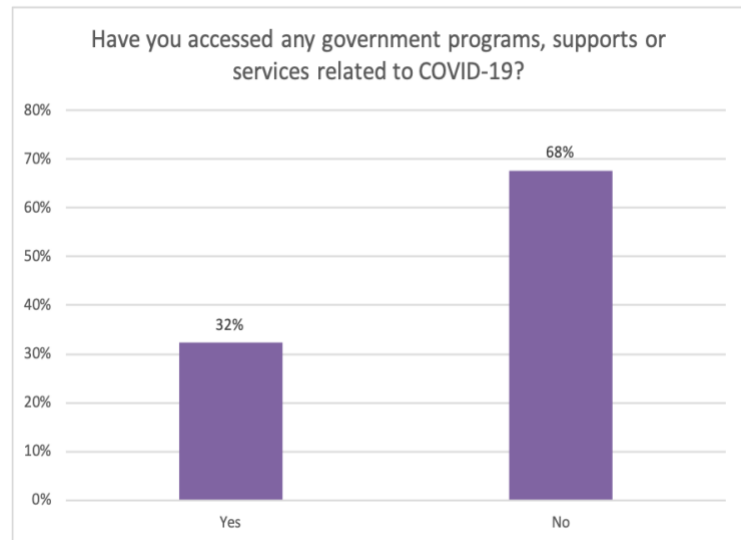
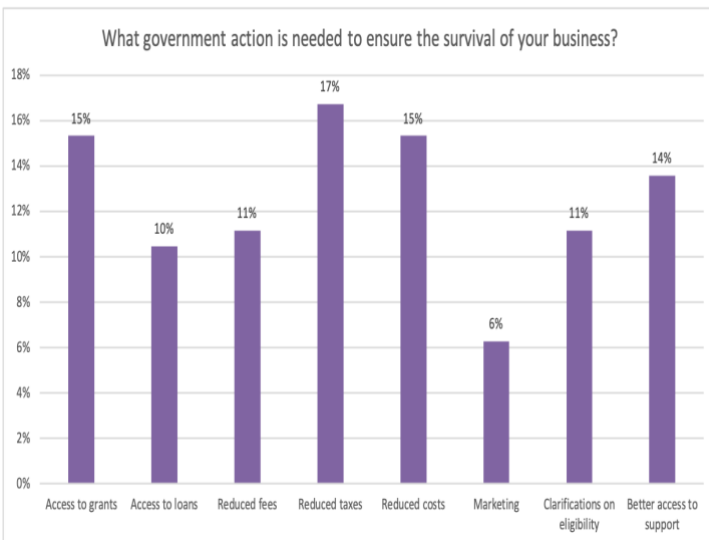
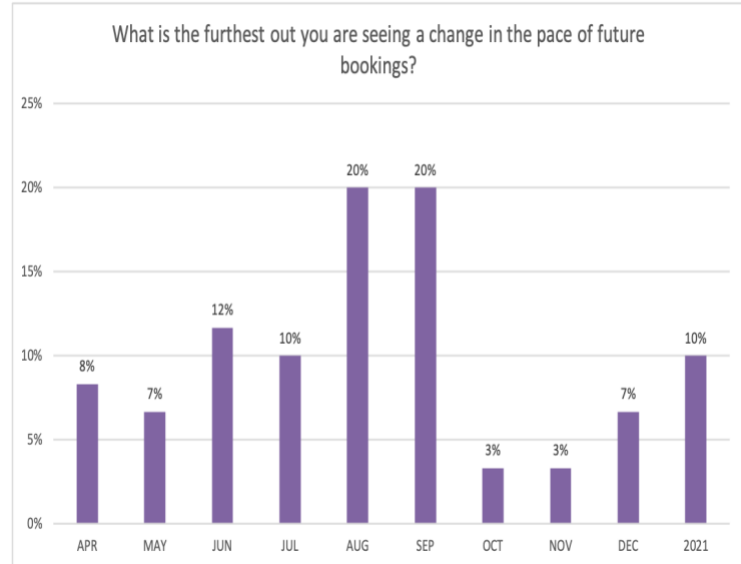
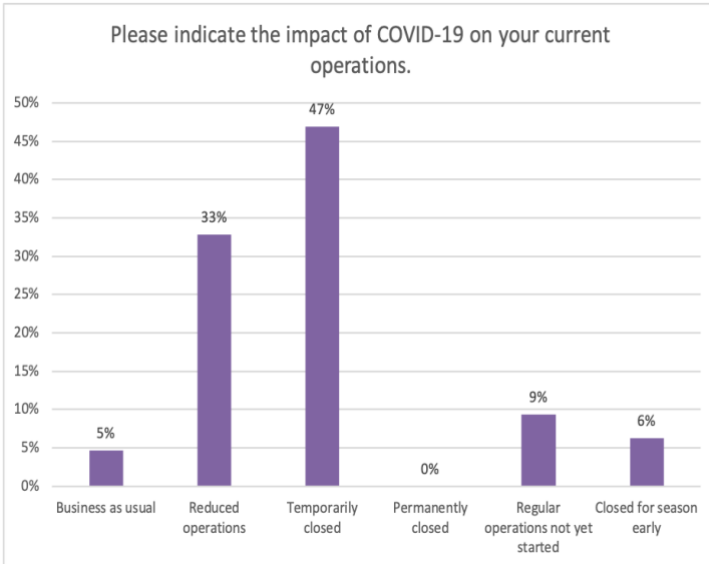
General notes

- Businesses face challenges with payroll due to poor cash flow

*Categories abbreviated. For full definitions, see earlier reports

KOOTENAY ROCKIES

SURVEY RESULTS



Financial Impact

- Loss due to COVID-19 per business ranges from \$5800 to \$996,467, average: \$267,234, median: \$100,000
- Fixed cost to remain solvent range from \$0 to \$500,000 per month, average: \$76,831, median: \$22,079

Provincial support

- Maintain clear and effective communication
- More financial support for SMEs

Regional support

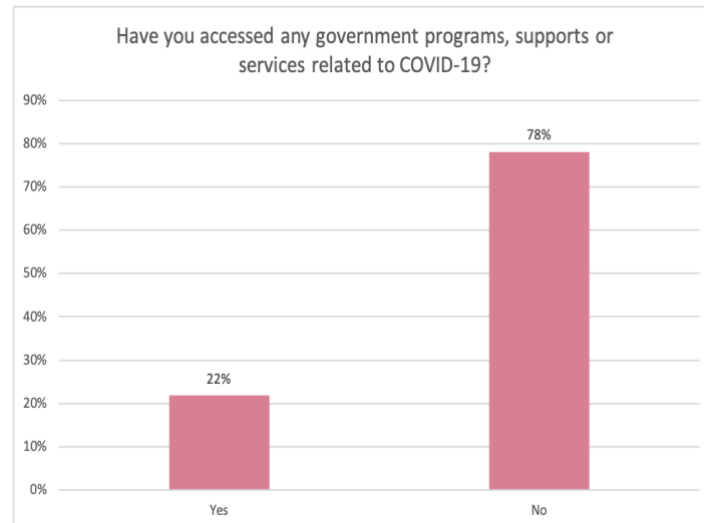
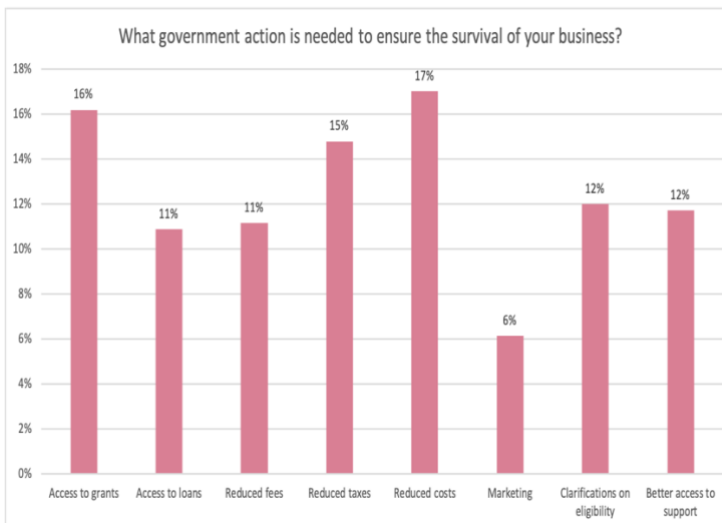
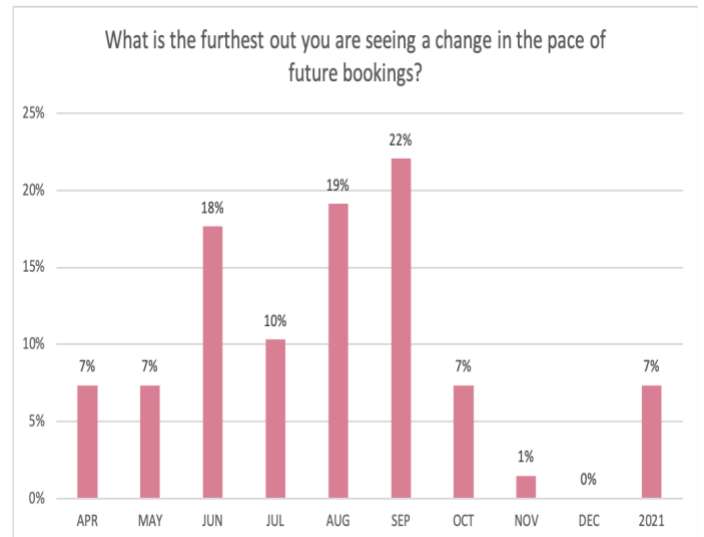
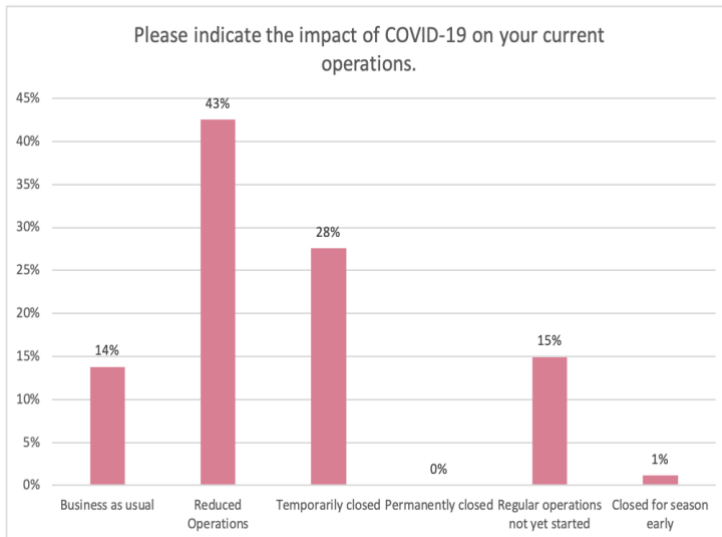
- Keep lobbying the government for support

General notes

- Businesses feel excluded from provincial and federal response programs

NORTHERN BC

SURVEY RESULTS



Financial Impact

- Loss due to COVID-19 per business ranges from \$0 to \$290,091; average: \$91,049; median: \$20,000
- Fixed cost to remain solvent range from \$77 to \$148,176 per month; average: \$39,172; median: \$10,462

Provincial support

- More financial support to complement federal support

Regional support

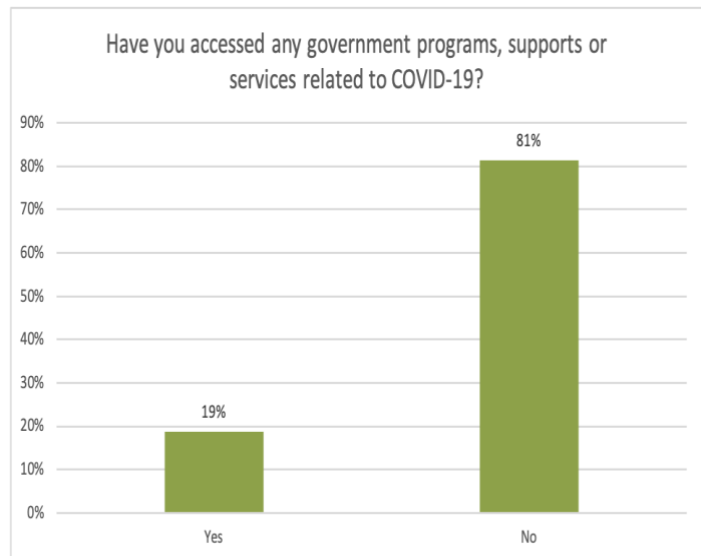
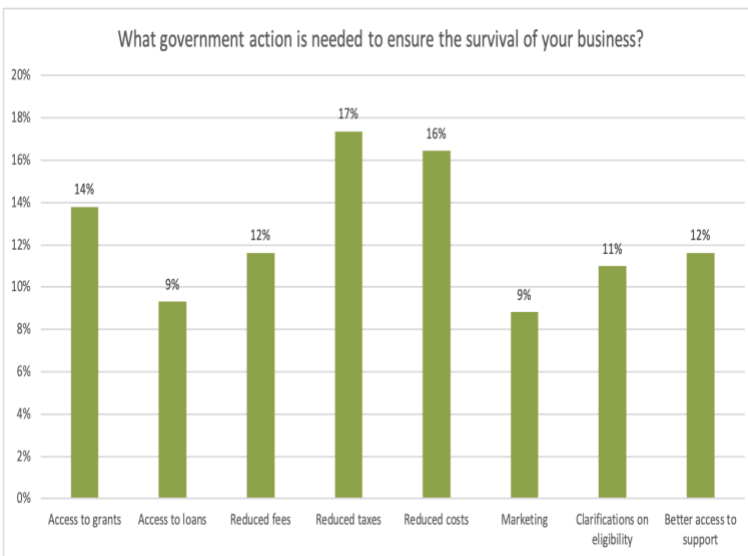
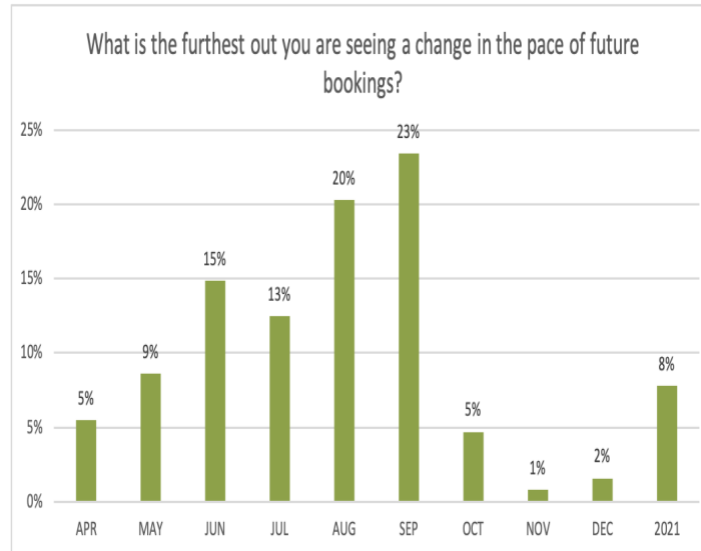
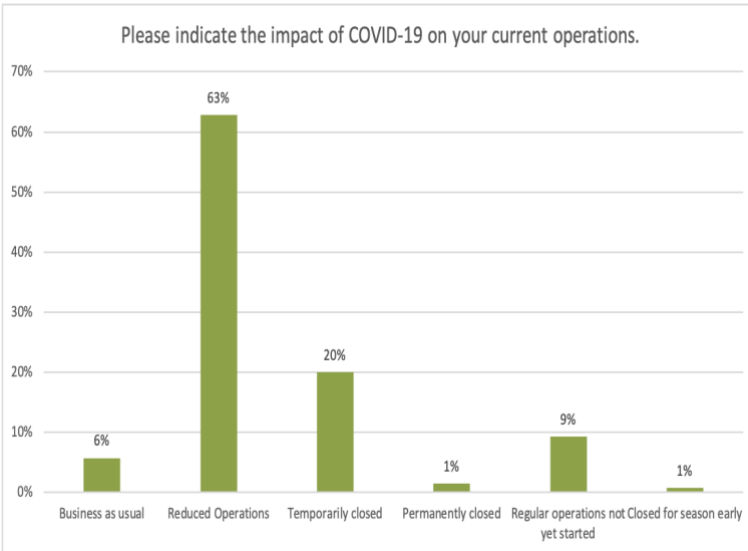
- Advocate the government for support
- Communicate updated information
- Plan for efficient recovery marketing

General notes

- Businesses express frustration and concerns over inadequate financial support

THOMPSON OKANAGAN TOURISM ASSOCIATION

SURVEY RESULTS



Financial Impact

- Loss due to COVID-19 per business ranges from \$180 to \$678,313; average: \$181,229; median: \$55,000
- Fixed cost to remain solvent range from \$0 to \$150,000 per month, average: \$47,308; median: \$15,000

Provincial support

- More grants and loans to support stakeholders
- Advocate for further tax relief

Regional support

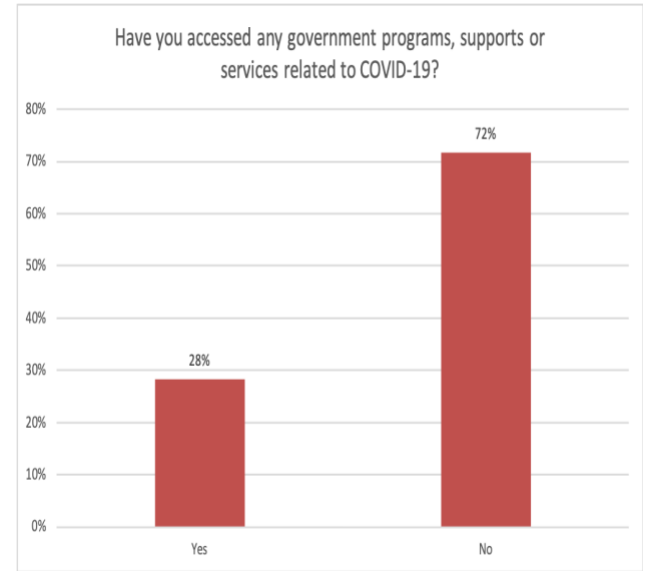
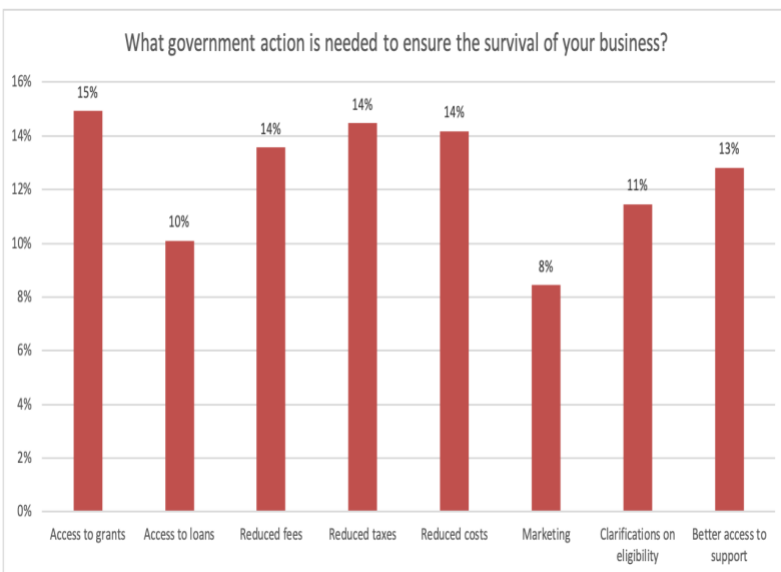
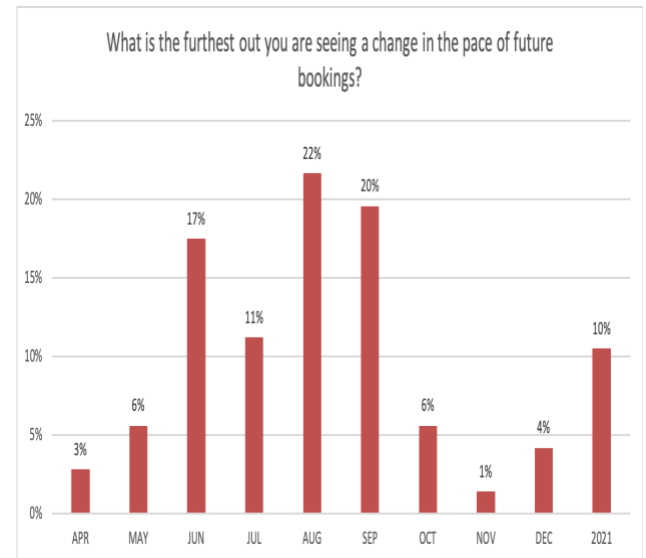
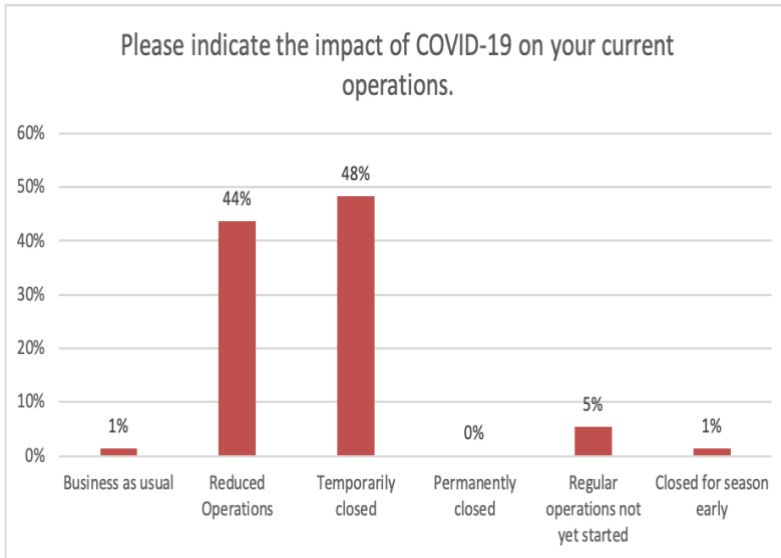
- Advocate the government for support
- Communicate updated information

General notes

- Many businesses do not qualify for government support

VANCOUVER ISLAND

SURVEY RESULTS



Financial Impact

- Loss due to COVID-19 per business ranges from \$4,940 to \$1,000,000; average: \$239,035; median: \$100,000
- Fixed cost to remain solvent range from \$1,500 to \$195,319 per month; average: \$58,292; median: \$17,500

Provincial support

- Lobby the government on behalf of the tourism industry

Regional support

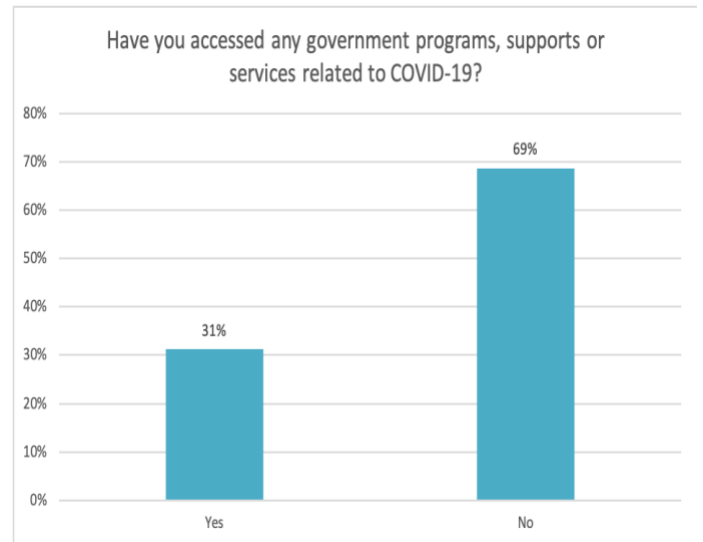
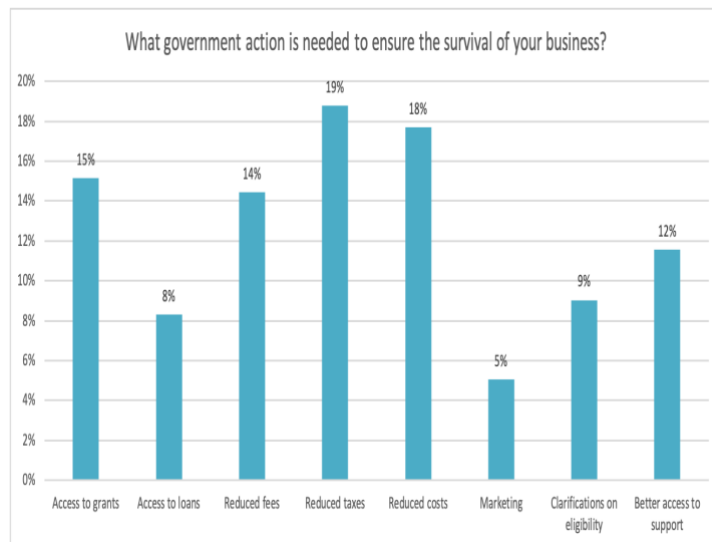
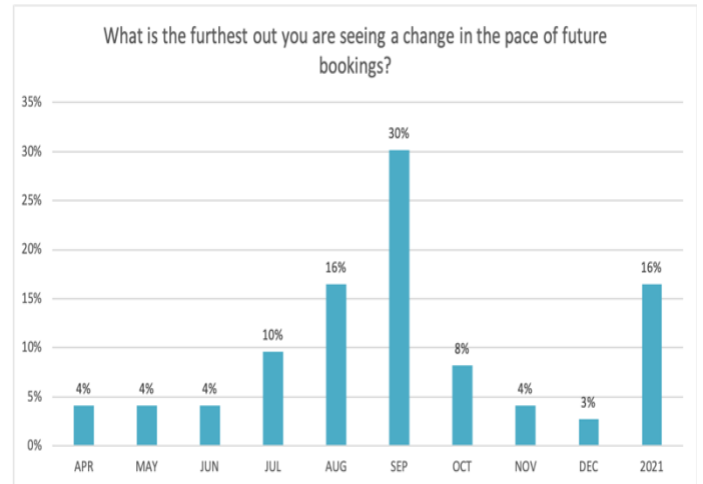
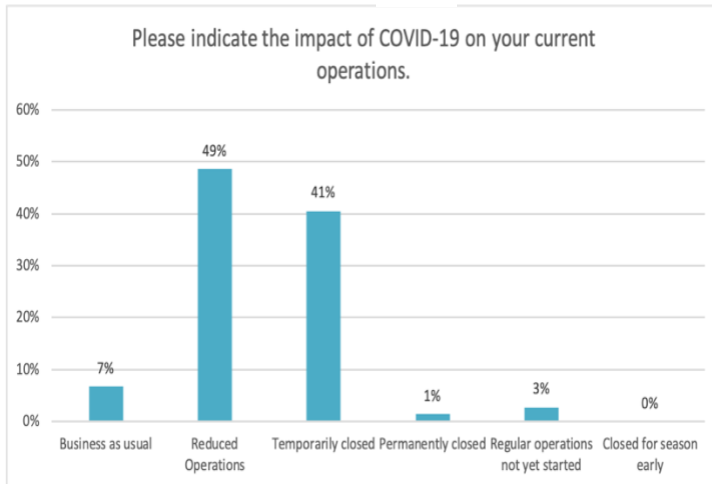
- Provide comprehensive recovery marketing strategy
- Continue to provide information on available resources and updated information

General notes

- Most businesses face 100% cancellation rate

VANCOUVER, COAST & MOUNTAINS

SURVEY RESULTS *



Financial Impact

- Loss due to COVID-19 per business ranges from \$5,056 to \$1,000,000; average: \$527,828; median: \$465,753
- Fixed cost to remain solvent range from \$0 to \$500,000 per month; average: \$136,472; median: \$72,350

Provincial support

- Provide clear guidance on hygiene standards
- More inclusion of the accommodation sector in the support programs

Regional support

- Quicker access to loans
- Provide timely updated information on the website

General notes

- Property taxes will be challenging for most businesses in the accommodation sector

*The results in this section are driven by the survey data obtained from the accommodation sector in Vancouver, Coast & Mountains region