

**COMMUNITY GRANT REVIEW COMMITTEE MEETING**

May 14, 2015 at 7:00 pm
Location: Council Chamber

Agenda

<i>Item</i>	<i>Pg</i>
1. Call to Order	
2. Approval of Agenda	
3. Approval of Minutes	1
• October 7, 2014	
4. Review of Community Grant Terms of Reference	7
• <i>Amended by Council March 9, 2015</i>	
5. Community Grants Program Applications	11
• Staff Report	
6. Category B Grant Applications:	
• Presentations from the following groups:	
○ Ecole Poirier Elementary School PAC	13
○ EMCS Student Art Bus Shelter Project	19
○ Girl Guides of Canada – Milnes Landing Camp Comm.	29
○ Sooke Community Choir Society	59
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○ Sooke Harbour Players	97
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• Committee discussion	
7. Action Items for Community Grant Review Committee	143
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8. Public Input	
9. Schedule Next Meeting: TBD	
10. Adjournment	

**DISTRICT OF SOOKE
COMMUNITY GRANT REVIEW COMMITTEE**

Tuesday, October 7, 2014
7:00 p.m. in the Council Chamber

Committee Members Present:

Councillor Kerrie Reay, Chair
Councillor Bev Berger
Mayor Wendal Milne
Patricia Baye

Regrets: Alexander Chandler
Councillor Rick Kasper

Staff: Brent Blackhall, Deputy Director of Finance
Sarah Temple, Finance and Administration Clerk

The meeting was called to order at 7:03 p.m.

1. Approval of the Agenda:

MOVED and seconded to approve the agenda as circulated.
CARRIED UNANIMOUSLY

2. Approval of Minutes

MOVED and seconded to approve the minutes of May 14, 2014 as circulated.
CARRIED UNANIMOUSLY

3. Staff Report/Presentation:

Chair Kerrie Reay stated that the District has a role in financially supporting groups/organizations in their efforts, supported by enthusiastic volunteers, to enhance the wellbeing of our community and which is a benefit to the residents of Sooke. But that the District must be mindful that this money is funded by the taxpayers of Sooke and recognize the need for prudence in allocating these funds.

Brent Blackhall reviewed the eligibility criteria for Category A and B Community Grants and provided an overview of the screening procedures, as outlined in Policy 5.1, *Community Grant Program Policy, 2013*.

Mr. Blackhall provided a report outlining the total requests for grant funding and the amounts available for disbursement.

4. Category A grant applications – changes to existing grants:

Presentations were made from the following groups:

Greater Victoria Bike to Work Week Society:

- Theresa Gulliver, representing the Greater Victoria Bike to Work Week Society, addressed the Committee and reviewed the request for funding. Ms. Gulliver stated

that District of Sooke funds for 2015 will go towards supporting team leaders in Sooke.

- This fall, the Society approached a local school to offer a bike skills course, but the school was not able to coordinate it. Ms. Gulliver indicated they could approach the school again in the Spring.
- Greater Victoria Bike to Work Week Society requested \$300

Sooke Family Resource Society

- Daphne Raymond, representing the Sooke Family Resource Society (SFRS), addressed the committee and reviewed the request for funding. SFRS is applying to change the scope/purpose of their Category A funding, from their summer art program to their prenatal program. Their prenatal program is the only universally accessible prenatal education and outreach in Sooke.
- Sooke Family Resource Society requested \$5,000

Sooke Lions Club – Canada Day Celebrations

- Al Beddows, representing the Sooke Lions Club, addressed the committee and reviewed the request for funding. The Lions Club took over the organization of Canada Day last year and it was a big success. They are looking for an increase in funding to make the event “bigger and better”.
- Sooke Lion’s Club requested \$5,000 to be used towards Canada Day Celebrations

5. Category A grant applications – new applications:

Presentations were made from the following groups:

BC Conservation Foundation – WildSafe BC

- Debbie Read, representing the BC Conservation Foundation, addressed the Committee and reviewed the request for funding. Funding from the District of Sooke would allow the Wildsafe BC program to be delivered to the Sooke Region. Ms. Read explained that WildSafe is a program that focuses on educating the public about managing wildlife attractants in order to reduce human-wildlife conflicts.
- BC Conservation Foundation requested \$7,000 for WildSafe BC programming

Bipolar Disorder Society of BC

- Andrea Paquette, representing the Bipolar Disorder Society of BC, addressed the Committee and reviewed the request for funding. Ms. Paquette provided an overview of their plans to expand further into Sooke and explained that District of Sooke contributions would cover the costs of delivering programming in Sooke. This is the first year that the Bipolar Disorder Society has sought municipal funding, and Ms. Paquette stated they have also applied for a community grant from Colwood.
- Bipolar Disorder Society of BC requested \$10,000

Communica Dialogue and Resolution Services Society

- Kathleen Bellamano, representing Communica Dialogue and Resolution Services Society addressed the Committee and reviewed the request for funding. Communica is looking to expand their Client Services program to Sooke as demand from the Sooke region has expanded. Ms. Bellamano explained that funding requests from other municipalities is weighted according to the amount of client service requested and provided in those communities.
- Communica Dialogue and Resolution Services Society requested \$4,000

6. September 30, 2014 Category B grant applications:

Presentations were made from the following groups:

BC Conservation Foundation – Jr. Ranger Program

- Debbie Read, representing the BC Conservation Foundation, addressed the Committee and reviewed the request for funding. Ms. Read would like to attend the Western Communities Fire and Life Expo in April of 2015 and provide BC Conservation's Jr. Ranger materials to Sooke schools attending the Expo.
- BC Conservation Foundation requested \$1,300 for Jr. Ranger program materials

Sooke Academy of Music

- Lorna Bjorklund, representing the Sooke Academy of Music, addressed the Committee and reviewed the request for funding. Ms. Bjorklund would like to develop an after school program for children aged 9 – 11 to learn to play an instrument. The instruments would remain the property of the organization, but allowing students to use them would make the program affordable for families.
- Sooke Academy of Music requested \$7,000

Sooke Harbour Players

- Steve Anderson, representing the Sooke Harbour Players, addressed the Committee and reviewed the request for funding. The Sooke Harbour Players are putting on a production entitled "Afterlife" in the fall and are seeking funds towards this project.
- Sooke Harbour Players requested \$7,000

Sooke Sailing Association

- Gord Fulcher, representing the Sooke Sailing Association, addressed the Committee and reviewed the request for funding. The Sooke Sailing Association is seeking funds to purchase another boat.
- Sooke Sailing Association requested \$7,000

Steps to the Future Childcare Society

- Sherri Ross and Darlene Bogdan representing the Steps to the Future Childcare Society, addressed the Committee and reviewed the request for funding. They have recently had to relocate and are seeking funds to purchase furniture and appliances for their new location.
- Steps to the Future Childcare Society requested \$3,000

7. Public Input:

- There was no public input.

8. Committee Discussion:

The Committee discussed the grant funding applications and determined funding recommendations:

- Greater Victoria Bike to Work Week Society to be encouraged to offer Bike Skills workshop for a Sooke school in spring 2015.
- Several of the applications were perceived by the Committee to be the result of downloading of responsibilities from senior levels of government. The Committee recognized that while there were many great organizations offering worthwhile programming, the municipality cannot be responsible for funding all of them.

- Discussion of funding programs which benefit residents from other areas, not specifically the District of Sooke. The Committee reiterated that its priority is to fund programs that benefit Sooke's residents, and are in line with Sooke's priorities.
- Applicants were encouraged to seek alternate funding, including regional and provincial, where their target audience included those outside the District.
- Sooke Harbour Players - discussion of budget and stated income of \$7,135 from this production. Committee requested further clarification on budget and financial statements. Mr. Anderson will work with Mr. Blackhall to provide this clarification.
- Sooke Sailing Association was encouraged to seek funding through SEAPARC.

MOVED and seconded to recommend that Council approve the Greater Victoria Bike to Work Week Society Category A grant request for \$300, contingent upon new Council's approval of the 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council approve the Sooke Family Resource Society Category A grant request for change of scope in the use of the \$5,000, contingent upon new Council's approval of the 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council approve the Sooke Lions Club – Canada Day Society Category A grant request for \$5,000, contingent upon new Council's approval of the 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council approve a Category A grant to BC Conservation Foundation's – WildSafe BC program in the amount of \$1,225 to be used towards the purchase of materials and supplies including toolkits, contingent upon new Council's approval of the 2015-2019 Five Year Financial Plan.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council not approve the Bipolar Disorder Society of BC request for a Category A grant.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council not approve the Communicia Dialogue and Resolution Services Society request for a Category A grant.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council approve the BC Conservation Foundation's – Jr. Ranger program Category B grant request for \$1,300

CARRIED

MOVED and seconded to recommend that Council approve the Sooke Academy of Music Category B grant request in the amount of \$1,000

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that the Sooke Harbour Players Category B grant request for \$7,000 be forwarded directly to Council for consideration after further clarification is provided to staff regarding the financial information submitted.

CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council not approve the Sooke Sailing

Association Category B grant request for \$7,000
CARRIED UNANIMOUSLY

MOVED and seconded to recommend that Council approve Category B grant funding in the amount of \$1,106.39 to the Steps to the Future Childcare Society to purchase a fridge and stove.

CARRIED

9. **Next Scheduled Meeting:** TBD

10. **Adjournment:**

MOVED and seconded to adjourn the meeting at 8:51 p.m.

Kerrie Reay
Chair

Bonnie Sprinkling
Corporate Officer



TERMS OF REFERENCE

Council Adoption: January 14, 2013

Select Committee Name: Community Grant Review Committee

Established: Council resolution November 26, 2007

Purpose of Committee:

The purpose of the District of Sooke **Community Grant Review Committee** ("Committee") is to assist Council to identify projects or special activities that serve the well-being of the community through efforts that build capacity in regard to volunteerism and enhance the well-being of the community through sports and recreation, arts and culture, heritage, public safety and community welfare, community beautification and environmental projects.

The Community Grant Review Committee is intended primarily to be an application review forum and will recommend to Council projects for consideration for the grant based on criteria set out in the *Community Grant Program Policy*.

Members: Up to two (2) voting public members being residents of or business owners located in the District of Sooke.

Council Representatives:

- Three Council members currently serving on Finance and Administration Committee
- Mayor (Ex Officio and non-voting)

Chairperson: To be appointed by the Mayor

Term: One year in accordance with Policy No. 1.4, *Committee Structure and Function Policy, 2006*

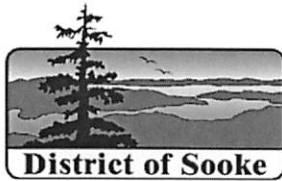
Staff Support: Finance Department

Responsibilities of the Committee:

1. To operate in a manner that is consistent with the District of Sooke *Committee Structure and Form Policy*, meeting as required with administrative and/or research support provided by the Finance Department or the Corporate Services Department.

2. The responsibilities of the Community Grant Review Committee are to:
 - a. attend Community Grant Review Committee meetings;
 - b. receive and review grant applications for projects that reflect and represent community interests;
 - c. receive presentations from grant applicants;
 - d. assess applications as to eligibility under the criteria set out in the *Community Grant Program Policy*.
3. Community Grant Review Committee will not make decisions that have legal or financial implications for the District of Sooke.

Budget: None. All administrative support and research costs will be the responsibility of the Finance Department.



TERMS OF REFERENCE

Council Adoption: January 14, 2013
Amended by Council: March 9, 2015

Select Committee Name: **COMMUNITY GRANT REVIEW COMMITTEE**

Established: Council resolution November 26, 2007

Purpose of Committee:

The purpose of the District of Sooke **Community Grant Review Committee** ("Committee") is to assist Council to identify projects or special activities that serve the well-being of the community through efforts that build capacity in regard to volunteerism and enhance the well-being of the community through sports and recreation, arts and culture, heritage, public safety and community welfare, community beautification and environmental projects.

The Community Grant Review Committee is intended primarily to be an application review forum and will recommend to Council projects for consideration for the grant based on criteria set out in the *Community Grant Program Policy*.

Members: Two (2) voting public members being residents of or business owners within the District of Sooke.

Council Representatives: Two (2) Council members

Chairperson: To be appointed by the Mayor (in accordance with Policy No. 1.4)

Term: One year

Staff Support: Finance Department

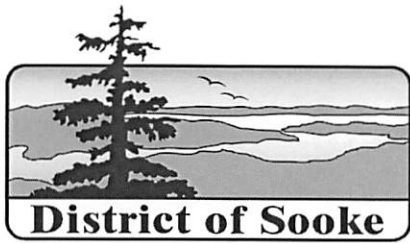
Responsibilities of the Committee:

1. To operate in a manner that is consistent with the District of Sooke Policy No. 1.4, *Committee Structure and Form Policy*, meeting as required with administrative and/or research support provided by the Finance Department or the Corporate Services Department.

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 - b. receive and review grant applications for projects that reflect and represent community interests;
 - c. receive presentations from grant applicants;
 - d. assess applications as to eligibility under the criteria set out in the *Community Grant Program Policy*.
3. The Community Grant Review Committee will not make decisions that have legal or financial implications for the District of Sooke.

Budget: None. All administrative support and research costs will be the responsibility of the Finance Department.



To: Community Grant Program Review Committee
 From: Brent Blackhall, Deputy Director of Finance
 Date: May 14, 2015
 Re: **Community Grants Program Applications**

The Community Grant Program is designed to assist organizations to improve the well being of the community as a whole through community projects, programs, services, activities or events located primarily in the District of Sooke.

The Community Grants Program has two categories of funding; Category A (annual grants - program type) and Category B (bi-annual grants - project type). The bi-annual intake dates for Category B grants are April 30 and September 30. Category A grant applications are received throughout the year and have a deadline intake of September 30 for consideration in the following year's annual budget.

1. Category B grants – April 30, 2015 applications

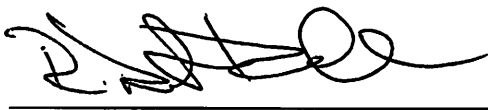
The 2015 approved budget for Category B grants is \$50,000. The table below is a listing by applicant along with their last grant received.

Applicant	2015 Request	Last Year grant received	Amount Awarded
Ecole Poirier Parent Advisory Committee (PAC)	\$7,000	-	-
EMCS Student Art Bus Shelter Project	\$1,925.87	2014	\$1,891.00
Girl Guides of Canada – Milnes Landing Camp Committee	\$2,500	-	-
Sooke Community Choir Society	\$5,000	2010	\$5,000

Applicant	2015 Request	Last Year grant received	Amount Awarded
Sooke Fine Arts Society – Pump House Murals	\$500	2014	\$7,000 Category A
Sooke Food Bank Society	\$3,075	2015	\$8,561 Category A
		2014	\$7,000 Category B \$1,100 Category B
Sooke Harbour Players	\$7,000	2014	\$5,865
Sooke Horseshoe Pitching Association	\$7,000	2011	\$3,000
Sooke River Bluegrass Festival	\$5,000	2014	\$1,600
Sooke Therapeutic Yoga Society (This art program previously ran under the Sooke Family Resource Centre Category A grant - \$5,000 in 2014)	\$5,000	-	-
Sooke Transition Town Society – Bear Wise	\$4,000	-	-
South Island Recreation Association	\$3,600	-	-
TOTAL:	\$51,600.87		

Attached Documents:

1. Category B Community Grant Applications



Brent Blackhall, CA
Deputy Director of Finance

District of Sooke
 APR 29 2015
 Received

APPENDIX II – Policy No. 5.1

DISTRICT OF SOOKE – COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: École Poirier Elementary School Parent Advisory Council (PAC)

Address of Organization: 6526 Throup Road

Sooke, BC

V9Z 0W6

Phone: 250-642-0500

Fax: 250-642-5115

E-mail:

Contact Person: Shelley Watton (PAC treasurer) or Aaron Chisholm (PAC president)

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$7000

Total Budget: \$24,400

(attach completed Budget Form)

Have you applied before? No When? _____ Grant received? _____

Have you submitted a final report for previous grant? N/A

Incorporation number and date of incorporation if applicable: N/A

(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s): École Poirier Elementary School Parent Advisory Council (PAC) is responsible for supporting the students and staff as needed, and to raise funds for the school's projects and activities. The PAC is an unincorporated group with not-for-profit objectives specifically for our school. École Poirier Elementary School is a dual-track inclusive public school in Sooke, offering both French and English instruction from Kindergarten to Grade 5. It is the only elementary school in Sooke that offers French Immersion programming. Like the school, the PAC believes learning thrives in a safe, welcoming environment of respect and cooperation, with a strong home-school partnership. We believe in challenging our students to reach their full potential, to be caring, responsible and creative members of the community, through the adventure of lifelong learning.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: The student population at École Poirier Elementary School has been growing steadily over the past few years, and is currently at capacity of 435 students enrolled this year. The school is projected to be over capacity next year by 25 students. Our students are of diverse ethnic and socio-economic backgrounds, and many students with various physical, social, mental and medical challenges attend. Sadly, our current playground and equipment are no longer large enough to support our growing student population, and our ever-expanding neighbourhood and community. The current play space is not inclusive, as several students with physical challenges who attend the school and live in the area are unable to access the current play equipment. The new play space will include sand and water play areas, log benches, a long jump sand pit, and several climbing features. So far, we have completed Phase 1 of 3.

Purpose of project: Our goal is to create an inclusive, sustainable natural playground on the school's property, utilising volunteers and community support, and natural and reclaimed materials. We are creating the natural play space to provide an ongoing valuable playground to the community. The playground at École Poirier Elementary School is enjoyed year-round by our students, their families, and many other families with children who live in our community. The plans for Phase 2 and 3 include reclaiming land on school property that is currently unusable to the community due to frequent flooding. The PAC has currently raised \$8750 through fundraising efforts, and has committed these funds to the project. We are trying to raise the rest of the funds to complete Phase 2 and 3 through other fundraising activities and community supports.

The names of those involved in carrying out the project: Volunteers from the Parent Advisory Council will be responsible for directing fundraising efforts to raise the money for the materials and the labour involved in creating the new play space. We have the support of the Sooke School District 62, and the school's administration. Community partners such as Butler Brothers and the Royal Canadian Legion are supporting the project with donations of materials. Our school and PAC have a broad base of support from community organizations including Quality Foods, Village Foods, and Sooke Two-for-One Pizza. We are currently actively-seeking support from other community organizations.

Date and Place of Project: We are hoping to complete Phase 2 and 3 of the project on the school's property by June 2016, or earlier if we have raised adequate funds.

COMMUNITY GRANT PROGRAM – Budget Template

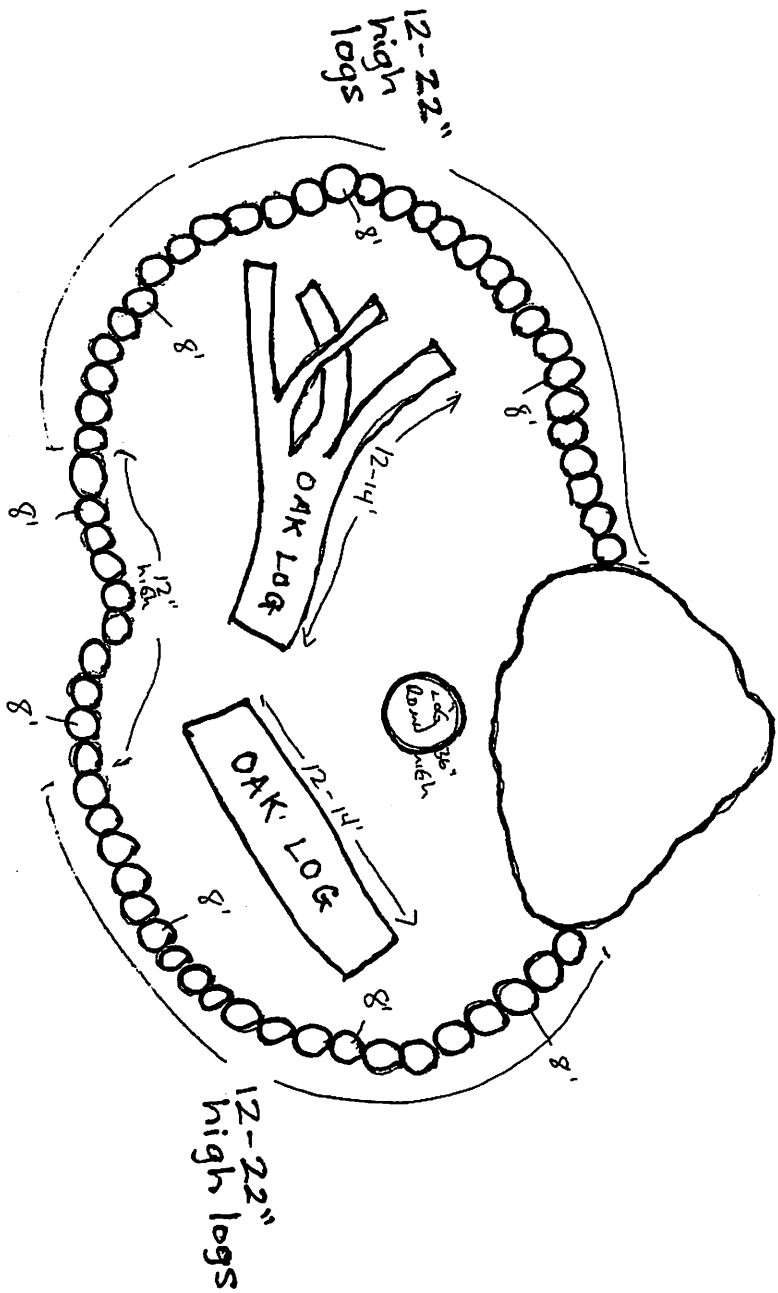
Please include with your application

Date: April 24, 2015

Organization Name: École Poirier Elementary School Parent Advisory Council

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				
District of Sooke request				\$ 7000
Other grants				
(list funder) <i>Royal Canadian Legion</i>	\$500			
(list funder) <i>Parent Advisory Council</i>	\$ 8000			\$ 8000
Fundraising <i>Art Cards school fundraiser</i>	\$750			\$ 750
<i>Sales of Freezies at school</i>	\$1000			\$ 1000
<i>Other: Butler Brothers donating sand and gravel to the project</i>			\$1700	\$ 1700
<i>Projected school fundraiser sales for 2015</i>		\$2000		\$ 2000
Total Revenues				\$ 20,450
Expenses				
<i>Sand and gravel (being donated by Butler Brothers)</i>				\$ 1700
<i>Natural reclaimed building materials and labour for construction of Phase 2</i>				\$ 18,000
<i>Materials and labour for Phase 3</i>				\$ 4700
Total expenses				
			Net Income	\$ 24,400

"The Outdoor Classroom" Phase 1

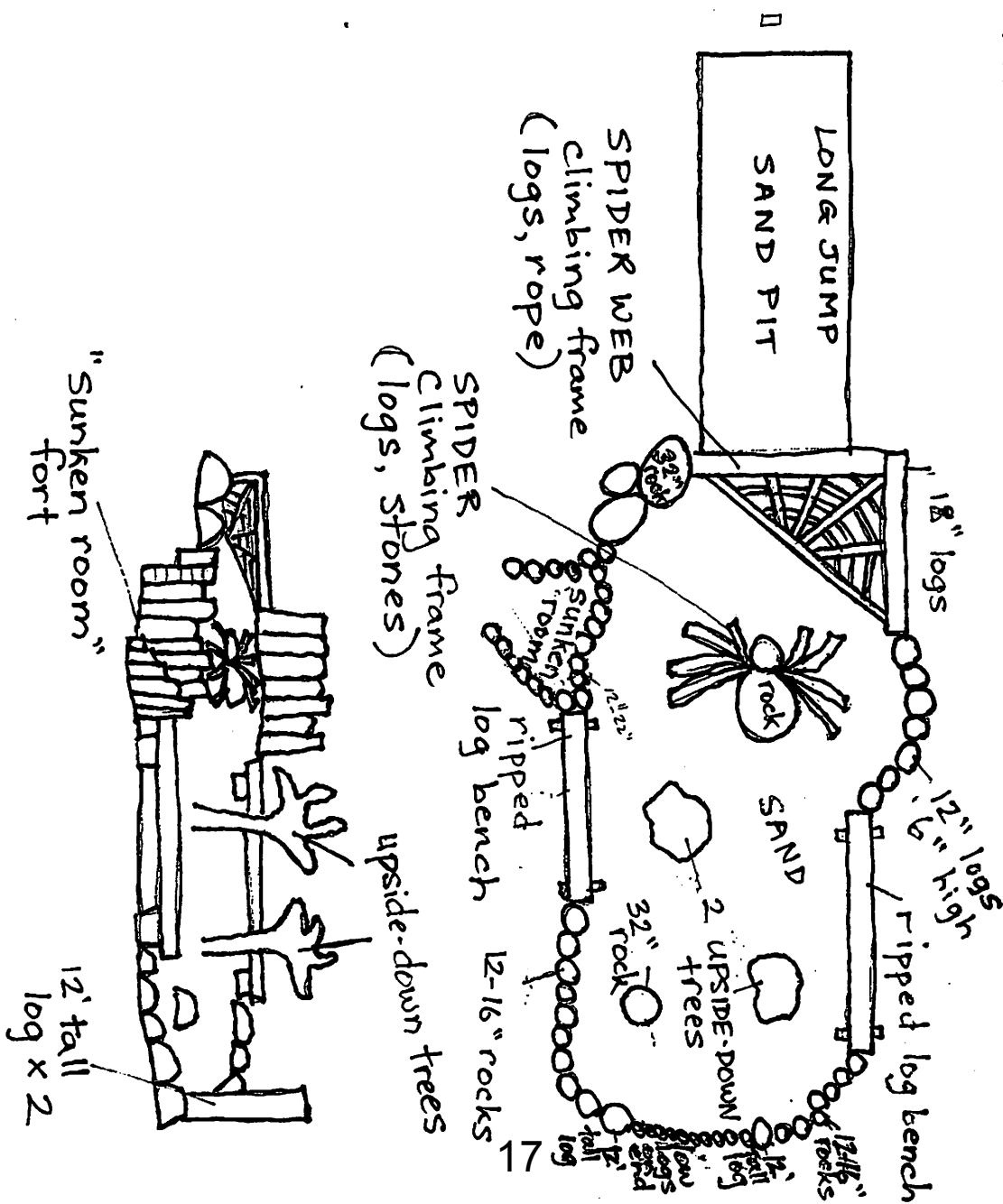
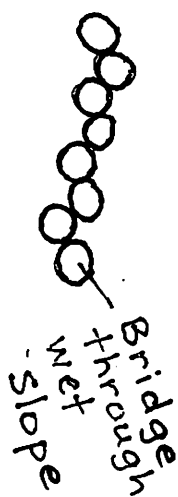


- sketches of proposed "Natural Playground" features at Parrier Elementary School, Sooke
- not to scale

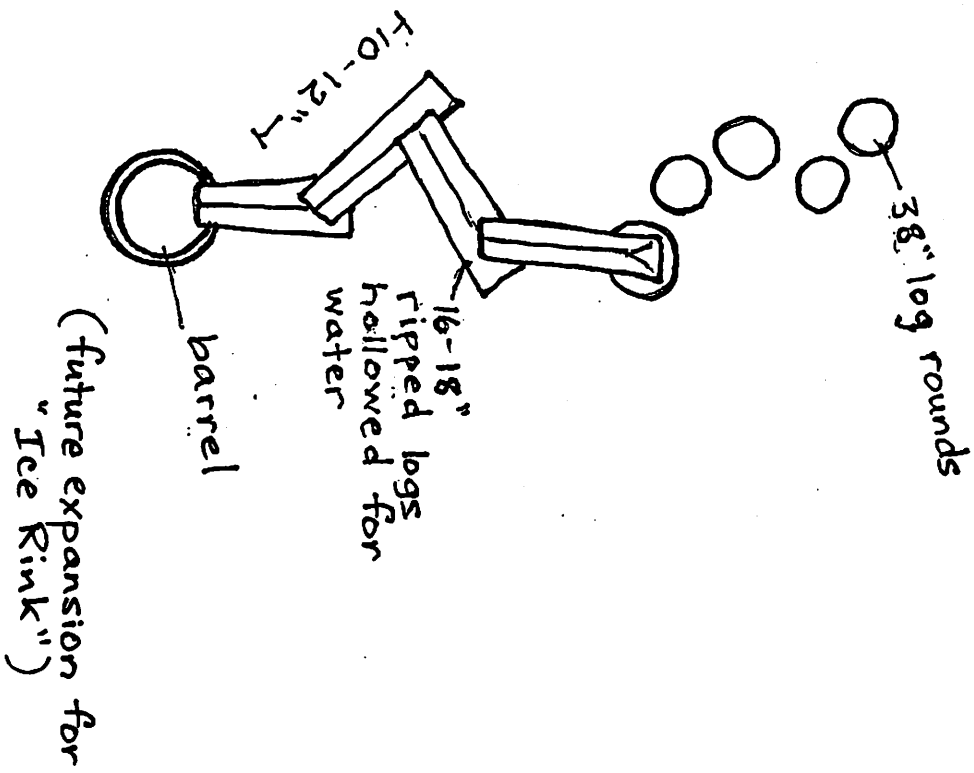
"The Sand Pit"

Phase 2

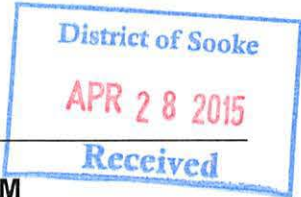
← Approx. 40' →



"The Waterfall" Phase 3



APPENDIX II - Policy No. 5.1



DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: EMCS Student Art Bus Shelter Project

Address of Organization: 6218 Sooke Rd.
Sooke, B.C.
V9Z 1J1

Phone: [REDACTED] Fax: 250-642-7866

E-mail: [REDACTED]

Contact Person: Susan Percival

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input checked="" type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$1,925.87 Total Budget: \$3,851.75
(attach completed Budget Form)

Have you applied before? yes When? 2014 Grant Received? yes

Have you submitted a final report for previous grant? yes

Incorporation number and date of incorporation if applicable: N/A
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) _____

The Project evolved over time with the assistance of the Engineering Department of the District of Sooke. The initial installation took place in October 08 and the second shelter's installation in November 08. Subsequent installations have taken place twice a semester since. We have also included art from Journey Middle School, the elementary schools and SOCLA.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

The Student Art Bus Shelter (SABS) Project was initiated by me, Susan Percival, Education Assistant, EMCS. The concept of refurbishing the bus shelter(s), located at Village Foods, designed to include an art installation, was meant to create a functional shelter, a public place for the display of art created by youth and a combination that would deter the recurrent vandalism. This has been accomplished as of October 2008.

EMCS Art Department provides the opportunity, materials, and space for creative expression and understanding by its students, guided by a qualified instructor. Two dimensional works in paint, ink, pencil, charcoal, printmaking and photography are supported as well as three dimensional works in clay, found objects, construction materials and Styrofoam. Art instruction is available to all ages and abilities, Grade Nine through Twelve.

Purpose of project: _____

The purpose of this project is to showcase youth in a positive manner. I wanted to create an opportunity for youth to publicly display tangible results of their efforts and creativity. This artwork is by youth, about youth and for these youth's community to observe and enjoy. A wider range of ages have been invited to participate and will be displayed later in the year.

The names of those involved in carrying out the project: _____

This project will be overseen by me, Susan Percival, with the expertise and the support of Sue Garat, Art Department Head, EMCS. There are between 90 and 120 students involved each semester.

Date and Place of Project: on-going

Student Art Bus Shelter Project 2015

- * This project has directly included 90-120 students per semester and, indirectly, innumerable friends, family and visitors.**
 - * The project has had a very positive response throughout the community and has inspired other community ideas and efforts at revitalization**
 - * The location is the most highly visible spot in the center of Sooke and has prevented the re-current vandalism that happened in the past, saving the District of Sooke thousands of dollars per repair of the shelters. We have, and will continue to maintain a functional and unique shelter for all to use.**
 - * Art pieces have expanded to include all school age artists as well as community artists and groups.**
 - * The youth take great pride in their involvement as artists and collaborators in their community.**
 - * The project is well supported with donated time, School District 62 dollars, and materials and expertise, by qualified adults who are committed to its on-going success.**
- The Shelters have been refurbished with new Lexan (plexiglass) and a new installation system has been donated by BC Transit (yet to be installed) (this installation system will transfer to the new BC Transit Shelters anticipated at the Round-About)**
- *Edward Milne Community School, as sponsoring organization, is providing half the funds and on-going accountability.**
 - * The project has been an additional point for tourists to remember us by and appeared in a promotional video of Sooke.**
 - * It has been a success for all involved!**

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application *(2015 Bus Shelter art)*

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request <i>(2015)</i>		\$1,925.87		\$1,925.87
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
<i>Admissions / fees: N/A.</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$
<i>Expenses - please see attached receipts.</i>				
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$ 3851.75
Net Income				\$ 0

Invoice



Save your best ideas for us.

Transaction #: 344116
 Account #: 100227
 PST Exemption #: PSTEXEMPT
 Page: 1 of 1
 Date: 9/22/2014
 Time: 3:00:03 PM
 Cashier: cs
 Register #: 10

Bill To: EDWARD MILNE SECONDARY
 EDWARD MILNE SECONDARY
 6218 SOOKE RD
 PO BOX 1010
 SOOKE, B.C. V9Z 1J1
 250-642-5211

Ship To: EDWARD MILNE SECONDARY
 EDWARD MILNE SECONDARY
 6218 SOOKE RD
 PO BOX 1010
 SOOKE, B.C. V9Z 1J1
 250-642-5211

Reference:
 Comment: ATTN: SUE GARRETT

Item Lookup Code	Description	Quantity Ordered	Price	Extended
CANVAS-10OZ	CANVAS BY THE FOOT - 10 OZ 60			\$219.00
CSWS1723	COVERSTOCK WHITE SMOOTH 17X23			\$76.00
NEWS1824	NEWSPRINT PAPER FIERRO 18X24			\$90.00
IB031000	ACRYLIC 1000ML CARBON BLACK			\$255.28
IB191000	ACRYLIC 1000ML BRIGHT RED			\$620.10
IB211000	ACRYLIC 1000ML PHTHALO BLUE			\$476.28
IB251000	ACRYLIC 1000ML PRIMARY YELLOW			\$555.66
IB291000	ACRYLIC 1000ML TITANIUM WHITE			\$510.56

Terms Net 30 Interest at 2% pr Month on Past Due Accounts
 ISLAND BLUE PRINT CO LTD
 GST# R102534617

Sub Total \$2,802.88
 GST \$140.14
 Total \$2,943.02

Charged ON ACCOUNT \$2,943.02



School Specialty CAN

Unit 200, 5510-268th Street
Langley BC V4W 3X4
Toll Free Phone: 866-519-2816
Toll Free Fax: 800-775-0353
www.schoolspecialty.ca

Ship To: EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD
BOX 1010
SOOKE BC V9Z 0G7
CA

Packing Slip

Page: 1 of 2

Printed: 10/03/2014 14:17:30

Order Number: **30443796**

Ship Date: **10/03/2014**

Customer Number: **224881**

Shipment Number: **104070768**

Customer PO: **SGARAT**

Attn: **SUE GARAT**

Order Information:

Delivery Information:

- Your order may ship in multiple boxes and may deliver at different times.
- One packing slip is provided per shipment; there is not one included in every carton.
- By ordering goods from School Specialty Canada, the purchaser waives and transfers their rights to receive the actual amount of duties refunded for returned merchandise to School Specialty Canada.
- The duties, which are included in the purchase price, in turn, will be refunded to the purchaser directly by School Specialty Canada.

The following items are in this shipment:

Line	Product No	Cust Item No	Description	UOM	Qty Ord	Qty Ship	Qty B/O
1	1299774	1299774	INK BLOCK 16 OZ VIOLET PRINTING SAX WATERBASEC	EA	1	1	
2	246686	246686	PAPER FOLIA TRANSPARENT 19-3 4X27-1/2 PACK OF 100	PK	1	1	
3	247313	247313	MEDIUM ACRYLIC TRUE FLOW GALLON GLOSS	EA	4	4	268.76
4	248665	248665	CONST PPR 18X24 BLACK RIVERSIDE 50 PER PACK	PK	4	4	
5	085771	085771	BEADS EXOTIC PACK OF 170	PK	1	1	
6	408860	408860	BEADS GLASS KIT	EA	1	1	
7	1353935	1353935	GLUE WHITE GALLON EA - SCHOOL SMART	EA	4	4	
8	217185	217185	PAINT TEMPERA JAZZ GLOSS PINT OPAQUE SET OF 10	ST	1	1	
9	402398	402398	EASY-TO-CUT PRECUT UNMOUNTED 12X12 PACK OF 6	PK	3	3	
10	200591	200591	TISSUE SPECTRA RAINBOW REAM PACK OF 480		2	2	
11	233288	233288	WONDERFOAM ASSORTED SHAPES PACK OF 264	PK	1	1	
12	447659	447659	WIRE NICKEL SILVER 1 LB 20 GAUGE	EA	1	1	
13	447632	447632	WIRE SOFT COPPER 18 GAUGE 1 LB	EA	2	2	
14	1296507	1296507	PAPER RENAISSANCE CRAFT ASSORT 8.5 X 11 PACK OF 32	PK	1	1	
15	1299772	1299772	INK BLOCK 16 OZ BLUE PRINTING SAX WATERBASEC	EA	2	2	
16	1299770	1299770	INK BLOCK 16 OZ YELLOW	EA	1	1	

MORE ITEMS...

We want you to be 100% satisfied. If for any reason you are unhappy with the products you have just received, please call 866-519-2816 within 10 days to report damages and up to 30 days to obtain a Return Authorization (RA) number for products in their original packing and in sellable condition. Product returned without authorization, additional items not part of original authorization, or products arriving in an unsellable condition will not be eligible for credit and product will not be shipped back to the customer. Please note Custom orders are made to your specifications and may not be returned.

School Specialty CAN

Unit 200, 5510-268th Street
 Langley BC V4W 3X4
 Toll Free Phone: 866-519-2816
 Toll Free Fax: 800-775-0353
 www.schoolspecialty.ca

Ship To: EDWARD MILNE COMMUNITY SCHOOL
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SOOKE BC V9Z 0G7
CA

Packing Slip

Page: 2 of 2

Printed: 10/03/2014 14:17:34

Order Number: **30443796**
 Ship Date: **10/03/2014**
 Customer Number: **224881**
 Shipment Number: **104070768**
 Customer PO: **SGARAT**
 Attn: **SUE GARAT**

Line	Product No	Cust Item No	Description	UOM	Qty Ord	Qty Ship	Qty B/O
17	1299773	1299773	PRINTING SAX WATERBASEC INK BLOCK 16 OZ TURQUOISE	EA	1	1	
18	1299768	1299768	PRINTING SAX WATERBASEC INK BLOCK 16 OZ ORANGE	EA	1	1	
19	1398078	1398078	PRINTING SAX WATERBASEC FOAM BOARD WHITE - VALUE 20X30 10-CS	CS	3	3	
20	407536	407536	LINOLEUM CUTTERS ASSORTED SET OF 5	ST	5	5	
21	1334791	1334791	PAPER ROYLCO RETRO POP 8.5X11 PACK OF 32	PK	1	1	
22	1371711	1371711	SKETCHBOOK HARDCOVER BASIC 5.5 X 8.5 IN 216 PAGE	EA	10	10	
23	207169	207169	WONDERFOAM 9X12 SHEETS ASST COLORS PACK OF 10	PK	1	1	
24	410738	410738	CHARMS ASSORTED PACK 10C	PK	1	1	
25	404655	404655	BRUSH TF OPTIMUM WHT TKLN SHRT HDNL SET OF 72	ST	3	3	396.27
26	464318	464318	GESSO PRIMA ECONOMY GALLON	EA	4	4	137.16
27	DISC-ITEM	1426323	GLUE STICK ELMER'S .24OZ PK/60 ***WE'RE SORRY, THE ABOVE ITEM HAS BEEN DISCONTINUED. ALTERNATE ITEMS MAY BE AVAILABLE	EA	1		

Total Expenses \$ 3,439.07

Taxes 7.12 412.68

\$ 3,851.75 ÷ 2 = \$ 1,925.87

We want you to be 100% satisfied. If for any reason you are unhappy with the products you have just received, please call 866-519-2816 within 10 days to report damages and up to 30 days to obtain a Return Authorization (RA) number for products in their original packing and in sellable condition. Product returned without authorization, additional items not part of original authorization, or products arriving in an unsellable condition will not be eligible for credit and product will not be shipped back to the customer. Please note Custom orders are made to your specifications and may not be returned.

COMMUNITY GRANT PROGRAM - Financial Statement

Period Covered:

(2014 Bus Shelter art)

Organization Name:

Revenues	Actual Results
Grants:	\$
(list funder) <i>(District of Sooke)</i>	\$ <i>1,891.00</i>
(list funder) <i>School District 62</i>	\$ <i>1,891.00</i>
(list funder)	\$
	\$
Admissions / fees:	\$ <i>NA</i>
<i>In-kind donation by Don Miller Welding</i>	\$ <i>(\$300⁰⁰)</i>
	\$
Other:	\$ <i>N/A</i>
	\$
Total Revenues	\$ <i>3,782.00</i>
Expenses	
<i>please see attached.</i>	\$ <i>3,782.00</i>
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Expenses	\$
Net Income	\$ <i>0</i>

~~Concepts~~

Canvas and Paint -

1646.30

1174.16

157.46

37.49

Gesso -

30.86

42.11

Medium -

241.88

Brushes -

204.26

118.88

Black Plastic Panels -

100.77

Screwdrivers

430.00

3984.17.

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION



If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Girl Guides of Canada – Guides du Canada (GGC)
Application is submitted by the GGC-Milnes Landing Camp Committee

Address of Organization: (camp) 2292 Sooke River Road
Sooke, BC

or (SVI Area office) 938 Mason St, Victoria, BC V8T 1A2
 or (National office) 50 Merton St Toronto, ON M4S 1A3

Phone: (camp) 250-642-3035 ; (downtown office) 250-383-1712
 Fax: phone office first: M-W-F 10am-2pm 250-383-1712

E-mail: (SVI Area office) svigirlguides@shaw.ca

Contact Person: Sharon Doty, SVI Area Commissioner svicommissioners@gmail.com
 Project chair = Teresa Howden, SVI Area Camp Properties Liaison [REDACTED]

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$2500. Total Budget: \$9746.
 (attach completed Budget Form)

Have you applied before? NO When? n/a Grant Received? n/a

Have you submitted a final report for previous grant? n/a

Incorporation number and date of incorporation if applicable: incorporated in 1917
GGC Charitable Registration: National 118938554RR0027 ; BC Council 118938554RR0005

(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program(s):

Excerpts from *Girl Guides of Canada – Guides du Canada* website in box below:

Guiding provides a safe, all-girl environment that invites girls to challenge themselves, to find their voice, meet new friends, have fun and make a difference in the world. Girl Guides of Canada strives to ensure that girls and women from all walks of life, identities and lived experiences feel a sense of belonging and can fully participate. Girl Guides is an organization with over 100 years of history and a strong and growing future.

Vision

Girl Guides of Canada-Guides du Canada, the organization of choice for girls and women, makes a positive difference in the life of every girl and woman who experiences Guiding so she can contribute responsibly to her communities.

Mission

Girl Guides of Canada-Guides du Canada enables girls to be confident, resourceful and courageous, and to make a difference in the world.

Guiding offers the widest range of activities of any extracurricular activity for girls and young women. Developing friendships while exploring the arts, sciences, cultural awareness and so much more, Guiding lets girls from 5 to 18 try it all through enriching experiences that will stay with them for a lifetime. The variety of Guiding's programming and opportunities gives girls unlimited opportunities to develop the skills that help them confidently navigate their world. Through fun activities and dynamic discussions, our goal is to increase girls' awareness about the wider world, promote cross-cultural understanding and educate girls on global issues that will inspire them to take action.

Most programming offered to the Girls in the organization is delivered by dedicated volunteer Girl Guides of Canada (GGC) Adult Members. Camping, residentially for young girls and in tents for older girls, is an integral part of program offered. This type of program provides a safe, supportive, respectful place for girls to develop and practice skills; learn about, experience and care for the outdoor environment; become independent and responsible for themselves; work as a team; and to make friends and positive memories.

Girl Guides of Canada – Guides du Canada has programs in place to assist in cases of financial need, in hopes that all girls who would like to join have access.

Service to one's community is a significant part of program, particularly in local groups.

Describe the community project, program, service, activity or event (“project”) for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding:

Milnes Landing Girl Guide Camp (10 acres with 2 cabins) is very heavily used by Girl Guides of Canada-Guides du Canada members in Sooke.

One of the two cabins, “Upper Cabin”, at *Milnes Landing Girl Guide Camp* is due for a new roof. Girl Guides have not requested a Community Grant from Sooke in the recent past. Most years, maintenance, repair and improvements are within the financial abilities of Girl Guides without excessive additional fundraising and large projects are spread out over time when possible. Last season, prompted by the need to remove trees to reduce risk to neighbouring properties, more than anticipated was spent to fell 11 hazard trees on the 10 acre property and replace damaged electrical service plus a private power pole broken during storms (which occurred after the hazard trees removal).

In an effort to keep costs as low as reasonable for the girls and their parents, the volunteer *Milnes Landing Campsite Committee* does some of the chores, recruits other volunteer helpers/parents when possible, and overseas arranging additional paid help for specific jobs (maintenance as well as improvements) when required. For larger projects, Girl Guides sometimes seek assistance. Finding volunteers for this required re-roof job was not likely.

Quotes from several reputable roofing companies were received and we have chosen a Sooke based business to re-roof the cabin costing \$9746.76 (including a 15% contingency required for GGC budgeting).

Re-roofing at this time is a 50 year investment/benefit to those who will be using the cabin in future.

Purpose of project: To responsibly maintain the roof and building so that the building will be in good shape for many generations of Girl Guides (Sparks, Brownies, Guides, Pathfinders, Rangers and Adults) yet to come.

The names of those involved in carrying out the project:

Council responsible is **Southern Vancouver Island (SVI) Area.**

SVI Area Commissioner = Sharon Doty (Council that the Milnes Landing Camp Committee sits under)

Members overseeing the project:

SVI Area Camp Properties Liaison = Teresa Howden

Milnes Landing Campsite Committee = Patricia Handy, Barb Kerr, Sandy Shumka, Peter Wilford and Mandi Becking

Date and Place of Project:

2015 Summer – between June & August; will schedule between summer camps if needed.

At Milnes Landing Girl Guide Camp, 2292 Sooke River Road

Additional Information:

Girl Guides of Canada – Guides du Canada is alive and well in Sooke. We hope Guiding will continue to thrive and have a positive impact on the lives of many girls aged 5-18 years, and their families, in Sooke for years to come.

Community Service: Sooke Girl Guides (Sparks, Brownies, Guides, Pathfinders and Rangers) put effort into supporting the Sooke community in several ways: Decorating bags for the food bank Christmas Bureau, Girl Guide sponsored food bank collections, entertaining seniors, making Birthday party in a box kits for CASA (The Sooke Co-operative Association of Service Agencies) and also help further afield with blankets for transition house, supplies for Wild ARC, hygiene kits for transition house, crisis centre and WorkLink, and contribute toys for Christmas toy drives

Girl Guides' Milnes Landing Camp has been in operation at this location for the benefit of Girl Guide members and others since 1938. The first cabin built in 1938 sleeps 24 individuals in hanging bunks. The second cabin built in 1977 sleeps 30 individuals. Many upgrades have occurred over many years.

Currently *Milnes Landing Camp* is the weekly meeting place from September to June for ~95 girls and ~16 adult GGC members in the Sooke area. On weekends it is used for overnight indoor camps by GGC mainly from the Greater Victoria Region. Sooke GGC members also regularly use a GGC Camp in Saanich.

2013 camp use was 1020 camper nights and an additional 3000 person days for the weeknight meetings. In 2014 additional day events occurred.

At times when the camp is unlikely to be used by Girl Guide members, *Milnes Landing Girl Guide Camp* may also be rented by other non-profits such as Scouts Canada, Churches and the municipality. When non-local groups visit the camp, Sooke is close by for grocery/supply shopping and funds would often be spent at the Sooke Museum and SEAPARC Leisure Complex.

The primary fundraiser for Girl Guides of Canada is selling Girl Guide Cookies each Fall and Spring. Funds from these efforts support our GGC- BC Council, which in turn provides some grants (up to 50% after successful application) to our properties/camps for specific projects. Girl Guide cookie funds also support unit (Girl) events/camps directly. Some funds raised by units selling cookies are used in part to pay their camp rental fees to our own camps, rather than those fundraised funds going directly to the camp property accounts. This year at Milnes Camp, funds are also being raised by selling some of the firewood left by felling hazard trees.

Girl Guides - Milnes Landing Camp property currently receives a **permissive tax exemption** from Sooke.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application - re-roof cabin

Date: 2015

Organization Name: Girl Guides of Canada - Milnes Landing Camp

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		✓		\$ 2500
Other grants } (list funder) Girl Guide - BC Council } (list funder) (from cookie funds) }	✓			\$ 4031
(list funder)				\$
				\$
Admissions / fees: Camp rental fees	✓			\$ 2540
				\$
Other: Milnes Camp Firewood Fundraiser	✓			\$ 675
				\$
Total Revenues				\$ 9746
Expenses				
Quote from roofing company to complete project				\$
+ (includes 10% contingency req'd for Girl Guide budget of project)				\$ 9746
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$
			Net Income	\$ 9746

CHECKLIST:

Completed Application form	<input checked="" type="checkbox"/>
Copy of BC Society certificate, if applicable	<input type="checkbox"/> n/a
Budget	<input checked="" type="checkbox"/>
Final report for previous grant, if applicable	<input type="checkbox"/> N/A
Last Financial statement, if any	<input checked="" type="checkbox"/>

You are welcome to include any supporting material that would assist the District of Sooke in assessing your project.

Mail or deliver this application to: Community Grant Review Committee
c/o Director of Finance
District of Sooke
2205 Otter Point Road,
Sooke, B.C. V9Z 1J2

Phone: 250-642-1634 Fax: 250-642-0541
Email: info@sooke.ca

Link to SVI Area Annual Report 2013: <http://www.svgirlguides.bc.ca/>
Hover over "Guiding in SVI" to display dropdown box,
Click on bottom item "Annual Report 2013"

STATEMENT OF REVENUE AND EXPENSES
Milnes Camp Committee January 1, 2013 - December 31, 2013

Revenue

Crests	\$188.75
Camp Deposits	\$2,747.50
Interest Income	\$1.59
Camp Fees	\$8,130.50
Other GGC Rental	\$2,915.00
Total A	\$13,983.34


Expenses

Administrative	\$51.61
Bank Charges	\$15.00
Deposit Refunds	\$545.00
Maintenance	\$4,018.02
Gifts/Awards/Badges	\$50.00
Water	\$211.16
Hydro	\$1,591.94
Phone	\$964.87
Propane	\$4,440.64
Special Events	\$47.17
Travel/Mileage	\$51.84
Supplies	\$652.38
Total B	\$12,639.63

STATEMENT OF FUNDS

Balance Beginning of the period		\$5,829.54
Current Year:		
Revenue	Total A	\$13,983.34
Expenses	Total B	\$12,639.63
	A - B =	\$1,343.71
Balance End of the period		\$7,173.25

Prepared by:
Signature
Print Name
Phone Number

P Handy
Patricia Handy


Milnes Landing Camp

2014 Budget

Jan 1 – Dec 31, 2014

Revenue:

Camp fees	11550.00		9805.50
Booking deposits	3000.00		2100.00
Unit Rental	1800.00		1275.00
Crests	175.00		67.50
GST Rebate	200.00		0.00
Interest	10.00		1.68
Admin fees	300.00		80.00*
Other income			675.00 = firewood
Total	<u>\$17035.00</u>		<u>\$14004.68</u>

Expenses:

Supplies-consumable	150.00		185.58
Camp equipment	200.00		146.23
Hydro	1000.00		893.17
Telephone	1000.00		911.50
Water	200.00		112.38
Propane	4000.00		2561.38
Insurance	2400.00		2195.00
Mileage	100.00		50.40
Office Supplies/Admin	10.00		24.40
Postage	80.00		68.70
Deposit Returns	3000.00		1690.00
Repairs/Maintenance	2000.00		6438.89**
Gifts	50.00		33.58
Events	100.00		16.32
Total	<u>\$14290.00</u>		<u>\$15327.53</u>

*I only started breaking out the admin fee as of July 2014

**This includes \$3675.00 paid to [REDACTED] to remove danger trees and \$1302.14 paid to [REDACTED] to pay our share of the cost to repair storm damage to power pole etc.

Girl Guides of Canada - SVI Area
Income Statement 01/01/2013 to 31/12/2013

2013
- including the year-end adjustments
Supplied by accountant (paid)
who reviewed the records.

REVENUE

GUIDING REVENUES

Membership fees - Area portion		13,183.16
Chocolatey Mint Cookie Revenues	12,587.26	
District for Area Mint Revenues	3,258.75	
Classic Cookie Revenues	16,959.97	
District for Area Classic Revenues	3,258.75	
Net Cookies		36,064.73

GUIDING REVENUES

49,247.89

AREA CAMPING

GPS Rental Revenue		40.00
Canoe Rental Revenue		65.00
Camp Equipment Rental Revenue		21.00
Discovery Camp receipts		706.00
Area Camp Skills Day - Basic		600.00

AREA CAMPING

1,432.00

SVI GUIDE HOUSE REVENUES

Guide House Rental Revenue (Cdn)		8,281.05
Hall Meeting Revenue		540.00
Guide House Rental Revenue (US)		497.00
Guide House Parking Revenue		11,219.98

SVI GUIDE HOUSE REVENUES

20,538.03

AREA REVENUES

Annual general meetings receipts		1,125.00
Miscellaneous Revenue		142.25
Crests/Pins revenue		1,371.47
Training registration revenues		1,270.00

AREA REVENUES

3,908.72

INVESTMENT INCOME

Bank account interest		17.63
Short term investment income		2,802.43

TOTAL INVESTMENT INCOME

2,820.06

OTHER INCOME

Donations - Area		1,018.60
Gain/Loss on Foreign Exchange		2.35

OTHER INCOME

1,020.95

TOTAL REVENUE

78,967.65

EXPENSE

OTHER PROPERTIES

Bowker - Cash		6,646.47
Bowker - net assets		-6,548.76
Bowke - Revenue		-6,718.57
Bowker - Expense		6,620.86
Bowker Hall Building		5,622.75
Invested in capital assets - Bowker		-2,211.79
Accum Amort - Bowker Hall Building		-562.28
Deferred Contributions - Bowker		-2,848.68
Jubilee - Cash		14,802.03
Jubilee - GIC		20,773.33

2014 adjusted
statements are
not available until
after May 2015,
so 2013 submitted
for grant application

Girl Guides of Canada - SVI Area
Income Statement 01/01/2013 to 31/12/2013

Jubilee - net asset	-36,549.30
Jubilee - Revenue	-4,122.24
Jubilee - Expense	5,096.18
Kingswood - cash	19,056.91
Kingswood - GIC	14,806.96
Kingswood Liability - deposit	-970.00
Kingswood - net asset	-26,736.40
Kingswood - Revenue	-27,760.45
Kingswood - Expense	21,602.98
Kingswood Building	4,880.00
Invst'd in capital assets-Kingswood	-2,216.01
Accum Amor - Kingswood building	-488.00
Deferred Contributions - Kingswood	-2,175.99
Milnes - cash	7,173.09
Milnes - net assets	-8,141.21
Milnes - Revenue	-13,983.34
Milnes - Expense	14,951.46
TOTAL OTHER PROPERTIES	0.00
SVI GUIDE HOUSE EXPENSES	
Furnishings & Equipment	131.88
Hall Heating Expense	3,955.27
Maintenance	2,226.56
Maintenance - Elevator	552.36
Hall Cleaning	780.00
Miscellaneous	158.09
Permits, fees & property taxes	183.14
Building Repairs & Improvements	82.00
Security	3,779.17
Supplies	334.71
Utilities	1,545.65
SVI GUIDE HOUSE EXPENSES	13,728.83
AREA CAMPING EXPENSES	
Camp committee expenses	20.50
Area Camp Skills Day - Basic	588.60
Discovery Camp expenses	805.28
Camp Equipment	79.67
AREA CAMPING EXPENSES	1,494.05
AREA CONFERENCES	
Conference Expenses	2,300.00
AREA CONFERENCES	2,300.00
AREA ASSISTED EVENTS	
Lady BP Recognition	545.56
Event Expenses - Canada Cord & ...	1,040.80
Event Expenses - Other	54.00
AREA ASSISTED EVENTS	1,640.36
AREA ASSISTANCE	
Girl's Assistance - Intl & Domestic	480.00
Girl's Assistance - Domestic	852.00
Guider Support	200.00
SVI Education Award	475.00
Training area registered guiders	-25.00
Campership Subsidy	1,895.50
AREA ASSISTANCE	3,877.50

Girl Guides of Canada - SVI Area
Income Statement 01/01/2013 to 31/12/2013

AREA GENERAL EXPENSES

Area Crests		1,672.55
Property Insurance		2,171.73
Annual report		605.53
Annual financial review		5,634.37
Archives		612.64
Area File Maintenance	55.83	
Depreciation Expense	678.32	
Office equipment	742.20	
Computer Software/Hardware	167.78	
Telephone expenses	1,961.28	
Internet expenses	607.22	
Miscellaneous	15.00	
Office supplies	584.85	
Photocopies	1,034.08	
General administration total		5,846.56
Staff Salaries	7,446.60	
CPP Expense	245.96	
EI Expense	217.04	
Worksafe BC Expense	10.72	
Wages total - staff		7,920.32
Commissioner's allowance		400.00
Awards Committee (pins & insignia)		113.50
iMis Advisor		42.09
International committee expenses		201.88
Annual general meetings		1,099.11
Meetings - Council		492.87
Mileage		75.18
Program committee		317.69
Gifts & Hospitality		70.16
Uniform subsidy		97.33
AREA GENERAL EXPENSES		<u>27,373.51</u>

AREA TRAINING

Mileage	33.60	
Supplies/postage/photocopies	121.25	
Training books	107.57	
Training Insignia	111.89	
Committee expenses total		374.31
OAL Training		1,313.08
Workshops - Area Training Day		1,202.18
AREA TRAINING		<u>2,889.57</u>

Area PR

Advertising		3,123.07
Website Updates		27.33
PR Events		1,105.08
PR Materials		279.32
Promo Cookies		942.01
AREA PR		<u>5,476.81</u>

OTHER AREA EXPENSES

Write Offs/Bad Debt		5.11
OTHER AREA EXPENSES		<u>5.11</u>

DIVISIONS LEGACY FUND EXP...

Jubilee Kirby Site		1,138.30
--------------------	--	----------

Girl Guides of Canada - SVI Area
Income Statement 01/01/2013 to 31/12/2013

Jubilee Patrol Boxes	<u>131.02</u>
DIVISIONS LEGACY FUND EXP...	<u>1,269.32</u>
TOTAL EXPENSE	<u>60,055.06</u>
NET INCOME	<u><u>18,912.59</u></u>

* note deficits predicted on CASH FLOW TEMPLATE
in 2014, 2015, 2016, 2017 & 2018

GIRL GUIDES OF CANADA - GUIDES DU CANADA : Southern Vancouver Island Area

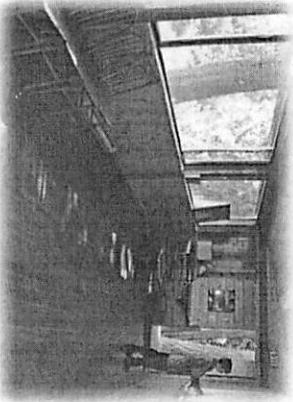
APPENDIX A	CASH FLOW TEMPLATE	Year				
		2014	2015	2016	2017	2018
Use the budget template for inputs for revenues and expenses						
Cash balances at the beginning of the year:		168,093	131,902	93,571	62,815	29,304
Revenues	Brief explanation					
Cookies		38,189	38,000	38,000	38,000	38,000
Registration fees		3,000	3,000	3,000	3,000	3,000
Camping revenue	incl SOAR in 2014	21,700	2,050	2,050	2,050	2,050
Guide house revenues		18,600	18,600	18,600	18,600	18,600
Other	inv int, donations, misc	5,750	5,750	5,750	5,750	5,750
Total Revenues		87,239	61,650	61,650	61,650	61,650
Expenses	Brief explanation					
Guide House expenses		-19,275	-20,239	-26,251	-27,564	-28,942
Camping	incl SOAR in 2014	-28,000	-2,205	-2,315	-2,430	-2,552
Training		-2,800	-2,940	-3,087	-3,241	-3,403
Salaries		-7,680	-8,064	-8,467	-8,891	-9,335
General		-20,050	-21,053	-22,105	-23,210	-24,371
PR		-7,050	-7,403	-7,773	-8,161	-8,569
Other		-10,075	-10,579	-11,108	-11,663	-12,246
Total Expenses		-94,930	-72,482	-81,106	-85,160	-89,418
Capital purchases	Brief explanation					
Guide House	repoint masonry	-18,000				
Kingswood	new roof, water pump, cottage	-8,000	-27,500			
Milnes	2 new roofs			-10,000	-10,000	
Jubilee	new cistern, panabode door	-2,500		-1,300		
Total Capital purchases		-28,500	-27,500	-11,300	-10,000	0
Net cash increase (decrease) for the year		-36,191	-38,332	-30,756	-33,510	-27,768
Cash needed to cover short-term operations						
Cash available for investing		131,902	93,571	62,815	29,304	1,536

For BOTH CABINS

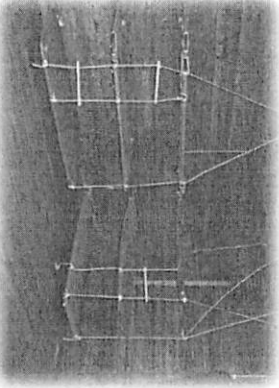
- TP, floor cleaner & toilet cleaner provided.
- Campers need to bring all other consumables: food, dish soap, bleach, dish cloths/towels, paper towels, foil, garbage bags, and containers for leftovers.
- Bring flashlights & First Aid Kit.

LOWER CABIN (photo on front page)

- Built in 1938; rustic and cozy.
- Maximum overnight capacity is 24 people (youth + adults). 20 in bunks + 4 on floor.
- One car permitted to drive down narrow driveway. Others park at top in parking lot and campers, including staff, walk down with their gear.
- Lovely closed-in veranda for dining or activities over-looks the river estuary.



- Large room, with small wood stove, has 15 hammock style bunk beds. Bunks pull up during the day to make more room for activities if desired.
- Small room with 5 hammock bunks

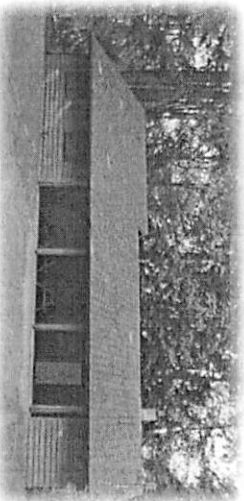


- Kitchen with residential gas stove, fridge, 3-bowl-sink, small appliances, dishes & cutlery for 30, pots & cooking utensils.

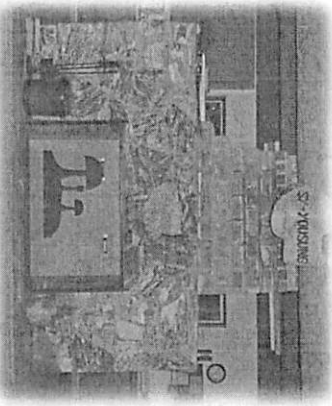


- One toilet & sink inside main building.
- Two toilets & sinks in attached building
- Outdoor fire-pit on grassy edge of estuary.

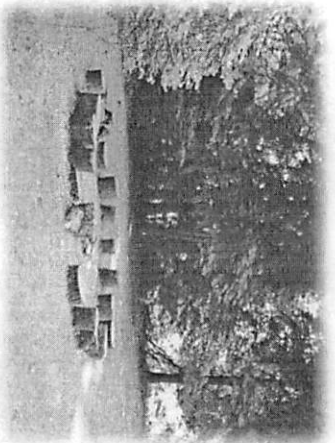
UPPER CABIN (easy wheelchair access)



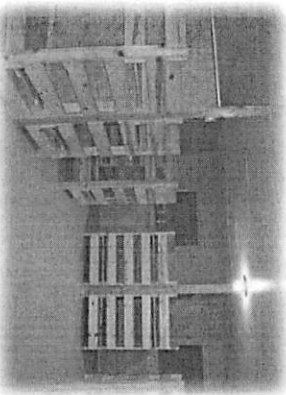
- Surrounded by tall forest; lawn with flagpole near cabin.
- Large main activity/dining room with fireplace also has propane powered "wood" stove with log/flame.



- Outdoor fire-pit on second lawn area.



- Bunk room with 24 plywood bunks/no mattresses. Others sleep on floor. (maximum overnight capacity 30 people)



- Bathroom has 3 toilets/sinks and 1 shower stall.
- Kitchen with electric stove, fridge, 3-bowl sink, dishes & cutlery for 30, small appliances, pots & cooking utensils.



BOOKING PROCEDURE

Contact SVI Camp Booking Agent at sviareacampbookings@gmail.com As of November 1st at 9 am, camp bookings for the following February 1st to January 31st may be made by GGC-SVI Area groups. All other groups may book as of February 1st for those camp dates. Booking Agent will instruct you to send deposit & booking fee to the Camp Treasurer.

Cheques payable to: **GIRL GUIDES OF CANADA - Milnes Landing Camp.**

Upon receipt of deposit, the Camp Treasurer will send you further details about the camp including arrangements for obtaining camp keys. The deposit will be returned to you if the site is left clean and is securely locked.

Details of camp rental rates, and subsidies for SVI Area members, are at:
<http://www.svirgirlguides.bc.ca/camping.htm>

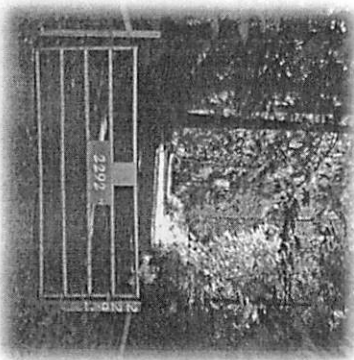
Rental fees are due to the Milnes Landing Camp Treasurer 2 weeks after camp. Crests may be ordered from the Milnes Treasurer for \$1.25 each.



Currently, many (not all) weekends & weeknights are booked by local Girl Guides from mid September to mid June while school is in session. Generally, there is lots of available space during the summer.

MILNES LANDING CAMP is located in Southern Vancouver Island Area approximately 40 km and a 50 minute drive from downtown Victoria. The 10 acre property along the Sooke River has been operating as a *Girl Guides of Canada* Camp since 1938.

DIRECTIONS TO CAMP: If heading from Victoria, turn right onto Sooke River Road just before crossing the bridge over Sooke River. *Sooke River Store & Grill* is on the corner. The camp driveway is on the left hand side of the road ~400 meters along Sooke River Road, just past a fire hydrant.



THINGS TO DO

- Explore the grassy Sooke River estuary. Canada Geese commonly fly by and you might discover salmon in fall.
- Sooke Region Museum: 1km, a 15 minute walk; open 9am-5pm year round.
<http://www.sookeregionmuseum.com/>
- SEAPARC recreation centre/swimming pool: 1.25km, a 20 minute walk
<http://www.crd.bc.ca/seaparc/about.htm>
- Close to km 44 of the "Galloping Goose" trail. <http://www.gallopinggoosetrail.com/>
- 5 km north is Sooke Potholes Park
<https://www.crd.bc.ca/parks-recreation-culture/parks-trails/find-park-trail/sooke-potholes>



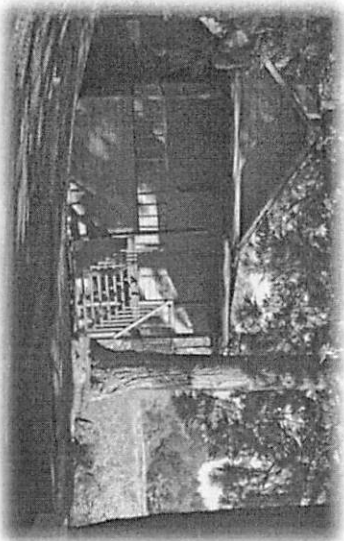
Girl Guides of Canada Guides du Canada

SOUTHERN VANCOUVER ISLAND AREA

WILNES LANDING

CAMP

2292 Sooke River Road, Sooke, BC



Two cabins are located at the camp. One is surrounded by forest, the other has forest on one side and the Sooke River Estuary on the other.

(no actual tenting sites - may pitch a few small tents)

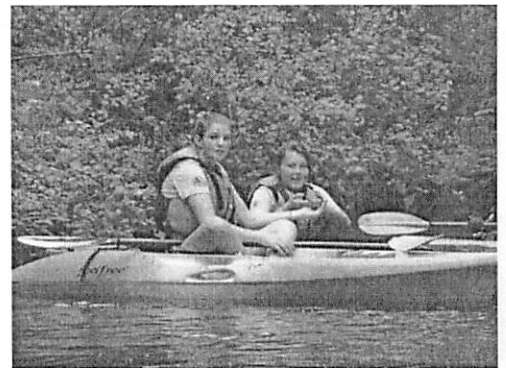
SVI Area website: www.svirgirlguides.bc.ca
SVI Area Office: 250 383-1712

Revised September 2014



SVI Area Annual Report 2013

Abbreviated version with fewer photos,
Does not include District or Trefoil Guild Reports



Area Commissioners Report 2013

Girl Guides of Canada – Guides du Canada continues to flourish in Victoria. From our beginning until now, Guiding has continued to fill the lives of the women and girls of our Area, Southern Vancouver Island, with challenge, adventure, education, friendship, exploration, and opportunity. Guiding is an enormous organization with over 10 million women and girls in 145 countries located in five different regions. We share the opportunities to grow, share, learn and educate each other with the largest voluntary movement dedicated to girls and young women in the world. We provide chances for the girls to learn about themselves, their small Unit of friends, their communities, their city, their Province, their Country and their world through a huge variety of weekly adventures.

We have excellent opportunities to shape our futures and the future of the girls and women around us. The youngest Spark discovers her community through outings to the local fire station, a visit to a local market or a local park, explores art through a variety of medium during her meetings, learns about healthy living, food and exercise, discovers nature through scavenger hunts and goes on her first sleepover or camp experience. This exploration continues over the years through Brownies, Guides., By the time the girls are Pathfinders and Rangers, they take the lead and become active in working as a team as well as developing their own independence, planning meetings, trying new skills, teaching others, building self-esteem, learning about healthy relationships, career options, other cultures, and trying adventurous activities that test themselves. Guiding offers all these things for all these levels right here in SVI.

We have eleven Districts spread out over Southern Vancouver Island Area. Each is filled with dedicated adults that provide fun-filled learning for curious, enthusiastic girls, and young women. Looking through the reports enclosed here, you will read of some of the many excellent highlights of the past year and know that Guiding *is indeed* flourishing here! The friendships that develop during the time spent at meetings can and often do continue to grow over the years. As we look around this room during the AGM, it is amazing to think of the lives that have been touched by the commitment to Guiding. The girl that starts as a Spark, through friendship and mentoring can become the leader of tomorrow who in turn helps the next generation of girls.

We appreciate all the time, caring, effort, enthusiasm, and dedication of our volunteers. The Unit Guiders, District Commissioners, Area Advisers and committee members, Councils and Guiders who volunteer within SVI show great commitment to the girls, the Area and the organization and we thank you for that.

Sharon Doty, SVI Area Commissioner

	2013/2014	2012/2013	2011/2012
Girls	1,185	1,182	1,185
Rangers	47	34	44
Total	1,232	1,216	1,229
Honourary Life	8	9	11
Members over 75	27	23	31
Link only	6	5	4
Trefoil only	24	24	26
Other adults	286	280	282
Total	351	341	353
Grand Total	1,583	1,557	1,582

Area Council List 2013

Area Commissioners	Sharon Doty	
Deputy Area Commissioner	Sheilagh Finnigan	
Area Secretary		2012/2013 Position vacant
Area Treasurer	Janeen Sam	until November 2013
Area Treasurer	Cassandra Herbert	from November 2013
 Additional support for Area Treasurer (do not hold seat on Council)		
Area Bookkeeper	Nancy Fischer	
Area Financial Support	Mary Porterfield	
Awards Adviser		2012/2013 Position vacant
	Amy Fischer	from April 2014
Camping Adviser	Erlene Amero	from October 2013
Camp Properties Liaison	Teresa Howden	
House Committee Chair	Lynda Ireland	until October 2013
iMIS Adviser	Carol Gamey	
International Adviser	Merlane Quon	
Membership Adviser	Tanya Wyllie	
Program Adviser	Jeannie Cosgrove	
Public Relations Adviser	Colene Wood	
Ranger Representative	Kim Jones	from November 2013
Training Adviser	Sheila Fowler	
Trefoil Liaison	Olive Brown	until June 2013
	Pat Sinnott	from November 2013
 District Commissioners, Co-Commissioners and Contact Commissioners		
Bay to Bay	Deb Buckle	
	Angie Zemanek	
Camas	Alyssa Robertson	
Chatham Contact Commissioner	Heather Brass	
Harbours	Gillian Hurwood	until October 2013
Harbours Contact Commissioner	Coleen Lafleur	from October 2013
Lakes	Anthea Reiner	until August 2013
	Robin Alexander	from September 2013
Pacific Skies	Adrienne Blandford	
	Wendy Halpen	
Peninsula Shores	Tamara Fraser	
	Sheena McCullough	
Portage Inlet Contact-Commissioners	Christine Grist	from September 2013
	Alicia Goluzza	from September 2013
Raven	Brenda Lacharity	
	Suzanne Steffler	
Straits	Carla McRae	
	Eva Herbert	
	Teresa Taylor	
Woodwyn	Cathy Schofield	as full DC since September 2013

SVI Awards Adviser Annual Report 2013

2013 SVI AWARDS RECIPIENTS

UNIT GUIDER AWARD:

GOLD THANKS PIN

Lori McMorran

BRONZE MERIT AWARD:

Naomi Ridout
Julie Neill

COMMISSIONER /ACL AWARD

Carla MacRae
Eva Herbert
Heather Brass

BC GUIDER APPRECIATION AWARD

Judy Macquarrie
Sharleen Thompson
Shauna Francis
Gail Graham

Patricia Carr
Meaghan Playle
Tami Mruk

SVI AREA SPIRIT OF HILDA LEIGHTON AWARD:

Lynda Ireland
Peggy Morfitt

Teresa Howden
Margaret Lidkea

LADY BP RECIPIENTS 2013 – June 2013

Sydney Adkins
Abigail Bowes
Mara Lambert-Wilson
Jasmine Bowers
Megan Robinson-Vincent
Jennifer Forster
Macayle Lindsay
Hailey Ridley
Muirenn Fraser
Grace Martin
Kennedy Tuggle
Devon Vickery
Mirren Lafleur

Antonia Audette
Ashaya Martin
Carrie Betts
Isabella Houston
Sara Trites
Regan Armitage-Smith
Erin Waddell
Holly Tremblay
Lauren Prill
Navinder Hundal
Cassidy Hull
Olivia Davidson
Sarah Thomas

Victoria Shandley
Emma-Sophia Simonok
Lauren Mills
Devon Heathcote
Katie Costas
Abigail Gilson
Emma Tanner
Nyleah Sigouin
Claire Arts
Anna Podhorodeski
Maryna Ell
Kerrie Tuggle

CANADA CORD RECEIPIENTS 2013, presented January 19th, 2014

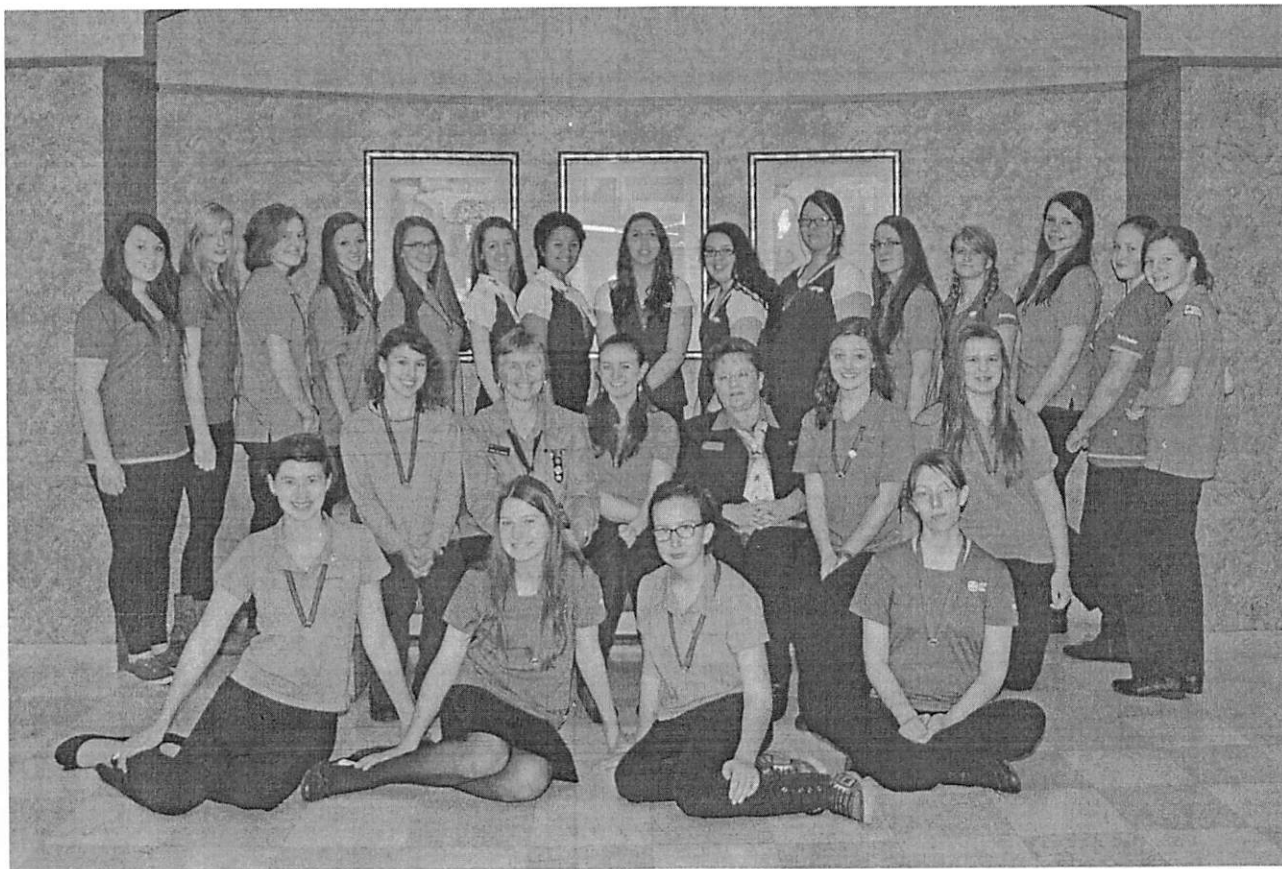
Katrina Britton
Julia Fischer
Michaela Pennell
Nicole Head
Maria Hoffman
Kathleen Holland
Carenza Stevens
Isabella Lee
Macy Preston

Amber Robinson-Vincent
Courtney Hyde
Rebecca Hansen
Apryl Taylor
Bailey Stuart
Julena Batinovic
Rachel Spencer
Meggin Crisp
Katrina Bosecker

Natalie Fischer
Mikayla Edmunds
Jamie Watley
Kyra Tuggle
Samantha Meyers
Monica McIntyre
Danielle Luzzi
Alanna Lacharity

CHIEF COMMISSIONERS GOLD AWARD RECEIPIENTS 2013

Hannah Carr
Alyssa Fraser



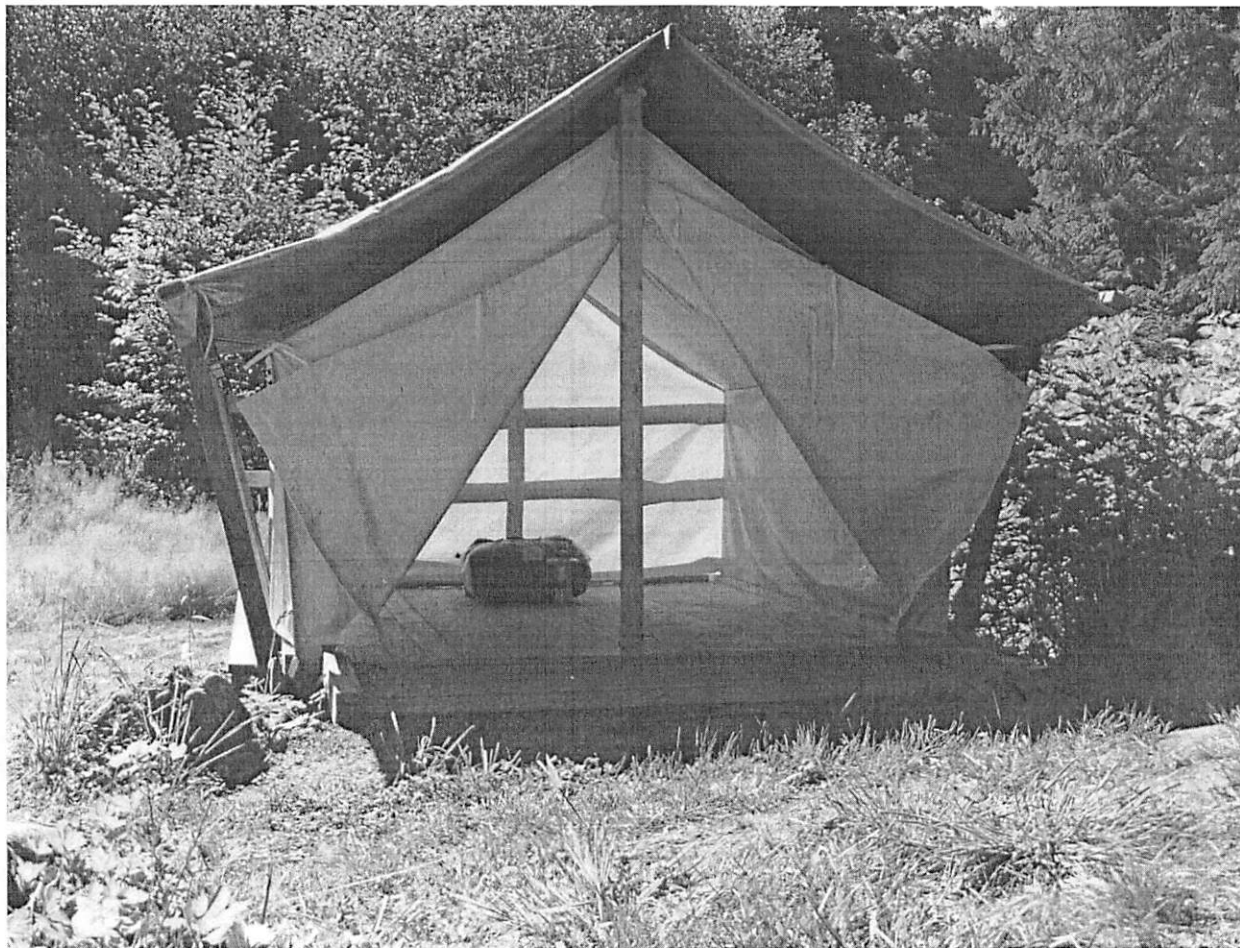
SVI Camping Annual Report 2013

Submitted by Erlene Amero – SVI Camp Adviser

Camp Skills Day 2013 was held at Kingswood Camp in April. Over seventy Guides and Brownies attended and learned skills such as laying a trail, bedrolls, fire starting and safety and flag ceremonies. The day was overcast, but the rain held off until the last hour of the day. We are all thankful to Heather Brass for arranging the event and Jeannie Cosgrove, the Responsible Guider for the day of the event.

Discovery Camp was held in September at Camp Jubilee. Despite the torrential rain the girls enjoyed a program facilitated by the UVic Science Ventures. Launching pop bottle rockets was the highlight of the camp. There was also an Iron Chef dessert competition on the Friday night. Drying out and warming up in the panabodes was a big part of the weekend. The slogan for the weekend was “Carry On, We Won’t Complain. Organizers for the weekend were Gillian Hurwood and Wendy Halpen.

Camping Events in SVI were complicated in 2013 by the lack of an Area Camping Adviser for most of the year. Despite of the lack of anyone in the position until late September girls from all levels of Girl Guides were busy with sleepovers, residential and tenting camps. The Camping Committee held a meeting with the new Area Camping Adviser in October to start planning towards camping events for 2014.



SVI Area Camp Properties Liaison Annual Report for 2013

Respectfully submitted by Teresa Howden - SVI Area Camp Properties Liaison

Under the direction of dedicated Campsite Property Committees, SVI Area's three camp properties continue to thrive to the benefit of Guiders & Girls in SVI Area.

At KINGSWOOD CAMP, the dining shelter at Upper Tent Site (Freeman King) was re-roofed and some minor repairs were done as well with some financial assistance in the form of a GGC Provincial Properties Grant. New benches were also made for upper site. An updated crest was unveiled for Kingwood. Hydro lines were professionally cleared, cottage was painted, leaks were remedied, and non-skid stair treads were installed. A Biologist working for Saanich visited Kingswood to collect data for ESA (Environmental sensitive area) mapping. Much of the Kingswood property is considered sensitive. Once again Kingswood was the site of the *SVI Area Brownie/Guide Camp Skills Days* as well as many unit camps. It continues to be a popular site with a small number of other non-profits in GGC's off season as well. McKevitt Lodge continues to be used year-round; the tenting sites for the most part are used April through to September with less use in the summer when GGC units break for the summer.

CAMP JUBILEE continues to have a short season of tenting camps, late April to early October, as there is no indoor sleeping space; summer use is very low. In 2013 a few GGC camps took advantage of the access to the seashore offered by Jubilee's neighbouring property owner to the south. Hopefully more campers consider this next season. Four platforms, including one that is wheelchair accessible, with vitex (plastic) ridgepole tents on them were used by units for the first time in the spring of 2013. They are taken down and stored over winter. Kirby site at Jubilee was the focus of attention in the summer: drainage on dining shelter; panabode roof refurbished, steps replaced and both big, sliding doors adjusted making the building more suitable for daytime (no food) use by campers. Jubilee Committee offered a bonfire/geocache event in the fall and a tree-planting program for units camping. Trees were planted where natural screening was needed and to assist in the natural but gradual replacement of alder by conifers. In Spring 2013 VIHA informed GGC that Jubilee must provide potable water (without campers having to treat it) beginning in the 2014 camping season. GGC's plan has been approved. The two wells may continue to be used for filling fire buckets only.

MILNES LANDING CAMP is used Monday through Thursday evenings during most of the school year for unit meeting space and both cabins are used by GGC for weekend camps from September to June. Milnes celebrated its 75th anniversary on July 21st with cake, songs and a display assembled by the SVI Archives Committee. All members in SVI Area were invited to attend. A small group, from Brownies to Trefoil, enjoyed the event. In early summer, Sooke Rotary very generously had Milnes Lower Cabin painted outside as well as siding added to the bottom half of the building facing the Sooke River. This was done in time to show off the building at the 75th anniversary. The Milnes Committee thanked the Rotary by providing a lunch for one of their meetings held at the cabin they supported painting. The Upper Cabin kitchen walls & drawers were freshened up with cleaning & paint. In the fall, a large healthy looking hemlock had to be removed from in front of the Lower Cabin. Fungus had spread through quite a bit of the wood, making it weak and unsafe to leave standing over the cabin. As a bonus, the cabin is much brighter & less damp feeling now. The top of a large tree snapped off close to a neighbouring property, which brought attention to another very large, old tree that could threaten the neighbour property. Milnes Camp has renewed its Timber Mark in case the tree must be removed and possibly transported/sold. A seemingly small but significant accomplishment was to have made Lower Cabin an unwelcome place for a persistent 4-legged intruder. Thank-you to Milnes Committee's retired chairperson, Eric Hurwood, who lead the committee through the anniversary event & hazard tree felling in addition to regular chairperson responsibilities.

GGC submitted a letter to the District of Sooke & the Provincial Agricultural Land Commission re: proposal to remove property from the ALR, the first step in to being able to build a waste transfer station across the road

from Milnes Landing Camp. GGC also attended a Sooke Council meeting to voice opposition to the proposal. The community did not support the removal of this property from the ALR.

Each of the three camps organized a spring and a fall cleanup/work-party. Specific units were targeted for each cleanup. The attending volunteers, primarily Guiding families & committee members, assist to keep the rental rates lower as fewer paid helpers are then required. In 2013, a new scheme was put in place where camp properties no longer receive "assessments" or any other direct financial support from SVI Area. It was a year of calculating the real costs of running the camps and adjusting rental rates accordingly. This included the introduction of a "bed-night subsidy form". Renters appreciate the revamped scheme where rents are now paid after camps rather than before. Representatives from all three camp committees plus the camp properties liaison attended a BC Provincial Properties Conference in November at Camp McLanlin.

BOWKER HALL replaced the tired oil furnace in the summer of 2013 with a more efficient electric one making for a cleaner, less sooty environment for all who use the building. 50% of funds for the project were granted by the Provincial Properties Grant process. The hall continues to be well used for unit meetings during the week and some sleepovers on weekends.



Milnes Landing 75th Anniversary party with Archives Committee and display



Jubilee Camp Tent Platforms (even wheelchair accessible!)

HOUSE COMMITTEE ANNUAL REPORT FOR 2013



This past year has been one of several necessary upgrades to the building, much of which has been aided by Capital Grants from Province, for which we are truly grateful. In recent years we have been hesitant to invest too much into our property due to the uncertainty of the neighbourhood and also due to the financial goal of a balanced budget since our store closed in 2009. I am happy to report improvements on both those fronts which coincided with the necessary work. Our budget is balanced for 2013 and in fact we showed a substantial revenue profit!

We applied for and received assistance for the repair of the upper hall floor seams which were becoming a safety hazard. This work took place in the early fall and was not as extensive as originally proposed and so we did not need to utilize the whole capital grant. It was recommended by our installer that we have the floors professionally cleaned and polished and that this should be done annually. We hired an excellent professional, a school custodian by day, to do the job over the Christmas holidays and the floors turned out looking brand new.

We also applied for and received a large project capital grant for repair of our exterior walls. This project entailed repointing the cracks in the mortar all around the building, inside and out, as well as painting the exterior upon completion of the masonry work. We were notified of the grant in December and so the work did not take place until early 2014. This was an extremely expensive endeavor and so to have help with costs was a huge relief as it had to be done regardless. We were very fortunate that our contractor, CBS Masonry, held to their bid from 8 months previous.

Other minor tasks needed attention over the year – the wooden pallets under the front stairs were finally disposed of as well as repairs of roof flashing and lighting. Our gardener, Jamie Graham, continues to stay on top of the weeds all around the property which is a huge help to the committee as previously this was a twice a year major cleanup. Darcy Wyllie does a wonderful job in keeping the hall clean and welcoming for our visitors, both local and from out of town.

Our building is well used over the course of a year and you might be surprised to know what the numbers tell us: we had a two year average of 700 bed nights and 1650 day use visits – not bad for a building that is only partially used. Think what revenue we could generate with a “full house”!

I have officially resigned the position as House Committee Chair effective September 2013, but *for the moment* am still overseeing projects that have arisen. I thank our committee members Marion, Kay and Carol for their support and even though we have not had much work together this past year, it was reassuring to know they were just a phone call away if needed. Thanks also for the support of SVI Area as we made some difficult decisions regarding the future of our much loved and well used Guide House. And lastly, our sincere thanks to Province for their support of our Guiding community.

Respectfully submitted,
Lynda Ireland

iMIS Adviser's Report 2013

Submitted by Carol Gamey, SVI iMIS Adviser
Kay Smith, Trudine Wilson, Deputy iMIS Advisers



Well, a year without glitches and human error in iMIS would indeed be cause for celebration. We didn't quite achieve this state of bliss in our second year of online registration, and inconsistencies and challenges, especially surrounding the waitlist process, continue to plague us, but on the whole, parents and Guiders (not to mention iMIS advisers!) in SVI have adapted well to the latest policies and procedures. In the spring, Carol and Kay attended the 'Membership Matters' conference in Vancouver where they received some invaluable training and exchanged tips with colleagues from around the province.

New, stricter policies for registering adult members were introduced in the fall of 2013; Province will no longer enter Police Record Checks until the Code of Conduct and an A1 have been entered into iMIS. In accordance with Safe Guide 13 updates, potential members, although registered in iMIS with an active status, will not appear on unit rosters until they have a PRC, Code of Conduct, A1 and two reference checks on file in iMIS. Non-members require a PRC and A7.

In addition, the window for completing the screening of new adult members has been reduced from six months to four months. The timely submission of paperwork is even more crucial given this tighter time frame. We urge guiders and commissioners to continue to submit their completed paperwork regularly, monitor their rosters on an ongoing basis and advise us of errors and omissions promptly.

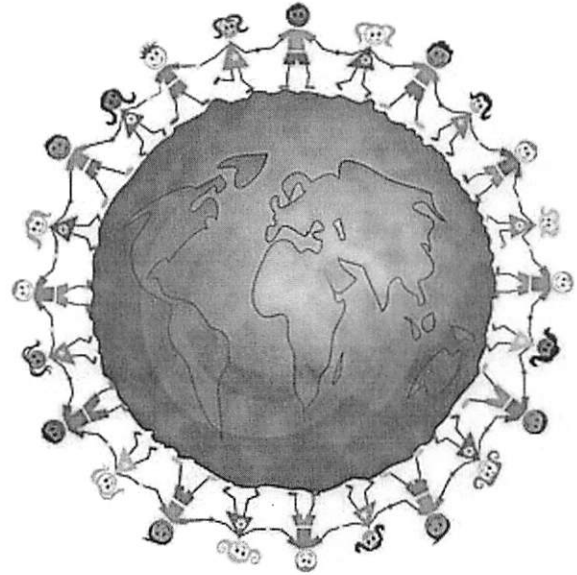
In terms of girl members, we are holding our own (1,185 versus 1,182 in 2012-13), and have actually seen a modest increase in the ranks of Rangers, transitioning and adult members for an overall increase of 1.6%. The ratio remains roughly unchanged from last year with 85% of parents using the online service and 15% opting for paper registrations. At year's end 26 units were at capacity, and six of those had active waitlists. Well done SVI!

Thank you all, once again, for your continued patience. Though 2013 was not without its headaches, they were fewer in number, less frequent and on the whole more manageable. In short, iMIS is a work in progress. Sometimes we just wish it would progress a little faster!

International Advisor's Annual Report 2013

Submitted by Merlane Quon, SVI Area International Advisor Committee – Nancy Pryce, Sara Ellis-Kissinger and newest member - Denise Howden

The year 2013 had a busy year. It started with International night at Guide House early in the Guiding year. Everyone was invited from SVI Area to attend and see what was happening for the upcoming year where the International trips opportunities were. The presentations of 2012 trips were presented. CWFF power point presentation was shown to where the money goes. There were applications from 12 Guiders and 13 girl members which shown interest and submitted to the International.



We had Julie Neill (Guider) selected for West Sussex International Camp – England.

Carol Whitehouse was alternate for Newfoundland and Labrador Adventure. Carol did end up going as Guider for the trip.

Elizabeth Kuroyedov (Girl) was selected for the Kenya Adventure 2013. Katherine Silversides (girl) and Charlotte Galbraith (girl) were selected for the Arctic Adventure 2013.

There were 3 Independent International trips this summer. There were 2 European adventures - the groups travelled to Paris, London and Switzerland at separate dates. The other trip was to Asia (Korea, China and Mongolia). Do consider inviting them to your Districts or Unit meetings for a presentation of their trips.

The annual Oak Bay Tea Party is the first weekend in June. We have the opportunity each year to give back to the Community known as the Tetley Tea. Girl Guides of Canada is represented as we look after the tea service.

The CWFF pizza challenge was introduced once more. There were 6 winning units around BC. The Saanich Shores Trex raised \$8.94 per member, for a total of \$223.50.

The 2nd Mount Paul Sparks, SVI Area raised \$6.51 per member, for a total of \$208.30. The total amount raised by all Units participating in the challenge was \$3,398.67

The International Committee (BC Province) is planning a new crest for 2014.

My Committee (Nancy Pryce, Sara Ellis-Kissinger) as well as myself attended International Advisor's workshop in Vancouver 2013.

Girls Go Global flyer came out for all Guiders and Units to use for reference for International and WAGGGS information. World Thinking Day 2013 – MDG (Millennium Development Goal) 4 “together we can save children's lives” – MDG 5 “every mother's life and health is precious”

Our committee can come to your District meetings or Unit meetings to assist with International, WAGGGS, CWFF. Raven District invited us to talk about CWFF at one of their meetings. Raven Pathfinders invited us to their Unit meeting as well to show the girls where the money goes with CWFF funds.

A busy International year it was for 2013.

Program Adviser– 2013 Annual Report

Submitted by Jeannie Cosgrove

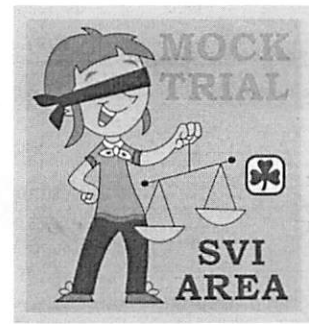
Winter Warm-Up, SVI Training Day – The Program Committee displayed all of the Toolboxes which each District should have in their inventory. A poster board of all the SVI Area, Provincial and National Challenges was displayed and then circulated to Districts through the year.

Jeannie attended several District meetings and now 10 of the 11 Districts now have a Program Adviser.

Provincial Program Committee has 2 new members from SVI Area: Alyssa Robertson has joined as Communications Liaison (she compiles the excellent resource for unit Guiders: *FunFinders*), and Carla MacRae, has joined as Girl Programs Specialist (she was the driving force behind the comprehensive “Girl Guide Challenge Crests From Across Canada” document).

The Area Program Committee sponsored the Guider’s Program Swap Meet in September. The response was lukewarm so Districts must be doing a good job in passing resources along to new Guiders. In spite of the poor turnout, the committee passed along \$170.50 to CWFF.

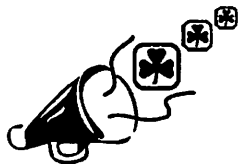
Mock Trial – 21 Pathfinders and Rangers with 5 Guiders conducted a Mock Trial to learn how real trials are conducted in Canada. In this mock trial, Cinderella’s step-mother was accused of confinement and abuse. The girls took on the roles of lawyers, court staff and jury. The trial ended in a hung jury this year. Attendees were given a crest for attending. Thanks to Jackie Fry for coordinating this event again.



Guider Craft Night had 7 attendees who enjoyed making crafts for Christmas and gathered new ideas for later in the year. Special thanks to Laureen Dye for her work in preparing the crafts for the ladies.

SVI Area Community Connections Challenge – 102 crests were earned by 6 different groups in SVI Area plus a group in Fraser Skies Area. ‘Lend a Hand’ were the most popular, followed by ‘Out and About’.





PUBLIC RELATIONS 2013 ANNUAL REPORT

At the annual **Royals Guide-Scout Hockey Night in February** there were many wonderful opportunities to interact with the crowd. From opening ceremonies and puck drop, cookie sales in the lobby, giveaways cookies to the fans, and Guiding members and families attending, we again made an impression with our presence at the game.

The **Saanich Fall Fair** on the Labour Day weekend continues to be an opportunity for face-to-face recruitment, resulting in several new Guiders and many girls joining units at all levels. Cookie sales help fund SVI Area activities and allow girls to interact with people in the lovely rural setting of the Fair.

Other promotional events which are part of our typical annual activities were:

- **Cookie blitzes** in April and October throughout the region.
- **Remembrance Day** events at which we have excellent representation in all locales.
- **Cougars Hockey Game** where our members attend for free if in uniform.

We did not do the following annual events we may have done in previous years:

- **Douglas Street Banner display for *Thinking Week*** which we share with Scouts Canada - the City of Victoria was unable to hang a banner owing to construction.
- **Volunteer Fair at U-Vic** – we are not being exposed to many potential members at this event.

Some new events we attended with promotional materials and smiles:

- **Teen Expo** held at Pearkes Recreation Centre in April.
- **Community Days** at the Glanford Horseshoe

Media opportunities to promote recruitment included:

- **Island Parent** and the **Coffee News** - paid advertising several times throughout the year.
- **CFAX 1070, KOOL FM, The Ocean 98.5 and JACK FM** - paid ads leading up to both spring and fall cookie blitz weekends.
- **Times Colonist Remembrance Day** - paid ad included in memorial pages.
- **Cookie media runs** – to approximately 18 media outlets resulting in lot of free advertising in April & October.
- **Two Radio interviews on CFAX**, one in August with Colene and Sharon mainly for adult recruitment, and one in October with Colene and two Guides from Bay to Bay District, mainly for girl member recruitment.

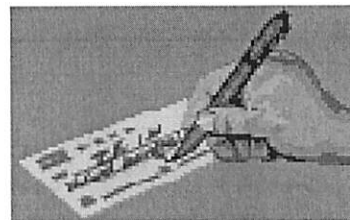
We acknowledge the wonderful work of two other dedicated Guiders. The **Lampighter** has expanded as an online communication for our Area and we have **Carol Gamey** to thank for her timeliness, professionalism, skills and creativity in producing our wonderful newsletter. **Jeannie Cosgrove** is our webpage guru and manages to keep up with the unending changes as we keep our members informed about what is going on in SVI and move further into the social media world - thank you.

This year of Public Relations would not have been possible without every member promoting Guiding, and working hard to make each activity so successful. In particular, we appreciate the assistance from many individuals who stepped forward for Area events - sometimes at the last minute - to assist where they could. You know who you are and your ideas and feedback are always welcome!

TRAINING REPORT FOR 2013

Submitted by Sheila Fowler, SVI Area Training adviser

- JANUARY:** OAL Residential Technical weekend - 7 participants, 2 unable to attend
WINTER WARM UP Area Day - ~65 participants plus 20 trainers and resource people a host of other volunteers for feeding and displays. A wide variety of topics were offered and only one was cancelled. Guiders from Pacific Shores and the mainland attended.
- FEBRUARY:** A second OAL Basic Day was planned for Chatham- cancelled due to low registration
- MARCH:** Safe Guide - 6 participants
- APRIL:** OAL Tenting Technical Training - 11 participants - it was a rainy, rainy weekend!
- SEPTEMBER:** Safe Guide - 4 participants
Safe Guide - 3 participants
Raven- Girl Protection Module to meet a meeting place requirement - 22 participants
- OCTOBER:** Three Treasurers Training evenings were scheduled. Two were cancelled due to no or low registration. The third training ran with 6 participants.
SAFE GUIDE : 9 participants This training was arranged by Peninsula Shores.
- NOVEMBER:** Safe Guide - 4 participants
OAL Basic Day - 6 participants
Pathfinder modules: 2 nights - 4 participants
Leading Games module- 4 participants
Treasurers' Training - Woodwyn - 5 participants- a District sponsored training
- DECEMBER:** Girls United Module - 8 participants



TRAINER ENRICHMENT:

Six trainers attended the Trainers' Conference in the fall. It was an informative weekend filled with sessions, networking and fun.

CURRENT TRAINERS: There are eight trainers on the SVI list.

TRAINING MEETINGS:

Training Committee meetings are held several times a year to plan the next year's training schedule and to flesh out trainings offered.

CHALLENGES FOR THE TRAINING TEAM:

Three trainings were cancelled due to no or low registration.

It is hard to plan for trainings when most registrations are last minute. The information is distributed in a variety of ways throughout the year.

It is beneficial to offer our trainings to Pacific Shore Guiders as well as SVI. In fact, their registrations have saved several trainings that would have otherwise been cancelled due to low registration. Their sharing of ideas and events is a benefit for all participants.

Resolution of Thanks

Our Resolution of Thanks is offered to the following organizations and individuals who have contributed to the continuation and development of Guiding in Southern Vancouver Island Area:

- The Province of British Columbia as well as all of the local Governments and municipalities for their ongoing support
- BC Council for its support and in particular the Provincial Commissioner and Deputy Provincial Commissioners
- The many churches, community centres, and businesses of Victoria, the West Shore Communities, Sooke, and the Saanich Peninsula for space for our meetings and other events.
- Those businesses and individuals who have made donations of financial support to Girl Guides of Canada, SVI Area
- All of the municipal police departments and the RCMP for their assistance with PRC approvals
- All municipal fire departments in support of our programs
- The Royal Canadian Legion Branches and the Metchosin Lions
- To the many individuals and groups who have donated time, energy and dollars to the development and maintenance of our three campsites
- Kingswood Caretaker Chloe Faught and Chris MacDonald for taking such good care of our camp
- Grocery and retail outlets for supporting our cookie sales - BC Liquor Stores, Canadian Tire (Admirals), Coast Capital (Sooke & Colwood), Country Grocer's (Esquimalt and Royal Oak Plaza), Evergreen Plaza, Home Hardware (Sooke), Home Outfitters, Market on Yates & Millstream, Millstream Market, Rona (Langford and Bay Street), Royal Bank (Sidney & Sooke), Save-On Foods Saanich Plaza, Sears Canada and Hillside Mall, Shoppers Drug Mart, Tillicum Mall, Uptown Mall, Village Foods Sooke, Walmart (Uptown and Langford), Western Foods (Langford and Sooke), Westshore Town Centre Mall, ,
- Sooke River Store and Grill for their continued support of Milnes Camp
- Thrifty Foods for their continued support of cookie sales and partnership for fundraising
- TV, radio and print media outlets for advertising and communicating our membership recruitment and cookie sales - CBC Radio 1, C-FAX 1070, Kool FM 107.3, Jack FM 103.1, Shaw TV, The Ocean 98.5, The Q 100.3, The Zone 91.3, CTV, CHEK TV, CFUV, Times Colonist, Island Parent, Village 900, Lookout (Esquimalt), Black Press, & Coffee News.

We are most grateful to these local businesses that support SVI Guiding...

Admirals Self Storage
Best Western Prestige Hotel-
Sooke
BJ's Bakery
Brentwood Bay United Church
Camp Barnard
Capital Iron
Caprice Theatre – Langford
Church of the Advent
Coast Capital Savings CU
CCSU Oak Bay - Bryce Smith
Colwood Children's Hall
Cordova Bay United Church
Cougars Hockey Club
Esquimalt Parks and Rec
Esquimalt United Church

Fairfield United Church
Fuzzy Wuzzy Carpets
Greater Victoria Public Library –
Central Saanich Branch
Griffey's Electrical
Holy Trinity Anglican Church
Knights of Pythias
Mayfair Mall
Mountain Equipment Co-op
Parish of St Peters and St Paul -
Esquimalt
Peninsula Signs
Pilgrim United Church
Royals Hockey Club
School Districts 61, 62, & 63
Sooke Community Association

St. Aiden's United Church
St. Andrew's Anglican Church
St Dunstan's Anglican Church
St. Peter's Anglican Church
Superstore – Langford
Tru Value Foods
United Carpets
Vic West Community Centre
Victoria Full Gospel Fellowship
Victoria Horseshoe Club
View Royal Community
Association
Westshore Parks and Rec
White's Water Wear

**And mostly... to our personal connections...
to our husbands, partners, families, friends & employers for their
patience, encouragement and support!**

District of Sooke
 APR 30 2015
 Received

APPENDIX II - Policy No. 5.1

**DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM
APPLICATION**

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE COMMUNITY CHOIR SOCIETY

Address of Organization: PO Box 603
SOOKE V9Z 1R6

Phone: [REDACTED]
 E-mail: [REDACTED]

Fax: WEB. SOOKE COMMUNITY CHOIR . COM

Contact Person: SALLY TITCHAKOSKY, PRESIDENT

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$ 5000 Total Budget: \$ 44,200
 (attach completed Budget Form)

Have you applied before? YES When? 2010 Grant Received? 5000

Have you submitted a final report for previous grant? Yes

Incorporation number and date of incorporation if applicable: S-0029744 - 1992
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) SOOKE COMMUNITY CHOIR

- FORMED IN 1989, 26 YRS PERFORMING IN SOOKE AND AWAY. (HONG KONG, HOLLAND)
- TO SERVE OUR COMMUNITY AT EVENTS, SHOWCASE PERFORMING ARTS, 60 CHOIR MEMBERS
- BE INCLUSIVE, FOSTER YOUTH, ALL AGES IN PROGRAMS & DEVELOPMENT OF THE ARTS
- TO COLLABORATE WITH OTHER ORGANIZATIONS, ENRICH OUR COMMUNITY.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: TO ENHANCE SOOKE'S HISTORICAL COMMUNITY HALL
TO CREATE A VIABLE PERFORMING ARTS VENUE - LIGHTING, STAGING,
SOUND, ACCESS, TO BENEFIT SOOKE COMMUNITY ASSOCIATION'S
HALL, TO INCREASE ITS USE FOR THE ARTS, BY EXPANDING
PERFORMANCE/CEREMONIAL CAPABILITY FOR ALL TO BENEFIT FROM.
THROUGH COLLABORATION & PARTNERSHIP WE CAN MAKE THIS
HAPPEN.

Purpose of project: _____

TO PURCHASE LIGHTING FROM PRO LIGHTING &
SOUND CO. IN VICTORIA. 6 FRESNELS, 2 STANDS
AND CONTROLLER - QUOTE \$5000. EQUIPMENT
WILL SUIT ALL HALL USERS NEEDS FOR CONCERTS
& SPECIAL CEREMONIES REQUIRING LIGHTS.

The names of those involved in carrying out the project: _____

BRUCE RUDDALL · ARTISTIC DIRECTOR 250 592 5804
SALLY TITCHKOSKY · PRESIDENT

Date and Place of Project: SPRING, SUMMER, FALL 2015

SOOKE COMMUNITY HALL

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: APRIL 30 2015

Organization Name: SOOKE COMMUNITY CHOIR

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request - LIGHTS		5000		\$ 5000
Other grants VAN CITY - PIANO TRANSFER	✓			\$ 500
(list funder) DONATION - GRAND PIANO	✓		30,000	\$ 30,000
(list funder) SOOKE LIONS - CONSTRUCTION				\$
FOR PIANO STORAGE - IN PRINCIPLE		✓	2500	\$ 2500
Admissions / fees:				\$
SOOKE PHIL. SOCIETY				\$
Other: PORTABLE STAGING		✓	5000	\$ 5000
SOOKE CHOIR - HALL PAINTING	✓		1200	\$ 1200
Total Revenues				\$44,200
Expenses PROJECT				
PORTABLE FRESNEL LIGHTS (6)				\$ 5000
PIANO MOVING, TUNING				\$ 500
PIANO STORAGE UNIT - PROTECTION				\$2500
GRAND PIANO FOR COMMUNITY CONCERTS				\$30,000
PORTABLE ORCHESTRA STAGING				\$ 5000
PAINTING - HALL				\$ 1200
				\$
Total Expenses				\$44,200
			Net Income	\$ 0

SOOKE COMMUNITY CHOIR SOCIETY INCOME STATEMENT

Fiscal Year Ending 31 Dec 2014

Revenues	
Gaming Grant	\$4500.00
Membership Dues	\$6240.00
Fundraising	\$825.00
Concerts Gross	\$5742.50
Concession	\$1061.67
Choral Workshops	
Total Revenue	\$18369.17
EXPENSES	
Director	\$6510.00
Accompanist	\$3605.00
Rehearsal Venue	\$1701.00
Music Purchase	\$1960.17
Concert Expenses	\$1207.81
Youth Show Choir Subsidy	\$365.00
Fixed Admin Expenses(BCCF, SOCAN, Mailbox rental, office supplies)	\$345.55
Workshops	\$200.00
Fixed Asset Purchases (risers, music binders, piano trailer and cover)	\$997.14
Storage Unit	\$1260.00
Rehearsal tracks	\$550.00
Concession Donation to Sooke Food Bank	\$821.67
Total Expenses	\$19523.34
	(-\$1154.17)
Fixed Assets	
Uniforms	\$10000.00
Music Scores	\$10000.00
Musical Instruments	\$2000.00
Acoustic Shells X 4	\$4508.00
Filler Panels X 3	\$1842.00
Upper Podium	\$614.00
Risers X 8	\$7096.00
Back Rail X 8	\$2920.00
Sound Equipment	\$2500.00
	\$41480.00



SOCIETY ACT

CANADA
PROVINCE OF BRITISH COLUMBIA

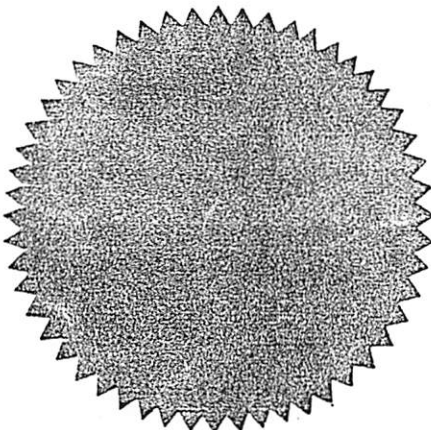
CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE COMMUNITY CHOIR SOCIETY

has this day been incorporated under the *Society Act*

*Issued under my hand at Victoria, British Columbia
on November 10, 1992*



A handwritten signature in cursive script, reading "J. Powell".

JOHN S. POWELL
A/Registrar of Companies

Attachments – other supporting materials

2 letters of support : Sooke Fine Arts Society,

Sooke Philharmonic Society

Bio - Bruce Ruddell – Artistic Director, Sooke Community Choir

Photograph - Sooke Community Choir, spring 2015

Spring concert program



April 29 2015

District of Sooke
2205 Otter Point Rd
Sooke, BC V9Z 1J2

Re: Sooke Community Choir Community Grant Application

The Sooke Fine Arts Society would like to express its support of the Sooke Community Choir's application to the District of Sooke for funding for lighting infrastructure to facilitate performances at the Sooke Community Hall. The lighting infrastructure would be shared among local organizations for use at the Community Hall.

As one of Sooke's many arts and culture organizations, we strongly endorse the Choir's desire to acquire lighting infrastructure to open the Community Hall to performances and events by other groups, in addition to their own. Performance venues are in short supply in our community, and making the Community Hall more viable as such a venue would be a great boon to the arts and culture community, allowing organizations to consider new opportunities for local events.

We are also very much in favour of the kind of collaborative thinking the Sooke Community Choir demonstrates with this request; mutual support between local organizations, whether through shared infrastructure, venue sharing, shared promotion or otherwise, can only strengthen the arts and culture sector in Sooke to the benefit of the entire community.

Sincerely,

A handwritten signature in black ink, appearing to read "Catherine Keogan".

Catherine Keogan
Executive Director
Sooke Fine Arts Society



The
Sooke Philharmonic Society

P.O. Box 767, Sooke, British Columbia V9Z 1H7

April 28, 2015

On behalf of the Sooke Philharmonic Orchestra and Chorus, I would like to support the Sooke Community Choir's request for funding to improve the lighting at the Sooke Community Hall. Our chorus and orchestra rent the Community Hall for at least four concerts a year and the lack of adequate lighting is a problem for our musicians. For each of our concerts, we have to rent a lighting system from an A/V specialty store in Victoria. We frequently loan our own staging equipment to groups performing at both the Community Hall and EMCS Theatre. A lighting system available for use in the Community Hall would benefit many organizations here in Sooke as well as visiting performers.

Thank you for considering this project for the community of Sooke.

Bob Whittet

A handwritten signature in black ink, appearing to read 'Bob Whittet'.

President, Sooke Philharmonic Society

Bruce Ruddell –Artistic Director-Sooke Community Choir

*Professional member-The Canadian League of Composers
Full member-Canadian Playwrights Guild of Canada
Bruceruddell.com*

Bruce Ruddell graduated from the University of British Columbia in 1975. Since then he has been an active member of the arts in Canada as a composer, arranger, music director, conductor, playwright, artistic director and record producer.

Mr. Ruddell's compositions for concert halls have been performed and broadcast worldwide. Some of these works include:

EARTHPRAYERS, a massive ninety-minute oratorio that opened the 11th World AIDS Conference in Vancouver. Three hundred of the city's most accomplished musicians and singers, including the Vancouver Bach Choir, ELEKTRA, Chor Leoni, the Vancouver Symphony, the CBC Radio Orchestra, MET star Judith Forst and Tony Award winner Brent Carver performed this work. Conducted by David Agler.

ALL FACES: This commission for The Vancouver Chamber Choir and percussionist Salvador Ferreras premiered in the Great Hall in Beijing and was part of the VCC's historic tour of Mainland China and Hong Kong. Conducted by Jon Washburn. The work has also been performed by Musica Intima and was performed again this year by the Vancouver Chamber Choir.

THE SPIRIT OF HAIDA GWAIL, an oratorio written in association with Haida artist Bill Reid (texts) celebrating his masterpiece sculpture of the same name. This work has had multiple performances in Montreal (St. Lawrence Choir-Iwan Edwards conductor)and Vancouver (Van. Bach Choir, Van. Symphony-Bruce Pullan and Iwan Edwards conductors) It has been recorded for CBC One and Two and Radio Canada and CBC and BRAVO television broadcasts. A chamber version of this work conducted by Rupert Lang was the first work to launch the 2010 Cultural Olympiad in Vancouver. Some of the soloists who have performed the work include Judith Forst, John Avey, Nathalie Poulin and Richard Margison.

THE HEALING HEART OF THE FIRST PEOPLE OF THIS LAND, a commission from revered Lushootseed Elder, Vi Hilbert for The Seattle Symphony; conducted by Maestro Gerard Schwarz. This fifty minute work was a feature part of The Made In America Festival and was performed to a sold out, standing ovation in Benaroya Hall-Seattle. The U.S. television broadcaster PBS is in the process of making a feature documentary on the creation of this work.

VIGIL, performed by the Borealis String Quartet and The Christ Church Cathedral choir, conducted by Rupert Lang, honoured the missing and murdered women of the Downtown Eastside of Vancouver and the Highway Of Tears. This thirty-minute work has had multiple broadcasts on a number of CBC radio programs.

Mr. Ruddell served two seasons as composer-in-residence with the Vancouver Chamber Choir and a season with the Vancouver Bach Choir.

His talent for building bridges between musical disciplines and cultural traditions has been a cornerstone of his career, and he has been widely recognized for this. Many of his projects have involved collaborations with First Nations artists and he is proud to have received a Special Honour Award at the Canadian Aboriginal Music Awards in 2009 for his extensive work with First Nations projects including the multi-award winning record *New Journeys* and the 13 cd box set of traditional Haida Songs.

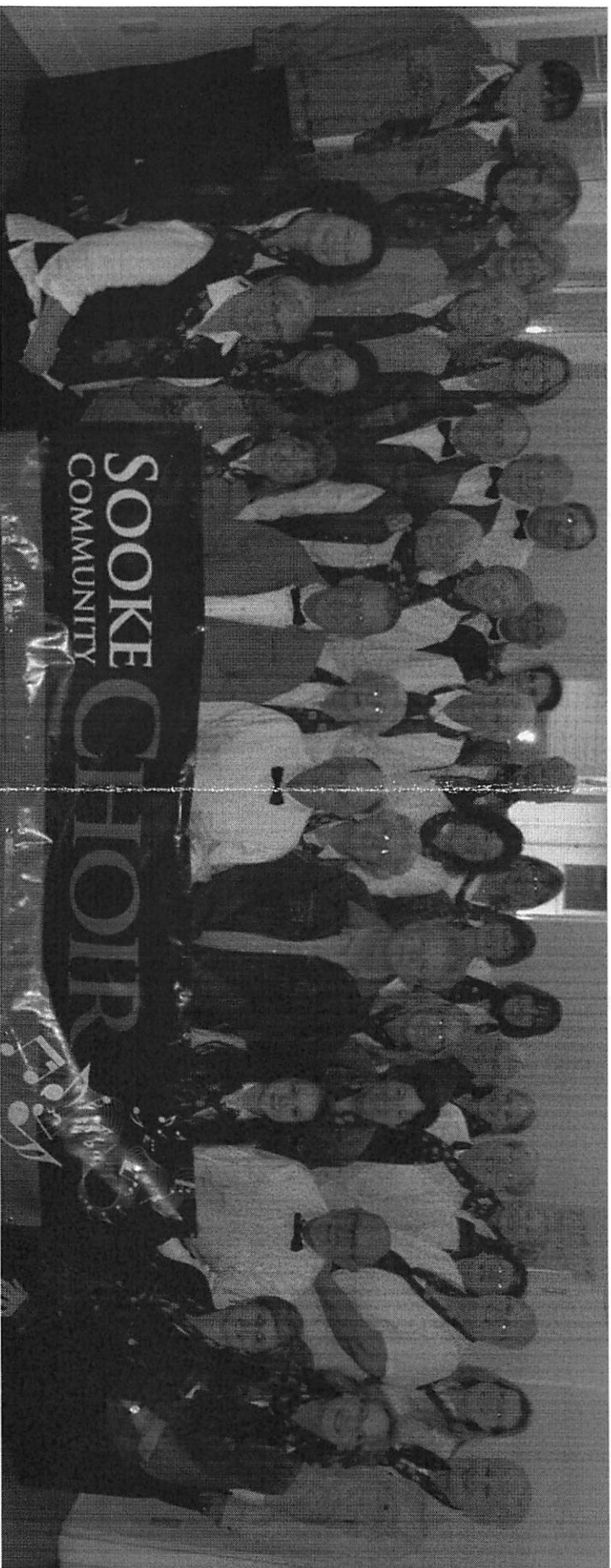
Mr. Ruddell founded and conducted the mixed choir **Tuned Air** for eighteen years. The choir enjoyed national recognition on CBC Radio and most recently on Canada Live in a concert titled *The Art Of The Spiritual* with famed singer Leon Bibb. The choir was invited by Montreal's L'Ensemble Musica Viva to participate in a tour of Quebec and to share the stage with them in Montreal.

Mr. Ruddell's theatrical scores have been heard in theatres across the country including the Stratford Festival and the National Arts Centre. He has served as composer-in-residence with the Vancouver Playhouse and The Charlottetown Festival where he was also Associate Music Director for two seasons arranging and directing the music for *Are You Lonesome Tonight* and *The Mind Boggles*. Directed by Walter Learning.

Mr. Ruddell has scored more than one hundred film and television projects. Many of the National Film Board projects and Independent film projects Mr. Ruddell has scored have won prestigious national and international awards. *Island Of Whales*, narrated by the late Gregory Peck, won Mr. Ruddell the Golden Sheaf Award at the Yorkton International Film Festival for Best Original Score. *Sweatlodge*, *Finding Dawn* and *My Son The Pornographer* were all Leo nominations for outstanding original scores. Some television credits include the extremely long running series *Weird Homes*, the FOX six hour mini series *Mafia Bride* starring Eli Wallach and the HBO movie *A Stranger In Town*.

Mr. Ruddell's produced plays:

- 2015- **EVEREST**- Directed by Kim Collier-Arts Club produced public reading. (Vancouver)
- 2014-**1969**-Directed by John Cooper-Belfry Theatre produced workshop and public reading. (Vancouver)
- 2013- **Let Me Call You Sweetheart**-Directed by Michael Shamata-A Belfry Theatre production.
- 2011- **Beyond Eden**- Directed by Dennis Garnhum- Theatre Calgary production.
- 2010- **Beyond Eden**-Directed by Dennis Garnhum-2010 Cultural Olympiad/Vancouver Playhouse production.
- 1985-**The Piper**-Directed by Roy Surette-Carousel Theatre-Vancouver-production.



THE CHOIR

Director: Bruce Ruddell

Accompanist: Kathy Russell

Sopranos: Anne Miller, Bettina Oare, Denise Rempel, Diane Edwards, Diane Webb, Heather McMahon, Hildegard Burkhart, Jan Stope, Judith Hale, Linda James, Lise Henderson, Margaret Green, Melannie Clark, Sheila Beech, Trina Hagglund, Karalyn Babcock, Lee-Merle Barwis, Tessa Larsen, Nicky Logjins, Marg Melville, Jacquetta Nesbit, Jan Rayner Thorn,

Altos: Ellen Bergerud, Jeannine Clark, Judy Fries, Linda Abraham, Astrid Koenig, Linda Kreiss, Linda MacMillan, Linda Miller, Lori Power, Marg Melville, Rita Rieper, Sally Titchkosky, Sheila Wallace, Vicki Temple, Laura Lucina, Joanne Kent, Linda Warnhoff

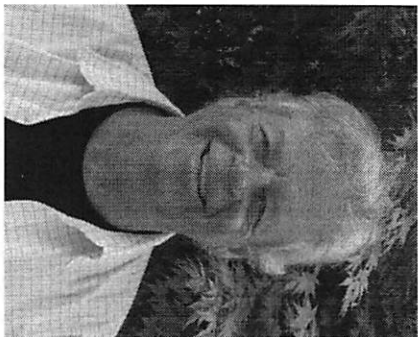
Tenors: Hans Stope, Jonathan Francoeur, Laura Dowhy, Mandy Morris, Janet Renfro, Davie Renfro, Phoebe Dunbar

Basses: Bob Kreiss, David Cunningham, Gus van Arendonk, Roger Temple, Andrew Donnelly, Bob Whittet

Executive: Sally Titchkosky (President), Jeannine Clark (Co-Vice President), Diane Edwards (Co-Vice President), Laura Dowhy (Concert Manager), Melannie Clark (Treasurer), Ellen Bergerud (Director), Mandy Morris (Director), Lise Henderson (Director), Hildegard Burkart (Director)

Our Director

Bruce Ruddell



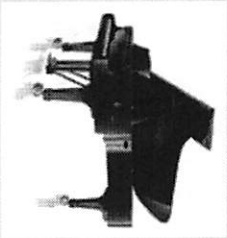
I am honoured and really happy to be the music director of the Sooke Community Choir. I have had the great fortune of being able to make music as a composer, arranger, conductor, music director, artistic director, record producer and performer for my whole life. If you are at all interested in knowing a bit more about my work you might visit bruceruddell.com. Thank you to the choir and to the executive for making our rehearsals so much fun!
bruceruddell.com

Our Accompanist

Kathy Russell



A native of rural Saskatchewan, Kathy Russell moved to Vancouver Island in 1994 to study music at Uvic. She holds Bachelors and Masters degrees in piano performance. Kathy has developed a great love for choral music, and in the past decade has accompanied for numerous choirs in the Greater Victoria area. Since her move to Sooke in 2009, Kathy has opened a music studio called 'The Painted Piano' which offers private lessons in piano and theory. She resides in Sooke with her husband Kevin and son Konnor. Kathy is very pleased to join the Sooke Community Choir as accompanist!
thepaintedpiano.com



The Sooke Community Choir would like to thank Kathleen McCaul and family for the generous donation of an incredible Steigerman grand piano to our choir. This beautiful instrument will be a wonderful addition to the musical community in Sooke. Thank you Kathleen!

Piano Solo: Kathy Russell
Miss Cella's Blues

By Quincy Jones, Lionel Richie and Rod Temperton

Blackbird

Words and Music by John Lennon and Paul McCartney,

arranged by Daryl Runswick

Whistling: Gus van Arendonk

We Rise Again

Leon Dubinsky, arranged by Lydia Adams

Soloist: Nicky Logins

Wood River

Words and Music by Connie Kaldor, arranged by Willi

Zwozdesky

Soloist: Nicky Logins

The Midnight Special with the Sooke Community Choir Band

Traditional, arranged by Bruce Ruddell

Soloists: Jonathan Francoeur, Bob Kreiss

Solo guitar: Dave Cunningham

(INTERMISSION)

Witness

A Traditional Spiritual arranged by Jack Halloran

Down to the River to Pray

Traditional, arranged by Philip Lawson

Morning Has Broken

Traditional Gaelic Melody, arranged by Philip Stopford

In My Life

Words and Music by John Lennon and Paul McCartney,

arranged by Greg Jasperse

Un Canadien Errant

Donald Patriquin

Soloist : Nicky Logins

J'entends le Moulin

Arranged by Donald Patriquin

Director's Welcome

Hello Folks,

Thank you for choosing to attend our concert. With all the competition for your attention it means a lot to us that you are sitting here waiting to listen to this night of music making. I want to take this opportunity to thank all the people who generously offer their time and support for the choir. There are a lot of folks in this community who have done just this and there are a few I would like to specifically thank at this time: Rob Peters at Sooke Moving and Storage, who is always there to deliver and pick up our risers; Doug Titchkosky who takes our pictures, makes tickets and helps with our website; Scott Gertsma at Home Hardware for donating all the paint we have used to continue to beautify the fabulous Sooke Community Hall and the folks at Vanity who organized a generous donation to help cover the piano moving and tuning costs. And last but not least Kathleen McCaul and her family who have just donated a beautiful grand piano to our choir. Bravo Kathleen! Finally, a shout out to Janet Hoag and Margaretha Nordine for helping us put the Saltspring show together! Thank you all!! Time for the music!! Enjoy!

Bruce

The Program

Steal Away

Traditional Spiritual arranged by Moses Hogan

Tell My Ma

English Irish Folk Song arranged by Jon Washburn

Mairi's Wedding

Irish Folksong arranged by Bob Chilcott

O! Man River

Music by Jerome Kern, Words by Oscar Hammerstein II
and arranged by Nicholas Hare

The Sooke Community Choir Band

- David Cunningham, electric guitar
- Bob Whitter, double bass
- Janet Renfroe, mandolin
- Jacquetta Nesbit, mouth harp
- Linda James, tambourine
- Mandy Morris, shakers
- Marg Melville, accordion
- Bruce Ruddell, acoustic guitar
- Kathy Russell, piano

The Midnight Special - chorus

Let the Midnight Special shine her light on me,
Let the Midnight Special shine her ever-lovin' light on me.

The Sooke Community Choir has a 25 year history of making music in our community. Many lasting friendships have been forged and many, many wonderful memories of sharing music with the community continue to be made.



Interested in joining our choir?
Call our President, Sally Titchkosky
at 250-642-3566, or sallyt@shaw.ca,
for details,

or see our website:

www.sookecommunitychoir.com

...the Fall session starts in September.



Harmony in Summer
Friday May 29, 2015 - 7:30 PM - Sooke Community Hall
Saturday May 30, 2015 - 7:30 PM - University of Victoria,
Farquhar Auditorium

We thank you all ...

FOR ATTENDING OUR CONCERT!

The organizers of this event would also like to sincerely thank the following people, businesses and organizations for their valued, continuing help and support of

The Sooke Community Choir...

- Sooke Moving and Storage
- BC Gaming
- The Stick in the Mud
- Shoppers Drug Mart
- The Reading Room
- The Sooke Lions Club
- Sooke Philharmonic Orchestra
- Western Foods
- Sooke Flower House
- COBS Bread
- Elegance Nails
- Starbucks Westshore
- The Sooke Volunteer Resource Centre
- Sooke Family Resource Society
- Our House Manager, John Bidner
- Our ticket sellers, kitchen workers, stage workers, photographer, our hard-working executive, ... and all our spouses and friends, who never fail to assist us at every concert!

Thank You!

A big thank you to the folks at Vancity for providing tuning and moving of our beautiful donated piano. Wow! Thanks guys.



www.sookecommunitychoir.com

THE SOOKE COMMUNITY CHOIR
PRESENTS

IN MY LIFE

SONGS OF RIVERS AND BLACKBIRDS

DIRECTOR
BRUCE RUDDELL

ACCOMPANIST
KATHY RUSSELL

Shirley Community Hall
Saturday, May 2nd at 8 PM

Sooke Community Hall
Friday, May 8 at 8 PM
Saturday May 9 at 8 PM
Sunday May 10 at 2 PM

Saltspring Island
Sunday, May 17 at 2:30 PM

www.sookecommunitychoir.com

www.sookecommunitychoir.com
Spring 2015

THE SOOKE COMMUNITY CHOIR

PRESENTS

IN MY LIFE

SONGS OF RIVERS AND BLACKBIRDS

DIRECTOR

BRUCE RUDDELL

ACCOMPANIST

KATHY RUSSELL

Shirley Community Hall

Saturday, May 2nd at 8 PM

\$10 (under 16 free) Tickets at the door

Sooke Community Hall

Friday, May 8 at 8 PM

Saturday May 9 at 8 PM

Sunday May 10 at 2 PM (A Mother's Day Event)

\$15 (under 16 free) Tickets at Stick in the Mud, The Reading Room, Shoppers Drug Mart and at the door

www.sookecommunitychoir.com

Designed by
S.C.C. Members



April 29 2015

Grants Review Committee
c/o Councillor Kerrie Reay, Committee Chair
District of Sooke
2205 Otter Point Rd
Sooke, BC V9Z 1J2

Re: Sooke Fine Arts Society Community Grant Program Application

Dear Ms Reay

Please find enclosed the Sooke Fine Arts Society's application for funding to defray the costs of the Pump House Mural Project, under the District of Sooke's Community Grants Program.

This project marks a new collaboration for the Society, in conjunction with the Pacific Centre Family Services Association and the Edward Milne Community School. We hope it will be the start of several such collaborative community beautification projects as the Society looks ahead to the Sooke Fine Arts Show's 30th anniversary in 2016.

The Pump House Mural Project brings together students and artists in a creative collaboration that will celebrate the best of Sooke's outdoor attractions, from kayaking and fishing, to hiking and mountain biking. The outcomes will go beyond community beautification and celebration in strengthening young talents and visions, creating learning and mentorship opportunities, and exemplifying the pride each participant takes in this community.

We would gratefully like to acknowledge the District's prior commitment to assist with the purchase of primer paint for the building from a separate reserve fund. We hope you will find reason to further support this project under the Community Grants Program. Should you have any questions regarding this application, please don't hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Keogan".

Catherine Keogan
Executive Director
Sooke Fine Arts Society



Community Grant Program Application

Sooke Fine Arts Society
PO Box 471
Sooke, BC V9Z 1H4
Tel: 250-642-7256
Email: sfas@sookefinearts.com
Contact: Catherine Keogan

Category: B - Bi-Annual Grant

Eligibility Area: Fine Arts and Culture, Community Beautification

Amount Requested: \$500

Total Budget: \$1080

Previous Applications: Yes, under Category A for the 2015 Sooke Fine Arts Show.

Grant Received: Pending.

Previous Grant Report Submitted: Yes - report for funding received for the 2014 Sooke Fine Arts Show submitted March 1 2015.

Incorporation number: S-50747, June 1 2006

Organization, Mandate and Programs

Mission

The Sooke Fine Arts Society is a federally registered charity whose mission is to foster the role art plays in our heritage, culture, economy and community spirit. Some of the ways the Society accomplishes this mission is by engaging a large cross section of participants of all ages, including youth and seniors, to support a cultural vibrancy in the community; and creating opportunity for networking and volunteer skill development.

Programs

The Sooke Fine Arts Society (SFAS) produces the annual Sooke Fine Arts Show, which showcases 375 pieces of original, regional artwork in a temporary gallery constructed inside the SEAPARC Leisure Complex arena. The 11-day show attracts some 8000 visitors to the community and has gained a distinct reputation as one of the highest-quality art events in the province. A Youth Art Gallery is set up adjacent to the main gallery, featuring 100 works of art by students from local schools. Other show programs aimed at engaging visitors of all ages include Artz4Kidz, Artz4Youth, both of which provide performance opportunities for children and youth, as well as the chance to learn about artist techniques hands-on; Seniors' Teas, which welcome 400 seniors to enjoy a cup of fine tea and scones in the gallery with their peers; and Artist Demonstrations and Talks, which connect the public with the artists, their techniques and inspirations.

In addition to the annual art show, SFAS also produces the Appetite For Art benefit art show in collaboration with the Sooke Community Arts Council and a number of local food providers, to raise funds for the Sooke Food Bank and Sooke Fine Arts Youth Scholarship Fund.

As part of its ongoing community engagement efforts, SFAS organizes a number of “Art Socials” throughout the year, which have included artist-led talks and workshops, a tour of Salt Spring Island artist studios and the Art Gallery of Greater Victoria, and upcoming, a presentation by renowned carver Carey Newman on his “Witness Blanket” project, now on tour across Canada.

The Society has also initiated a Youth Art Scholarship, awarded annually to an EMCS student wishing to pursue post-secondary studies in the arts, and collaborates with EMCS teachers to bring artists into classrooms to share their knowledge and experience with students hands-on.

Grant Project

Project Description

This year, the Society is collaborating with the Pacific Centre Family Services Association (PCFSA) to pair youth artists with artist-mentors in producing a community mural project. The District of Sooke has approved the use of electrical pump house by the Prestige Waterfront resort for the mural project.



The project aims to build competence and creativity in youth through collaboration with the artist resources of the Sooke community, and will take the form of a mural completed in partnership with students at Edward Milne Community School and Westshore Learning Centre. The pump house sits in a prominent location on the waterfront, adjacent to both a pier and public boat launch. All four walls of the pump house will be painted with scenes of the Sooke outdoors, including outdoor activities, natural beauty and wildlife. Some signage will be relocated with the District’s approval to permit an uninterrupted expanse for the mural.

All of the participants in the project are working on a volunteer basis. Students from EMCS are participating in the project as part of the work experience program for their graduation requirements, and are under WorkSafe BC coverage through the program.

The Sooke Fine Arts Society invited artists to volunteer as mentors for the project in early 2015. In March and April art-mentors participated in two group orientation sessions, as well as some individual orientation sessions, led by Sarah Bradley, Program Manager at PCFSA.

A flexible, non-prescriptive inter-generational mentoring model will facilitate the emergence of a strong sense of community.

—Rose & Jones, 2007

The first session focused on the theme of being an art-mentor, what that means personally, and the roles and responsibilities accruing. Individual art exploration was included as part of this session. The second session focused on developing personal and group goals for undertaking the community art project, and building group cohesion between the artist-mentors. A group art project was included as part of the second session.

At the end of the second session participants were invited to complete a two-page feedback questionnaire. This feedback and photographs of art work completed as part of the orientation will be included in an Artist-Mentor Orientation manual.

Artists and students met in late April to begin the planning and design for the mural, including building preparation, art layout, preliminary scale drawings and workflow.

Work on the mural is projected to be completed through May and June. The pump house walls will be pressure-washed and primed with two base coats, and then the mural will be painted by both students and art-mentors using a variety of techniques including hand-brush and air-brush. Once complete, the mural will be sealed with two layers of a clear-coat urethane sealant for a durable, fade-free finish.

Project participants, including the District of Sooke, will be acknowledged within the mural itself.

Project Purpose

The purpose of the project is multi-fold, with benefits flowing from the process (orientation of art mentors, youth creative exploration, learning and teaching opportunities for students and mentors alike, promoting inter-organizational and inter-generational collaboration, as well as the production of an Artist-Mentor Orientation manual) and the results (community mural, community pride and beautification).

Engagement in a community arts project can boost an individual's skill set, motivation and self-confidence, as well as the collective self-image of the community, and promote social cohesion as community members come together to plan and create the project. Use of the arts within the context of a community can bring economic, environmental, social and cultural benefits. Projected outcomes of the project include:

- Promotion of creativity and resilience in the youth
- Stronger relational connections between the project participants and the wider community
- Community beautification
- Celebration of the community's many outdoor activities and attractions, aimed at residents and visitors alike
- Community pride
- Template for similar collaborative mural projects in future

"Great art often engages the most significant issues of the community, calling on each of us to bring our deepest understanding and empathy to our shared social experience."

—Tolstoy, 1898, as cited in Gude, 2007

Project Participants

Project Coordinators

- Sarah Bradley (Program Manager, PCFSA)
- Reuben Ellis (Social Work Practicum Student, PCFSA)
- Linda Teneycke (SFAS Board Director, Artz4Youth Team Leader)
- Catherine Keogan (Executive Director, SFAS)

Artists/Mentors

- Linda Teneycke, artist
- Allan Johnson, artist
- Susan Percival, artist and art teacher (EMCS)
- Michel DesRochers, artist
- Dallas Duobaitis, artist
- Bev Pather, artist
- Hailey Elliott, artist and art education student (Camosun College)

Students (Grades 10 - 12)

*last names withheld from public record

- Paris
- Maddie
- Bryn
- Alisa
- Celina
- Emily
- Jack

Volunteers on a community art project often form an apprentice type relationship with the artists, but growth can occur unfettered, "rather quickly serious young artists become co-artists and then lead artists."

—Gude, 1994, p. 303

Date and Place of Project

May - June 2015

Electrical Building (pump house), waterfront, below Prestige Oceanfront Resort.

Budget	Confirmed	Pending	In-kind	Total
Revenues				
Grants				
District of Sooke request		\$500		\$500
Other grants				
District of Sooke (Sewer Budget)	\$280			\$280
Sooke Rotary Club		\$400		\$400
Admissions/fees				
Total				\$1,180
Expenses				
Exterior primer 18.2L x 2	\$280			
6 gallons exterior latex paint x 6	\$324			
Clear-coat urethane sealant	\$300			
Paint brushes	\$100			
Airbrushes x 2	\$120			
Miscellaneous materials (breather masks, gloves, drop cloths, etc.)	\$56			
Total				\$1,180



NUMBER: S-50747

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE FINE ARTS SOCIETY

has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on June 01, 2006

RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA





Financial Statements to accompany DOS Community Grant Final Report

*Please note: In 2014 the Society changed its year-end from December 31st to April 30th. Statements for the year ending Dec 2013 as well as the short Jan-April 2014 adjustment period are both included.

The adjustment statement reflects a deficit as the show revenues were not posted until after May 2014, which will appear on our next statement in May 2015. If there are any questions about this change to the year end, please contact Executive Director Catherine Keogan or Board Treasurer Danny Huszar at 250-642-7256.

Sooke Fine Arts Society
Financial Statements
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

SOOKE FINE ARTS SOCIETY
Index to Financial Statements
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

	Page
NOTICE TO READER	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Operations	3
Statement of Changes in Net Assets	4
Statement of Cash Flow	5
Notes to Financial Statements	6 - 7

SOOKE OFFICE

102-6661 Sooke Rd

Sooke, BC V9Z 0A1

tel: 250.642.5277

fax: 250.642.4047

jamiesonco.com

VICTORIA OFFICE

550-2950 Douglas St

Victoria, BC V8T 4N4

tel: 250.370.1067

fax: 250.370.1073

info@jamiesonco.com

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of Sooke Fine Arts Society as at April 30, 2014 and the statements of operations, changes in net assets and cash flow for the four month period then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

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

Sooke, British Columbia

October 9, 2014

Jamieson Irwin & Associates

Chartered Accountants

SOOKE FINE ARTS SOCIETY
Statement of Financial Position
April 30, 2014
(Unaudited - See Notice To Reader)

	<i>April 30</i> 2014	<i>December 31</i> 2013
Assets		
Current		
Bank - General	\$ 58,938	\$ 85,366
Bank - Direct Access Gaming <i>(Note 3)</i>	93	93
Accounts receivable	-	650
Goods and services tax recoverable	534	155
Prepaid expenses	5,348	739
	64,913	87,003
Capital assets <i>(Note 4)</i>	37,104	37,616
	\$ 102,017	\$ 124,619
Liabilities and Net Assets		
Current		
Accounts payable and accrued liabilities	\$ 1,467	\$ 2,237
Deferred income	13,133	-
	14,600	2,237
Net Assets		
Unrestricted fund	25,313	59,766
Capital asset fund	37,104	37,616
Asset development fund	25,000	25,000
	87,417	122,382
	\$ 102,017	\$ 124,619

ON BEHALF OF THE BOARD

Director

Director

See notes to financial statements

SOOKE FINE ARTS SOCIETY
Statement of Operations
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

	April 30 2014 (4 months)	December 31 2013 (12 months)
Revenues		
Art	\$ 2,695	\$ 86,235
Gift shop	-	52,059
	2,695	138,294
Direct costs		
Art purchases	2,196	64,676
Gift shop purchases	-	37,307
Damage and breakage	-	147
	2,196	102,130
Gross profit (19%; 2013 - 26%)	499	36,164
Other revenues		
Advertising in programs	-	10,101
Artist fees	438	34,341
Corporate sponsors	-	31,691
Donations - tax receipted charitable donations	580	6,581
Fundraising events	-	7,108
Gaming grants (Note 3)	-	2,000
Interest income	240	1,867
Miscellaneous revenues	425	2,263
Operating grants	-	18,800
Other donations and memberships	1,393	1,808
Ticket sales	-	52,499
	3,076	169,059
	3,575	205,223
Expenditures		
Administration	2,645	11,345
Advertising and promotion	5,238	36,983
Amortization	3,133	8,753
Artist awards and honoraria	-	15,569
Education and volunteer costs	758	3,344
Gallery setup and event costs	752	45,032
Occupancy costs	3,300	25,606
Professional fees	840	1,525
Wages and benefits	21,874	64,518
	38,540	212,675
Deficiency of revenues over expenditures	\$ (34,965)	\$ (7,452)

See notes to financial statements

JAMIESON IRWIN & ASSOC.

Chartered Accountants

jamiesonco.com

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SOOKE FINE ARTS SOCIETY
Statement of Changes in Net Assets
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

	Unrestricted Fund	Capital Asset Fund	Asset Development Fund	April 30 2014	December 31 2013
Net assets - beginning of period	\$ 59,766	\$ 37,616	\$ 25,000	\$ 122,382	\$ 129,834
Deficiency of revenues over expenditures	(31,832)	(3,133)	-	(34,965)	(7,452)
Interfund transfers	(2,621)	2,621	-	-	-
Net assets - end of period	\$ 25,313	\$ 37,104	\$ 25,000	\$ 87,417	\$ 122,382

See notes to financial statements

JAMIESON IRWIN & ASSOC.

Chartered Accountants

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SOOKE FINE ARTS SOCIETY
Statement of Cash Flow
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

	April 30 2014 (4 months)	December 31 2013 (12 months)
Operating activities		
Deficiency of revenues over expenditures	\$ (34,965)	\$ (7,452)
Item not affecting cash:		
Amortization	3,134	8,753
	(31,831)	1,301
Changes in non-cash working capital:		
Accounts receivable	650	(650)
Accounts payable and accrued liabilities	(770)	(1,374)
Deferred income	13,133	(5,000)
Prepaid expenses	(4,609)	896
Goods and services tax recoverable	(380)	537
	8,024	(5,591)
Cash flow used by operating activities	(23,807)	(4,290)
Investing activity		
Purchase of equipment	(2,621)	(1,053)
Decrease in cash flow	(26,428)	(5,343)
Cash - beginning of period	85,459	90,802
Cash - end of period	\$ 59,031	\$ 85,459
Cash consists of:		
Bank - General	\$ 58,938	\$ 85,366
Bank - Direct Access Gaming	93	93
	\$ 59,031	\$ 85,459

See notes to financial statements

JAMIESON IRWIN & ASSOC.

Chartered Accountants

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SOOKE FINE ARTS SOCIETY
Notes to Financial Statements
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

1. Purpose of the Society

The Sooke Fine Arts Society (the "Society") was incorporated on June 1, 2006 under the Society Act of British Columbia. The principal purpose of the Society is to facilitate and make possible a wide range of activities to promote the public awareness of, and appreciation of, Fine Arts in the Sooke region. The Society is a not-for-profit organization and is therefore exempt from income tax under the Canadian Income Tax Act. The Society is also a Registered Charity under the Canadian Income Tax Act.

2. Summary of significant accounting policies

Capital assets

Capital assets are recorded at purchased cost. Contributed capital assets are recorded at their fair market value at the date of contribution. Capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer equipment	55%	declining balance method
Computer software	100%	declining balance method
Lighting	10 years	straight-line method
Office, gallery & gift shop furnishings	10 years	straight-line method

The Society regularly reviews its capital assets to eliminate obsolete items.

3. B.C. Government - Direct Access Gaming Bank Account

	<i>April 30</i> 2014	<i>December 31</i> 2013
Opening balance, beginning of period	\$ 93	\$ 15
BC Government gaming grants	-	2,000
Fundraising Events	-	1,978
Subtotal	93	3,993
Promotion and advertising	-	(1,358)
Exhibition and design fees	-	(569)
Administration	-	(548)
Supplies	-	(572)
Performances	-	(203)
Rentals	-	(650)
Bank balance on hand, end of period	\$ 93	\$ 93

Grants received from the Province of British Columbia through the Gaming Policy and Enforcement Branch (the "Branch") are available for only specific purposes as regulated by the Branch.

SOOKE FINE ARTS SOCIETY
Notes to Financial Statements
Four Month Period Ended April 30, 2014
(Unaudited - See Notice To Reader)

4. Capital assets

	Cost	Accumulated amortization	April 30 2014 Net book value	December 31 2013 Net book value
Computer equipment	\$ 4,900	\$ 2,752	\$ 2,148	\$ 77
Computer software	431	431	-	-
Displays	37,232	22,620	14,612	15,522
Lighting	33,135	21,210	11,925	13,029
Office, gallery & gift shop furnishings	17,072	8,653	8,419	8,988
	\$ 92,770	\$ 55,666	\$ 37,104	\$ 37,616

District of Sooke
 APR 30 2015
Received

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Sooke Food Bank Society

Address of Organization: 2037 EUSTACE ROAD
Sooke BC
Po Box 983 Sooke BC V92-1H9

Phone: 250 642 7666 Fax:

E-mail: [REDACTED]

Contact Person: Kim Metzger / Ingrid Johnson

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$ 3075.00 Total Budget: 0 (NO FUNDS FOR EXTRAS)
 (attach completed Budget Form)

Have you applied before? Yes When? 2014/15 Grant Received? Yes

Have you submitted a final report for previous grant? Yes

Incorporation number and date of incorporation if applicable: 50040347 (1982)
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)



Describe your organization, its mandate and program (s) _____

Sooke food bank, serve food to the vunrable of sooke .

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: 1) Computer website service - helps keep our webpage and paypal current. - we can generate funds 2) Cart with pneumatic tires - we have to move tonnes of food in the gravel parking lot.

Purpose of project: 1) To generate funds through pay pal and keep our webpage current. 2) To help move food around our parking lot.

The names of those involved in carrying out the project: Kim Metzger and volunteers

Date and Place of Project: Sooke Hall as soon as we have enough funds.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request		3075. ⁰⁰		\$ 3075. ⁰⁰
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$ 3075. ⁰⁰
Expenses				
		computer for 12 months		\$ 1200. ⁰⁰
				\$
		2 carts with pneumatic tires		\$ 1875. ⁰⁰
				\$
				\$
				\$
				\$
Total Expenses				\$ 3075. ⁰⁰
		Net Income		\$ 0



NUMBER: S-40347

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE FOOD BANK SOCIETY

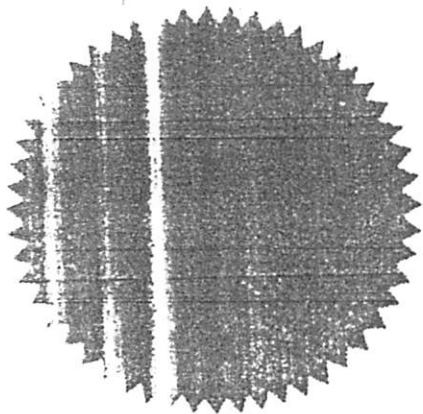
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on August 17, 1999

A handwritten signature in cursive script that reads "J. Powell".

JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



November-14
12,387.85

Balance Forward

Receipts

Donations	71,480.49	
Grant Income	35,000.00	
Interest	0.00	
		<u>106,480.49</u>

Total

Expenses

Food	101,383.23	
Milk & Eggs	5,664.94	
Transportation	1,400.00	
Insurance	650.00	
Administration	1,500.00	
Telephone	2,232.22	
Web Work	1,260.00	
Miscellaneous	643.16	
		<u>114,733.55</u>

Total		<u>4,134.79</u>
Income/(Loss)		<u>4,134.79</u>

Balance Forward

Balance Sheet

November 30, 2014

Assets:

Sooke Food Bank	11,951.88
Christmas Bureau	0.00

Total Assets

11,951.88

2015 Hamper Breakdown					
DATE	A	B	C	D	E
08-Jan	43	51	16	14	3
15-Jan	32	40	8	8	4
22-Jan	17	6	2	4	2
05-Feb	57	59	15	16	2
12-Feb	42	55	11	9	4
19-Feb	13	18	4	4	1
5 MAR	52	64	16	11	2
12-MAR	42	46	12	6	5
19 MAR	34	35	5	5	1
2 APRIL	43	37	13	8	0
9 APRIL	35	46	9	7	0
16 APRIL	28	26	9	3	4

2014 Hamper Breakdown					
Date	A	B	C	D	E
09-Jan-14	50	47	12	13	1
16-Jan	23	34	8	7	3
23-Jan	10	3	3	2	0
06-Feb	44	62	11	18	2
12-Feb	37	34	5	6	5
20-Feb	23	22	11	1	0
06-Mar	47	44	9	13	3
13-Mar	24	30	7	7	1
20-Mar	21	28	4	3	1
03-Apr	35	33	11	11	0
10-Apr	29	40	9	9	3
17-Apr	29	29	4	6	3
01-May	21	26	5	6	1
08-May	43	40	13	12	4
15-May	26	28	8	11	0
05-Jun	42	55	9	17	7
12-Jun	38	38	16	10	4
19-Jun	27	35	7	4	0
03-Jul	32	44	11	7	2
10-Jul	34	32	9	10	3
17-Jul	30	31	6	5	2
07-Aug	46	53	18	16	2
14-Aug	28	46	6	8	3
21-Aug	34	21	4	2	1
04-Sep	41	52	8	16	1
11-Sep	29	48	11	4	4
18-Sep	32	28	4	7	1
02-Oct	40	44	10	10	1
09-Oct	36	38	13	11	2
16-Oct	38	42	8	8	2
06-Nov	52	75	14	17	2
13-Nov	55	37	14	9	5
20-Nov	18	22	4	2	2
04-Dec	76	62	13	12	1
11-Dec	29	32	13	5	2
	1219	1335	318	305	74

RECEIVED
MAR 03 2015

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

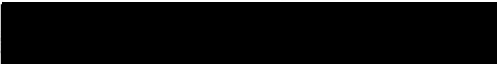
If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE HARBOUR PLAYERS

Address of Organization: PO BOX 735

SOOKE, B.C

V9Z 1H7

Phone: 

Fax: _____

E-mail: 

Contact Person: JOE SCHEUBEL

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$ 7000

Total Budget: \$25,000
(attach completed Budget Form)

Have you applied before? YES When? 2014 Grant Received? \$5865.00

Have you submitted a final report for previous grant? YES

Incorporation number and date of incorporation if applicable: #8925094449RR001

(Applicants must be not-for-profit organizations or be otherwise publicly accountable)
INCORPORATION DATE: AUG 82

RECEIVED
MAY 9 2016

Describe your organization, its mandate and program (s) ① TO PROVIDE / PROMOTE
A SOURCE OF APPRECIATION AND ENJOYMENT OF AMATEUR
THEATRICAL ARTS FOR SOCIETY MEMBERS AND FOR THE GENERAL PUBLIC.
② TO PROVIDE AN AVENUE OF EDUCATION IN STAGE AND THEATRICAL
TECHNIQUES .

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: OUR MAJOR FALL PRODUCTION: THE WHO'S "TOMMY"
OPENING ON NOV 6th OVER 3 WEEKENDS FOR A TOTAL OF 7
PERFORMANCES. THIS WILL INCORPORATE APPROX. 50 CAST AND
CREW MEMBERS. DUE TO THE POPULARITY OF THIS SHOW
OVER \$5000 OF OUR BUDGET HAS BEEN SPENT ON
PERFORMANCE ROYALTIES AND MATERIAL RENTAL.

Purpose of project: TO PROVIDE A HIGH QUALITY AND POPULAR SHOW
FOR THE SOOKE COMMUNITY, INCORPORATING LIVE MUSIC,
DRAMA AND VOCAL ARTISTS. THIS ALLOWS FOR THE SOOKE
COMMUNITY TO BECOME FAMILIAR WITH THE UNIQUE
"ROCK OPERA" FORMAT THAT HAS NOT BEEN DONE
IN THIS COMMUNITY SINCE 2006.

The names of those involved in carrying out the project: _____

MARJORIE BASKERVILLE (DIRECTOR)
JOE SCHEUBEL (PRODUCER / PROJECT MANAGER)

Date and Place of Project: NOV 6, 7, 13-15, 20-21 EMC'S THEATER

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		\$7000		\$ 7000
Other grants				\$
(list funder) CRD		\$7000		\$ 7000
(list funder) GAMING COMMISSION		\$6000		\$ 6000
				\$
Admissions / fees: \$20.00 / TICKET				\$
180 SEATS / SHOW TO "BREAK EVEN"				\$
Other:				\$
				\$
Total Revenues				\$20,000
Expenses	SITE (THEATER, FEES, RENTAL) - \$7284.00			
	PRODUCTION (COSTUMES, SETS, MAKEUP) \$3000.00			\$
	MARKETING (ADS, POSTERS, MEDIA) \$3500.00			\$
	ROYALTIES (LICENCE, SCRIPTS, ROYALTY) \$4000.00			\$
	ADMINISTRATIVE (TICKETS, PHOTOCOPIES,) \$ 700.00			\$
	CAST (PARTY, FLOWERS, BACKSAGE SUPPLIES) \$900.00			\$
	MISC (HONORARIUMS, TRAVEL) \$5600.00			\$
				\$
Total Expenses	\$24989			\$
	Net Income			\$

NOTE:
FOR DETAILS SEE ATTACHED BUDGET SHEET.

Site	Estimated	Actual
Theater Rental (\$52 / Hr x 6 = 312 x 7)	\$2,184.00	
EMCS Custodian Fees (\$60 / Hr x 45)	\$2,700.00	
EMCS Theater Coordinator(\$20/Hr x 45)	\$900.00	
Audio / Light / Mic Rental	\$1,500.00	
Total Site Fees:	\$7,284.00	0
Production	Estimated	Actual
Costumes	\$1,000.00	
Makeup	\$500.00	
Sets	\$1,000.00	
Props	\$500.00	
Total Production Fees:	\$3,000.00	0
Marketing	Estimated	Actual
Pre – Production Ads	\$500.00	\$121.00
Print Advertising	\$500.00	
Media Advertising	\$500.00	
Programs / Posters	\$1,000.00	
Signage / Billboards	\$1,000.00	
Total Marketing Fees:	\$3,500.00	\$121.00
Royalties	Estimated	Actual
Production License	\$800.00	\$800.00
Performance Royalty (7 x \$365.00)	\$2,555.00	\$2,555.00
Extra Rental Fees	\$650.00	\$650.00
Exchange to USD (4005 x 1.20)		\$1,203.75
Total Royalty Fees	\$4,005.00	\$5,208.75
Administrative	Estimated	Actual
Sponsor Billboard	\$100.00	
Ticket Printing	\$500.00	
Photocopies	\$50.00	
Postage	\$50.00	\$25.00
Total Administrative Fees	\$700.00	\$25.00
Cast	Estimated	Actual
Cast Party	\$200.00	
Flowers	\$50.00	
Thank You Cards	\$50.00	
Batteries	\$500.00	
Backstage Supplies	\$100.00	
Total Cast Fees	\$900.00	0
Miscellaneous	Estimated	Actual
Contingency	\$500.00	
Honorariums	\$5,000.00	
Travel (gas, bus)	\$100.00	
Total Miscellaneous Fees	\$5,600.00	0
Total Cost of Production	Estimated	Actual
	\$24,989.00	\$5,354.75

NOTE: EMCS has a surcharge of \$1 for each ticket sold

CANADA
PROVINCE OF BRITISH COLUMBIA

NUMBER

S-17440



Province of British Columbia
Ministry of Consumer and Corporate Affairs
REGISTRAR OF COMPANIES

SOCIETY ACT

Certificate of Incorporation

I HEREBY CERTIFY THAT

THE STAGE WEST PLAYERS SOCIETY

Oct 28/82

HAS THIS DAY BEEN INCORPORATED UNDER THE SOCIETY ACT

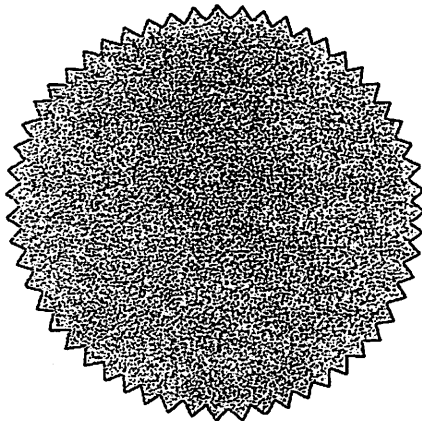


GIVEN UNDER MY HAND AND SEAL OF OFFICE

AT VICTORIA, BRITISH COLUMBIA,

THIS 12TH DAY OF AUGUST, 1982

L. G. HUCK
DEPUTY REGISTRAR OF COMPANIES





DUPLICATE

NUMBER: S-17440

**CERTIFICATE
OF
CHANGE OF NAME
SOCIETY ACT**

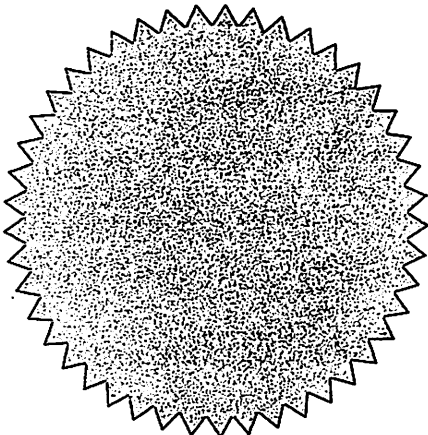
I Hereby Certify that

THE STAGE WEST PLAYERS SOCIETY

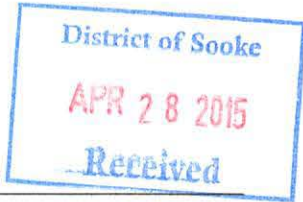
has this day changed its name to

SOOKE HARBOUR PLAYERS SOCIETY

*Issued under my hand at Victoria, British Columbia
on October 28, 2009*



RON TOWNSEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM
APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE HORSESHOE PITCHING ASSOCIATION

Address of Organization: [Redacted]
c/o 2250 SOOKE RIVER RD, PARK
SOOKE, B.C. V9Z 0H5

Phone: [Redacted] Fax: _____

E-mail: [Redacted]

Contact Person: RICK HOBDAV

Table with 2 columns: Category and Grant eligibility area. Categories include Annual Grant, Bi-Annual Grant, Service Agreement. Eligibility areas include Sports and recreation, Fine Arts and culture, Heritage, Public safety and community welfare, Community beautification, Environmental.

Amount Requested: \$ 7,000.00 Total Budget: 25,140 (attach completed Budget Form)

Have you applied before? YES When? 2011 Grant Received? \$ 3,000.00

Have you submitted a final report for previous grant? No (not used, extension recieved)

Incorporation number and date of incorporation if applicable: 50063668 FEB. 18 2015 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) _____

THE SOOKE HORSESHOE PITCHING ASSOC. WILL BE PROMOTING THE SPORT OF HORSESHOE PITCHING IN SOOKE. WE WILL BE HAVING WEEKLY HANDICAP TEAM PLAY, ORGANIZED SIMILAR TO A BOWLING LEAGUE. THE VENUE WILL BE OPEN TO MALE, FEMALE, SENIORS AND JUNIOR PLAYERS.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: _____

" SEE ATTACHED "

Purpose of project: _____

" SEE ATTACHED "

The names of those involved in carrying out the project: _____

RICK HOBDA Y , GORDON BUTTS , RON DUMONT
TOM BLIGH , FRED SHAM BROOKE , DOROTHY BUTTS

Date and Place of Project: OCTOBER 2014 - 2250 SOOKE RIVER RD. PARK.

Project Description

The project will consist of 8 horseshoe pitching courts, some fencing to provide safety for the public and a tool storage shed.

Purpose of Project

We would like to provide this unique sporting venue to all residents of Sooke and surrounding areas. This is a project that will consist of members (League players) plus it will be open to the general public for their use.

There will be a small membership fee for adults who wish to participate in the League play but Juniors under the age of 18 will be Free. A B.C. Horseshoe Association membership allows you to play in any sanctioned horseshoe tournament in North America. The team play operates on a handicapped system similar to bowling leagues.

This funding request will assist in the construction of the courts. When this venue is completed it will be another beneficial sport in Sooke which will provide enjoyment for entire families.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request	\$ 3000			\$ 3000
Other grants (DISTRICT OF SOOKE)		\$ 7000		\$ 7000
(list funder) VILLAGE FOOD		\$ 1000		\$ 1000
(list funder) SOOKE DISPOSAL		\$ 1000		\$ 1000
WESTERN ISLAND TREE SERVICE			\$ 1600	\$ 1600
Admissions / fees:				\$
MEMBERSHIP FEES.	\$ 125			\$ 125
Other:				\$
				\$
Total Revenues				\$13,725
Expenses				
FENCING (330 ft. @ \$22 per ft.)				\$ 7260
WATER METER				\$ 5000
CONCRETE (APPROX.)				\$ 6000
TOOL SHED AND TOOLS				\$ 1800
BACKSTOPS AND MISC. SUPPLIES.				\$ 2080
HYDRO, ETC.				\$ 3000
				\$
Total Expenses				\$ 25,140
			Net Income	\$

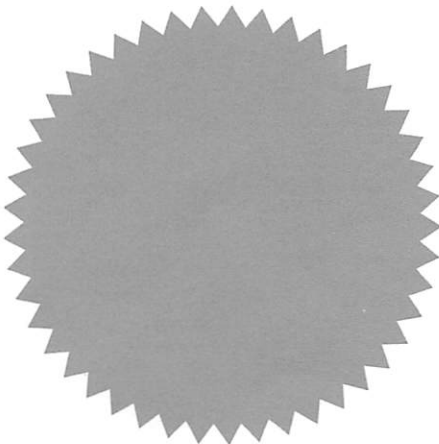


Number: S-0063668

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that SOOKE HORSESHOE PITCHING ASSOCIATION was incorporated under the *Society Act* on February 18, 2015 at 09:57 AM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on February 18, 2015*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

C-3 Sooke Horseshoe Club – Community Grant Extension Request

MOVED and seconded to approve the Sooke Horseshoe Club extension request for 2011 grant funding.

CARRIED UNANIMOUSLY

Sheet1

Grants	Expense	Income	Cash	Balance	Jan/15
3003.15	159.97	130.05		2973.23	Feb/15
	643.96	0.04	90	2423.27	Mar/15

APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: SOOKE RIVER BLUEGRASS FESTIVAL SOCIETY

Address of Organization: [REDACTED]
VICTORIA, BC V8X 4C5

Phone: [REDACTED] Fax: _____

E-mail: [REDACTED]

Contact Person: AL PLANIDEN

Category	Grant eligibility area:
<input checked="" type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$5,000.00 Total Budget: \$26,350
 (attach completed Budget Form)

Have you applied before? NO* When? _____ Grant Received? (SEE BELOW)

Have you submitted a final report for previous grant? NO

Incorporation number and date of incorporation if applicable: SOCIETY # S-46328
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable) JUNE 26/2003

* NO FORMAL GRANT APPLICATION WAS MADE IN THE PAST. HOWEVER, IN BOTH 2013 & 2014, A PRESENTATION WAS MADE TO SOOKE COUNCIL FOR ASSISTANCE WITH THE SOOKE RIVER BLUEGRASS FESTIVAL. THE DISTRICT PROVIDED FINANCIAL ASSISTANCE IN BOTH YEARS, \$500 IN 2013 & \$1600 IN 2014

Describe your organization, its mandate and program (s) THE SOOKE RIVER BLUEGRASS SOCIETY'S PRIMARY ACTIVITY IS THE PRODUCTION OF THE ANNUAL SOOKE RIVER BLUEGRASS FESTIVAL (WWW.SOOKEBLUEGRASS.COM)
- A FAMILY ORIENTED EVENT THAT IS HELD AT THE SOOKE RIVER CAMPGROUND SITE

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: THE SOOKE RIVER BLUEGRASS FESTIVAL BEGAN IN 2001 AND WAS HELD ANNUALLY FOR 10 YEARS BEFORE TAKING A BREAK IN 2011-12 DUE TO RE-STRUCTURING. THE FESTIVAL RETURNED IN 2013 AND CONTINUES WITH THE TRADITION OF BEING HELD ON THE FATHER'S DAY WEEKEND IN JUNE. IT IS THE 1ST OUTDOOR FESTIVAL OF THE SEASON IN THE AREA, AND IS OFTEN REGARDED AS THE 'KICKOFF' EVENT FOR THE SUMMER FESTIVAL CIRCUIT.

Purpose of project: THE BLUEGRASS FESTIVAL IS A FAMILY ORIENTED, ACOUSTIC MUSIC VENUE THAT SHOWCASES BOTH LOCAL & INTERNATIONAL MUSICIANS AND GIVES ATTENDEES THE OPPORTUNITY TO LISTEN TO ACCOMPLISHED BANDS AS WELL AS PARTICIPATE IN MUSIC "JAMMING" WITH OTHER MUSICIANS ON SITE. THE FESTIVAL IS THE CULMINATION OF BLUEGRASS/OLD TIME MUSIC WORKSHOPS HELD IN LOCAL SCHOOLS, AND ALSO FEATURES A REVIVAL OF TRADITIONAL 'CALLED' DANCING HELD UNDER A BIG TOP TENT AT THE FESTIVAL SITE. IT GENERALLY BRINGS MUSICIANS & FANS TOGETHER FOR AN INTERACTIVE AND FESTIVE WEEKEND IN SOOKE.

The names of those involved in carrying out the project: SPECIFICALLY, THE DIRECTORS OF THE SOCIETY: PHIL SHAWER, LARRY STATLUND & AL PLANIDEN, TOGETHER WITH MANY VOLUNTEERS FROM THE VICTORIA BLUEGRASS ASSOC'N & SOOKE AREA, AND MEMBERS OF THE SOOKE COMMUNITY ASSOCIATION
 Date and Place of Project: JUNE 19-21, 2015

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: *SEPT. 19/2014*

Organization Name: *SOOKE RIVER BLUEGRASS FESTIVAL SOCIETY*

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		<i>5,000</i>		\$ <i>5,000</i>
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
Admissions / fees: <i>TICKET SALES</i>		<i>15,000</i>		\$ <i>15,000</i>
<i>VENDOR FEES</i>		<i>1,500</i>		\$ <i>1,500</i>
Other: <i>BUSINESS SPONSORSHIP</i>		<i>3,500</i>		\$ <i>3,500</i>
<i>RAFFLES</i>		<i>1,500</i>		\$ <i>1,500</i>
Total Revenues				\$ <i>26,500</i>
Expenses				
<i>PERFORMANCE BANDS</i>				\$ <i>10,000</i>
<i>PRODUCTION COSTS (TENT & STAGE RENTAL, SOUND, SITE MC, ETC)</i>				\$ <i>4,000</i>
<i>PROMOTION (WEB SITE, PRINT ADVERTISING, PROGRAMS, SIGNS, ETC)</i>				\$ <i>3,500</i>
<i>SITE EXPENSES (SITE RENTAL, INSURANCE, UTILITIES, ETC.)</i>				\$ <i>4,600</i>
<i>MERCHANDISE (SHIRTS, HATS, MISC.)</i>				\$ <i>1,000</i>
<i>SECURITY</i>				\$ <i>1,000</i>
<i>SCHOOL WORKSHOPS (5) AND ONE COMMUNITY DANCE</i>				\$ <i>2250</i>
Total Expenses				\$ <i>26,350</i>
				Net Income
				\$ <i>150</i>

Sooke River Bluegrass Festival Society
Treasurer's Report 2014
Financial Report for year-end January 1, 2013 to August 31, 2014
(with comparative figures for year-end January 1, 2012 to December 31, 2013)

District of Sooke
FEB 04 2015
Received

Balance Sheet	2014	2013	Income Statement	2014	2013
Assets			Income		
Cash	\$ -	\$ -	Interest	\$ 103	\$ 141
Membership Shares	5	5	Festival Tickets	12,554	15,271
Chequing Account	108	100	Raffles	1,395	1,606
Savings Account	950	15,575	Vendors	1,072	795
GIC	17,000	-	Merch	486	264
Accrued Interest on GIC	41	-	Sponsorship	4,650	3,000
Pre-Paid Expenses	-	500	All Stars Benefit	-	2,257
Account Receivable	-	-	Xmas Show	-	416
Total Assets	\$ 18,104	\$ 16,180	School Workshop	100	-
			Sooke Arts Show	-	-
Liabilities and Equity			Donation	298	130
Accounts Payable	\$ -	\$ -	Total Income	20,657	23,880
Phil Payable	-	(4)			
Larry Payable	46	155	Expenses		
Total Liabilities	46	151	Administration	2	61
			Bands	7,753	5,925
Opening Equity	16,029	8,802	Production	3,264	3,474
Net income	2,029	7,227	Promotion	1,914	2,420
Closing Equity	18,058	16,029	Security	443	749
Total Liabilities and Equity	\$ 18,104	\$ 16,180	Site Expenses	4,003	2,241
			Raffles	101	89
			Merch	790	1,546
			All Stars Benefit	-	10
			School Workshop	274	-
			Sooke Arts Show	-	-
			Website	85	138
			Other	-	-
			Total Expenses	18,628	16,653
			Net Income	\$ 2,029	\$ 7,227

Notes:

GIC 365 day term @1.45%, Cashable Jan 1, 2015

The Fiscal year-end was moved in 2014 from December 31 to August 31.



DUPLICATE

NUMBER: S-46328

SOCIETY ACT

CERTIFICATE OF INCORPORATION

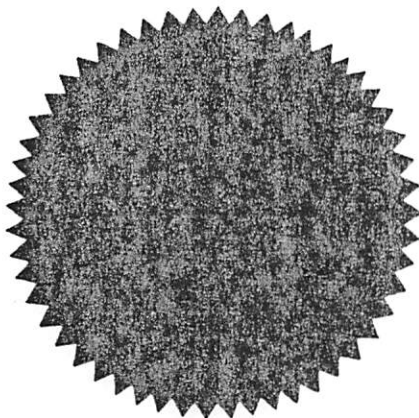
I Hereby Certify that

SOOKE RIVER BLUEGRASS FESTIVAL

has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on June 26, 2003



JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

**District of Sooke – Community Grant Program Application
Supplemental Information in Support of the Sooke River Bluegrass Festival.**

The Sooke River Bluegrass Festival will be celebrating its 13th year in 2015. It is traditionally held annually on the Father's Day weekend in June, and at the Sooke River Campground site.

This festival has the distinction of being "the first of the year" outdoor bluegrass festival held in the northwest, and generally serves as a harbinger for the RV and camping crowd and the summer festival circuit. It has become a signature event for the District of Sooke, and has put it on the map for this type of festival.

The festival peaked in attendance in 2010 after the good momentum generated in the 10 years previous. After some necessary restructuring of the Bluegrass Festival Society, the festival got back on track in 2013 and has been rebuilding its base and identity.

We have had successful festivals in 2013 and 2014, thanks to extremely dedicated and hardworking volunteers, some generous business sponsors and very tight budget controls on production costs. Outdoor festivals are often make it or break it propositions due to weather conditions. The Festival Society has implemented a large 'big top' tent on site as a contingency for housing performers and attendees during inclement weather.

The Sooke River Bluegrass Festival is a significant festival for the community, and it will continue to grow. As mentioned, it is the first one of the season and it attracts a large number of people to Sooke. Whether they are camping on site or attending for the day, festival goers are likely to utilize local businesses and visit local attractions – possibly extending their stay.

Acoustic bluegrass and old time 'roots' music has seen a resurgence in recent years, and many younger people are being attracted to this genre and enjoying the ability to play instruments in an informal group setting – "jamming". The past two years the festival has featured a live band performing for a called square dance in the evening, under the big top tent. This has been very popular with all ages. Band members have gone into local elementary schools to hold workshops on the dancing and the instrumentation and have been well received. More of these workshops are being planned.

The Festival Society would like to work closer with organizations such as the Sooke Region Volunteer Centre and the Sooke Lions in order to give the festival a sense of community ownership, rather than simply being a festival held in Sooke.

While the festival has managed to succeed the past few years, it presently has a shoe string budget to operate with. Receiving a community grant would help immensely in funding the performing bands, and in helping with the production and promotion costs. This would in turn support the appeal and attendance of the festival, and help ensure the sustainability of the festival in Sooke. We continue to work with local business sponsors who recognize the value in supporting this event, and the benefit they receive from it.



District of Sooke
SEP 24 2014
Received

September 19th, 2014

Community Grant Review Committee
c/o Director of Finance
District of Sooke
2205 Otter Point Road,
Sooke, B.C. V9Z 1J2

Dear Sirs,

Please find enclosed our application for financial assistance under the Community Grant Program, for next year's Sooke River Bluegrass Festival.

The festival is a much loved family event, and a worthwhile undertaking within the District of Sooke, bringing in visitors from all over Vancouver Island and the Mainland.

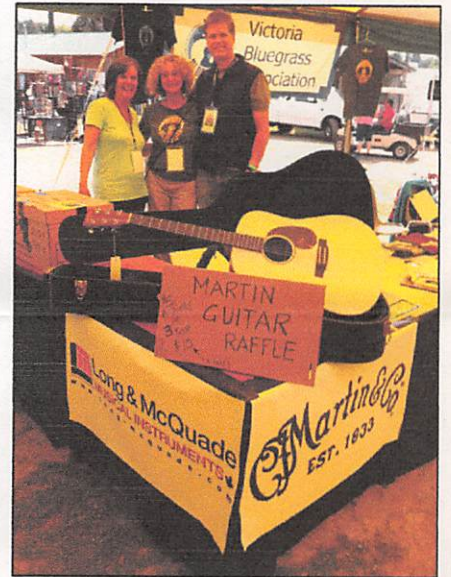
We have increased our proposed budget for 2015 in anticipation of receiving a grant and being able to do more promotion, bring in more bands, and attract even more attendance.

For your information, attached are a few pictures of the previous year's festival to supplement the application text.

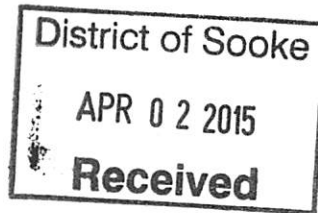
If you require anything else at this time, please let me know.

Sincerely,

Al Planiden, Director
Sooke River Bluegrass Festival Society
Phone: [REDACTED]
Email: [REDACTED]



Sooke River Bluegrass Festival



APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Sooke Therapeutic Yoga Society

Address of Organization: #207-6750 West Coast Rd.

Sooke BC. V9Z 0A2

Phone: 250 642 9642 Fax: _____

E-mail: sookeyoga@hotmail.com

Contact Person: Alanda Carver - President

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input checked="" type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$5000-

Total Budget: \$5975.00
(attach completed Budget Form)

Have you applied before? X When? _____ Grant Received? _____

Have you submitted a final report for previous grant? _____

Incorporation number and date of incorporation if applicable: S- 0063047
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) Sooke Therapeutic Yoga Society is a not-for-profit Org. that promotes & supports healthy lifestyles, build community, educate people about health & related topics. In order to fulfill its purpose the org. offers a range of yoga & healthy lifestyle programs tailored to all levels of health & physical fitness.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: An art program for up to 12 yrs of age & young families of the Sooke community. This program will focus on guiding & encouraging all participants to tap into their own artistic abilities with the guidance & instruction of a professional Artist. The participants will have the opportunity to develop & explore drawing, painting skills using mixed media, style & technique, as well as explore other forms of Art & creative self expression. New Art projects each day, up to 20 participants!

Purpose of project: The motivation behind this project is lack of artistic opportunities for low-income families in the Sooke Community. The goal is to bring out the artistic potential of all participants while offering a welcoming & healing environment free of cost to the participants. Bringing Shanna's artistic professional background to Sooke Therapeutic Yoga will support clients & community families w/ financial barrier reduction to access creative Art programming in Sooke.

The names of those involved in carrying out the project: Sooke Therapeutic Yoga Society -

Alanda Carver - president & Yoga Instructor.

Shanna Hamilton - Art program co-ordinator, professional Artist.

Date and Place of Project: July 13-24 Monday-Friday 12-4pm. (2015)

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		✓		\$ 5200.00
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
Admissions / fees:				\$
				\$
Other: Shanna Hamilton (in-kind)				\$ 975.00
15 hrs Graphic Design/Marketing				\$
Total Revenues				\$5975.00
Expenses				
Art Supplies (2 full weeks / 4 hrs daily / new multi. Art projects daily)				\$ 1800.00
50 hrs (2 wks prep. of daily Art projects & activities / visual samples of all projects / program outline - co-ordination @ \$25/hr)				\$ 1250.00
40 hrs Direct service (Art instruction, setup/clean up etc)				\$ 1000.00
10 hrs Supply purchasing / travel expenses				\$ 250.00
15 hrs Graphic Design (posters, online marketing / applications)				\$ 975.00
Admin + use of space (registration intake, cleaning, Janitorial)				\$ 700.00
Total Expenses				\$ 5975.00
			Net Income	\$5975.00

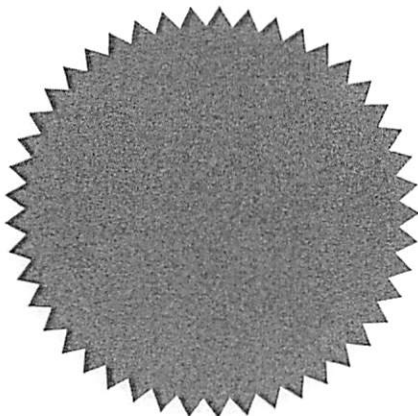


Number: S-0063047

CERTIFICATE OF INCORPORATION

SOCIETY ACT

I Hereby Certify that SOOKE THERAPEUTIC YOGA SOCIETY was incorporated under the Society Act on August 28, 2014 at 09:29 AM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on August 28, 2014*

CAROL PREST
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

May 4, 2015

Sooke Therapeutic
Yoga Society

202-6750 West Coast Rd.
V9Z 1H8 250.641.9642
Licence No
25637

As

Per: Alanda Carver

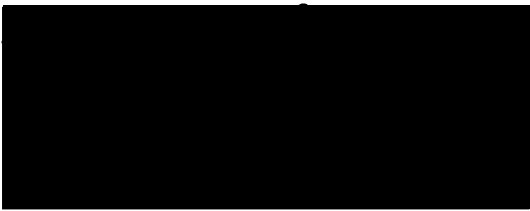
President

Sooke Therapeutic Yoga Society

Financial Statement as of May 4th.

\$ 71.00

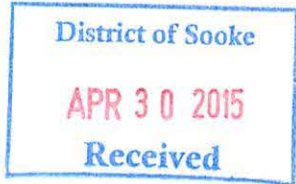
Received from



Our first year end will be May 31st
2015

Alanda Carver

Alanda Carver



APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: Sooke Transition Town Society (Transition Sooke)

Address of Organization: [Redacted]

Sooke BC

V9Z 0V9

Phone: [Redacted] Fax: _____

E-mail: [Redacted]

Contact Person: Debbie Read

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input checked="" type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input checked="" type="checkbox"/> Environmental

Amount Requested: \$4,000 Total Budget: \$25,640 (attach completed Budget Form)

Have you applied before? No When? _____ Grant Received? _____

Have you submitted a final report for previous grant? _____

Incorporation number and date of incorporation if applicable: S-0058699 August 18, 2011 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) Transition Sooke is a local group of concerned residents committed to working together with existing groups to make Sooke a more resilient and sustainable community. Previous and present programs include permaculture demonstration garden, public forum on Tankers, Zero Waste Sooke, and help towards development of the Sooke bike skills park. Wild Wise Sooke is a new program initiating with the Bear Wise project.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: The Mission of the Bear Wise Sooke Project is to reduce human/bear conflict through education, cooperation and active management initiatives in Sooke. Sooke is one of Canada's hotspots for black bears. Education over the last 2 years have reduced safety concerns and the destruction of bears. It is important that this education program continue to ensure that the progress made so far is not lost in a "Wild by Nature" community. The Wild Wise program will co-operate with Sooke businesses and service orgs., and work directly with the municipality to cooperatively resolve community wildlife issues. Municipal support is essential to enable us to purchase brochures, signage and other information materials immediately as bears are now out of hibernation.

Purpose of project: The purpose of the project is to assist the Conservation Office with responses to calls regarding bears, to provide "bear in area" signs in problem areas, to present to groups and organizations in Sooke, to set up displays at public events, to work with the agricultural sector especially food growers. The project will also provide input regarding reduction of bear/human conflict into community planning, bylaw development and municipal solid waste management programs (see attached Work Plan).

The names of those involved in carrying out the project: Debbie Read & Nitya Harris

Date and Place of Project: May 1, 2015 to May 1, 2016 in Sooke

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request		4,000		\$ 4,000
Other grants : Community A Grant Transfer		1,225		\$ 1,225
(list funder) Habitat Conservation Trust Fund		5,000		\$ 5,000
(list funder) LUSH		5,575		\$ 5,575
Volunteers (@\$12/hr)			9,840	\$ 9,840
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues		15,800	9,840	\$ 25,640
Expenses				
Contractors to deliver education program to schools and at public events (max. 500 hours)				\$ 10,000
Advertising				\$ 2,000
Brochures and handout materials				\$ 1,225
Bear in Area Signs (to be placed upon receipt of calls)				\$ 775
Phone and Mileage costs				\$ 1,500
Web Hosting				\$ 300
Volunteers to put out signage, tag garbage, set up info booths at events and other activities				\$ 9,840
Total Expenses				\$25,640
			Net Income	\$ 0

Wild Wise Sooke Program

Bear Wise Project

A Project of Transition Sooke

Work Plan

April 22, 2015

Mission:

To reduce human/bear conflict through education, cooperation and active management initiatives in the community of Sooke.

Governance:

The Sooke Bear Wise Project will be a project of Transition Sooke. The work will be led by two part-time project co-ordinators with the involvement of a number of volunteers. The Project will be advised by a Working Group comprised of the following:

- Transition Sooke
- District of Sooke
- Coexisting with Carnivore Alliance
- Conservation Officer Service
- RCMP
- Sooke Chamber of Commerce
- EMCS Society
- Habitat Acquisition Trust

Regular reporting will be done to the Board of Transition Sooke regarding the project.

Project Elements:

- Background
- Benefits of a Community Program
- Key Messages
- Target Audiences
- Delivery Strategies
- Project Plan 2015
- Project Budget 2015
- Project Funding 2015
- Performance Indicators
- Resources

Background:

The black bear, the largest mammal on Vancouver Island is distributed throughout the entire

island with higher concentrations in the uninhabited low-lying forests including Sooke. Bears and humans have similar habitat needs and so there is a significant potential for conflict.

In 2013/14, there were 523 calls to the Conservation Officer (CO) regarding bears in the CRD and 441 of these calls were just from the District of Sooke. In this time, 23 bears were killed in the CRD and 16 of these bears were killed in the Dist. of Sooke. These numbers indicate that the District of Sooke is a hotspot for carnivore conflict within the CRD. An extensive public education and conflict reduction program was conducted by Debbie Read via WildsafeBC program which resulted in a large reduction of bear complaints and kills.

In 2014/15 there were 374 calls regarding bears in the CRD and of these 278 calls were from Sooke. Also, at this time, 10 bears were killed in the CRD and 4 of these bears were killed in the District of Sooke. The education program has obviously made a huge difference and needs to be continued or this progress will be lost.

An education program to deal with human/bear conflicts was not available in Sooke in 2015. To ensure that we have continuation, in discussion with the Mayor of Sooke and municipal staff, a number of Sooke community members including the Chamber of Commerce, Sooke Transition, Sooke Food Chi, municipal staff, the Conservation Officer and the RCMP were invited to discuss the possibilities for conducting a community bear education program in Sooke.

The meeting established the need for an existing Society to become a fiscal host for this project to allow the immediate start up for upcoming season, form partnership to encourage working together sharing and further development opportunities. Also, there are already a number of organizations that deal with similar issues in Sooke and it was recognized that in working with an existing organization, the education program could be integrated with many different societies and organizations in Sooke. The opportunity to partner and collaborate with Transition Sooke in their Waste management program was identified and Board approval was sought. On April 14, 2015 the Board of Transition Sooke accepted the Sooke Bear Wise Project as one of their projects.

Benefits of a Community Program:

There are a number of benefits to Sooke having a Community Bear Conflict Reduction program including:

- Support from municipality and community organizations
- Potential for funding opportunities from business and province
- Funds go directly to community
- Support of community educational needs
- Support of Wildlife and Environment of Sooke
- Involvement of Sooke Youth Council organization, volunteer participation, and possible employment opportunities
- Co-operation with Sooke businesses involved with the hospitality industry, nature tours etc.

- Potential collaboration with Food Chi for support and education
- Assistance to RCMP with wildlife complaints
- Contribution to Chamber of Commerce initiatives for Adult education, New Comers Club educational luncheons, and Job creation and work experience programs
- Work directly with municipality to cooperatively resolve community and municipal wildlife issues
- Support and work directly with Conservation Services through education and innovation

Key Messages

- Human/bear conflict can be reduced by managing food attractants
- Education and cooperation are key factors
- Bears have been here in Sooke historically and will continue to be there into the future and we can coexist with them

Target Audiences

- Residents requesting help and information
- General Public
- Students and school staff
- Municipal staff and councilors
- Businesses and service organizations in Sooke

Delivery Strategies

- Work with the Conservation Officer service to address conflicts
- Assist COs with response to calls made to the RAPP line
- Consistent and defensible signage
- Garbage tagging
- Presentations to all types of groups
- Presence and education at public events and information booths
- Presentations to school groups
- Outreach to the commercial sector and volunteer programs
- Media and social networking
- Input into community planning
- Provide input into bylaw development
- Work with municipal solid waste providers and municipal staff
- Work with agricultural sector especially food growers

Project Plan 2015

Activity	Target # of Activities	Contractor Hours	Contractor Costs	Volunteer hours	Material Costs
1. EDUCATION					
1.1 Respond to bear calls	400 calls	200	\$4000	200	\$1500
1.2 Put out signage in problem areas	200 sign placements	100	\$2000	100	\$1000
1.3 Work with EMCS Society students to go door to door	4 outings	20	\$400	50	\$500
1.4 Give presentations to various audiences	20 presentations	30	\$1200	30	\$500
1.5 Give presentations at schools	10 presentations	20	\$800	20	\$500
1.6 Set up info booths at public events	10 events	50	\$1000	100	\$1000
1.7 Set up electric fencing and other workshops	2 workshops	10	\$200	20	\$500
1.8 Publish media releases and articles	25	50	\$1000		
1.9 Work on website and social networks		20	\$400	10	\$300
Total		500	\$10,000	520	\$5800
2. CO-OPERATION					
2.1 Integrate with existing volunteer organization projects	5 orgs			20	
2.2 Work with CO, RCMP to identify problem areas				20	
2.3 Work with Sooke Bear Working Group	5 meetings			150	
Total				190	
2. ACTIVE MANAGEMENT INITIATIVES					
2.1 Tag garbage in appropriate residential areas	4 residential areas			40	
2.2 Work on bylaw development and community planning initiatives				10	
2.3 Work with farmers on				10	

specific issues					
2.4 Work with municipal solid waste providers to reduce conflict				10	
2.5f Work with Food CHI on Fruit Gleaning projects	10 residences			40	
Total				110	
PROJECT TOTAL		500	\$10,000	820	\$5800

Project Budget 2015

Project Item	Cost	In-Kind
Contractors (max. of 500 hours)	\$10,000	
Advertising	\$2,000	
Handout Materials and Bear in Area signs	\$2,000	
Phone and Mileage	\$1,500	
Web hosting	\$300	
Volunteers @ \$12/hour		\$9800
Total	\$15,800	\$9840
Total Project Budget: \$25,640		

Project Funding 2015

Funder	Requested Funding	Status
HCTF Public Conservation Assistance fund	\$5000	Deadline May 15, 2015
LUSH	\$5575	Appln. To be submitted
Sooke Community Grant A	\$1225	Request to transfer funds submitted
Sooke Community Grant	\$4000	Deadline April 30, 2015
Total	\$15,800	

Performance Indicators

Performance Indicator	Target	Completed
# of presentations	30	
# of volunteer hours	820	
# of students contacted	200	
# of door to door canvassing events	4	
# of media releases and articles	25	
# of collaborations with other organizations	5	

Resources:

<http://revelstokebearaware.org/>

<http://squamish.ca/our-services/wildlife/urban-wildlife-video-series/>

SOOKE TRANSITION TOWN SOCIETY - 2014 Financial Report

PREAMBLE

Yvonne Court withdrew from her role as treasurer in July and I took on the job. We owe Yvonne a debt of gratitude for her several years of service to our group. She continues to be very active in the community and she and Dave are very strong supporters of Transition Sooke.

OVERVIEW

Our financial situation remains good and stable and we have been able to undertake several initiatives in 2014. These include getting a new logo, running a successful Open Space event at Sooke Harbour House, and having a community picnic at Inishoge Farm. We started the year with over \$3,000 in our Coast Capital account in the best shape ever. We had donations and other income amounting to \$474 and expenses of \$1289 so we ended the year with a balance of \$2,404. So we continue to be in good shape. I believe we have been careful and prudent in our expenditures.

THE DETAILS

INCOME (Donations, bank interest, etc.).....	\$474.03
EXPENSES.....	\$1288.90
GE Free Society (Dr. Vrain event).....	\$200.00
Advertising.....	\$140.70
Sooke Fall Fair (Youth Rosette Medal).....	\$15.00
██████████ Picnic (Liability Insurance)...	\$110.00
██████████ - Logo Design Deposit.....	\$200.00
Sooke Harbour House (Room & Beverage Service)...	\$444.00
Brochures - Printing.....	\$179.20
<hr/>	
TOTAL	\$1288.90

BALANCE SHEET

Starting balance December 31st, 2013.....	\$3218.69 (as per CC statement)
Income.....	\$474.03 +
Expenses.....	\$1288.90 -
Ending balance December 31st, 2014.....	\$2403.82 = (CC statement)

NOTE: The bank balance quoted in the 2013 AGM minutes was effective as on December 8th, 2013 M.T.

Michael J. Tacon
Treasurer

UPDATE TO 13th February, 2015

INCOME.....\$180.00

EXPENSES.....\$565.39

Bank Expenses (Cheques ordered).....\$135.39

██████████ - Logo - Final Payment.... \$430.00

CC Account Balance as at 13th February, 2015\$2018.53

NOTE:

Outstanding cheque for \$300.00 to ██████████ for the Permablitz
Design Work on ██████████ Property (TS Demonstration project)

NOT CASHED

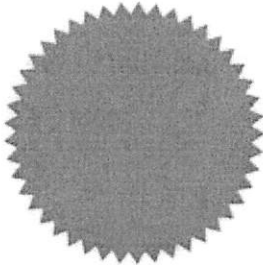
Cheque in hand for deposit (donation) = \$93.00

Michael J. Tacon
Treasurer

**CERTIFICATE
OF
INCORPORATION**

SOCIETY ACT

I Hereby Certify that SOOKE TRANSITION TOWN SOCIETY was incorporated under the Society Act on August 18, 2011 at 12:26 PM Pacific Time.



*Issued under my hand at Victoria, British Columbia,
on August 18, 2011*



RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

April 29, 2015

Community Grant Review Committee
District of Sooke
2205 Otter Point Road
Sooke, B.C. V9Z 1J2

Dear Committee members,

Wild Wise Sooke is a new program of Sooke Transition Town Society (Transition Sooke) with a mission to reduce human/wildlife conflicts within Sooke through education, cooperation and active management initiatives. We are presently launching our first project "Bear Wise" to handle bear/human conflicts in Sooke.

Towards this project, we are submitting a request for Community Grant B funding.

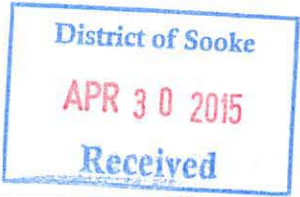
Through the last round of Community Grant A projects, \$1225 was awarded to BCCF for program materials for a similar bear/human conflict reduction program in 2015. It has now been confirmed that BCCF will not be operating in Sooke this year. We therefore request the Committee to transfer these A Grant funds to our Wild Wise Sooke project.

We are applying to a number of funders for funding for our project. Unfortunately, most of these funds are not available for at least 90 days after application. Bears are presently out of hibernation and we expect that we will need to do a considerable amount of education and resident contact in May. We therefore are in immediate need of the A Grant (and the B Grant) monies to purchase brochures, signs and other materials so that our education program can start as soon as possible.

We therefore request the Committee to approve a transfer of the previously approved \$1225 A Grant to BCCF to the Transition Sooke Wild Wise Project.

Sincerely,

Nitya Harris
Wild Wise Sooke
A Project of
Sooke Transition Town Society



APPENDIX II - Policy No. 5.1

DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

If insufficient space to complete sections of this application, supplemental pages will be accepted if they are photocopy ready.

Name of Organization: South Island Recreation Association

Address of Organization: [Redacted]
Sooke, BC, V9Z 0Y6

Phone: [Redacted]

E-mail: [Redacted]

Contact Person: Alexandra Martin

Category	Grant eligibility area:
<input type="checkbox"/> A - Annual Grant	<input checked="" type="checkbox"/> Sports and recreation
<input checked="" type="checkbox"/> B - Bi-Annual Grant	<input type="checkbox"/> Fine Arts and culture
<input type="checkbox"/> C - Service Agreement	<input type="checkbox"/> Heritage
	<input type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$3,600.00 Total Budget: \$3,600.00
(attach completed Budget Form)

Have you applied before? No When? NA Grant Received? NA

Have you submitted a final report for previous grant? NA

Incorporation number and date of incorporation if applicable: S-48459; Dec-15-2004
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) The purpose of SIRA is to promote family-friendly outdoor recreation.

Describe the community project, program, service, activity or event ("project") for which funds are being sought. Please indicate why this project is unique or separate from other activities and why you think it should receive municipal funding.

Project description: Children's splash park.

Purpose of project: Establish feasibility, siting, concept drawings and budget to reestablish a children's splash park in Sooke.

The names of those involved in carrying out the project: Alexandra Martin

Date and Place of Project: July and August 2015; Sooke, BC

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: *April -30-2015*

Organization Name: *South Island Recreation Association*

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request		<i>\$3,600</i>		<i>\$3,600</i>
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
Admissions / fees:				\$
				\$
Other:				\$
				\$
Total Revenues				<i>\$3,600</i>
Expenses				
<i>Feasibility study, siting, concept drawings</i>				\$
				<i>\$3,600</i>
				\$
				\$
				\$
				\$
				\$
Total Expenses				<i>\$3,600</i>
			Net Income	<i>\$ 0</i>

**CERTIFICATE
OF
CHANGE OF NAME
SOCIETY ACT**

I Hereby Certify that

SOOKE MOTOCROSS ASSOCIATION

has this day changed its name to

SOUTH ISLAND RECREATION ASSOCIATION

*Issued under my hand at Victoria, British Columbia
on March 03, 2011*



RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



NUMBER: S-48459

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE MOTOCROSS ASSOCIATION

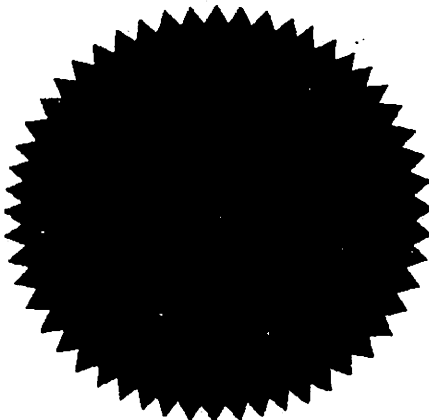
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on December 15, 2004

A handwritten signature in black ink, appearing to read "J. Powell".

JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA

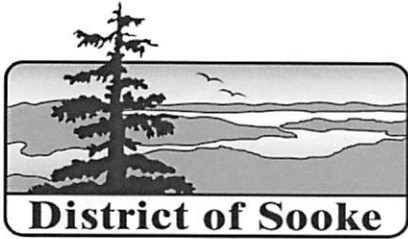


**South Island Recreation Association
Financials
As of December 31, 2014**

Current Assets	
Coast Capital Chequing Account	2,094.36
Total	2,094.36
Current Liabilities	
	0
Long-term Liabilities	
	0
Equity	
Opening Balance	2,094.00
Retained Earnings	0.36
Total Equity	2,094.36
Total Liabilities and Equity	2,094.36

Profit and Loss

Revenue	0.36
Expenses (externally funded)	0
Total Revenue	0.36



File No. 0540-20

To: Community Grant Program Review Committee
 From: Brent Blackhall, Deputy Director of Finance
 Date: May 14, 2015
 Re: **Community Grants Program Applications**

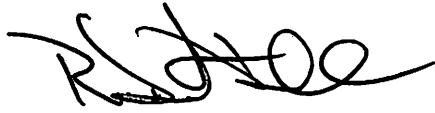
COW and Regular Council action items for the Community Grant Review committee

The following list of items has been assigned for review by the Community Grant Review Committee for 2015 and needs to be scheduled:

Description	Source	Date for Review
Review staff policy on Sponsorships (to be brought forward by staff)	Mar 23/15 Regular Council	TBD
Review Category A grants for the years 2016 onward, pending a review of completed annual reports.	Mar 10/15 COW	TBD
Review Service Agreements (Chamber, SCA, SRTA, SHRS, CHI)	2015 Council Strategic Plan	TBD
Review Community Grant Policy: <ul style="list-style-type: none"> • Criteria for grant funding • Streamline procedure • Support grants that improve civic pride and community improvement 	2015 Council Strategic Plan	TBD

Attached Documents:

1. COW and Council Resolutions
2. Excerpt from 2015 Strategic Plan

A handwritten signature in black ink, appearing to read 'Brent Blackhall', is written above a horizontal line.

Brent Blackhall, CA
Deputy Director of Finance

UNFINISHED BUSINESS

UB-1 2015 Sponsorships

MOVED and seconded to approve the annual sponsorships for 2015 for the following non-profit organizations or events:

- Sooke Lions Club
- Sooke Fall Fair Society
- Sooke Fine Arts Society
- Sooke Community Choir
- Edward Milne Community School Grads
- Anti-Bullying Campaign
- Fire Safety Campaign
- Sooke Region Chamber of Commerce
- Sooke Food CHI
- Navy League of Canada, Sooke Branch

CARRIED UNANIMOUSLY

MOVED and seconded to direct staff to bring forward a Policy on Sponsorships for review by the Community Grant Review Committee.

CARRIED UNANIMOUSLY

3. Part 1 Departmental Financial Plan Presentations:

2015-2019 Five Year Financial Plan

Michael Dillabaugh provided a summary of the 2015 - 2019 Five Year Financial Plan. Mr. Dillabaugh reported that the initial proposed tax increase for 2015 is 2.49% percent.

Councillor Logins declared a conflict of interest with the Community Grant line item in the 2015-2019 Five Year Financial Plan as she is employed by the EMCS Society and left the meeting at 7:09 pm.

Committee discussion:

- Discussion of conflict of interest and when Councillors should and should not excuse themselves from budget discussions.
- Discussion of the history of the *Community Grant Program Policy, 2014* and the types of grants available.
- Discussion of historical amounts granted to organizations.

MOVED and seconded to direct the Community Grant Review Committee to review Category A Annual Grants for the years 2016 onward, pending a review of completed annual reports.

CARRIED

Fiscal Responsibility

THE DISTRICT WILL WORK TOWARDS LONG-TERM FINANCIAL SUSTAINABILITY. IT WILL PREPARE FOR THE FUTURE BY ENSURING ADEQUATE CONTRIBUTIONS ARE MADE TOWARDS REQUIRED LONG-TERM CAPITAL INFRASTRUCTURE NEEDS, WHILE LIVING WITHIN OUR MEANS.

- PROACTIVELY PLAN FOR REPLACEMENT OF OUR INFRASTRUCTURE
- DETERMINE LEVELS OF SERVICE AND PROPERLY FUND
- BUILD CAPACITY IN OUR COMMUNITY BY SUPPORTING INITIATIVES THAT SUPPORT SUSTAINABILITY

Actions	Objectives / Work Plan	Timing	Resources Required
<ul style="list-style-type: none"> • Exercise discipline by focusing on priorities and when undertaking new services • Regular consideration of ongoing and related costs as decisions are made and/or projects approved. 	<p>Asset Management Plan</p> <ul style="list-style-type: none"> • Implementation and transfer of data to new software system • Parallel systems ready to operate for Financial Statements • Fire Apparatus Replacement Plan <p>Long Term Financial Plan</p> <ul style="list-style-type: none"> • Affordable sustainability must take into account infrastructure maintenance, safety services, operations as well as funding community programs. <p>Fire Service Level</p> <ul style="list-style-type: none"> • The Province has recently released the British Columbia Fire Service Minimum Training Standards Training Playbook. It is now incumbent on all local governments to review the Playbook and formally adopt the level of training and, therefore service, they wish to provide their communities. • Third party review of Fire Department equipment and resources <p>Police Service Level</p> <ul style="list-style-type: none"> • Explore the optimum level of security in the community. 	<p>Ongoing</p> <p>2017</p>	<p>Finance Engineering GIS</p> <p>Committee Finance</p> <p>Fire</p> <p>Consultant</p> <p>RCMP Finance</p>

<p>Review service contracts:</p> <ul style="list-style-type: none"> • Ensure all contracts provide value for money • Review Fee for Service Agreements (e.g. Chamber, SRTA, SCA, SRHS, CHI) • Evaluation of performance indicators 	2015/2016	All departments Community Grant Review Committee
<p>Explore opportunities to work with our neighbours on sewer expansion:</p> <ul style="list-style-type: none"> • Sewer service for T'Sou-Ke First Nation 	Ongoing	Council
<p>Review Community Grant Policy:</p> <ul style="list-style-type: none"> • Criteria for grant funding • Streamline procedure • Support grants that improve civic pride and community improvement 	2015	Community Grant Review Committee Finance
<p>Civic Building Maintenance:</p> <ul style="list-style-type: none"> • Prepare a building maintenance schedule. 	2015	Contractor