



Surrounded by Cedar Child &
Family Services

Annual Report

2019/20

Surrounded by Cedar Child & Family Services is located on the territories of the Lekwungen people, known today as the Songhees and Esquimalt Nations.

With gratitude, we raise our hands to you as the keepers of these beautiful lands and waters and express our appreciation for allowing us to work within your territories.





Our Logo:

In the spirit of spindle whorls, the logo for Surrounded by Cedar depicts an adult face with a smaller child's face inside the mouth. Surrounding these two faces are the dendrochronological rings of red and yellow cedar.

“The red and yellow of the design symbolize red and yellow cedar, while the adult's face with the child inside its mouth represent the vitality of caring for future generations of children. I wanted the design to represent the growth of Surrounded by Cedar as an agency, while also representing my personal growth as an artist.” lessLIE

Mission

To provide child and family services strongly rooted in Indigenous cultural values and world views while ensuring urban Indigenous children and youth grow up connected to family, community and culture.

Vision

To support the empowerment of the urban Indigenous community to continue the reclamation of traditional systems of caring for and protecting children so no child or youth will be placed into care.

Core Values

1. SCCFS is a visitor to the traditional territories upon which it is located and upon which it carries out its business. SCCFS will ensure respectful relationships with the local territories and will acknowledge and honour the traditional keepers of the lands, waters and supernatural ones.
2. Children are the most sacred gift given to the people by Creator and their safety and well-being must be honoured with the highest regard.
3. Connection to spirit and identity through familial, hereditary and cultural linkages are the strongest protective factors in promoting safety and well-being amongst Indigenous people.
4. All children and youth in care have the right to permanency that is timely and ensures a meaningful and ongoing connection to their families, Indigenous communities, and cultural identity.
5. The work of the agency and its practice is firmly rooted in Indigenous world views and is grounded in Indigenous cultural values and beliefs.
6. SCCFS honours the cultural diversity that exists amongst Indigenous communities across Turtle Island and promotes strong, engaged and meaningful relationships with its allies, community partners and sister agencies.
7. Humility guides the work of the organization as it gently carries the intergenerational stories of urban Indigenous children, youth and families without judgement.
8. Indigenous communities and families continue to heal from the destruction that colonialism and oppression have imposed, resulting in significant intergenerational trauma. Relationships with urban Indigenous children, youth and families will be trauma-informed, while acknowledging the resiliency that has always existed.
9. We are good hosts and maintain a safe and welcoming space for all visitors.
10. We are responsible to the urban Indigenous community as much as we are responsible to the Director of Child Welfare and our funders.

Table of Contents



Members of the Board

President:	Bruce Underwood
Vice President:	Suzanne Wilkinson
Treasurer:	Jacque Green
Secretary:	Jeanine Cooper
Elder:	VACANT
Nuu chah nulth Rep:	VACANT
Director:	Lonnie Gosek
Director:	Sue Simard

Our Team

Administrative Team:

- ❖ Executive Assistant Maren Gray
- ❖ Guardianship Team Assistant Alana Lukenbill-Williams
- ❖ Resources Team Assistant Katie Jacobs
- ❖ Reception Chelsea Young
- ❖ Admin Assistant Nicole Leggeat
- ❖ Office Assistant Charlene Barney

Resources & Support Services Team:

- ❖ Team Leader Wes Haase
- ❖ Social Worker Shelley Lafrance
- ❖ Social Worker Marina King
- ❖ Counsellor Dawn Sather
- ❖ Counsellor Nathalia Gagnon
- ❖ Lifelong Connections Kristy Potskin
- ❖ Intensive Youth Support Amy Whitney
- ❖ Cultural Program Coordinator Sarah Underdown
- ❖ Cultural Support Worker Brandi Lancaster
- ❖ Cultural Continuity Sarah Leggeat
- ❖ Cultural Continuity Meagan Saulnier

Guardianship & Permanency Planning:

- ❖ Team Leader Alysha Brown
- ❖ Social Worker Jenna Bailey
- ❖ Social Worker Bel Manson
- ❖ Social Worker Courtney Norris-Jones
- ❖ Social Worker Lee Smith
- ❖ Social Worker Heather Mann
- ❖ Social Worker Natalie Henderson
- ❖ Social Worker Kacie Poskitt

Finance:

- ❖ Finance Manager Maria Owen

Program Management:

- ❖ Program Manager Robin Croteau

Executive:

- ❖ Executive Director Jennifer Chucky



Agenda

Surrounded by Cedar Child & Family Services
Annual General Meeting
Virtual Meeting
Wednesday, October 21, 2020

- 4:45 p.m. Virtual Meeting Opens
- 5:00 p.m. Opening Prayer and Territorial Welcome
- 5:15 p.m. Virtual Meeting Protocol
- 5:30 p.m. AGM Business
 - Welcome and Opening Remarks
 - Call to Order
 - Establish Quorum
 - Review Agenda
 - Review 2018/19 AGM Minutes
 - Business Arising from Minutes
 - President's Report
 - Executive Director's Report
 - Treasurer's Report
 - Appointment of Auditor
 - Questions from the Floor
 - Board Elections
 - Meeting Adjournment
- 7:00 p.m. Closing



Minutes

Minutes of the 2018/19 Annual General Meeting
Burnside Gorge Community Centre
471 Cecelia Avenue, Victoria BC
Wednesday, October 23, 2019

Board Members Present:

Della Preston, Suzanne Wilkinson, Jacquie Green,
Bruce Underwood, Jessie Jim

Absent:

Jeanine Cooper, Lonnie Gosek, Guy Louie Sr.

Chair: Ron Rice

Welcome and Acknowledgement of Territory:
Yuxwelupton, Bradley Dick

Lkwungen Celebration Song:
Surrounded by Cedar Staff

1. **Opening Remarks:** Ron Rice, Chair
2. **Meeting called to Order:** 6:15pm
3. **Establish Quorum:** 11 Members present
4. **Review Agenda for October 23, 2019**
No changes or additions

Motion: Move to adopt the Agenda for October 23, 2019

Moved: Bruce Parisian
Seconded: Della Preston
All in Favour.
Motion Carried.

5. **Review 2017/2018 AGM minutes from October 23, 2018**

Motion: Move to approve the 2017/2018 AGM Minutes

Moved: Yasmin Prince
Seconded: Bruce Parisian
All in Favour
Motion Carried.

6. **Business Arising from the Minutes**
None



7. Report of the President: Bruce Underwood

- Acknowledgements and introduction of self.
- Reference to the Board report and highlights within the 2018/2019 Annual Report.
- The President recapped his role and responsibilities as a previously elected Chief and now as SCCFS Board President.
- The President acknowledged the Board of Directors and Staff; special acknowledgement and gift for Della Preston's contributions to the organization, as she finishes her last term on the Board.

Motion: Move to Approve the Report of the President

Moved: Yasmin Prince

Seconded: Sue Simard

All in Favour.

Motion Carried.

8. Report of the Executive Director: Jennifer Chuckry

- Acknowledgements and introduction of self.
- The Executive Director reported the following highlights of the agency's business for the 2018/2019 fiscal year:
 - Agency growth, including revisions to vision, mission and core values; modification to Delegation Enabling Agreement service delivery area; service expansion to include Agreements with Young Adults and Youth Agreements.
 - Focus on relationships with urban Indigenous community, ancillary agencies, Nations and allies, signatory to South Island Indigenous Authority (SIIA).
 - Renewing protocol agreements with the VNFC and Island Health; signing the Commitment Agreement with Island Métis and MNBC.
 - Participating in community events such as MooseHide, Stolen Sisters Memorial March, Indigenous People's Day, BC Child & Youth in Care Week.
 - Indigenizing practice, focusing on providing service firmly rooted in Indigenous values, world views and ways of being; hosting bi-weekly Feeding Our Spirits in the Workplace singing and drumming; focusing on permanency planning and nurturing the spirits and identities of our children and youth.
 - Staffing changes and program growth.
- The Executive Director reported on the upcoming 2019-2020 year:
 - Focusing on the growth and expansion of delegated services (Adoption and C3 Voluntary Services).
 - Advocating for a Child & Youth Mental Health position.
 - Learning how to best take care of the spirits and identities of the Métis children, youth and young adults the agency will be supporting.
 - Continuing to advocate for increased funding to support service programs.
 - Permanency planning for children and youth.

Motion: Move to Approve the Report of the Executive Director

Moved: Bruce Parisian

Seconded: Kevin Jim

All in Favour

Motion Carried.

9. Report of the Treasurer: Jacquie Green, Treasurer & Bill Cox, BDO Canada

- Reported regular review of finances at monthly Board Meeting.
- Reported regular reviews and conversations with Finance Manager and Executive Director.
- Introduction of BDO Auditor, Bill Cox.
- Review of audited financial statements.
 - Net Assets: \$1.359 million (healthy financial position)
 - Statement of Revenues: \$484,000 (healthy financial position)

Motion: Move to Accept the Financial Statements and Report of the Treasurer/Auditor

Moved: Bruce Parisian

Seconded: Della Preston

All in Favour.

Motion Carried.

10. Appointment of the Auditor (Bill Cox has left the room)

- Surrounded by Cedar recommends Bill Cox of BDO Canada for fiscal 2019/2020
- Hearing no objections, the Appointment stands.

Motion: Move to Accept the Appointment of BDO Canada as the Auditors for 2019/2020

Moved: Jacquie Green

Seconded: Yasmin Prince

All in Favour

Motion Carried.

11. Questions or Comments from the floor: none

12. Board Elections:

Call for Nominations – 3 Directors

Nominee #1: Bruce Underwood

Nominated by: Jacquie Green

Member in good standing: Yes

Nomination accepted: Yes

Nominee #2: Suzanne Wilkinson

Nominated by: Jacquie Green

Member in good standing: Yes

Nomination accepted: Yes

Nominee #3: Sue Simard

Nominated by: Della Preston

Member in good standing: Yes

Nomination accepted: Yes

Nominee #4: Yasmin Prince

Nominated by: Kevin Jim

Member in good standing: Yes

Nomination accepted: Yes

Introduction of Nominees:

Bruce Underwood, Suzanne Wilkinson (incumbents), Sue Simard, Yasmin Prince

1st Membership Vote by Ballot (4 names): Bruce Underwood and Suzanne Wilkinson re-elected

2nd Membership Vote by Ballot (2 names): Sue Simard and Yasmin Prince (tie)

3rd membership Vote by Ballot (2 names): Sue Simard and Yasmin Prince (tie)

Yasmin Prince stands down from nomination.

Member elected to the Board: Sue Simard

Motion: Move to destroy ballot nominations

Moved: Della Preston

Seconded: Bruce Underwood

All in Favour

Motion Carried.

13. Motion: Move to to adjourn Annual General Meeting

Moved: Della Preston

Motion Carried.

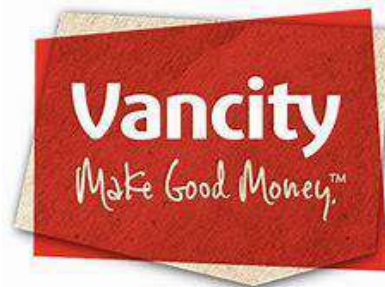
7:25pm

Funding/Sponsorship/Donation Acknowledgements



Government of Canada

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United Way
Greater Victoria



RBC
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Jawl Properties Ltd.



Capital Region
Food and Agriculture
Initiatives Roundtable



FEDERATION
OF BC YOUTH
IN CARE
NETWORKS



VICTORIA
FOUNDATION

Report of the President

Report of the Executive Director

Good Evening,

I would like to start by acknowledging the Lekwungen people whose lands upon which Surrounded by Cedar is located. I raise my hands to the keepers of these lands and waters, to the ancestors and supernatural ones that bless these territories. Our agency is a guest in this beautiful territory, and we remain humbled and grateful to work, live and play here. I would also like to acknowledge the W̱SÁNEĆ, T'sou-ke, M̱Álexeł, and Scia'new people whose territories Surrounded by Cedar also conducts its business upon. You have cared for these territories since time immemorial, nurtured the spirits of the land, the water and the air. For this, our agency is truly grateful.

SCCFS entered its 18th year of practice as it headed into Fiscal Year 2019/20. Growth and grounding were common themes throughout the year, while continuously focusing on grounding all the work we do in Indigenous ways of knowing and being.

Permanency planning is a key priority for the agency, and in early 2019, SCCFS met with its community, sister organizations, and caregivers to obtain their support to move forward with acquiring adoption delegation. This was supported at a meeting that took place in May 2019. SCCFS then hosted additional meetings with community for feedback around various processes and to ensure that the agency does this work in the best way possible. While SCCFS has met all of the operational requirements to move forward with delegation, we are waiting on the Province to establish staffing and funding mechanisms to allow for this work to be given the attention it requires. The agency is hopeful to have adoption delegation by the end of 2020.

Throughout 2019/20, the Agreements with Young Adults and Youth Agreements programs continued to grow, exponentially. Our agency is honoured to do this work alongside our youth and young adults. This support is critical as young people learn to navigate the world interdependently. SCCFS continues to advocate to the Province to ensure adequate staffing is assigned to the Agreements with Young Adults Program. Currently, the program is not funded operationally.

Last fiscal year, SCCFS entered into a Commitment Agreement with Island Métis and Métis Nation British Columbia which would see all Métis children and youth in care transfer to SCCFS. Throughout this fiscal year, SCCFS collaborated with Island Métis to hire two social workers that would work specifically with these children and youth. Through the Commitment Agreement, these two social workers will become employees of Island Métis at the time that agency receives their delegation and those Métis children and youth they are working with will also transfer. We are honoured to do this work alongside our Métis partners.

SCCFS also experienced some growth within its Cultural Continuity Program, expanding staffing from one position to 1.5 positions. This is such a pivotal program that is focused on connecting our children and youth to their home territories, travelling with them to these territories, and building connections for our children and youth within the local urban Indigenous community. This program is also focused on providing support within the child/youth's foster home to support caregivers to nurture the unique cultural identities of the children/youth living in their homes.

Through the support of Jordan's Principle Funding, SCCFS was able to establish an additional clinical counselling position in late 2019. While this position is temporary, it certainly allows the agency to provide counselling support to our children, youth and young adults and alleviates waitlist pressures. It is the agency's best hope to be able to secure additional funding in the next fiscal year to see this work continue.

Throughout the year, SCCFS hosted several annual events which have become part of our identity. In June 2019, SCCFS hosted its annual Nest to Wings Ceremony which again took place at the Esquimalt Big House. In planning for this event, agency staff continued to learn about local protocol with the amazing support and guidance of Hereditary Chief, Seenupin. Nest to Wings is a ceremony that honours young people leaving care on their 19th birthdays. This event ensures these young people know that they are not alone and that the community is there to support them in whatever way they may need. Also in June 2019, SCCFS honoured its children and youth in care during BC's Child and Youth in Care Week. The agency organized several activities at the Quadra Village Neighbourhood Gym, including bouncy castles, cedar weaving, face painting and a delicious BBQ lunch.

October is dedicated as Foster Parent Appreciation Month in British Columbia. Each year, SCCFS takes time to honour the hard work of our wonderful caregivers. In October 2019, the agency hosted our caregivers at the Songhees Wellness Centre where a beautiful meal was prepared, followed by the sharing of traditional songs and words of gratitude from our staff.

The agency's Annual Winter Feast took place in December 2019 at the DaVinci Centre. This is always a well-attended event filled with so much love and excitement. Approximately 250 guests attended the event where the excitement of craft tables, Mr. and Mrs. Cedar Claus, amazing food, and cultural presentations filled the air.

Our annual Open House occurred in January 2020 and was well attended once again. The large boardroom was converted into an Indigenous Artist's Market, creating space for our incredibly talented community artists to showcase and sell their wares. The agency's staff shared several songs throughout the day, while welcoming our community partners into our space.

In February, our staff attended the annual Moose Hide Campaign Gathering with an aim to end violence against women and children. That same month, many of staff participated in the annual Stolen Sisters Memorial March, providing tobacco ties filled with prayers to others in attendance.

Moving into March, SCCFS found itself rapidly planning in response to the COVID-19 pandemic and focused on the safety of our staff, our children, our youth, our young adults and our caregivers. We certainly recognized quickly how unprecedented these times were!! On March 17th, our doors were closed to the public and the majority of our staff started to work remotely. Each of our employees adjusted overnight to a new working normal and I cannot express how grateful I am for their flexibility during such uncertain times. The agency worked diligently to remain on top of the rapidly changing information and to ensure our team was informed. During this time, most of our connection to our children, youth and young adults took place virtually except for urgent situations.

The agency remains grateful to so many who stepped forward to offer their support during this time. In particular, the Rapid Relief Fund who assisted the agency in acquiring adequate technology to support a remote working environment. Also, MCFD who participated in meetings twice per week to keep Delegated Aboriginal Agencies informed and to assist agencies with acquiring cleaning supplies, hand sanitizer and masks. We are also grateful to Canadian Tire's Relief Fund for their donation of masks. It's amazing to see a community come together so quickly and so compassionately.

Moving into Fiscal Year 2020/21, SCCFS will continue to focus on the expansion of its delegated services. All Métis children, youth and young adults receiving service through MCFD will transfer to the agency. SCCFS will continue to pursue its adoption delegation and advocate for adequate staffing and funding to do this work in a good way. Through funding provided by the Vancouver Foundation and the RBC Foundation, SCCFS will work on establishing a Youth Advisory Council that will inform the work of the agency and also sit at the Board table. SCCFS will also push forward with implementing a robust support service program.

In closing, I would like to acknowledge the amazing team that I have the privilege of working alongside each day. I am so fortunate to work with a strong team of passionate people who work tirelessly on behalf of urban Indigenous children, youth, young adults and families. I would also like to acknowledge my Board of Directors for their ongoing support of not only myself, by the entire agency, our staff and our larger community as a whole. Finally, I raise my hands to our membership, our community partners and our sister agencies. Without you holding us up, our work would not be possible.

Jennifer



Report of the Program Manager

In May 2019, I accepted a new position as full-time Program Manager at SCCFS. In this role I am responsible for the overall management of SCCFS's delegated and non-delegated service delivery, including Support Services, Residential Resources and Guardianship and Permanency Planning. In alignment with the vision, mission, and strategic direction of the agency, I provide supervision, coaching, vision, direction, and guidance to the agency's two Team Leaders and report directly to the Executive Director. In June 2019, Wes Haase, Resource Worker, was the successful candidate hired to fill my position as Team Leader for Resources and Support Services.

During the first part of the 2019-2020 fiscal year my focus was on:

- Securing funding for an agency van for our cultural programs.
- Working towards Adoption Delegation through community and provincial meetings
- Overseeing practice and policy and familiarizing myself with Federal Bill C-92 that rolled out in January.
- Human resources which included hiring for vacant and new positions.
- Working collaboratively with Team Leaders and the Executive Director to re-structure programs and service delivery to meet the needs of our service users as well as the agency.
- Participated in several policy/practice committees with MCFD, Provincial Office and other DAAs throughout the province.

The last quarter of the fiscal year end has been an unprecedented and chaotic time with the worldwide pandemic, COVID-19. As with most agencies, SCCFS shut its doors to the public March 17th with the majority of staff working remotely from home. It was a busy period in which new practice directives and policy was being implemented by the Province. New information needed to be relayed to the staff quickly, programs needed to be adjusted due to Public Health restrictions, and we all needed to be creative in providing programs and services. Staff needed to be equipped with the technical resources and tools required to work remotely. It was a challenging time and will continue for the foreseeable future.

With the acknowledgement, respect, and support of each other we continue to stabilize and adapt to the ever-changing world. I am so proud of our teams, the agency, and the work we all do.

Thank you.

Respectfully submitted by Robin Croteau

Program Highlights

Administrative

- In December 2019, the agency's Administrative Team experienced some growth to include a full-time, permanent Administrative Assistant.
- In January 2020, the Administrative Team was instrumental in organizing the agency's annual Open House event which saw 80+ guests throughout the day and included an Indigenous Artist's Market which showcased many talented artists within our community.
- Our Office Assistant, Charlene Barney, celebrated her 15th Year Anniversary with SCCFS on August 12th, 2019. A HUGE milestone!

Support Services

Lifelong Connections:

- 17 individuals or families were served by this program over the fiscal year.
- This program continues to connect with extended family networks and Nations to support permanency planning for children and youth served by the agency. The role of this worker has expanded to include:
 - Family finding and genograms
 - Family reunification and permanency planning
 - Adoption proposal packages
 - Cultural Safety Agreements
 - Family Case Planning Conferences
 - Grant applications
- Turnover in this program area has been notable over the last few years. As a result, the employment agreement was subject to a wage review with the hopes that a more competitive wage would attract and retain an employee who would stay in the position for a longer period, resulting in growth and stability in this program area.

Child & Youth Counsellor:

- SCCFS received funding through Jordan's Principle which allowed the agency to hire a second counsellor for a one-year period.
- Caseloads have fluctuated between 8 – 22 per counsellor. At one point, a total of 30 children/youth were actively engaged in counselling.
- The addition of a second counsellor has allowed for a shift in delivery in that the agency was able to offer outreach from Sidney to Sooke, and everything in between.
- The additional counsellor also created room for a more holistic approach. The clinicians were more engaged with family members and caregivers, helping them understand trauma and behaviour.
- The counsellors collaborated to provide two group counselling opportunities. The first was the Circle of Security Parenting Group. The second was a sound therapy group. A third group was proposed and approved; however, there were not enough referrals to move forward.

Cultural Program:

- **Xe'XuTuluts'thut Leadership** group was offered twice per month starting in the fall 2019.
 - The age range was broadened to include youth from 12-18 years old. This change mirrored the demographic shift of the youth served by the agency.
 - July 2019, the cultural team took the leadership group camping in Ucluelet. Events and activities included:
 - Rattle making
 - Paddling with the T'ashii Paddle School
 - A visit to the Ucluelet Aquarium
 - Tla-lo-quoi-aht Cultural Night
- **Spring Break camps** (March 2020)
 - The leadership group had been registered to attend the Gathering Our Voices conference, but this event was cancelled due to the impacts of the COVID-19 virus.
 - All camps/group events were cancelled.
- **Building Our Bundles**
 - Building Our Bundles (formerly the Youth and Elder Tea) is a program offered once per month with the intention of bringing together children and youth, their caregivers, families, community members, Knowledge Keepers and any other interested people, to share ideas, teachings, and skills with each other. This event always includes a meal and a short presentation. Activities from the year included:
 - Drum making
 - Drum painting
 - Salish wool weaving
 - Cedar weaving
 - University Student Recruitment presentation for Indigenous applicants
 - Bead work
 - Deer hide mittens
 - Gifts exchange – this was particularly interesting. Children and youth traded a talent (singing, artwork, dancing, storytelling, etc.) for a haircut from a trained stylist.

Professional Development Day Camps:

The Surrounded by Cedar cultural team offers Pro D Day camps that reflect the School District 62 calendar. This averages once per month. Highlights included:

- Surprise craft day where participants chose to do cedar weaving, make a medicine bag, or learn about local plants and medicines.
- Drum making workshop
- Wool Weaving
- A visit to the totem restoration room at the Royal BC Museum



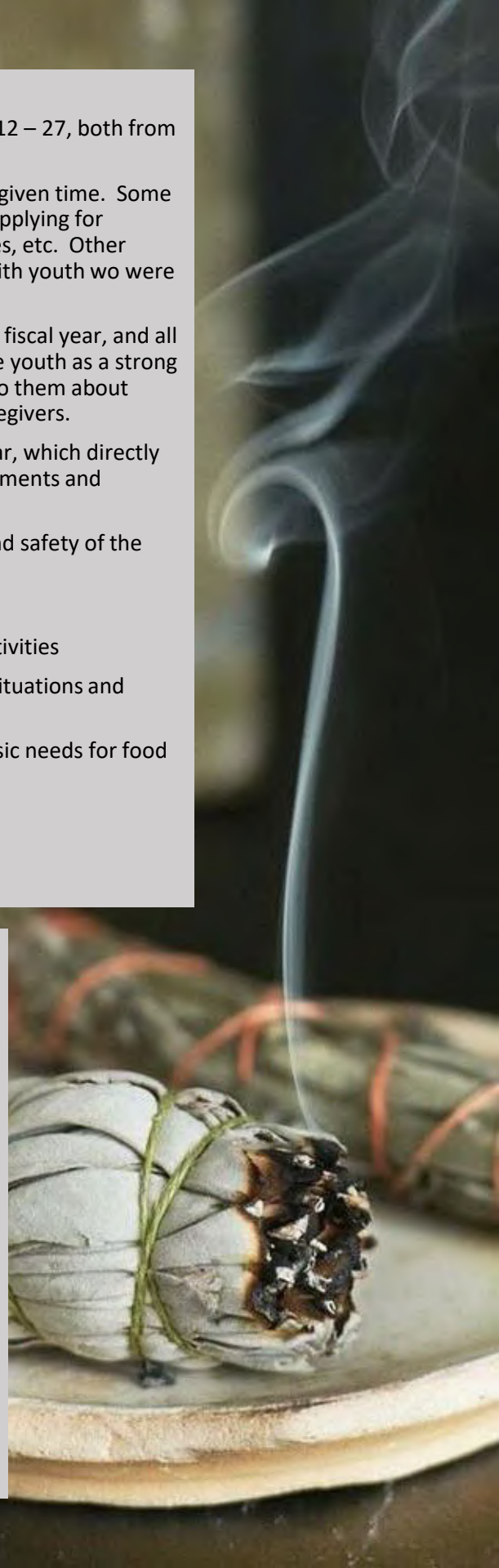
Intensive Youth Support:

- This service provides support to youth between the ages of 12 – 27, both from SCCFS and MCFD.
- The caseload has fluctuated from 11 – 21 open cases at any given time. Some referrals included one-time-only requests for tasks such as applying for government identification, resume support, housing searches, etc. Other referrals were more complex and included daily check-ins with youth who were involved with substance use and possibly being exploited.
- There were three Intensive Youth Support Workers over the fiscal year, and all reported their personal connection and relationship with the youth as a strong protective factor, pointing out that youth were able to talk to them about topics they would not discuss with their social worker or caregivers.
- The demand for this program has increased over the last year, which directly relates to SCCFS assuming responsibility for the Youth Agreements and Agreements with Young Adults programs.
- The primary focus of this program remains on the health and safety of the most vulnerable youth served by SCCFS.
- Services provided included the following:
 - One-on-one support for youth engaged in high-risk activities
 - Helping youth identify safety plans for both high-risk situations and protection from self-harm
 - Assisting youth to access resources related to their basic needs for food and/or shelter
 - Assisting youth who were aging out of care
 - Assisting youth to have their voices heard
 - General outreach

Cultural Continuity:

- In this fiscal year, SCCFS created a second, part-time Cultural Continuity Worker whose primary role is to connect with caregivers and provide Nation-specific information.
- Over the last year, the Cultural Continuity Program travelled to many different Nations with our children and youth in care to attend summer camps, cultural events and to visit family. These included:

• Bella Coola	Meadow Lake, SK (2 trips)
• Ahousaht	Ditidaht
• Fort St. James	Kamloopa Pow-Wow
• Gitxsan Summer Camps	Whitehorse
• Port McNeill	Alert Bay
- The Cultural Continuity Program also assisted in organizing a ceremony to honour the rescindment of a Continuing Custody Order and another ceremony to honour a permanent transfer of custody to the child's family members.



Resources:

- At the close of the fiscal year, there were a total of 41 open foster homes:
 - 10 of these homes are extended family placements. Of these homes, 8 are active permanency plans as transfers of custody, and one is a plan that supports rescindment planning.
 - 5 of these caregivers are residential service providers, meaning they provide very specific services for our children and youth. Some specialize in the early years, while others support youth that are engaged with high risk activities like substance use, homelessness, exploitation, etc.
 - Three (3) of these homes are expected to close due to retirement from caregiving.
- We have brought on 6 new caregivers:
 - Two were recruited from extended family networks as permanency options.
 - Two transferred from other jurisdictions.
 - Two are new accredited service providers that provide specific and specialized services.
 - These agreements represent a total of 5 placements:
 - Two placements for youth with complex behaviour needs.
 - One placement for a youth with extraordinary health and developmental needs.
 - Two placements for female youth involved in high risk activities.
- One of the goals of the fiscal year was to increase opportunities and break down barriers for caregivers to connect with culture in a meaningful way. The Resource team partnered with the Cultural Programs team to deliver lunch-and-learn workshops.





Guardianship & Permanency Planning:

- In late 2019, the Guardianship & Permanency Planning hired two social workers to work with Métis children and youth in care, in collaboration with Island Métis Family & Community Services Society.
- SCCFS provided services to 150 Indigenous children and youth in Continuing Care, youth accessing the Youth Agreements program and young people accessing the Agreements with Young Adults program. This number is always in fluctuation due to transfers from MCFD and other DAAs, transfers to and from other service areas on the Island, as well as the completion of permanency plans and youth aging out of care. We strive each day to provide services rooted in culture and connectedness, working with children and youth from Nations stretching right across Canada.
- Permanency Planning continues to be a priority for the team. In this fiscal year, one child was returned to the custody of his dad through a cancellation of the CCO and one child went to live with his grandparents in Guilford Island through a Permanent Transfer of Custody. Both of these processes were marked through ceremony in the courtroom and again afterwards.
- We also supported two sets of parents to begin residency periods with their young children to eventually support the cancellation of two more CCOs. Another young man was also supported to move to Port Alberni to live with his grandfather.
- A total of 16 youth in care and youth on Youth Agreements aged-out. Some of these youth continue to engage with our agency in some capacity: many continue to receive support within the Agreements with Young Adults (AYA) program.
- When the agency first began delivering AYA support, there were 9 active AYAs and by March 2020, we had served a total of 35! This has allowed us to stay connected in a support role to many of the youth who have aged out of care with our agency – we are very grateful to be given this opportunity to continue walking alongside these young adults to support their ongoing learning and/or recovery.
- The agency has also worked with 25 youth through the Youth Agreements program throughout the year.
- The team continues to be challenged by the complexities of working with young people in a city that often lacks affordable housing, adequate mental health supports and has limited recovery services. Advocacy has become second nature for the agency's social workers, and they continue to advocate for the best interests of children and youth in care.
- We saw 6 youth graduate from high school in June 2019 – what an incredible accomplishment for these young people! Four (4) of these young people have continued onto post-secondary education at Camosun College, Uvic and Emily Carr!



Audited Financial Statements

**Surrounded By Cedar Child & Family
Services Society
Financial Statements
For the year ended March 31, 2020**

**Surrounded By Cedar Child & Family
Services Society
Financial Statements
For the year ended March 31, 2020**

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Tel: 250 383 0426
Fax: 250 383 1091
www.bdo.ca

BDO Canada LLP
Suite 500
1803 Douglas Street
Victoria BC V8T 5C3

Independent Auditor's Report

To the Members of Surrounded By Cedar Child & Family Services Society

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the Surrounded By Cedar Child & Family Services Society (the "Society"), which comprise the Statement of Financial Position as at March 31, 2020, and the Statements of Operations, Changes in Net Assets and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Society as at March 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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



Independent Auditor's Report - continued

Auditor's Responsibilities for the Audit of the Financial Statements (continued)

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

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

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

Report on Other Legal and Regulatory Requirements

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

BDO Canada LLP

Chartered Professional Accountants

September 16, 2020
Victoria, British Columbia

Surrounded By Cedar Child & Family Services Society
Statement of Financial Position

March 31	Operating Fund	Capital Fund	2020	2019
Current Assets				
Cash (Note 2)	\$ 1,803,168	\$ -	\$ 1,803,168	\$ 2,019,705
Restricted cash (Notes 2 and 6)	129,546	-	129,546	230,486
Accounts receivable	44,751	-	44,751	52,139
Prepaid expenses	11,689	-	11,689	11,248
	<u>1,989,154</u>	<u>-</u>	<u>1,989,154</u>	<u>2,313,578</u>
Capital assets (Note 3)	-	104,802	104,802	54,208
	<u>\$ 1,989,154</u>	<u>\$ 104,802</u>	<u>\$ 2,093,956</u>	<u>\$ 2,367,786</u>
Current Liabilities				
Accounts payable and accrued liabilities (Note 4)	\$ 197,705	\$ -	\$ 197,705	\$ 196,605
Deferred revenue (Note 5)	421,436	-	421,436	580,709
Fund held for child care (Note 6)	129,546	-	129,546	230,486
	<u>748,687</u>	<u>-</u>	<u>748,687</u>	<u>1,007,800</u>
Net Assets	<u>1,240,467</u>	<u>104,802</u>	<u>1,345,269</u>	<u>1,359,986</u>
	<u>\$ 1,989,154</u>	<u>\$ 104,802</u>	<u>\$ 2,093,956</u>	<u>\$ 2,367,786</u>

Approved on behalf of the Board



Director



Director

Surrounded By Cedar Child & Family Services Society
Statement of Operations

For the year ended March 31	2020	2019
Revenue		
Grants	\$ 5,546,553	\$ 4,749,286
Donations	480,477	397,897
Interest	1,022	1,094
Other	377,638	482,507
	<u>6,405,690</u>	<u>5,630,784</u>
Expenses		
Advertising	200	67
Amortization	16,014	13,130
Child in care expenses	3,785,269	2,743,911
Insurance	7,492	4,379
Professional fees	161,786	156,804
Program expenses	306,808	302,465
Rent and services	182,428	172,672
Salaries and benefits	1,804,138	1,570,622
Security	486	559
Telephone	15,466	15,467
Training	10,268	10,338
Travel	53,853	55,773
Technical support	76,199	99,707
	<u>6,420,407</u>	<u>5,145,894</u>
Excess (deficiency) of revenue over expenses	\$ (14,717)	\$ 484,890

The accompanying notes form an integral part of these financial statements.

Surrounded By Cedar Child & Family Services Society
Statement of Changes in Net Assets

For the year ended March 31

	Operating Fund	Capital Fund	2020	2019
Balance, beginning of year	\$ 1,305,778	\$ 54,208	\$ 1,359,986	\$ 875,096
Excess (deficiency) of revenue over expenses	1,297	(16,014)	(14,717)	484,890
Interfund transfers	(66,608)	66,608	-	-
Balance, end of year	\$ 1,240,467	\$ 104,802	\$ 1,345,269	\$ 1,359,986

The accompanying notes form an integral part of these financial statements.

Surrounded By Cedar Child & Family Services Society
Statement of Cash Flows

<u>For the year ended March 31</u>	<u>2020</u>	<u>2019</u>
Cash provided by (used in)		
Operating activities		
Excess (deficiency) of revenues over expenses for the year	\$ (14,717)	\$ 484,890
Adjustments for non-cash items		
Amortization	16,014	13,130
	<u>1,297</u>	<u>498,020</u>
Changes in non-cash working capital balances		
Accounts receivable	7,388	190,432
Prepaid expenses	(441)	(5,269)
Accounts payable and accrued liabilities	1,100	110,159
Deferred revenue	(159,273)	(60,023)
Funds held for child care	(100,940)	(25,269)
	<u>(250,869)</u>	<u>708,050</u>
Investing activities		
Capital asset purchases	(66,608)	(1,475)
Restricted cash	100,940	25,269
	<u>34,332</u>	<u>23,794</u>
(Decrease) increase in cash during the year	(216,537)	731,844
Cash, beginning of year	<u>2,019,705</u>	<u>1,287,861</u>
Cash, end of year	\$ 1,803,168	\$ 2,019,705

The accompanying notes form an integral part of these financial statements.

Surrounded By Cedar Child & Family Services Society
Notes to Financial Statements

March 31, 2020

1. Significant Accounting Policies

(a) Purpose

The mission of Surrounded by Cedar Child and Family Services Society (the "Society"), as adopted by the Board of Directors, is as follows:

The purpose of Surrounded by Cedar Child and Family Services Society is to provide child and family services (including statutory services delegated by the Province of British Columbia) to the urban aboriginal community in the Capital Regional District of British Columbia.

The Society is a registered charity and it is incorporated under the Societies Act of British Columbia. The Constitution of the Society does not permit the distribution of funds to the members. In the event of winding-up, the Society's assets shall be distributed to a recognized charitable organization in Canada with similar objectives or to one or more recognized charitable organizations in Canada.

As a not-for-profit organization, it is exempt from income taxes as a register charity under Section 149 of the Income Tax Act.

(b) Basis of Accounting

The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations ("ASNPO").

(c) Capital Assets

Capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the property and equipment including transportation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated useful life of the capital assets commencing once put into use.

Estimated useful lives of property and equipment are as follows:

Computer equipment	3 years
Computer software	2 years
Leasehold improvements	10 years
Office equipment	5 years
Vehicles	10 years

(d) Revenue Recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Surrounded By Cedar Child & Family Services Society
Notes to Financial Statements

March 31, 2020

1. Significant Accounting Policies - Continued

(e) Financial Instruments

Financial instruments include cash, restricted cash, accounts receivable, accounts payable and accrued liabilities and funds held for child care. Financial instruments are recorded at fair value when acquired or issued. All financial instruments are recorded at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and capitalized to the financial instrument for those measured at amortized cost.

(f) Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates included in these financial statements are the estimate of useful lives of capital assets in the calculation of amortization.

2. Cash and Restricted Cash

The Society's bank accounts are held at one chartered bank. The accounts bear interest at rates of 0.05% to 0.10%.

3. Capital Assets

			March 31, 2020			March 31, 2019
	Cost	Accumulated Amortization	Net Book Value	Net Book Value		
Art work	\$ 10,381	\$ -	\$ 10,381	\$ 10,381		
Computer equipment	56,521	56,127	394	1,622		
Computer software	7,202	7,202	-	-		
Office equipment	205,046	195,297	9,749	15,825		
Leasehold improvements	58,766	26,684	32,082	26,380		
Vehicles	54,943	2,747	52,196	-		
	\$ 392,859	\$ 288,057	\$ 104,802	\$ 54,208		

Surrounded By Cedar Child & Family Services Society
Notes to Financial Statements

March 31, 2020

4. Accounts Payable and Accrued Liabilities

Included in accounts payable and accrued liabilities are government remittances payable of \$23,168 (2019 - \$2,463).

5. Deferred Revenue

	2019	Received	Recognized	2020
Deferred provincial grant	\$ 580,708	2,225,894	(2,385,166)	\$ 421,436

6. Fund Held for Child Care

In April 2013, the Society entered into a contract with the Ministry of Children and Family Development of British Columbia (the "Ministry") whereby the Ministry will provide funding to the Society to run the Children in Care (CIC) Guardianship program. The funds provided are only to be used for the costs incurred in the program and any unspent funds are carried forward to be used for next fiscal year.

7. Economic Dependence

The Society received 87% (2019 - 84%) of its revenue from Provincial Government Agencies and remains dependant upon funding from the Provincial Government.

8. Commitments

The Society has entered into a lease with a third party for premises, which expires in September 2023. The minimum annual lease payments, excluding property taxes and operating costs, are as follows:

Year	Amount
2021	89,505
2022	88,239
2023	79,105
2024	26,368
	<u>\$ 283,217</u>

Surrounded By Cedar Child & Family Services Society
Notes to Financial Statements

March 31, 2020

9. Financial Instrument Risks

The Society through its financial assets and liabilities, is exposed to various risks. The following analysis provides a measurement of those risks at March 31, 2020. There have not been any changes in these risks from the prior year.

(a) Credit Risk

Credit risk is the risk that Society will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the Society to significant concentrations of credit risk consist primarily of cash and accounts receivable.

Bad debts for the past five years have been minimal and the allowance for doubtful accounts is \$nil at March 31, 2020 and 2019. At March 31, 2020, there were no accounts receivables outstanding more than 90 days. The maximum amount of credit risk exposure is limited to the carrying amount of the balances in the financial statements.

(b) Liquidity Risk

Liquidity risk is the risk that the Society will not be able to meet its obligations as they fall due. The Society attempts to maintain adequate levels of working capital to ensure all of its obligations can be met when they fall due.

10. Remuneration of Directors, Employees and Contractors

The Societies Act (BC) requires that the Society disclose the total remuneration paid to the Directors, for either being a director or for acting in another capacity, as well as the total number of employees or contractors with annual remuneration equal to or greater than \$75,000 and the aggregate remuneration of those employees/contractors. During the fiscal period ended March 31, 2020 there was no remuneration paid to the directors of the Society (2019 - nil). A total of 5 (2019 - 5) employees/contractors received remuneration in excess of \$75,000 which resulted in an aggregate expenditure of \$439,457 (2019 - \$430,339).

11. Contingent Liability

Funders of certain programs have judgment in determining whether unspent funds can be retained and used for other valid purposes, or if they will be "clawed back" to the funder. The Society has made its best estimates in regard to revenue recognition but as at March 31, 2020, believes there is a risk that up to \$273,000 of deferred revenue may be required to be returned to funders. On July 15, 2020 the Society received notice to return \$44,877 to the funder.

Surrounded By Cedar Child & Family Services Society
Notes to Financial Statements

March 31, 2020

12. Significant event

In March 2020 and subsequent, the impact of COVID-19 in Canada and on the global economy increased significantly. At this time, the full potential impact of COVID-19 on the Society is unknown. Although the disruption from the pandemic is expected to be temporary, given the dynamic nature of these circumstances, the duration of disruption and the related financial impact cannot be reasonably estimated at this time. The Society's ability to continue delivering essential services and employ related staff will depend on the policies in place by the Board of Directors. The Society will continue to focus on providing services in accordance with its grant agreements to ensure it is able to continue providing essential services to families and children.

Notes