

## Food Rescue Board Members as of November 2016

NAME	PHONE	EMAIL	Length of time on the Board	POSITION
Todd Sasaki	444-4031	tsasaki@gmail.com	5.5 years	President
Mark Wharton	669-7770 (h) 444-8829 cell	m_lwharton@yahoo.ca	1.5 years	Vice President
Linda McConnell	669-7770 (h) 669-4117 (w)	m_lwharton@yahoo.ca	2.5 years	Secretary
Ed Hoeve	873-2014 (h) 444-2014 cell	Ed.Hoeve@northwestel.net	1.5 years	Treasurer
Marg Henderson	873-4428 (h) 444-8362 cell	margh@theedge.ca	8 years	Director
Delia Chesworth	873-9448 (h)	delia_chesworth@gov.nt.ca	3.5 years	Director
Mona Durkee	920-7195 (h)	mona_durkee@hotmail.com	1.5 years	Director
Cindy Villeneuve	445-2240 cell	newtown101@yahoo.ca	6 months	Director

**FOOD RESCUE (YELLOWKNIFE)  
FINANCIAL STATEMENT  
April 1, 2015 - March 31, 2016**

**Opening Balance** \$30,234

	<i>Budget</i>	<i>Actuals</i>	
<b>Income:</b>			
Corporate Donations	\$5,000	\$1,425	
Special Donations, eg. service grou	\$25,000	\$10,000	
Individual Donations	\$10,000	\$6,413	
Recycling	\$1,000	\$1,240	
Antipoverty Funding		\$30,000	
YK Cares		\$15,247	
Miscellaneous		\$750	
	\$41,000		\$65,075

In-kind donations (estimate, not included in incom \$693,507

	<i>Budget</i>	<i>Actuals</i>	
<b>Expenses:</b>			
Vehicle Fuel	\$500	\$400	
Vehicle Expenses	\$400	\$721	
Heating Fuel	\$6,000	\$4,255	
Electricity	\$2,600	\$2,566	
Operational Supplies	\$1,000	\$1,173	
Office Supplies	\$500	\$675	
Insurance	\$2,500	\$2,480	
Driver	\$31,300	\$30,822	
Recognition	\$1,000	\$254	
YK Cares		\$10,421	
	\$45,800		-\$53,767

**Book Balance as of March 31, 2016** \$41,542

<b>Restricted Funds (included above):</b>	<b>Income</b>	<b>Expenses</b>	<b>Balance</b>
Anti-Poverty Funding (1-AP)	\$30,000	\$31,943	\$0
YK Cares Project (2-YK)	\$15,247	\$10,421	\$4,826

**Unrestricted Funds:** \$36,716

\_\_\_\_\_  
Todd Sasaki, President

\_\_\_\_\_  
Margaret Henderson, Treasurer 15/16

**FOOD RESCUE (YELLOWKNIFE)**  
**FINANCIAL STATEMENT**  
**April 1, 2014 - March 31, 2015**

<b>Opening Balance</b>			\$39,072
	<i>Budget</i>	<i>Actuals</i>	
<b>Income:</b>			
Corporate Donations	\$2,000	\$521	
Special Donations, eg. service grou	\$22,500	\$25,000	
Individual Donations	\$10,000	\$10,276	
Recycling	\$500	\$864	
Miscellaneous		\$0	
	\$35,000		\$36,661
In-kind donations (estimate, not included in incorr		\$780,495	
	<i>Budget</i>	<i>Actuals</i>	
<b>Expenses:</b>			
Vehicle Fuel	\$900	\$496	
Vehicle Expenses	\$300	\$370	
Heating Fuel	\$5,700	\$5,803	
Electricity	\$2,600	\$2,545	
Operational Supplies	\$1,000	\$2,237	
Office Supplies	\$500	\$326	
Insurance	\$2,500	\$2,454	
Driver	\$31,579	\$30,417	
Recognition	\$1,000	\$852	
Business Plan		\$0	
	\$46,079		-\$45,499
<b>Book Balance as of March 31, 2015</b>			\$30,234

**Restricted Funds:**

**Unrestricted Funds:** \$30,234

**FOOD RESCUE (YELLOWKNIFE)**  
**FINANCIAL STATEMENT**  
**April 1, 2013 - March 31, 2014**

**Opening Balance** \$28,605

	<i>Budget</i>	<i>Actuals</i>	
<b>Income:</b>			
Corporate Donations	\$12,000	\$5,093	
Special Donations, eg. service grou	\$13,125	\$30,625	
Individual Donations	\$8,000	\$10,813	
Recycling	\$500	\$778	
GST Rebate	\$300	\$0	
Miscellaneous		\$108	
	\$33,925		\$47,417

In-kind donations (estimate, not included in incor \$771,224

	<i>Budget</i>	<i>Actuals</i>	
<b>Expenses:</b>			
Vehicle Fuel	\$900	\$453	
Vehicle Expenses	\$200	\$402	
Heating Fuel	\$5,000	\$5,547	
Electricity	\$2,500	\$2,546	
Operational Supplies	\$1,000	\$413	
Office Supplies	\$500	\$470	
Insurance	\$2,500	\$2,454	
Delivery Expense	\$27,594	\$24,666	
Recognition	\$1,000	\$0	
Business Plan		\$0	
	\$41,194		-\$36,951

**Book Balance as of March 31, 2014** \$39,072

**Restricted Funds:**

**Unrestricted Funds:** \$39,072

## Food Rescue Operations Business/Implementation Plan

Food Rescue (Yellowknife) has been in operation since 2008. Over the years, we have been able to build an organization with solid, operational practices. Food Rescue has a Board of Directors who oversees the organization, including the financial management.

Without any source of core funding, Food Rescue is entirely dependent on donations for revenue. In the early years, Food Rescue was able to operate with volunteers only. However, as Food Rescue grew, the physical and time demands on our volunteers, many of whom are seniors, became too much to provide a reliable service to our recipient organizations.

Food Rescue's expenses were consistently lower than revenue until the 2011/12 fiscal year at which time a part-time driver was hired. Between 2011/12 and 2016, we have operated with a small deficit in 3 of the 5 years.

	<b>Budget 16/17</b>
<b>Income</b>	
Corporate Donations*	\$5,000
Special Donations/Agreements**	\$32,500
Individual Donations	\$10,000
Recycling	\$1,200
<b>Total Income</b>	<b>\$48,700</b>
<b>Expenses</b>	
Vehicle Fuel	\$500
Vehicle Exp.	\$1,000
Heating Fuel	\$6,000
Electricity	\$2,650
Telephone	\$1,100
Operational Supplies	\$1,700
Office Supplies	\$700
Insurance (both)	\$2,500
Recognition	\$1,000
Delivery Expense	\$34,600
<b>Total Expenses</b>	<b>\$51,750</b>
<b>Income (less expenses)</b>	<b>\$-3,050</b>

\*Corporate donations include financial contributions from businesses and/or other local organizations. This year we received \$2,500 from the Yellowknife Community Fund to replace some of our equipment.

\*\*Special Donations include contributions from the Anti-poverty Fund (\$20,000 for 2016/17), the City of Yellowknife (\$15,000 per year for 3 years starting in 2016/17)

With the availability of multi-year funding from the United Way, it is anticipated that Food Rescue will continue to operate as it has for the past several years. Food Rescue's fiscal year is from April 1<sup>st</sup> to March 31<sup>st</sup>. By the time there is a decision made with regards to this United Way application, most of the 2016/17 fiscal year will be complete. For this reason, the budget listed below is from 2017/18 and forward.

	<b>Draft Budget 17/18</b>	<b>Draft Budget 18/19</b>	<b>Draft Budget 19/20</b>
<b>Income</b>			
Corporate Donations*	\$5,000	\$5,000	\$5,000
Special Donations/Agreements**	\$30,000	\$30,000	\$30,000
Individual Donations***	\$10,000	\$10,000	\$10,000
Recycling	\$1,200	\$1,000	\$1,000
<b>Total Income</b>	<b>\$46,200</b>	<b>\$46,000</b>	<b>\$46,000</b>
<b>Expenses</b>			
Vehicle Fuel	\$515	\$530	\$546
Vehicle Exp.	\$1,000	\$1,000	\$1,000
Heating Fuel	\$6,200	\$6,400	\$6,600
Electricity	\$2,750	\$2,830	\$3,000
Telephone	\$1,200	\$1,200	\$1,200
Operational Supplies	\$1,700	\$1,700	\$1,700
Office Supplies	\$700	\$700	\$700
Insurance (both)	\$2,500	\$2,500	\$2,500
Recognition	\$1,000	\$1,000	\$1,000
Driver Expense	\$36,000	\$37,000	\$38,000
<b>Total Expenses</b>	<b>\$53,565</b>	<b>\$54,860</b>	<b>\$56,246</b>
<b>Income (less expenses)</b>	<b>-\$7,365</b>	<b>-\$8,860</b>	<b>-\$10,246</b>

\*Corporate donations include financial contributions from businesses and/or other local organizations.

\*\*Special Donations includes a contribution from the City of Yellowknife (\$15,000 per year for 3 years starting in 2016/17)

\*\*\*Individual Donations are from individuals either contributing finances to Food Rescue directly or online through [www.canadahelps.org](http://www.canadahelps.org).

Note: The budget submitted here does not include the funds we hold for YK Cares. These funds are listed in our financial statements but are held in reserve for YK Cares and cannot be used by Food rescue as per the Memorandum of Agreement with them.



CITY OF YELLOWKNIFE

**MULTI-YEAR FUNDING  
CONTRIBUTION AGREEMENT  
2016 - 2018**

**BETWEEN:**

**THE MUNICIPAL CORPORATION OF THE CITY OF YELLOWKNIFE**  
*(hereinafter referred to as the "City")*

**OF THE FIRST PART**

**- AND -**

**FOOD RESCUE**  
in the City of Yellowknife, Northwest Territories  
*(hereinafter referred to as the "Organization")*

**OF THE SECOND PART**

**FOR THE PURPOSE OF**

**FUNDING FOR THEIR PROGRAM DELIVERY**

Whereas the Organization has submitted a request for the purpose of receiving core funding from the City;

Whereas the City has agreed to contribute financial assistance to the Organization; and

Therefore, the parties covenant and agree as follows:

**1. THE CONTRIBUTION**

The City shall contribute the sum of **\$15,000.00** to the Organization for the following years of 2016, 2017 and 2018. The contribution will be made within 30 days of signing of the agreement of year one. In year two and three the funds will be release after the submission of your year end reports.

**2. TERMS OF THE AGREEMENT**

a) The Agreement shall come into effect once it has been signed and shall continue to be binding until the City acknowledges to the Organization that it is satisfied that the Organization has spent the funds in accordance with the proposal submitted to the City. Notwithstanding the foregoing, all funds must be expended by December 15, of each year of the agreement.

b) This Agreement may be terminated by either party by giving at least thirty (30) days' notice in writing to the other. On termination of the Agreement, the Organization shall immediately repay to the City the amount of the contribution as so directed.

**3. REPORTS**

The Organization shall supply the following information to the City:

a) At the conclusion of each year, the Organization shall submit a year end report that will include a financial statement of all expenditures relating to the proposal submitted to the City and a final summary of the project(s) noting accomplishments. The final report shall be submitted to the City no later than December 15, of each year.

**4. ACCOUNTS AND FINANCIAL STATEMENTS**

a) The Organization agrees to keep proper accounts and records of revenues and expenditures of all funds contributed to the Organization. For the purpose of this Agreement, the Organization shall keep all financial records for a period of at least seven (7) years after the expiry of this Agreement.

b) The Organization's financial records as they relate to this Agreement shall, at all times, be open to audit and inspection by the City. The City may, at any time during the term of this Agreement or within seven (7) years thereafter, conduct an audit and inspection of the Organization's records with respect to this Agreement.

Upon request by the City, the Organization agrees to provide all receipts and invoices relating to the expenditure of the funds provided for under this Agreement.

**5. GENERAL TERMS AND CONDITIONS**

a) This contract shall be interpreted and governed by the laws of the Northwest Territories.

b) The Organization shall indemnify and hold harmless the City and its officers, employees and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related to the activities of the Organization under the Agreement.



**c) The Organization shall obtain and maintain Commercial General Liability insurance with limits of not less than \$2,000,000 inclusive for bodily injury and death, property damage and personal injury for the contract period.**

**Such insurance shall include contractual liability coverage relating to this Agreement.**

**The Organization shall provide a certificate of insurance in a form acceptable to the City within 10 days of the signing of this Agreement. The Organization shall provide a certified copy of the policy to the City within 10 days of the City's request.**

**d) Funding for organizations carrying out an event or activity that is considered to be deemed a high risk will be required to ensure that certified emergency responders are onsite at all times. High risk activities can include, but are not limited to, snowmobile races, sporting events, and events that attract a large crowd over an extended period.**

**e) The Organization agrees to use the funds or services provided to the Organization only in the manner set out in this application. The City of Yellowknife reserves the right to demand at any time, the return of the funds if the Organization uses the funds in a manner that in the opinion of the City, acting reasonably, is inconsistent with the objectives of the City of Yellowknife Grant funding policy or with the description of the intended use of the funds as set out in the application or should it be discovered that the Organization made a material misrepresentation in the application.**

**f) The parties agree that nothing stated in this Agreement shall be deemed to create the relationship of employer and employee between the Organization and the City or their employees.**

**g) An assignment of this Agreement by the Organization without the consent of the City shall be void and of no effect. No assignment of this Agreement shall relieve the Organization from any obligation under the Agreement or impose any liability upon the City.**

**h) The Organization agrees to recognize the City of Yellowknife as contributor to your events as listed below:**

**City of Yellowknife Brand displayed at your event or program throughout the year.**

**City of Yellowknife recognized at the facility and or event.**

**City of Yellowknife representative (mayor/councillor) invited to the event**

**City of Yellowknife has the right to host an activation activity at your event.**

**City of Yellowknife Brand to be posted on the organizations webpage (event page)**

**City of Yellowknife Brand to be displayed on the organization's social media page (i.e. Facebook and twitter)**

**City of Yellowknife brand displayed on all printed material (posters & brochures)**

**City of Yellowknife recognized on all media releases.**

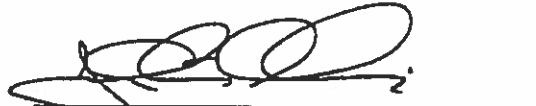
An assignment of this Agreement by the Organization without the consent of the City shall be void and of no effect. No assignment of this Agreement shall relieve the Organization from any obligation under the Agreement or impose any liability upon the City.


The aim should be to ensure that all residents receive access to adequate leisure opportunities for the good of their health and well-being, and for the community benefits that flow there from.


The parties hereto agree with the terms set out herein and have set their hands on the Agreement on the 5 day of Apr, 2016.

THE MUNICIPAL CORPORATION      Food Rescue  
OF THE CITY OF YELLOWKNIFE

  
\_\_\_\_\_  
Director, Community Services

TODD SASAKI  
\_\_\_\_\_  
Print Name (Current President/Executive Director)  
  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Senior Administrative Officer

Margaret Henderson  
\_\_\_\_\_  
Print Name (Current Board Member)  
  
\_\_\_\_\_  
Signature

(SEAL)

(SEAL)

## **Food Rescue Operations (2016) – Key Positions**

### **Todd Sasaki, President Food Rescue Board**

- Todd is in his sixth year on the Food Rescue Board, the last three of which he has held the position of President. Todd works as a Communications Officer for the GNWT Department of Human Resources. He and his wife have lived in Yellowknife for several years and have been involved with several community non-profit organizations.

### **Margaret Henderson, Food Rescue Board member, our longest serving volunteer**

- Marg has been involved with Food Rescue since September 2009 when it was located in the garage of Ruby and Lauren Trudel. She is a valuable Board member and an experienced Site/Kitchen Manager. Marg and her husband have lived in the north since 1979.
- Marg was the Treasurer on the Board from 2009 to June 2016 and a Site/Kitchen manager since November 2009. She will continue to be actively involved with recruiting and training more volunteers.

### **Ed Hoeve, Treasurer Food Rescue Board**

- Ed started volunteering with Food Rescue in 2014 and joined the Board later that same year. This year he has taken over the responsibilities of Treasurer from Marg Henderson. He has lived in Yellowknife since 1989 and is active in the community. He is self-employed as a consulting engineer.

### **Food Rescue Board Members**

- In addition to the three Board members mentioned above, there are five other members; Linda McConnell, Mona Durkee, Mark Wharton, Cindy Villeneuve and Delia Chesworth. The Board meets regularly and oversees the operations of Food Rescue and manages the finances, including payroll for our driver.

### **Henry Beaulieu, Food Rescue Driver**

- Henry has been the primary driver for Food Rescue since 2011. He is a member of the Yellowknives Dene First Nation. He is compassionate, respectful and caring with everyone, including the other volunteers, our donors and our recipient organizations. His professionalism and reliability is appreciated.
- The job of driver is physically demanding as it involves daily pick up and delivery of food, which averages 700 kgs per day.

### **Volunteers**

- Food Rescue has over 30 regular volunteers who work on a regularly scheduled basis or when needed. They come from a wide variety of backgrounds, many of whom are longtime Yellowknifers.

## **Disbursement Schedule and Milestones**

Food Rescue is prepared to work with the United Way to meet requirements needed prior to disbursement of funds.

An annual and sixth month report could be submitted to include the following information:

- Financial report of revenue and expenses to date
- Number of kilograms of food recovered and distributed
- Number of days worked in reporting period
- List of recipient organizations (if needed)

A more detailed financial report can be provided at the end of our fiscal year. This is usually completed by the beginning of June. Alternatively, we could do an interim report in June and then provide a more detailed report at the end of the calendar year if this would be more in line with the United Way's fiscal year.



EDUCATING FOR LIFE.

**YELLOWKNIFE EDUCATION DISTRICT NO. 1**  
OF THE NORTHWEST TERRITORIES

BOX 788  
YELLOWKNIFE, NT X1A 2N6  
TEL: (867) 766-5050 FAX: (867) 873-5051  
ykl.nt.ca • ykl@ykl.nt.ca

November 28, 2016

The United Way  
PO Box 1145  
YELLOWKNIFE NT X1A 2N8

**Re: Letter of Support – Food Rescue**

To Whom It May Concern:

I fully support the application from Food Rescue for funding to support their program. Food Rescue provides much-needed food supplies to support the various breakfast and brunch programs in Yellowknife schools.

The individual schools supply both breakfast and lunch programs for children in need with two of our schools feeding all children.

Food Rescue is an extremely worthy cause to provide support for as they meet the health needs and provide crucial support to a large number of children.

Sincerely,

A handwritten signature in black ink, appearing to read 'Metro Huculak', is written in a cursive style.

Metro Huculak  
Superintendent of Education

/tt



November 29, 2016

To whom it may concern;

It is with much gratitude that we write this letter on behalf of Food Rescue. The amount of assistance that has been tirelessly provided by Food Rescue over the years has not only meant that the youth we serve get healthy meals but it also means they can be provided with some food items that would not normally be afforded on a day to day basis.

The support they provide helps us with stretching our funds and for this we are truly grateful. Their team is always willing and ready to accommodate our needs as and when we put in those requests. The pleasant nature in which they unfailingly make deliveries is humbling and we certainly do not take their service and time lightly.

Both staff and youth at SideDoor would like to extend a profound thank you once again for making it possible to ensure that our pantry is never empty and that the meals provided at Hope's Haven, the Resources Centre and for the Emergency Overnight Shelter are nutritious and well balanced. We look forward to your continued support.

Sincerely,

*Nomazulu Khumalo*

Nomazulu Khumalo  
Operations Manager  
SideDoor  
nomazulu.khumalo@sidedooryk.com



A TURNING POINT  
FOR WOMEN

Administration and Program Offices  
4904 - 54 Avenue, #104  
Box 1679  
Yellowknife, NT X1A 2P3  
Ph: (867) 920-2777  
Fax: (867) 873-9406  
www.ywcanwt.ca  
info@ywcanwt.ca

**December 1, 2016**

**To Whom It May Concern,**

**Re: Food Rescue in Yellowknife**

Our YWCA houses and supports low income vulnerable families who struggle with poverty and housing instability. Many are working poor, holding down several jobs to try to sustain themselves. Our transitional housing provides them with a roof over their heads, friendly and helpful support staff, rent at less than market rates, and a myriad of ways to pay their rent, depending on schedules that best suit their situations. Families in our two housing buildings (Rockhill and Lynn's Place) face food security issues continually. It is hard work to stretch their budgets to cover a balanced diet and food is not cheap.

Weekly Food Rescue deliveries are eagerly awaited and they bring many items that families can use to make their food budgets last the entire month. Every Thursday, families come to the delivery area with bags so they can take food back to their units. Even the children participate. And we have lots of young children in our housing programs. Lots of hungry mouths to feed.

It is hard to overestimate how much help Food Rescue is for our families, especially now that Income Assistance is not providing money to feed children. As parents may not receive Child Benefits or they receive late benefits, food for children becomes unattainable. Food Rescue is a resource they can count on. Fruits and vegetables, milk and dairy products, packaged goods – It all is welcomed and used.

We are pleased to provide this letter of support for an organization that is doing so much good in our community. Mainly volunteer driven, we appreciate the hard work they provide to keep good food out of the landfill and on peoples' tables. Please support their request for funding.

Sincerely,

A handwritten signature in black ink that reads "Lyda Fuller". The signature is written in a cursive, flowing style.

**Lyda Fuller**  
**Executive Director**

Rockhill Family  
Housing Program  
Ph: (867) 873-5760  
Fax: (867) 873-9400

Allison McAteer House  
Family Violence Shelter  
Ph: (867) 669-0235  
Fax: (867) 669-0334

Lynn's Place  
Women's Safe Housing  
Ph: (867) 873-6170

Sutherland House  
Family Violence Shelter  
Fort Smith  
Ph: (867) 872-5925

Child & Youth  
Services  
Ph: (867) 873-4293  
Fax: (867) 873-9406

To whom it may concern:

On behalf of the Student Body, I would like to thank you for all the food you have donated to us so far this year. The students really enjoy having food available and are very thankful for everything you give us every week. We make smoothies out of what you provide us with, and have toast in the morning. Also the students have lunch with the food we have left over. So far this semester with the food that you give us, it all goes every week and the students are very happy that there is always food for them. We hope to continue to go to the Food Rescue in future years.

Thank you once again for this,



Aurora Kotokak

Student Life and Wellness Coordinator

Aurora College North Slave Campus

867-920-3025

[akotokak@auroracollege.nt.ca](mailto:akotokak@auroracollege.nt.ca)