

**COMMUNITY GRANT REVIEW COMMITTEE MEETING**

May 14, 2014 at 7:00 pm
Location: Council Chamber

Agenda

<i>Item</i>	<i>Page</i>
1. Call to Order	
2. Approval of Agenda	
3. Approval of Minutes	
• October 24, 2013	1
4. Community Grants Program Applications	5
• Staff Report	
5. Category A grants that have been awarded	
6. Category A grant applications – changes to existing grants:	
• Presentations from the following groups:	
○ Sooke Food Bank Society	9
○ Sooke Lion's Club – Canada Day	15
○ Sooke Region Food CHI Society	19
○ EMCS Society/Youth Council	39
• Committee discussion	
7. Category A grant applications – new applications	
• Presentations from the following groups:	
○ BC Conservation Foundation	73
○ Greater Victoria Bike to Work Society	89
• Committee discussion	

8. April 30, 2014 Category B grant applications:

- Presentations from the following groups:
 - EMCS Mural Project 103
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 - Metchosin Preschool Co-op Society 135
 - Scouts Canada – Camp Barnard 145
 - Synergy Sustainability Institute 163

- Committee discussion

9. Public Input

10. Schedule Next Meeting: TBD

11. Adjournment

**DISTRICT OF SOOKE
COMMUNITY GRANT REVIEW COMMITTEE**

Thursday, October 24, 2013
7:00 p.m. in the Council Chamber

Committee Members Present:

Councillor Kerrie Reay, Chair
Councillor Bev Berger
Councillor Rick Kasper
Patricia Baye
Alexander Chandler

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

Action

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 June 4, 2013 as circulated.
CARRIED UNANIMOUSLY

3. **Staff Report/Presentation:**

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

Mr. Blackhall advised that the District has received \$ 39,637.96 in funding requests for the September 30th Category B Grant application deadline and that there is \$ 22,950.87 available for disbursement.

4. **Review Purpose of the Committee**

The Committee Chair reviewed the purpose of the Committee and stated that the Committee will make a recommendation to Council on funding amounts.

5. **Presentations:**

Presentations were made from the following groups:

1st Sooke Scouts Group

- Cedric Nagy addressed the Committee and spoke on behalf of the 1st Sooke Scouts Group. The Scouts have seen an increase in registration, from 32 last year to 45 this year. As a result, they are in need of additional equipment.
- Additionally, the Scouts Group requested funding to support the payment of fees for youth whose families cannot afford the full amount.

BC SPCA Wild ARC

- Kari Marks, Manager of BC SPCA Wild Arc addressed the Committee and reviewed the request for funding to upgrade outdoor Avian and Mammal pens.
- 153 animals came to Wild ARC from Sooke last year.
- The District of Sooke did grant \$10,000 to Wild ARC in 2009 for a water line.
- Other municipalities do give funding, but Langford and Colwood do not. Metchosin gives a permissive tax exemption.

Greater Victoria Bike to Work Week Society

- Frank Hudson, Executive Director of Greater Victoria Bike to Work Week addressed the Committee and reviewed the request for funding.
- Currently, Bike to Work Week does not host a celebration station in Sooke, but could come to Sooke in the weeks before Bike to Work Week to promote the event.

John Muir Elementary School

- Gord Johnson, Vice-Principal of John Muir Elementary School presented a PowerPoint and outlined the funding request for playground equipment, including an embankment slide. The playground equipment is not funded by the School District and the PAC has been raising funds for this project. This equipment can also be used by the public.

Sooke Academy of Music

- Lorna Bjorklund and Mary Jane Rose addressed the committee and reviewed their request for supplies, including music books and stands and for the rental of instruments.
- Currently, the School District funds the Band program at Journey Middle School, but does not fund the 30 students who play string instruments. These are taught by volunteers and subsidized through fundraising efforts. The Sooke Academy of Music is the organization that spearheads these efforts as volunteer teachers are not permitted under Union agreements at the School District.

Sooke Children's Garden Club

- Anne Boquist, along with Blake (8 years old) and Lucy (11 years old), addressed the Committee and reviewed their request for funding.
- The Children's Garden Club has started meeting at the Sunriver Allotment Garden and has been given permission to build a storage shed on site for their supplies. The Club is requesting funding to build the shed and purchase supplies.

Sooke Christmas Bureau

- Kim Metzger, representing the Sooke Christmas Bureau, addressed the Committee and reviewed the request for funding to purchase turkeys and hams for Christmas Hampers.
- The turkeys in particular need to be ordered and pre-paid in advance, which is problematic as the Christmas Bureau's fundraising efforts don't begin in earnest until after the deadline for purchase has passed.
- At least 450 Hampers are distributed each year, for families of 1-8. This includes single parents, working poor and elderly.
- Any supplies left over after Christmas are given to the Food Bank.

Sooke Food Bank

- Kim Metzger addressed the Committee on behalf of the Food Bank and requested funding for the purchase of 2 new fridges that have shelving strong enough to support all of the milk and eggs for the food bank.

Steps to the Future Childcare Society

- Christine McGuinness and Sheri Ross, addressed the Committee and reviewed their request for funds to help offset the costs of refurbishing a new location for the Kid's Quest daycare.
- The proposed location will still require licensing approval, financing approval and an accepted offer to purchase.
- Steps to the Future Childcare Society will also require a new vehicle once they change locations, as they will have to transport more children once they leave the classroom space they are currently occupying.

6. Public Input:

- Mathilde Belanger, Sooke resident, spoke in support of Steps to the Future Childcare Society. Ms. Belanger stated that she started taking her children there as a single mom and they offered incredible support and stability for her family.
- Mary Brooke, Sooke resident, stated that the Sooke Academy of Music proposal to rent string instruments for their students is very creative as these instruments break easily and rental agreements will replace any instrument that is broken.
- Mary Brooke also spoke to the John Muir Elementary School request for funds, stating that it is beneficial for children to interact with well-designed equipment and that having a playground helps to engage children who are waiting for their parents to pick them up after school.

7. Committee Discussion:

MOVED and seconded to recommend Council fund the following Community Grant applications.

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

1. 1st Sooke Scouts Group to be awarded \$1,400 for equipment.

2. Bike to Work Week Society to hold an event in Sooke in the spring of 2014.
3. Sooke Academy of Music to be awarded \$1,000 for music, stands and supplies.
4. Sooke Christmas Bureau funding not to be limited solely to the purchase of turkeys, but for the needs of the Christmas Hamper program in general.

Applicant	Amount
1 st Sooke Scouts Group	\$1,400.00
Greater Victoria Bike to Work Week	\$200.00
John Muir Elementary School	\$3,000.00
Sooke Academy of Music	\$1,000.00
Sooke Children's Garden Club	\$3,337.96
Sooke Christmas Bureau	\$7,000.00
Sooke Food Bank	\$1,100.00
Total Category B:	\$17,037.96

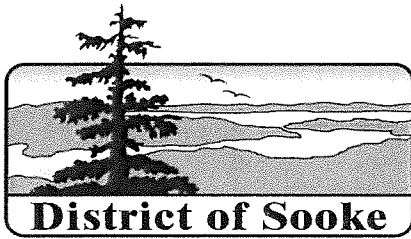
5. **Next Scheduled Meeting:** TBD

6. **Adjournment:**

MOVED and seconded to adjourn the meeting at 9:48 p.m.

Kerrie Reay
Chair

Bonnie Sprinkling
Corporate Officer



To: Community Grant Program Review Committee
 From: Brent Blackhall, Deputy Director of Finance
 Date: May 14, 2014
 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 accepted throughout the year and have a deadline intake of September 30.

This report is organized into four sections;

1. Category A grants that have been awarded
2. Category A grants – changes to existing grants
3. Category A grants – new applications
4. Category B grant applications

1. Category A grants that have been awarded:

The 2014 approved budget for Category A grants is \$60,662. A total of \$46,427.00 in on-going grants have been awarded for 2014 based on eligibility within *Community Grant Program Policy, 2014* and there being an approved budget in place as of April 28, 2014 (final adoption on May 12, 2014). The following table summarizes those payments:

Applicant	2014 Amount Awarded	2013 Amount Awarded
Citizens on Patrol/ Speedwatch Sooke	\$2,800.00	\$2,800.00

Applicant	2014 Amount Awarded	2013 Amount Awarded
JdF Regional Park Watch Society	\$5,000.00	\$5,000.00
Sooke Canada Day Society	\$4,000.00	\$4,000.00
Sooke Community Arts Council	\$ 4,000.00	\$4,000.00
Sooke Family Resource Society	\$ 5,000.00	\$5,000.00
Sooke Fine Arts Society	\$7,000.00	\$7,000.00
Sooke Residents in Need Society – Crisis Centre	\$6,120.00	\$6,120.00
Sooke Residents in Need Society – Police Based Victim’s Services (note: the budget for this is in Protective Services and is adjusted below).	\$8,323.00	\$8,323.00
Need2 Suicide Prevention Education and Support	\$3,184.00	\$3,184.00
Vancouver Island South Film & Media Commission	\$1,000.00	\$1,000.00
Sooke Region Community Health Initiative (now is a Community Service Agreement)	NA	\$5,000.00
TOTAL:	\$46,427.00	\$51,427.00
Less: amount in other budget area	(\$8,323.00)	(\$8,323.00)
Total Community Grant Budget Impact	\$38,104.00	\$43,104.00

2. Category A grant applications – changes to existing grants

The *Community Grant Program Policy, 2014* requires that changes to existing Category A grant amounts come before the Grant Review Committee for consideration. For 2014 the following organizations have requested changes to their existing grant amounts:

Applicant	2014 Request	2013 Amount Awarded
Sooke Food Bank	\$2,370.00	\$1,965.60
Canada Day Society (note: \$4,000 has already been paid for 2014)	\$2,000.00	\$4,000.00
Sooke Region Food CHI	\$10,300.00	\$7,000.00
EMCS Youth Council	\$7,000.00	\$10,000.00
TOTAL:	\$21,670.00	\$22,965.60

3. Category A grant applications – new applications

The *Community Grant Program Policy, 2014* requires that new grant applications be submitted no later than September 30 of the current year. As of April 30, 2014 the District had received the following new Category A grant applications:

Applicant	2014 Request	2013 Amount Awarded
BC Conservation Foundation	\$10,000.00	\$0
Greater Victoria Bike to Work Society (note: was in Category B previously – now requesting Category A).	\$500.00	\$400.00
TOTAL:	\$ 10,500.00	\$400.00

4. Category B grant applications

The 2014 approved budget for Category B grants is \$65,000 and the district has received at total of \$55,769.60 in requests for the April 30, 2014 intake. The table below is a listing of the requests along with any funding that was provided in the prior year.

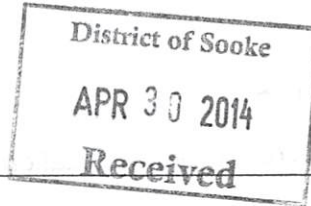
Applicant	2014 Request	2013 Amount Awarded	2012 Amount Awarded
EMCS Mural Project	\$10,000.00	\$0	
EMCS Student Art Bus Shelter Project	\$1,892.00	\$2,254.81	\$2,500
Navy League of Canada – Sooke Branch (note: the 2013 amount was a different project – CPR Mannequins and cutlasses).	\$22,377.60	\$2,484.00	
Metchosin Preschool Co-op Society	\$10,000.00	\$0	
Scouts Canada – Camp Barnard	\$10,000.00	\$0	\$7,000.00
Synergy Sustainability Institute	\$1,500.00	\$0	
TOTAL:	\$ 55,769.60	\$4,738.81	\$7,000.00

Attached Documents:

1. Current Community Grant Applications



Brent Blackhall, CA
Deputy Director of Finance



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, B.C.

P.O. BOX 983, SOOKE, B.C.

V9Z-1H9

Phone: 250-642-7666 Fax: —

E-mail: sookefoodbank@gmail.com

Contact Person: Kim Metzger

Category	Grant eligibility area:
<input checked="" type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input 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: \$ 2370 Total Budget: \$ 4740.00
(attach completed Budget Form)

Have you applied before? YES When? 2013 Grant Received? YES

Have you submitted a final report for previous grant? YES

Incorporation number and date of incorporation if applicable: S-0040347 YEAR 1982
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Describe your organization, its mandate and program (s) THE SOOKE
FOOD BANK SOCIETY IS A 100% NON-PROFIT
SOCIETY THAT DISTRIBUTES FOOD TO THOSE
IN NEED LIVING IN SOOKE AND SURROUNDING
AREA.

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 MILK SUPPLEMENT PROGRAM."
WE WOULD LIKE TO CONTINUE TO HAND
ONE LITRE OF MILK PER MONTH TO SENIORS,
SICK AND CHILDREN 18 YEARS OLD AND
YOUNGER.

Purpose of project: PROVIDING A SMALL AMOUNT
OF DAIRY IN AN EFFORT TO MAKE
OUR HAMPERS WELL ROUNDED.

The names of those involved in carrying out the project: _____
KIM METZGER AND INGRID JOHNSON

Date and Place of Project: JUNE 2013 - JUNE 2014

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date:

Organization Name:

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants: ISLAND FARMS "MILK FOR KIDS"	✓			\$ 2370. ⁰⁰
District of Sooke request		✓		\$ 2370. ⁰⁰
Other grants SOOKE ROTARY CLUB			✓	\$ 1000. ⁰⁰
(list funder) SARA SPENCER FOUNDATION	✓			\$ 1000. ⁰⁰
(list funder) SOOKE LIONS/LIONESSES } HARBORSIDE LIONS }	✓			\$ 1500. ⁰⁰
Admissions / fees:				\$
				\$
Other:				\$
				\$
Total Revenues				\$ 8240.⁰⁰
Expenses				
NEW FREEZER (HARBORSIDE AND SOOKE LIONS/LIONESSES)				\$ 1500. ⁰⁰
NEW SHELVES (SARA SPENCER)				\$ 1000. ⁰⁰
RAMP AND ENTRANCE UPDATES (ROTARY)				\$ 1000. ⁰⁰
MILK FOR KIDS (ISLAND FARMS)				\$ 2370. ⁰⁰
MILK FOR SENIORS AND KIDS (DISTRICT)				\$ 2370. ⁰⁰
				\$
				\$
Total Expenses				\$
Net Income				\$ 8240.⁰⁰

COMMUNITY GRANT PROGRAM - Financial Statement

Period Covered:

Organization Name:

Revenues	Actual Results
JUNE 2013 - JUNE 2014	
Grants:	\$
(list funder) ISLAND FARMS "MILK FOR KIDS"	\$ 2368.80
(list funder) DISTRICT OF SCOKE "MILK SUPPLEMENT"	\$ 1965.60
(list funder)	\$
	\$
Admissions / fees:	\$
	\$
	\$
Other: COTTON CANDY AT SCOKE'S	\$
CANADA DAY PARTY	\$ 403.20
Total Revenues	\$ 4737.60
Expenses	
TOTAL MILK BILL	\$
FROM JUNE 2013 - JUNE 2014	\$ 4737.60
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Expenses	\$ 4737.60
Net Income	\$ 0

SOOKE FOOD BANK BUDGET

	Program Actual Revenues/Expenses Previous Fiscal Year	Program Budget Current Fiscal Year	Program Budget Next Fiscal Year
Balance Forward	\$26,819.76	(\$526.48)	
Revenues			
Federal Funding			
Provincial Funding			
Municipal Funding		\$4,575.32	\$4,500.00
Gaming Grant			\$70,000.00
Membership Fees	\$11.00	\$16.00	\$16.00
Fundraising		\$19,958.20	\$20,000.00
Donations	\$26,565.47	\$20,000.00	\$20,000.00
Interest	\$164.96		
Other			
Sub-Total	\$53,561.19	\$44,023.04	\$114,516.00
In-Kind Income			
Labour		\$48,830.00	\$50,000.00
Materials		\$66,099.50	\$65,000.00
Total	\$53,561.19	\$158,952.54	\$229,516.00
Expenses			
Food	\$49,493.54	\$55,000.00	\$103,355.00
Transportation	\$1,370.63	\$1,400.00	\$1,500.00
Telephone	\$966.79	\$1,100.00	\$1,200.00
Insurance	\$625.00	\$650.00	\$650.00
Administration	\$1,525.00	\$2,700.00	\$2,700.00
Miscellaneous	\$106.71	\$120.00	\$150.00
Sub-Total	\$54,087.67	\$60,970.00	\$109,555.00
In-Kind Expenses			
Labour		\$48,830.00	\$50,000.00
Materials		\$66,099.50	\$65,000.00
Total	\$54,087.67	\$175,899.50	\$224,555.00
Surplus / Deficit	(\$526.48)	(\$16,946.96)	\$4,961.00
Community Groups Donations		\$ 8,000.00	\$8,500.00
CASA			
Legion			
St. Vincent du Paul			
Sooke Crisis Centre			



NUMBER: S-40347

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

SOOKE FOOD BANK SOCIETY

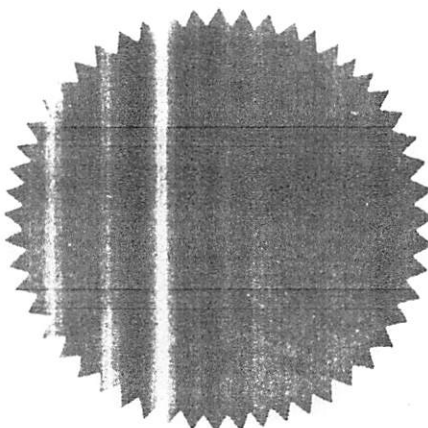
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on August 17, 1999



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



District of Sooke
APR 07 2014
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 LIONS CLUB

Address of Organization: Box 248

SOOKE BC - V9Z 0S9

Phone: [REDACTED] Fax: _____

E-mail: LIONS CANADA DAY@SHAW.CA

Contact Person: LORNE CHRISTENSEN

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

Amount Requested: 2000 Total Budget: 19150.
(attach completed Budget Form)

Have you applied before? Yes When? 2014 Grant Received? 4000.

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

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

Does your organization receive a permissive tax exemption? Yes _____ No ✓

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes _____ No ✓

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APPENDIX II - Policy 5.1

Describe your organization, its mandate and program (s) Sooke Lions Club

We are a non-profit Service Club that
has been tasked with putting on a
Canada Day Celebration July 1 2014
(free admission)

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: Canada Day Celebrations
- live entertainment
- food kiosks
- kid games
- demonstrations
- fireworks

Purpose of project: Celebration of Canada's
Birth Day

The names of those involved in carrying out the project: LIONS CLUB MEMBERSHIP
AND OTHER VOLUNTEERS.

CO-CHAIRS LORNE CHRISTENSEN - AL BEDDOWS

Date and Place of Project: JULY 2014 SOOKE RIVER FLATS

COMMUNITY GRANT PROGRAM APPLICATION - BUDGET

Please give detailed revenue projections and indicate which revenue is speculative.

REVENUE		
	<i>Sales</i>	\$ <i>1,000.00</i>
Grants:		\$
	<i>see attached</i>	\$
		\$
		\$
		\$
		\$
		\$
Admissions/fees:		\$
		\$
		\$
		\$
		\$
		\$
Other:		\$
		\$
		\$
		\$
		\$
TOTAL REVENUE:		\$

EXPENSES:		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL EXPENSES:		\$

REVENUE--SOOKE CANADA DAY BUDGET 2014

District of Sooke	4000	
Sooke Home Hardware	2500	
CRD	1000	
Sooke Lions Club	1000	
Village Foods	1000	
Shoppers Drug	300	
Dr Louise Moran	100	
Western Foods	200	
TD Bank	250	
Coast Capital	100	
Sun River	1000	
Public Donations (est)		2800
Booths (projected)		3100
Misc		1800
Dist of Sooke (proposed)		2000
TOTAL REVENUE		21150

EXPENSES

Bands	2200
Mainstage and kids	2500
Advertising	1800
Equipment	1400
Park rental	1000
Security	4000
Porta potties	1400
Transportation	850
Storage	1000
MISC	500
First aid	400
Insurance	1100
Othe Entertainment	3000
TOTAL EXPENSES	21150

Sooke Region Food CHI Society

May 04 2014

Brent Blackhall
Deputy Director of Finance
District of Sooke
Sooke B.C.

RE : Revised Sooke Food Chi Category A 2014 Community Grant - \$10,300

Brent, as discussed on Friday May 2nd please see attached revised application to replace the application submitted February 13 2014. At that time we were projecting funds from several other grant sources. However these grants were not forthcoming hence the change in projected revenues, expenses and changes in the scope of our proposed activities.

As well, since February 13th we have received unanticipated funds (\$1300) for an orchard tool equipment shed, 8 x 8, to be built by EMCS students, other donations from Food CHI and a donated metal structure which will be used as a root cellar for grow a row produce including orchard and gleaned fruit. This structure requires an above ground foundation and machine time to complete the cellar which will be covered with earth and clay to insulate it.

Thank you for the opportunity to make the necessary revisions to our original request. Please contact me should further clarification re this revision be required.



Phoebe Dunbar, vice president
Sooke Region Food CHI Society

Describe your organization, its mandate and program (s) NON PROFIT WITH OVER 300 MEMBERS. RANGE OF ACTIVITIES TO STRENGTHEN FOOD SECURITY, SEE ATTACHED. OUR CONSTITUTION & PURPOSES ARE TO PROMOTE & SUPPORT LOCAL FOOD PRODUCTION, CREATE A FOOD SECURE 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: GROW A ROW @ SUNRIVER COMMUNITY GARDENS
1) GROW PRODUCE 8 MONTHS (APRIL-NOV); DISTRIBUTE TO 6 SOOKE'S HELPING AGENCIES & LOW INCOME FAMILIES
2) MENTOR & ENGAGE 4 CLASSES EMCS STUDENTS AND 20 VOLUNTEERS, AND OVER 200 ALLOTMENT GARDENERS
3) ADOPT & PRACTISE "FOOD SAFE" HARVESTING PROCEDURES INCLUDING STORAGE & DISTRIBUTION.

Purpose of project: _____

- TO TEACH FOOD PRODUCTION, BEST PRACTICES
- TO ENGAGE FAMILIES, YOUTH NEW GARDENERS (300+)
- TO RECRUIT, SUPPORT VOLUNTEERS TO GROW LOCAL FOOD
- TO OUTFIT HARVEST SHED TO BE FOOD SAFE
- TO BUILD ROOT CELLAR FOR FRESH PRODUCE & ORCHARD FRUIT STORAGE.

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

PHOEBE DUNBAR (FOOD CH LIAISON) PAULA MCCORMICK (GROW A ROW) GLEN THELIN -(ORCHARD)

Date and Place of Project: APRIL - NOV 2014

SUNRIVER COMMUNITY GARDENS
2380 PHILLIPS RD, SOOKE

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: MAY 04 2014

Organization Name: SOOKE REGION FOOD CHI SOCIETY

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request	1000	3300		\$ 10,300
Other grants				\$
VIC HORTICULTURE FDTN	1300			\$ 1300
(list funder) VAN CITY	500			\$ 500
(list funder) SOOKE FOOD CHI	442		5000	\$ 5442
SRG VOLUNTEERS (2000HRS)			20000	\$ 20000
Admissions / fees: SRG PLOT FEES	1000			\$ 1000
SOOKE ROTARY CLUB		1000		\$ 1000
Other: SOOKE MARINE INDUSTRIES				\$
(DONATIONS - HARVEST SHED, ROOT CELLAR)			10,000	\$ 10000
Total Revenues	10,242	4300	35000	\$ 49,542
Expenses				
GROW A ROW COORDINATOR - 300 HRS @ \$20				\$ 6000
GROW A ROW MATERIALS, WATER SERVICES, INSURANCE, EQUIP.				\$ 1500
HARVEST SHED REFIT / EQUIPMENT, PLUMBING				\$ 1140
ROOT CELLAR FDTN, MACHINE TIME - (THE DOME)				\$ 2442
HARVEST COORDINATOR - 144 HRS @ \$15.00				\$ 2160
ORCHARD TOOL SHED, - TOOLS, SUPPLIES, EQUIPMENT				\$ 1300
				\$
Total Expenses				\$ 14,542
			Net Income	\$
	PLUS INKIND 35,000 =			\$ 49,542

Sooke Region Food CHI Society

2014 Board of Directors – elected Feb 5 2014

Anita Wasiuta

Phoebe Dunbar

Mary Alice Johnson

Keeley Nixon

Darrel McCleod

Mark Batten

Emily Moreland

SOCIETY ACT

CERTIFICATE OF INCORPORATION

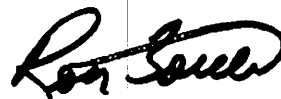
I Hereby Certify that

SOOKE REGION FOOD CHI SOCIETY

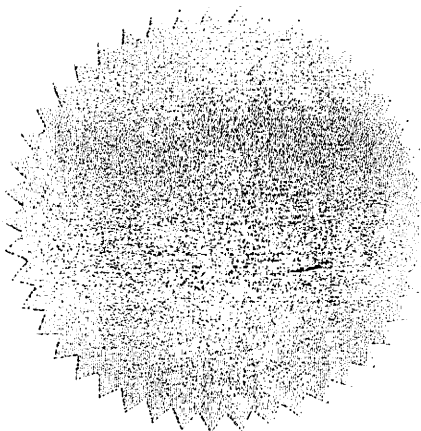
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on September 17, 2008



RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



BALANCE SHEET
as at August 31, 2013

	Food Chi General Fund	Projects Program Fund	Sunriver Community Garden Fund	Total
Current Assets				
Petty Cash	0.00	0.00	0.00	0.00
Coast Capital Chequing	5,371.62	12,402.35	8,595.34	26,369.31
Coast Capital Shares	5.00	0.00	0.00	5.00
Vancity Chequing	0.00	0.00	4.30	4.30
Vancity Shares	0.00	0.00	20.00	20.00
Grants Receivable	0.00	0.00	2,600.00	2,600.00
Mountain Equipment Co-op Shares	5.00	0.00	0.00	5.00
GST Recoverable (prior years)	613.38	97.06	1,561.02	2,271.46
	5,995.00	12,499.41	12,780.66	31,275.07
Investments				
Irrigation System			3,877.31	3,877.31
Equipment			400.00	400.00
Fence/Gates/Signs			7,055.00	7,055.00
Shed			2,317.20	2,317.20
Gazebo			13,401.65	13,401.65
Outhouse			1,310.23	1,310.23
Green house			2,604.00	2,604.00
Shed			2,500.00	2,500.00
Apple Shack			2,467.69	2,467.69
Accumulated Amortization			-9,426.17	-9,426.17
	0.00	0.00	26,506.91	26,506.91
Total Assets	5,995.00	12,499.41	39,287.57	67,781.98
Current Liabilities				
Accounts Payable	0.00	0.00	3,337.65	3,337.65
			3,337.65	3,337.65
Deferred Revenue	0.00	0.00	0.00	0.00
Fund Balances				
Externally Restricted Funds				0.00
Invested in Capital Assets			26,506.91	26,506.91
Unrestricted Funds	5,995.00	12,499.41	9,443.01	27,937.42
	5,995.00	12,499.41	35,949.92	54,444.33
Total Liabilities and Fund Balances	5,995.00	12,499.41	39,287.57	67,781.98

INCOME STATEMENT
For the Period Ending
August 31, 2013

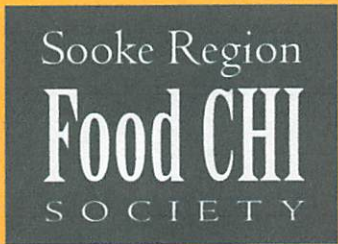
	Food CHI General Fund	Projects Program Fund	Sunriver Community Garden Fund	Total
Revenues				
Sales	238.50	0.00	0.00	238.50
Grants	0.00	9,300.00	16,600.00	25,900.00
Memberships/Fees	358.00	0.00	0.00	358.00
Events	0.00	423.25	0.00	423.25
P/ot Fees	0.00	0.00	3,850.00	3,850.00
Donations	3,080.65	0.00	0.00	3,080.65
Interest	9.34	0.00	0.00	9.34
Seedy Saturday	0.00	3,647.00	0.00	3,647.00
Farm Tour/Harvest	0.00	4,625.75	0.00	4,625.75
Other Revenue	0.00	0.00	0.00	0.00
Total Revenues	3,684.49	17,988.00	20,450.00	42,130.49
Expenses				
Food CHI Administration	3,123.85	0.00	0.00	3,123.85
Food Systems, Coordination Grant	0.00	1,139.26	0.00	1,139.26
Food Systems, Farmer to Farmer	0.00	1,224.08	0.00	1,224.08
Food Systems, Food Guide	0.00	860.18	0.00	860.18
Food Systems, Gleaning	0.00	1,226.64	0.00	1,226.64
Events - Annual	0.00	3,354.92	0.00	3,354.92
Events - General	0.00	1,938.36	0.00	1,938.36
Events - Seedy Saturday	0.00	1,687.38	0.00	1,687.38
Sunriver Gardens	0.00	0.00	32,329.03	32,329.03
Amortization	0.00	0.00	2,545.34	2,545.34
Total Expenses	3,123.85	11,410.80	34,874.37	49,409.02
Excess of Revenue over Expenses	560.64	6,585.20	-14,424.37	-7,278.53
Fund Balances, Aug 31, 2012	6,870.68	5,757.16	44,894.07	57,522.21
Fund Balances, August 31, 2013	7,431.62	12,342.36	30,469.70	50,243.68

Investments in Capital Assets

	Cost	Accumulated Amortization	2013 Net Book Value
Irrigation System	3877.31	1135.55	2741.76
Equipment	400.00	152.14	247.86
Fence/Gates/Signs	7055.00	2189.08	4865.94
Shed	2317.20	712.42	1604.78
Gazebo	13401.85	4120.34	9281.31
Outhouse	1310.23	402.82	907.41
Green house	2604.00	253.89	2350.11
Shed	2500.00	356.56	2143.44
Apple Shack	2487.69	123.38	2344.31
	35933.08	9426.16	26506.92



Sooke Region Food CHI Society
“Sustaining Food Systems”



Annual General Meeting
February 5, 2014

Acknowledgements

Sooke Region Food CHI's efforts to strengthen our region's food security are making a difference. For nearly seven years we have formed and nurtured many partnerships that have helped us to increase food production and access to locally grown foods in our area. We wish to thank our many volunteers who help us with our mission and purposes. Without our members, volunteers, supportive local government (District of Sooke and CRD Juan de Fuca Electoral Area), and our funders and sponsors there would simply be no Food CHI. We thank you.

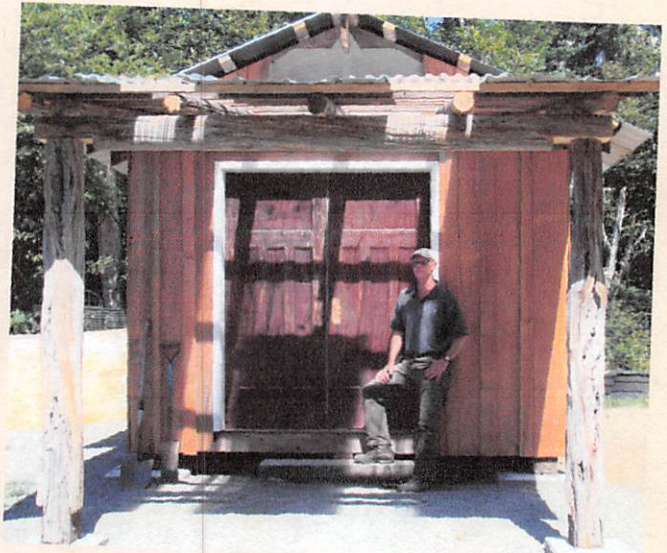
2013 Funders and Donors

District of Sooke
CRD Juan de Fuca Regional Area
Investment Agriculture Foundation (IAF) of B.C.
EPCOR
Glen's Gardening Services
John S. Brock
Kludahk Outdoors Club, lily walks
Sooke Cultural Alliance
Sooke Garden Club
TD Friends of the Environment Foundation

In Kind Support – Sooke Region

AK Farm
Amelia Shaw Consulting
Camosun Horticulture School
Cherry Lane Equine and Alpine Disposal
Clayton Whitney, orchardist
Community in Bloom Committee – Sooke
CRD Water Services Branch
Double D Gardens
Edward Milne Community School
Farm Tour farms and volunteers
Glen's Gardening Services
Jasmine Excavating
Journey Middle School
Numa Nursery
Reber Creative
Seedy Saturday vendors
Sooke Awareness Film Night crew
Sooke Harbour House
Sooke Marine Industries
Sooke Home Hardware
Sooke News Mirror
Sooke Voice News
Sunriver Community Gardens Apple Shack carpenters – Maywell, Mike, Lou, Glen, Bob
Sunriver Community Gardens volunteers
Sunriver Community Gardens Healing Gardens – Hilary and Glyse
Transition Sooke
Victoria Grow a Row
VIHA Integrated Health Network volunteers
Westburne Nursery

Cover photo: Volunteers creating new plots at Sunriver Community Gardens



Apple Shack Learning Centre



EPCOR cheque presentation March 2013

Sooke Region Food CHI Society

Who are we and what do we do?

Established in 2007, we are a registered society and voluntary non-profit organization, with over 300 members representing our different rural communities of the Sooke region ... from Port Renfrew to Jordan River, Shirley, Otter Point, Sooke District and East Sooke, a population of over 15,000.

Our activities include:

- promoting the local food movement through events and programs e.g. Seedy Saturday, presence at community events and fairs
- supporting and mentoring new farmers
- promoting the conservation of farm lands and agricultural planning
- promoting farming as a viable economic activity
- organizing farm and local food events
- sponsoring community gardens
- supporting a community orchard
- fruit tree project and food recovery
- producing food to distribute to the hungry
- participating in development of food policies with local government
- supporting slow food and our regional cuisine

Sooke Food CHI Board Highlights

In November 2013, the Sooke Region Food CHI Board began developing the Society's 2014–2016 Action Plan. This Plan will act as a road map to implement priorities, programs and projects, ensure adequate funding and sustain our Society.

The initial stakeholder workshop, facilitated by Amelia Shaw, identified six priorities to be considered by the members for the next three years. Members were asked to rate the priorities and to provide comments and offer suggestions for the Plan. The Board will use our members' feedback along with our ongoing activities to finalize the three-year action plan.

I invite you to become involved in Food CHI's activities. If you like to get things done – Food CHI is for you. The following pages demonstrate our activities and projects.

To the many people who have donated time, energy and resources, thank you for helping to make Food CHI's activities successful and our community so livable.

Anita Wasiuta, president, Sooke Region Food CHI Society

Food CHI Board of Directors – 2012/2013

Officers

President – Anita Wasiuta
Vice President – Phoebe Dunbar
Treasurer – Mark Batten
Secretary – Keeley Nixon

Directors

Jessica Boquist
Mary Alice Johnson
Darrel McLeod

Standing Committees

Farmer Advisory Committee
Sunriver Community Gardens Site Group

Special Event Committees

Farm Tour
Seedy Saturday

Part-time contractors supporting Food CHI initiatives and programs

Erika Rolston – Buy Local Coordinator
Paula McCormick – Grow A Row Coordinator



Initial Stakeholder Workshop November 2013

Highlights

Seedy Saturday – February 23, 2013

Every February, on the last Saturday of the month, Sooke Food CHI puts on Sooke's very own Seedy Saturday in the historical funky, wooden community hall, downtown Sooke. This event was our 4th Seedy Saturday, supported by our volunteers led by Jessica Boquist. This is an event that brings many folks, farmers, gardeners, vendors and foodie "wannabees" together. It's our kick off to the temperate west coast growing season, enjoyed by all ages. Over 50 vendors participated in the 2013 event.



Seedy Saturday 2013

Outstanding in Her Field: film night with Awareness Video – March 6, 2013

This well-attended film night at EMCS, featured local farm vendors and food producers selling produce and seeds, and Sooke Food CHI promoting its programs and activities. Following the film, there was a panel discussion with Sooke area women farmers.



Farm Tour 2013

Farm Tour – August 18, 2013

This year welcomed back Farm Tour, our third event of its kind raising awareness of our productive farms in the Sooke region. This tour was offered as the "working tour" with nine farms open to the public throughout the day. This was an inspiring day with close to 200 people taking part. The day was successful once again because of our incredible volunteers, planning committee (Keeley Nixon, Jeff Bateman, Kara Middleton, Kandace Kerr) our generous farmers and eager-to-learn public.

Sooke Region "Know Your Farmer" Campaign – ongoing

This campaign strives to develop a concerted program of education, marketing and farmer support to increase the market share held by local farmers. Activities of the campaign include implementing a consumer education campaign as well as hosting multiple workshops for local farmers to assist them in business development. This two-part campaign began development in November 2013 and will deliver workshops and the awareness campaign through spring 2014.



Harvesting

Events

Community in Bloom – July 19, 2013

The provincial Community in Bloom visitation to Sooke included a garden lunch for community leaders, visiting judges and volunteers. The event was hosted by Sooke Region Food CHI and the District of Sooke at the Sunriver Community Gardens.

EPCOR cheque presentation – March 27, 2013

In recognition for EPCOR's generous funding for Sunriver Community Gardens site improvements a wonderful tea and tree planting ceremony was held. Thanks to the EMCS culinary arts students for preparing the tasty treats.



Tree Planting

Sunriver Community Gardens – Phillips Road

Sponsored by Sooke Food CHI in partnership with the District of Sooke

In partnership with many and support from hundreds we enjoyed our 4th year at this 2.5 acre site that produces such bountiful harvests, and engages families and volunteers of all ages. The community garden has 10 main features:

- 80 allotment plots
- 10 special raised beds
- Sooke Children's Garden Club beds
- Community food growing plots and greenhouse, grow a row program
- Community Heritage Orchard and Apple Shack Learning Centre
- Native wetlands garden and pond
- Healing Garden
- Social gathering picnic areas – all-weather gazebo, cob oven, fire pits, kids play areas
- Common spaces for all user groups – tool, wood and storage sheds
- Soil building and compost areas

This past year saw many successes at the gardens:

- creation of a new pod of 12 allotment plots
- new allotment garden council formed
- a volunteer produced monthly garden newsletter
- grow a row's food harvest and distribution (over 3000 lbs.) to Sooke's key helping agencies
- establishment of native plants and habitat in the wetland gardens
- installation of a new all-weather lane access to the orchard and building of the Apple Shack Learning Centre
- completion of a drainage system for allotment garden and orchard
- grading of the orchard for future tree planting
- creation of a new community food area for 2014
- production of excellent composts and enhanced soils
- the development of a unique medicine wheel community healing garden



Volunteers pouring foundation for Apple Shack



Harvesting for the Sooke Food Bank



Healing garden



Native wetland



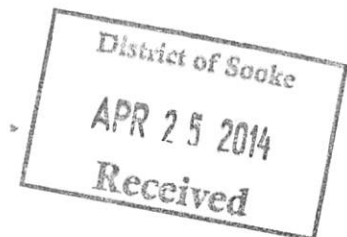
Family gardening at Sunriver Community Gardens

April 25, 2014

Mayor Wendal Milne and Councillors
District of Sooke
Sooke, B.C.

Dear Mayor and Council:

Re: Sooke Regional Food CHI Grant



In March of this year Sooke Food Chi was advised by District finance staff that we will receive the same amount of a grant received in 2013, \$7000, from 2014. Prior to this advisement on February 13, 2014 we submitted an application for \$10,300.

Although we are very grateful to receive a grant of \$7000 for 2014, to fund a Grow a Row coordinator and program from April to November, we are requesting an additional \$3300 to meet our **real** costs of growing, harvesting and distributing food grown at the Sunriver Gardens to feed those in need in our area.

In our 2013 final report submitted on February 7, 2014 we concluded that the cost of harvesting, following best practices and ensuring food safe procedures, takes more time to coordinate than in previous years due to increased volumes of food production.

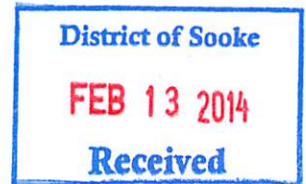
The additional funding will enable us to coordinate the harvesting of foods at Sunriver, twice a week, clean and store the food, and distribute the next day from May to October for \$2160. These food safe practices will ensure clean, safe food for our consumers. We use the remaining funds of \$1140 to refit our harvesting shed and wash up facility and purchase food safe equipment to practice food safe. This additional funding means our garden coordinator can focus her 10 hours each week on the growing of food, and its sustainability, while a harvesting coordinator can focus on harvesting best practices with our volunteers.

Thank you for considering this request.

Yours respectfully,

Anita Wasiuta, president
Phoebe Dunbar, director and past president

Sooke Region Food CHI Society



February 13 2014

Brent Blackhall
Deputy Director of Finance
District of Sooke
Sooke BC

Re Sooke Food Chi Request – 2014 Sooke Community Grant, Category A

Attached is our 2014 application. The project budget described for 2014 at the Sunriver Community Gardens (SRG) includes 2 separate programs: a) GROW a ROW and b) a teaching program at SRG for Sooke citizens named "HANDS ON – Sustaining Food Security". For this Hands On teaching/mentorship program we have applied for a BC Real Estate Foundation grant, \$18,000. The BC Real Estate Foundation no longer funds community gardens per se; however they may consider funding our education/mentorship program that supports food security sustainability. We will not know of this application outcome until later in Aril.

This year, no different than others, our budget revenue figures reflect a funding plan that includes several other possible funding sources. Competition for community gardens and Grow a Row program dollars is very competitive which makes local funding all the more important – local dollars going towards local programs that benefit many.

Our request to the District of \$10,300 is only for the Grow a Row program, described in detail in our 2013 final report, submitted Feb 7 2014. Our in kind contribution totals \$29,750, while Food Chi and Van City's contribution is \$2000. The request to the District's community grant programs is 32% of the Grow a Row program value.

Should you have any questions regarding our application, please advise.

Respectfully submitted

A handwritten signature in blue ink that reads "Phoebe Dunbar".

Phoebe Dunbar, vice president

AMENDED
 BY MAY 4 APPLICATION

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 REGION FOOD CHI SOCIETY

Address of Organization: [REDACTED]
SOOKE BC
[REDACTED]

Phone: [REDACTED] Fax: ✓

E-mail: [REDACTED]

Contact Person: PHOEBE DUNBAR

Category	Grant eligibility area:
<input checked="" type="checkbox"/> A - Annual Grant	<input type="checkbox"/> Sports and recreation
<input 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 <u>ORGANIC FOOD PRODUCTION.</u>

Amount Requested: 10,300 Total Budget: 30,300 - 2 SUNRIVER GROW PROJECTS
 (attach completed Budget Form)

Have you applied before? YES When? 2013 Grant Received? 1000

Have you submitted a final report for previous grant? YES (FEB 7 2014)

Incorporation number and date of incorporation if applicable: S- 54168
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Does your organization receive a permissive tax exemption? Yes No ✓

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes No
N.A.

Describe your organization, its mandate and program (s) TO STRENGTHEN FOOD SECURITY THROUGH SUSTAINABLE PROGRAMS - FARM SUPPORT MENTORSHIP, EDUCATION, SPECIAL EVENTS - FILMS, SEEDY SAT, FARM TOOLS AND SUNRIVER COMMUNITY GARDENS & ORCHARD - DEMONSTRATION, TEACHING, MENTORSHIP & FOOD DISTRIBUTION.

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: GROW A ROW - SUNRIVER COMMUNITY GARDENS

- 1) APRIL TO DECEMBER (9 MONTHS) TO GROW PRODUCE, HARVEST AND DISTRIBUTE TO SOOKO'S HELPING AGENCIES.
- 2) TO MENTOR AND ENGAGE STUDENTS & VOLUNTEERS TO ASSIST.
- 3) COLLABORATE WITH SOOKO AGENCIES, TO MEET NUTRITION AND HEALTH NEEDS OF LOW INCOME & MARGINALIZED CITIZENS
- 4) TO PRACTISE "FOOD SAFE" PROCEDURES RE HARVESTING, STORAGE, DISTRIBUTION OF FOODS

Purpose of project: _____

- TO PRODUCE, HARVEST, DISTRIBUTE 4000⁺ LBS LOCALLY GROWN VEGETABLES FOR THOSE IN NEED IN OUR DISTRICT
- TO COORDINATE & SUPPORT GROW A ROW GOALS / VOLUNTEERS
- TO TEACH / MENTOR VOLUNTEERS (150) AND ALLOTMENT GARDENERS "BEST PRACTICES" - (200+)
- TO OUTFIT HARVEST SHED TO ENSURE FOOD SAFE IS PARAMOUNT

The names of those involved in carrying out the project: PHOEBE DUNBAR

(FOOD CHIEF LIAISON / SUPPORT), AND CONTRACTED FEE FOR SERVICE GROW A ROW COORDINATOR

Date and Place of Project: APRIL TO DECEMBER 2014

SUNRIVER COMMUNITY GARDENS
2380 PHILLIPS RD, SOOKO

COMMUNITY GRANT PROGRAM APPLICATION - BUDGET

Please give detailed revenue projections and indicate which revenue is speculative.

REVENUE	CONFIRMED	PROJECTED	
			\$
Grants: VAN CITY	✓		\$ 500
FESKARS PROJECTORANGE		✓	\$ 5000
SCOTT'S MIRACLE GRO		✓	\$ 1500
BC REAL ESTATE FOUNDATION		✓	\$ 18000
DISTRICT OF Sooke		✓	\$ 10,300
FOOD CHI FUNDS	✓		\$ 1500
Admissions/fees:			\$
		Subtotal	\$ 36,800
			\$
			\$
			\$
			\$
Other: IN KIND (CONFIRMED) GROW A ROW			\$
VOLUNTEERS HOURS (2000)			\$20000
FOOD CHI SUPERVISION/ADMIN			\$ 5000
WEST COAST SEEDS			\$ 750
SOOKE TRADES, LOCAL BUIS.			\$ 4000
		Sub Total	\$29,750
TOTAL REVENUE:			\$ 66,550

EXPENSES:		
① GROW A ROW		
HARVEST SHED REFIT - SKYLIGHT, STOMP		\$
PLUMBING		\$ 700
HARVEST SHED WASH/CLEAN EQUIPMENT		\$ 500
		\$
FOUNDATION ROOT CELLAR		\$ 500
GROWING MATERIALS, TOOLS - VOLUNTEERS		\$ 1000
GROW A ROW COORDINATOR FEE		\$
(32 WKS x 15 hrs per wk x \$ 20 ⁰⁰ p.h.)		\$ 9600
		\$ 12,300
② HANDS ON - MENTORING BACKYARD GARDENS		\$ 18000
(separate project @ SRG)		\$ 18,000
		\$
		\$
TOTAL EXPENSES:		\$ 30,300



Appendix III – Policy No. 5.1

DISTRICT OF SOOKE – COMMUNITY GRANT PROGRAM

APPLICATION

Name of Organization: Edward Milne Community School Society
Address of Organization: 6218 Sooke RD. PO BOX 1010
 Sooke, BC V9Z 1J1
Phone: (250) 642-6371 **Fax:** (250) 642-7866
Email: elogins@sd62.bc.ca
Contact Person: Ebony Logins, Community School Coordinator - Programs

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

Amount Requested: \$7,000

Total Budget: \$21,200
 (Budget Form attached)

Have you applied before? Yes **When?** 2013
Grant Received? Yes, for the Sooke Youth Council

Have you submitted a final report for previous grant? Yes

Incorporation number and date of incorporation if applicable:

Charitable Number: 11889 4567 RR0001

Society Number: S-22580

Date of Incorporation: June 1987

Does your organization receive a permissive tax exemption? No

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes

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

It is the mission of the Edward Milne Community School Society to partner with students, parents, and the community to build a safe, supportive, and challenging learning environment that enables people to make a living, make a life, and make a difference.

The EMCS Society works in partnership with the Sooke School District to build resilience in vulnerable children, youth, and families in our region. Our programs include the Sooke Youth Council, the Sooke Region Literacy Project, a literacy and math summer camp for struggling learners between the ages of 6 and 9 years, and various community education courses. We are also a Good Food Box distribution site for the community. We are an active member of the Sooke CASA and Sooke Youth Service Providers Network.

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 Youth Engagement Program is developed as a partnership between the Society, Volunteer Victoria, Sooke Youth Council, Sooke Basketball Club, EMCS Leadership class, and the youth council’s of the Greater Victoria region. Through a series of intergenerational, recreational, social, and leisure and research projects, we will provide over 100 people and 30 organizations with 9 weeks of youth-focused services. These services will give participants the opportunity to develop mentorship and leadership skills in a supportive and inclusive environment.

Our program focuses on three core strategies:

1. Community Connections: Youth-led research and involvement in building partnerships to create a pool of local resources and a needs/assets assessment. Includes Youth Friendly Community Project, Youth Friendly Business Project, developing regional partnerships, and community beautification (road cleanups with Rotary and beach cleanups).

2. Mentoring and Leadership Development:

a) Youth program assistants will aid in creating a database of youth between 19-30 who are interested in joining non-profit boards in the Sooke Region. Volunteer Victoria’s Youth on Boards program has interested boards but needs to recruit young board members. The EMCS Society is part of the Youth on Boards program.

b) A peer-mentoring focus on youth involvement in sport, recreation, and education to create a sense of belonging and influence academic success. Includes HOOPS Basketball Program (camp, local tournament, youth peer-mentorship, drop-in and league recreation, National Coaching Certification Program).

3. Intergenerational Connections: Local knowledge transfer and support between generations and cultures. Includes EMCS Garden Project (restoration of garden, knowledge transfer from Slow Food group to youth to children in Play & Learn Camp). This will be the first time the garden is used through the summer months.

Purpose of project:

The Sooke Youth Council has determined (from research for the Youth Friendly Community Project in the Spring of 2013) that community connectedness and engagement is a high priority amongst our youth, as is a safe space to call their own.

Our Youth Engagement Program will create safe places for children and youth to get involved, take responsibility, and lead. Youth in this program will believe in themselves and will be equipped to better handle life challenges and make healthy choices. They will gain a sense of value, achievement, and self-confidence that will ultimately provide our region with engaged community members.

There is no all-encompassing community centre in Sooke so local organizations must spread out for space rather than connect in one building. The Society is in a unique position to offer programs and services like a community centre would and, through the use of the community school and School District facilities after-hours, offer space that can be used by youth and community groups simultaneously. Current regular users include Seaparc, Sooke Harbour Players, Vancouver Island Health Authority (VIHA), Awareness Film Night, and various local business owners for fitness and health classes.

The names of those involved in carrying out the project:

Brooke Fader, Leader of Slow Food Vancouver Island
Julia-Anne Morris, Youth Program Coordinator at Volunteer Victoria
Jason Roudette, Sooke Youth Council Coordinator
Ebony Logins, Community School Coordinator of Programs at EMCS Society
Anne Bell, Community School Coordinator of HR/Finance at EMCS Society

Date and Place of Project:

July 1st 2014 to August 31st 2014 in the Sooke Region, with indoor programming occurring mostly at Edward Milne Community School.

Project Budget	\$	Confirmed or Speculative
Revenue		
District of Sooke	7,000	Speculative
TLC Fund for Kids	2,500	Confirmed
Sooke Youth Council Special Projects	2,000	Confirmed
HRSDC Canada Summer Jobs (2 students @ 9 wks & 1@2 wks)	6,500	Confirmed
Slow Food Vancouver Island	400	Confirmed
Admissions/Fees		
HOOPS	500	Speculative
Other		
EMCS Society (facility rental, custodial, clerical, materials)	1,100	In-Kind – Confirmed
Slow Food Vancouver Island (seeds, plants, gravel, soil)	300	In-Kind – Confirmed
Volunteer Victoria (presentations to Board, youth training, travel)	300	In-Kind – Confirmed
Fundraising/Grants	600	Speculative
TOTAL	\$21,200	
Expenses	\$	Amount Requested from District of Sooke
Youth Engagement Program Assistants (2 students) @ 9wks & 1@2wks	7,200	700
Summer Program Coordinator (12 weeks)	7,900	6,300
Transportation	1,000	
Recreation Leader Training	900	
Sports & Recreation Equipment	300	
Project Materials	1,000	
Advertising & Marketing	500	
Food & Beverages	200	
Administration (12%)	2,200	
TOTAL	\$21,200	7,000

*Budget changes have been made due to changes in confirmed program funding. Previous application included 12 months of coordinator time and Outdoor Rediscovery Camp (ORC). This budget reflects 3 months of coordinator time and EMCS Garden Project instead of ORC. Volunteer Victoria in-kind partnership also added. Third summer student added for 2 weeks.



Certificate

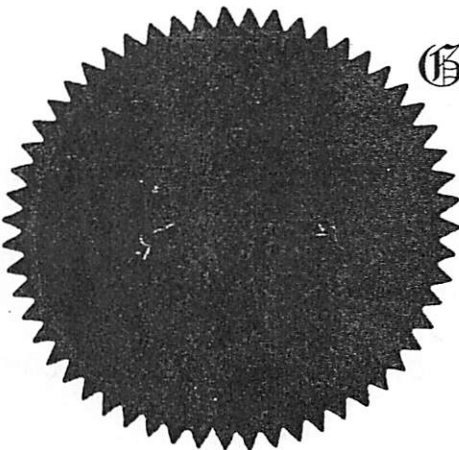
SOCIETY ACT

Canada
Province of British Columbia

I Hereby Certify that

EDWARD MILNE COMMUNITY SCHOOL SOCIETY

a Society duly incorporated under the laws of the Province of British Columbia is, according to the records of this office, an existing Society and is, with respect to filing of returns, in good standing.



*Given under my hand and seal of office at
Victoria, B.C., this -30th-
day of June, one
thousand nine hundred and eighty-eight*

B. Beckwith
Assistant Deputy Registrar of Companies.



Province of British Columbia
Ministry of Finance and Corporate Relations
REGISTRAR OF COMPANIES

SOCIETY ACT

Certificate of Incorporation

I HEREBY CERTIFY THAT


EDWARD MILNE COMMUNITY SCHOOL SOCIETY

HAS THIS DAY BEEN INCORPORATED UNDER THE SOCIETY ACT

GIVEN UNDER MY HAND AND SEAL OF OFFICE

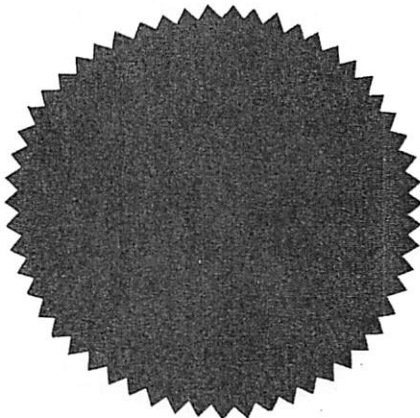
AT VICTORIA, BRITISH COLUMBIA,

THIS 23RD DAY OF JUNE, 1987



B. Beckwith

B. BECKWITH
ASST. DEPUTY REGISTRAR OF COMPANIES



EDWARD MILNE COMMUNITY SCHOOL SOCIETY

FINANCIAL STATEMENTS
(Unaudited-See Notice to Reader)

JUNE 30, 2013

INDEX

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Statement 1 – Gaming and Operating
Statement 2 – Projects Summary
Statement 2A – Projects Revenues & Expenditures
Statement 3 – Investment in Capital Assets
Balance Sheet
Notes to the Financial Statements
Schedule 1 – Continuity of Reserves

Dianne Chiasson. Accountant

Dianne Chiasson

Accountant
947 Deloume Road
Mill Bay, B.C. V0R 2P1

Phone: 250-733-2299
Fax: 250-733-2299
E-Mail: dianne9@shaw.ca

NOTICE TO READER ENGAGEMENT REPORT

**To: THE DIRECTORS,
EDWARD MILNE COMMUNITY SCHOOL SOCIETY**

I have compiled the balance sheet of Edward Milne Community School Society as at June 30, 2013 and the statements of revenues and expenditures for the year then ended from information provided by the Society. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

Accountant

Mill Bay, B. C.
August 12, 2013

EDWARD MILNE COMMUNITY SCHOOL SOCIETY
GAMING AND OPERATING
STATEMENT OF REVENUES AND EXPENDITURES
(Unaudited-See Notice to Reader)
FOR THE YEAR ENDED, JUNE 30, 2013

	<u>2013</u>	<u>2012</u>
REVENUES (Note 1)		
Community Education Programs	\$ 40,835	\$ 38,474
Administration Fees	6,150	11,775
Gaming – Note 2(a)	20,000	20,000
Grants – Note 2 & 5	5,000	5,000
H.S.T./G.S.T. Recovery	2,563	3,344
Other – Interest, Membership and Sundry	1,893	135
Rental	16,013	30,395
Brochure Advertising	-	745
Program Office Services/Custodial	16,080	14,772
	<hr/>	<hr/>
TOTAL REVENUES	\$ 108,534	\$ 124,641
	<hr/>	<hr/>
EXPENDITURES (Note 1)		
Accounting	\$ 5,828	\$ 5,720
Advertising, Printing, and Promotion	3,136	3,999
Awards and Honoraria	1,132	249
Bank Charges/Credit Card Discounts	1,727	1,327
Board and Staff Development	579	287
Course Expense	26,960	22,126
Custodial	1,660	2,096
Data Base/Web Design	3,428	-
Insurance	545	450
Membership	250	320
Reduction of Sooke Works Debt	-	2,963
Office Supplies, Postage, Telephone & Sundry	5,373	5,214
Wages and Benefits	53,001	56,835
	<hr/>	<hr/>
	103,619	101,587
(Decrease) Increase in Funds Held for Specific Purposes		
Gaming - (Note 2(a))	3,840	(3,796)
Operating	1,075	26,851
	<hr/>	<hr/>
TOTAL EXPENSES AND FUNDS (USED)	\$ 108,534	\$ 124,641
HELD FOR SPECIFIC PURPOSES	\$ 108,534	\$ 124,641
	<hr/>	<hr/>

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY
SPECIAL PROJECTS
SUMMARY OF PROJECT BALANCES
(Unaudited-See Notice to Reader)
FOR THE YEAR ENDED, JUNE 30, 2013

<u>PROJECT</u>	<u>2013</u>	<u>2012</u>
THEATRE	\$ 9,029	\$ 12,066
THEATRE PROJECT - RESTRICTED	2,391	-
SCHOOL PROJECTS	-	821
LITERACY NOW	13,618	30,705
YOUTH COUNCIL	18,166	28,451
GOOD FOOD BOX PROGRAM	11,236	2,486
SUMMER LITERACY CAMP - 2012-13	-	15,105
PLAY & LEARN CAMP -LITERACY	9,500	-
UBCM - ADULT EDUCATION	-	2,669
BUSINESS PLAN-ENTERPRISE NON-PROFIT	-	460
	<u>\$ 63,940</u>	<u>\$ 92,763</u>

NOTE:

See Note 5 - Grant Revenues - for details of project funding from Grants.
 See Statement 2A for Project Revenues & Expenditures detail

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY
 PROJECTS
 STATEMENT OF REVENUES AND EXPENDITURES
 (Unaudited - See Notice to Reader)
 FOR THE YEAR ENDED, JUNE 30, 2013

Statement 2A

	Theatre Project Projector	Theatre (Restricted)	Summer Literacy Camp	Summer Literacy Camp	EMCS School Projects	Youth Council	Good Food Box	Good Food Box	Enterprise Non-Profit Business Plan	Coast Capital Education	UBCM Needs Assess	Power of Hope	Play & Learn Camp 2013-14	Decoda Literacy Solutions	Totals
Projects - Balances															
Forward-June 30, 2012	\$ 11,968	\$ -	\$ 15,105	\$ -	\$ 990	\$ 28,451	\$ 2,485	\$ -	\$ 460	\$ 819	\$ 700	\$ -	\$ -	\$ 31,785	\$ 92,763
Revenues															
-Grants			5,407			2,500	15,580	5,340			3,750	1,900	9,500	21,000	64,977
-Rent	7,691	2,391													10,082
-Donations-In-Kind															-
-Donations-Cash															-
-Fundraising Projects						879									879
-Sales							1,676								1,676
-Miscellaneous															-
-Interest	52														52
Total Revenues	7,743	2,391	5,407	-	-	3,379	17,256	5,340	-	-	3,750	1,900	9,500	21,000	77,666
Expenditures															
-Coordinator			17,383			11,397								25,000	53,780
-Project Costs	(169)		2,643		169	1,323	11,005		460	819	1,043	1,272		11,887	30,452
-Administration	769		300				2,840				1,500			2,280	7,689
-Bank Charges															-
-Supplies	266		186		21	679									1,151
-Supports						265									265
-Donations	2,500				800						1,907				5,207
-Technician-Theatre	7,316														7,316
Total Expenditures	10,682	-	20,512	-	990	13,664	13,845	-	460	819	4,450	1,272	-	39,167	105,861
Transfers															
-Trans frm UBCM															-
-Trans frm Coast Capital Education															-
-Return to Sponsor - Power of Hope												(628)			(628)
-Trans to Enterprise-Non-Profit															-
Total Transfers	-	-	-	-	-	-	-	-	-	-	-	(628)	-	-	(628)
Project Balances Forward															
June 30, 2012	\$ 9,029	\$ 2,391	\$ 0	\$ -	\$ 0	\$ 18,166	\$ 5,896	\$ 5,340	\$ -	\$ -	\$ 0	\$ 0	\$ 9,500	\$ 13,618	\$ 63,940

NOTE:

See Note 5 - Grant Revenues - for details of project funding from Grants.

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY
STATEMENT OF INVESTMENT IN CAPITAL ASSETS
(Unaudited-See Notice to Reader)
FOR THE YEAR ENDED, JUNE 30, 2013

	<u>2013</u>	<u>2012</u>
BALANCE, beginning of the year	\$ 38,802	\$ 38,802
Less: Obsolete Printer	(500)	-
Plus: Printer	454	-
	\$ 38,756	\$ 38,802
 BALANCE, end of the year - (Note 2(b) & 4)	 \$ 38,756	 \$ 38,802

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY

BALANCE SHEET
(Unaudited-See Notice to Reader)

JUNE 30, 2013

ASSETS

	<u>2013</u>	<u>2012</u>
CURRENT		
Cash - Operating Funds	\$ 25,063	\$ 31,840
- Restricted Funds	4,538	1,575
Accounts Receivable	\$11,731	
Allowance for Doubtful Accounts	<u>(\$4,880)</u>	-
Cash Held for Specific Purposes		
- Gaming (Note 2(a))	16,705	12,865
- Special Projects	64,640	93,814
	<u>117,797</u>	<u>140,094</u>
RESTRICTED INVESTMENTS - Trusts (Notes 2&3)	7,900	7,858
CAPITAL (Notes 2 & 4)	<u>38,756</u>	<u>38,802</u>
	<u>\$ 164,453</u>	<u>\$ 186,754</u>

LIABILITIES AND EQUITY

CURRENT		
Accounts Payable and Accrued Liability	\$ 677	\$ 2,029
Accrued Liability - Sooke Works (Note 6)	31,357	31,357
Funds Held for Specific Purposes (Note 2(a))		
- Operating	32,848	31,773
- Gaming (Note 2(a))	16,705	12,865
- I.H.N. - Punch Pass Program-Restricted	4,538	1,575
- Special Projects (Statement 2)	63,940	92,763
	<u>150,065</u>	<u>172,362</u>
RESERVE FUNDS (Note 3)(Schedule 1)	7,900	7,858
EQUITY		
Unfunded Liability (Note 6)	(32,268)	(32,268)
Investment in Capital Assets	38,756	38,802
	<u>\$ 164,453</u>	<u>\$ 186,754</u>

Director

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
(Unaudited-See Notice to Reader)

FOR THE YEAR ENDED, JUNE 30, 2013

1. NATURE OF ORGANIZATION

The organization is incorporated under the Society's Act of British Columbia. Its goals and objectives include providing community education and leisure programs for teenagers and adults of the Sooke Region. These financial statements do not include any of the revenues, expenditures, assets and liabilities of the Edward Milne Community School, which is part of the Sooke School District #62.

2. SIGNIFICANT ACCOUNTING POLICIES

a) Revenue and Expenses

Revenue and expenses are recorded according to the accrual basis of accounting, except donations and gaming revenues, which are recorded when received. Unconditional grant revenue is recorded as revenue at the time the Society is aware of a commitment from the funding body. Grant revenue is recorded as revenue over the period of time when it is expended on allowable expenditures. The unexpended portions of both are deferred and included in current liabilities on the balance sheet.

b) Capital Assets

Capital asset purchases are generally funded by way of operating revenues, and are accordingly recorded as expenditures in the Statement of Revenues and Expenditures, and are also capitalized at cost on the Balance Sheet. The original cost of capital assets which are sold or retired is removed from the Balance Sheet at the time of disposition or retirement.

c) Amortization

The Society does not amortize its capital assets.

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS
(Unaudited-See Notice to Reader)

FOR THE YEAR ENDED, JUNE 30, 2013

2. SIGNIFICANT ACCOUNTING PRINCIPLES – (Continued)

d) Kathy Kirk Memorial Fund

The Society maintains funds donated in trust. Interest generated on such funds is credited to the Trust Fund.

e) Donated Material and Services

The value of donated materials and services is not recorded in these financial statements.

f) Income Taxes

The Society is a registered charity within the meaning of the Income Tax Act (Canada), and is therefore exempt from income taxes on its net operating revenues.

3. RESTRICTED INVESTMENTS – Trusts

	<u>2013</u>	<u>2012</u>
Kathy Kirk Memorial Fund – Cash	<u>\$ 7,900</u>	<u>\$ 7,858</u>

The invested funds represent B.C. Credit Union deposits, which the Society has reserved for specific purposes. Pursuant to the terms of the Society's license with the Public Gaming Branch, Province of British Columbia, gaming proceeds may be used for scholarships, library materials, computers, playgrounds, trophies and awards, uniforms and equipment, performing arts, local travel and capital projects, upon approval from the Commission.

Dianne Chiasson. Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

(Unaudited-See Notice to Reader)

FOR THE YEAR ENDED, JUNE 30, 2013

4. CAPITAL ASSETS	<u>2013</u>	<u>2012</u>
Piano, Computer and other Equipment	26,283	26,329
Public Art - Whale Skeleton	12,473	12,473
	<u>\$ 38,756</u>	<u>\$ 38,802</u>

5. GRANT REVENUE	<u>2013</u>	<u>2012</u>
Decoda Literacy Solutions	\$ 17,500	\$ 57,500
Province of BC - Gaming	20,000	20,000
Children's Health Foundation- Play & Learn Camp	9,500	-
Sooke S. D. #62 - Community Link	5,000	5,000
Union of B. C. Municipalities	3,750	-
Sooke S. D. #62 -Books for Breakfast	2,000	2,000
VIHA - Good Food Box	20,920	6,840
Dist. Of Sooke - Youth Council	-	15,000
Rotary Club of Sooke - Youth Council	-	3,000
VanCity Savings Credit Union - Business Plan	-	4,050
University of BC-Summer Camp	3,500	3,000
VanCity Savings Credit Union -Summer Literacy Camp-2011-12	-	7,000
Rotary Club of Sooke - Power of Hope	1,000	-
Western Foods - Summer Literacy Camp - 2011-12	-	300
Village Market - Summer Literacy Camp - 2011-12	-	300
Royal Bank - Sooke -Summer Literacy Camp -2011-12	-	150
Coast Capital Savings Cr. Union - Summer Literacy Camp-2011-12	-	150
HRSDC - Summer Camp - Youth Placement	1,907	-
Dacoda -Raise a Reader-Summer Literacy Camp -2012-13	-	982
Dacoda -Raise a Reader-Summer Literacy Camp -2013-14	1,500	-
Rotary Club of Sooke - Summer Literacy Camp - 2012-13	2,000	2,000
Sooke School District #62-Summer Literacy Camp - 2012-13	-	1,000
BC Recreation & Parks Assoc. - Sooke Youth Council	500	-
Sooke Lions-Power of Hope	500	-
Cultural Alliance Society - Power of Hope	200	-
Sooke Community Arts Council - Power of Hope	200	-
Coast Capital Savings Cr. Union - Summer Literacy Camp-2012-13	-	300
Sooke Harbourside Lions - Summer Literacy Camp -2012-13	-	150
	<u>\$ 89,977</u>	<u>\$ 128,722</u>

6. UNFUNDED LIABILITY

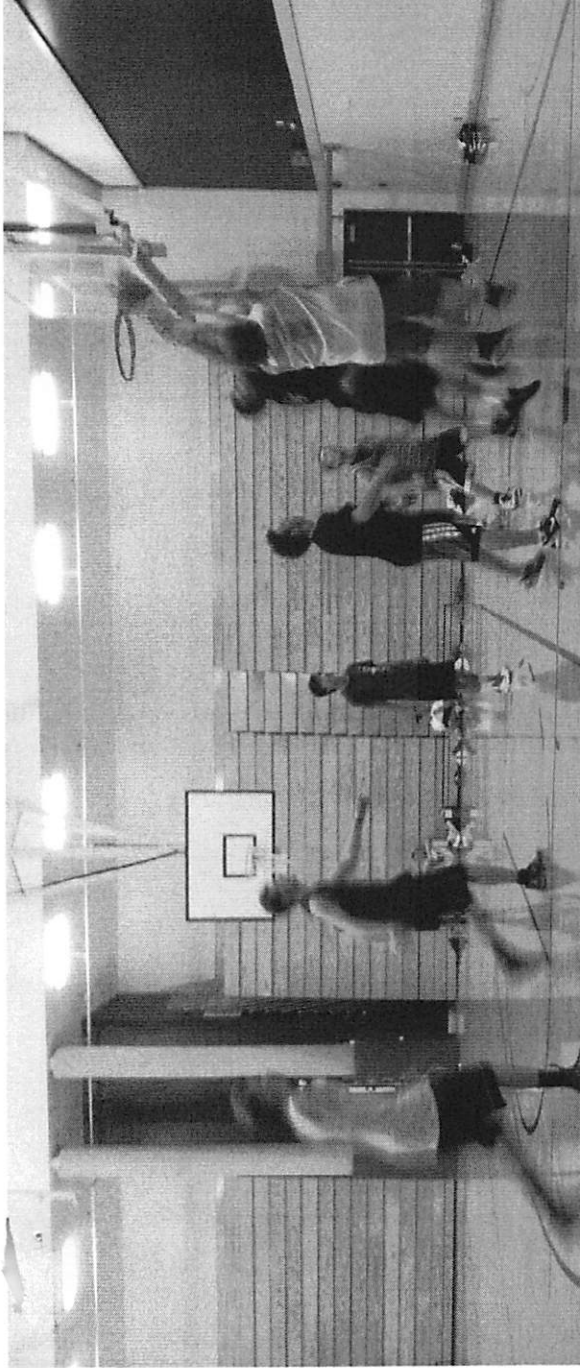
The Sooke Works project divestment procedures have been completed by the Society. The subsequent audit of the books and records of the Sooke Works project has resulted in the Society incurring costs resulting in an unfunded liability of \$32,268 - (2012 - \$32,268 - 2011- \$35,231). To date, there are no terms of repayment.

Dianne Chiasson, Accountant

EDWARD MILNE COMMUNITY SCHOOL SOCIETY**CONTINUITY OF RESERVES**
(Unaudited-See Notice to Reader)**FOR THE YEAR ENDED, JUNE 30, 2013**

	<u>2,013</u>	<u>2,012</u>
KATHY KIRK MEMORIAL FUND (Note 2(e))		
BALANCE, beginning of the year	\$ 7,858	\$ 7,755
Bursaries awarded	-	-
Received from EMCS	-	-
Interest earned	42	103
BALANCE, end of the year	<u>\$ 7,900</u>	<u>\$ 7,858</u>

Dianne Chiasson, Accountant



SOOKE YOUTH COUNCIL

ANNUAL REPORT
2012 - 2013

COORDINATOR'S MESSAGE

This has been another transformative year for the Sooke Youth Council. We took on projects that included transient members and focused a lot of our energy on research to gain a strong understanding of the desires of our youth. We opened up our ideas and values to the community, receiving positive feedback and support from many local youth allies.

Here are some highlights from the 2012-2013 season...

The Sooke Youth Council was accepted to the 5th and final year of PeerNetBC's pilot project called Building Inclusive Communities, a 10-month program supported by the Vancouver Foundation and the Society for Children and Youth.

Over 25 people of all ages attended the SYC Beach Cleanup at Ella Beach in late August. The CRD provided garbage bags, a large bin, and gloves. Over 10 large black bags were filled with garbage and many large barrels and dangerous pieces of nailed wood were removed from the beach.

We received a Canada Summer Jobs grant to hire 2 Youth Engagement Program Assistants who helped the SYC engage youth during the summer in physical, social, and environmental events.

Last and certainly not least, we have hired a new SYC Coordinator, Jason Roudette. He is new to youth engagement, and has the energy and enthusiasm required to excel in the Coordinator position. I am very happy to hand over the position to Jason during this exciting time.

Ebony Logins
Past SYC Coordinator
Sept. 2011 – Sept 2013

PROJECT OVERVIEW

SYC Initiatives, Community, and Workshops

Winter 2012

- Canada World Youth – Youth Friendly Business Project
- Youth Friendly Business Project Involvement

Spring 2013

- Canada World Youth – Youth Friendly Business Project
- Sooke Rotary Auction Booth
- Youth Week Awards
- Sooke Volunteer Fair Booth

Summer 2013

- Youth Night at the Sooke Fine Arts Show
- Canada Summer Jobs Summer Students
- Rotary River Raft Race at Canada Day
- Dance of the Planets
- Basketball Camp
- Trevor Purdy 3-on-3 Basketball Tournament
- Youth Drop-In Basketball Nights
- Vancouver Island Artist Festival
- Beach Cleanup at Ella Beach
- Youth Program Quality Assessment Workshop

Ongoing

- Guerilla Blackboard with Leadership Victoria
- Youth Engagement Project
- Sooke Youth Council Website – New Design!
- Youth & Family Movie Nights
- Adopt-A-Highway with Sooke Rotary
- Building Inclusive Communities Program with PeerNetBC
- Mayor’s Advisory Panel on Health & Social Initiatives



Garbage collected at Ella Beach

BUILDING INCLUSIVE COMMUNITIES

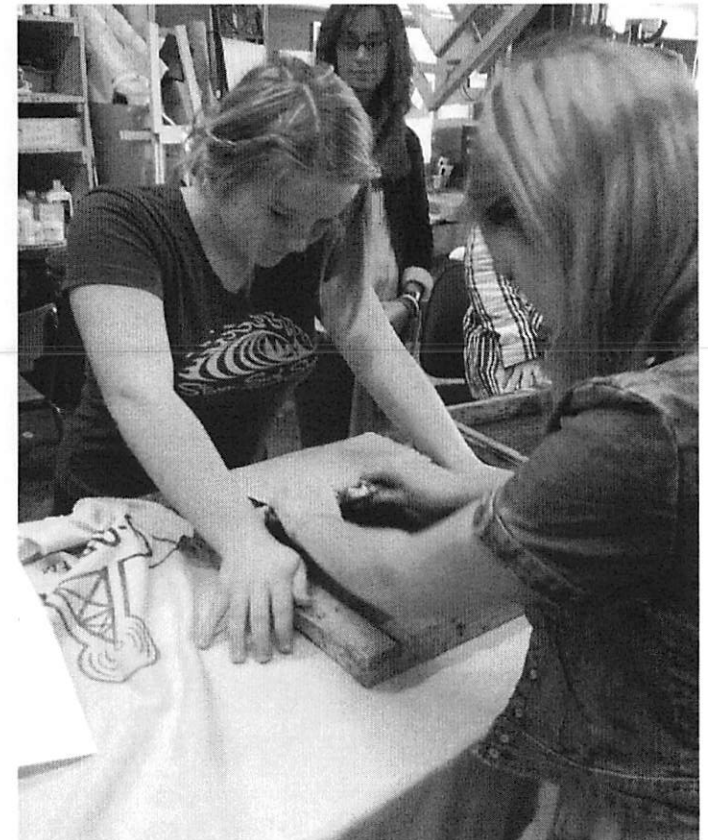
Building Inclusive Communities is a 10-month program of PeerNetBC which provides a unique opportunity of developing a problem-solving network with other people, organizations, and townships throughout BC. The Sooke Youth Council was accepted to the program along with the City of Surrey, Golden Youth Centre, Frog Hollow Recreation Centre, and an independent from the Lower Mainland.

Each group shares its struggles, successes, and strategies for a community development project that involves intergenerational partnerships. We meet three times over the course of the program for weekend training workshops in Vancouver, and have monthly learning circles by email and Skype to explore emerging ideas and project experiences.

The Sooke Youth Council has been able to bring 3 students to the training workshops. They have learned about:

- Peer Mentorship and Intergenerational Partnerships
- Facilitation and Community Engagement Principles
- Community-Based Project Management
- How to Make Communities Child & Youth Friendly
- Anti-Oppression and Power Dynamics
- Networking with Potential Community Partners
- The Ladder of Youth Engagement
- Teambuilding Icebreakers and Energizers
- Group Problem Solving and Decision-Making Skills

Photo Right: Two SYC members print screening at the Purple Thistle - a youth centre In Vancouver.



YOUTH ENGAGEMENT PROJECT

The Sooke Youth Council partnered with the EMCS Leadership class in the first part of an ongoing research project to discover the true desires and needs of Sooke's youth community.

Over the spring of 2013, the Leadership class participates in 3 workshops to determine how to make Sooke more youth-friendly. The activities included a game facilitated by two members of Canada World Youth called Stop-Start-Continue. The students, through discussion, mapping, and Dotmocracy, determined what Sooke needs to Stop, Start, and Continue to meet the desires of youth. A few interesting points were discovered. First, that youth who live in Sooke intend on returning and want the development of Sooke to create a place where they will be happy to raise their children. Second, that many of their needs are similar to adults and seniors in Sooke. The two most important topics youth were concerned with were development and sports infrastructure and programming.



The Youth Engagement Project determined a lack of affordable, accessible (through time and transportation) recreational opportunities for youth. In an effort to relieve this during the summer months, the SYC created a summer basketball program that included a week-long day camp, a weekend tournament, and free drop-in nights. One of the program goals was to create opportunities for peer mentorship by inviting older youth to lead and teach the younger players.

YFBP RESULTS

This year, Canada World Youth participated in data collection for the Youth Friendly Business Project. The survey was updated to include more open-ended questions. This year, we surveyed approximately 30 businesses compared to the 50 businesses in previous years. This is due mainly to the new survey structure, and the 1-on-1 time spent with many local business owners.

This year's survey provided some interesting insight to the present state of youth friendly business in Sooke...

“Youth bring a different perspective to things. They help us relate with a wide range of customers”

- Local Business Owner, when asked about the benefits of hiring youth.

84% of businesses employ at least 1 youth.

16% of businesses employ at least 10 youth.

Youth under 25 make up 50-100% of the workforce in 8 local businesses!

In 2013, businesses feel more comfortable (86%) when groups of youth walk in their stores compared to 2011 (63%) and 2010 (74%).

6 local businesses offer youth scholarships, bursaries, or grants.

50% of businesses believe work ethic is an asset to hiring youth. The other 50% believe work ethic is a challenge.

57% of businesses pay youth above minimum wage.

Business support for youth fundraisers has dropped by 42% since 2011.

FUTURE PLANS

Hello there! My name is Jason and I'm the new Sooke Youth Council Coordinator. My vision is to develop an ongoing supportive relationship between the community and the youth of Sooke to help them grow into happy adults. This means I need your help. Our job as leaders in the community is to work together to provide support and guidance and to facilitate opportunities for young people to develop into positive and empowered future community leaders.

The youth of Sooke are a talented group of young people that have many amazing skills and potentials, but also face unique challenges. I plan to develop strategies that focus on giving young people the chance to form potential employment relationships, build skills, exercise leadership, challenge negative stereotypes, and contribute to their communities. To achieve these goals we'll need your help to overcome barriers and to ensure the availability of confidence building activities and resources that motivate and inspire our diverse group of young individuals.

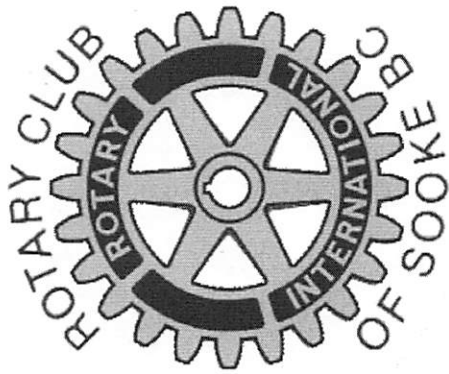
The Sooke Youth Council regularly plans many different activities for youth, including:

- Movie Nights;
- Highway clean up;
- Beach clean up;
- Volunteer opportunities;
- Creating a new logo for SYC; and
- Regular activities w/SEAPARC.

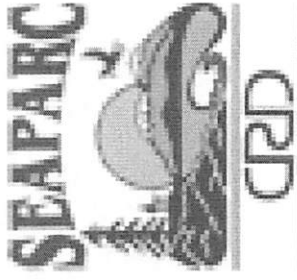
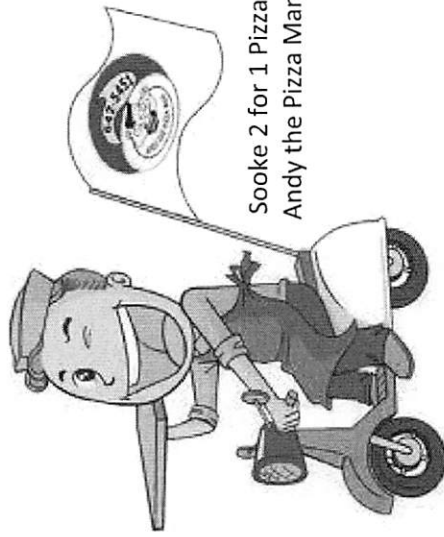
I would also like to see an increase in community support and participation in other youth activities such as sports and recreation, music, and art and theatre. Also, I would like to ensure the availability of support and resources for vulnerable youth.

I'll be attempting to foster their positive energy and help direct it towards a better outlet by coaching our youth to pursue their strengths and to hone a sense of pride and belonging in our community. I am thrilled to have the opportunity to act as the new Coordinator and I look forward to working with my fellow community leaders to help our youth achieve their goals.

Jason Roudette
Coordinator - Sooke Youth Council

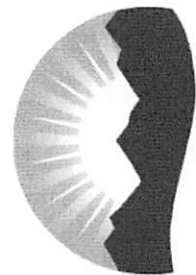


Insert EMCS Logo and EMCSS Logo



THANK YOU FOR YOUR SUPPORT

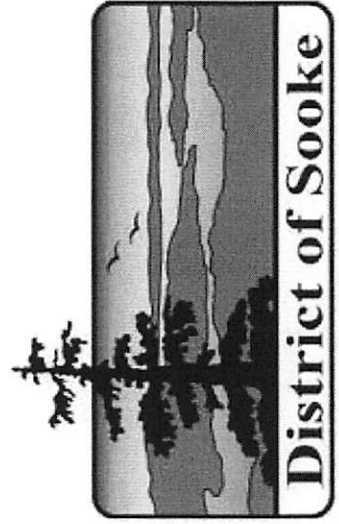
Through 2012 and 2013



BC Gaming

BRITISH
COLUMBIA

The Best Place on Earth



The Sooke Youth Council acknowledges the financial assistance of the Province of British Columbia (Gaming).

2013 YOUTH FRIENDLY BUSINESS PROJECT

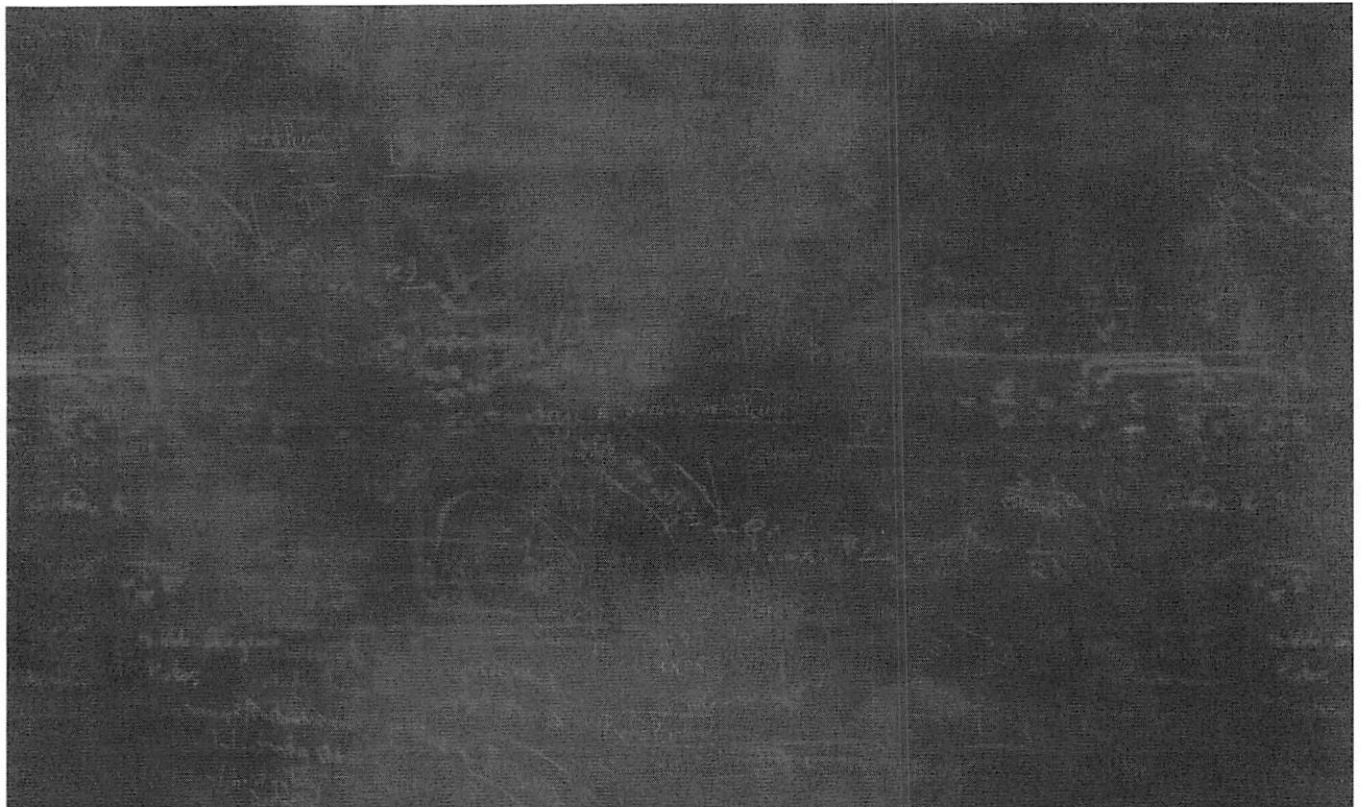


The Youth Friendly Business Project has been revised and, in partnership with Canada World Youth, we are currently in the process of interviewing businesses and non-profit organizations in Sooke.

The new survey has new questions concerning the needs of employers and youth in a business setting, which we are hoping will give a new understanding of the workplace environment for Sooke's youth. Additionally, Canada World Youth is providing an important 3rd party perspective on the survey results and will be making recommendations to the Sooke Youth Council for further research.

Our hope is to share the survey, results, and recommendations with local businesses and eventually determine if surrounding communities are facing similar challenges. If you have questions about the 2013 YFBP, please contact the Sooke Youth Council Coordinator.

The Sooke Youth Council is funded by the District of Sooke, Rotary Club of Sooke, and supported by the EMCS Society.



Sarah Temple

Subject: FW: Grant Application Questions
Attachments: DoS Application Revision 2014_EMCS Society.pdf

From: Ebony Logins [REDACTED]
Sent: Friday, May 02, 2014 1:38 PM
To: Sarah Temple
Cc: Stacey Dalep
Subject: RE: Grant Application Questions

Hi Sarah,

That does help clarify my question, thank you! We will be at the Review Committee meeting on Wednesday, March 14th at 7pm.

The difference in expenses is in-kind donations from the Society which I should have noted. As per my conversation with Stacey this morning, I am submitting budget revision (attached) due to several funding changes. Because of these changes, the program has been altered as well. I made changes to the application responses in order to reflect these changes.

We did not get funding from United Way, which would have allowed us to hire a coordinator for 12 months of planning and implementation. Without this funding, we are able to operate over 12 weeks if we receive funding from the District. These changes are noted at the end of the budget. The good news is, we did receive some of our speculative funding as well as additional funding and in-kind donations from Slow Food and Volunteer Victoria.

Of course, if you have any questions, please feel free to ask. Program change such as this are the unfortunate nature of programming in the non-profit world. Luckily, we are resilient enough to re-work our strategy with what we are provided from our generous supporters. I understand that it does make processes like this difficult to navigate on both sides, but I hope this revision makes sense and helps the Committee in the decision-making process.

Kind regards,

Ebony

District of Sooke
FEB 27 2014
Received
*- AMENDED
- NEW
APPLICATION.*

Appendix III – Policy No. 5.1

DISTRICT OF SOOKE – COMMUNITY GRANT PROGRAM

APPLICATION

Name of Organization: Edward Milne Community School Society
Address of Organization: 6218 Sooke RD. PO BOX 1010
Sooke, BC V9Z 1J1
Phone: (250) 642-6371 **Fax:** (250) 642-7866
Email: abell@sd62.bc.ca
Contact Person: Anne Bell

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

Amount Requested: \$7,000

Total Budget: \$76,000
(Budget Form attached)

Have you applied before? Yes **When?** 2013
Grant Received? Yes, for the Sooke Youth Council

Have you submitted a final report for previous grant? Yes

Incorporation number and date of incorporation if applicable:

Charitable Number: 11889 4567 RR0001
Society Number: S-22580
Date of Incorporation: June 1987

Does your organization receive a permissive tax exemption? No

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes

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

It is the mission of the Edward Milne Community School Society to partner with students, parents, and the community to build a safe, supportive, and challenging learning environment that enables people to make a living, make a life, and make a difference.

The EMCS Society works in partnership with the Sooke School District to build resilience in vulnerable children, youth, and families in our region. Our programs include the Sooke Youth Council, the Sooke Region Literacy Project, a literacy and math summer camp for struggling learners between the ages of 6 and 9 years, and various community education courses. We are also a Good Food Box distribution site for the community. We are an active member of the Sooke CASA and Sooke Youth Service Providers Network.

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 Youth Engagement Program is developed as a partnership between the Society, Sooke Youth Council, Sooke Basketball Club, EMCS Leadership class, and the Rotary Club of Sooke. Through a series of intergenerational, recreational, social, and leisure projects, we will provide over 200 people and 50 organizations with 130 days of services. These services will give participants the opportunity to develop mentorship and leadership skills in a supportive and inclusive environment.

Our program focuses on three core strategies:

1. **Community Connections:** Youth-led research and involvement in building partnerships to create a pool of local resources and a needs/assets assessment. Includes Youth Friendly Community Project, Youth Friendly Business Project, developing local partnerships, and community beautification.
2. **Mentoring and Leadership Development:** A peer-mentoring focus on youth involvement in sport, recreation, and education to create a sense of belonging and influence academic success. Includes HOOPS Basketball Program (camp, local tournament, youth peer-mentorship, drop-in and league recreation, National Coaching Certification Program)
3. **Intergenerational Connections:** Local knowledge transfer and support between generations and cultures. Includes Outdoor Rediscovery Camp

(adventure/recreation-based learning for school-aged children, restoration of parks, Aboriginal education) and Parents' Night Out (low/no-cost parenting workshops, childcare, dinner, movie).

Purpose of project:

The Sooke Youth Council has determined (from research for the Youth Friendly Community Project in the Spring of 2013) that community connectedness and engagement is a high priority amongst our youth, as is a safe space to call their own.

Our Youth Engagement Program will create safe places for children and youth to get involved, take responsibility, and lead. Youth in this program will believe in themselves and will be equipped to better handle life challenges and make healthy choices. They will gain a sense of value, achievement, and self-confidence that will ultimately provide our region with engaged community members for our region.

There is no all-encompassing community centre in Sooke so local organizations must spread out for space rather than connect in one building. The Society is in a unique position to offer programs and services like a community centre would and, through the use of the community school and School District facilities after-hours, offer space that can be used by youth and community groups simultaneously. Current regular users include Seaparc, Sooke Harbour Players, Vancouver Island Health Authority (VIHA), Awareness Film Night, and various local business owners for fitness and health classes.

The names of those involved in carrying out the project:

Jason Roudette, Sooke Youth Council Coordinator
Ebony Logins, Community School Coordinator of Programs at EMCS Society
Anne Bell, Community School Coordinator of HR/Finance at EMCS Society

Date and Place of Project:

July 1st 2014 to August 31st 2014 in the Sooke Region, with indoor programming occurring mostly at Edward Milne Community School.

Project Budget	\$	Confirmed or Speculative
Revenue		
District of Sooke	7,000	Speculative
TLC Fund for Kids	2,500	Confirmed
Sooke Youth Council Special Projects	2,000	Confirmed
United Way of Greater Victoria	28,400	Speculative
HRSDC Canada Summer Jobs	6,500	Speculative
Rotary Club of Sooke	2,000	Speculative
ParticipACTION	500	Speculative
Admissions/Fees		
HOOPS	1,000	Speculative
NCCP Training	250	Speculative
Other		
Fundraising/Grants	600	Speculative
TOTAL	49,850	
Expenses	\$	Amount Requested from District of Sooke
Transportation	5,000	2,000
Youth Engagement Program Assistants	6,500	1,000
Youth Engagement Coordinator	38,500	4000
Sports & Recreation Equipment	300	
Project Materials	500	
Advertising & Marketing	500	
Food & Beverages	200	
TOTAL	51,500	7,000

District of Sooke
APR 19 2014
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: The British Columbia Conservation Foundation

Address of Organization: 200A 1383 McGill Road

Kamloops BC

V2C 2K7

Phone: 250-828-2551 *ext 102* Fax: 250-828-2597

E-mail: bwaters@bccf.com

Contact Person: Barb Waters

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 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: \$10,000

Total Budget: \$21,012.62
(attach completed Budget Form)

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

Have you submitted a final report for previous grant? NA

Incorporation number and date of incorporation if applicable: S8351, 1969
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Does your organization receive a permissive tax exemption? Yes _____ No No

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes _____ No No

Page 2

APPENDIX II - Policy 5.1

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

To promote and assist in the conservation of the fish and wildlife resources of the Province of British Columbia through the protection, acquisition or enhancement of fish and wildlife habitat.

WildsafeBC is a program owned and managed by BCCF.

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: WildSafeBC is a program that is designed to reduce human-wildlife conflicts throughout BC. Our motto of "keeping wildlife wild - and communities safe" underscores our belief that if we can keep wildlife living in the wild we can, in turn, make our communities safer for us and at the same time keep wildlife from coming to harm.

WildsafeBC is delivered in over 100 communities by 22 WildsafeBC Coordinators.

Purpose of project: We propose to hire a WildsafeBC coordinator who will work closely with the public, Conservation Officers, and city or regional district officials to find ways to prevent human-wildlife conflict.

This means educating the general public about managing their attractants, but it may also mean teaching people to compost properly, giving information regarding electric fencing, community planning to amend wildlife corridors or green spaces, and even helping other organizations manage unwanted fruit.

As well we will do school presentations, set up displays at public event, and go door to door.

The names of those involved in carrying out the project: Debbie Reed as been acting in a volunteer capacity

for past year and she will be hired by BCCF to continue on in a paid capacity when we acquire funding. She has already had some preliminary training

and is willing to provide additional educational efforts for the Sooke area. She will be supervised by Frank Ritcey the Provincial Coordinator for the WildsafeBC program

Date and Place of Project: May 1, 2014 - Nov 30, 2014

COMMUNITY GRANT PROGRAM APPLICATION - BUDGET

Please give detailed revenue projections and indicate which revenue is speculative.

REVENUE	
	\$
Grants:	\$
	\$
Carry over from 2013-2014 project incl CRD	\$ 2,957.98
BCCF - Subsidy program	\$ 8054.64
District of Sooke	\$ 10,000.00
	\$
Admissions/fees:	\$
	\$
	\$
	\$
	\$
	\$
Other:	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REVENUE:	\$ 21,012.62

EXPENSES:	
Wages 700 hours - \$17,455.68	\$ 15,273.72
Office Expenses/Rent - \$600.00	\$ 600.00
Phone Allowance - \$300.00	\$ 300.00
Materials and Supplies - \$250.00	\$ 250.00
Project Publications - \$250.00	\$ 250.00
Costs for mileage @ 0.52 per KM - 1,999.92	\$ 1,999.92
Miscellaneous - \$ 428.74	\$ 428.74
BCCF Administration fee at 10% - \$2,137.51	\$ 1,910.24
	\$
	\$
	\$
	\$
	\$
TOTAL EXPENSES:	\$ 21,012.62



INCOME STATEMENT
April 1, 2013-March 31, 2014

FINAL

WildSafeBC

BC Conservation Foundation

Ministry of Environment	\$	225,000.00	43%
Columbia Basin Trust	\$	60,500.00	12%
Gaming	\$	30,000.00	6%
Canada Summer Jobs (CSJ)	\$	11,889.00	2%
Private Donations	\$	6,000.00	1%
Community	\$	176,760.31	34%
BCCF managed community contributions	\$	121,760.31	
Community in-kind support	\$	40,000.00	
Volunteer support	\$	15,000.00	
BCCF contribution for website development	\$	10,289.75	2%
TOTAL	\$	520,439.06	

EXPENSES

Salaries & Benefits	\$	295,323.00
Community Volunteer Value	\$	15,000.00
Community In-kind support	\$	40,000.00
Community Grant	\$	10,000.00
Contracts	\$	10,187.00
Communications	\$	4,809.00
Housing	\$	3,850.00
Equip Materials & Supplies	\$	19,728.00
Publications	\$	14,247.00
Travel	\$	26,640.24
Miscellaneous	\$	8,915.22
Training & Safety	\$	186.00
Unrecoverable GST	\$	903.60
Admin Fees	\$	45,891.00
Carry over and continuing projects	\$	24,759.00
TOTAL	\$	520,439.06

3/9/2014

District of Sooke
APR 19 2014
Received

Bear Aware 2013 Annual Report Provincial Summary



*Prepared by: Frank Ritcey
Provincial Coordinator, WildSafeBC
BC Conservation Foundation*

Executive Summary

The 2013 season was a pivotal season for Bear Aware as the larger WildSafeBC program was launched and Bear Aware became a part of the larger delivery model. Building on our pilot projects of 2012 we were confident that this larger model would be well received – and it was. Our message of “keeping wildlife wild, and communities safe” is one that resonates with almost all people.

Throughout B.C., communities were extremely happy to receive not only information on how to effectively reduce human-bear conflicts but on how to deal with all forms of human-wildlife conflicts. Our first three additional species addressed: coyotes, cougars, and deer all were high on communities’ lists of concern.

While our funding from other sources was less than in 2012 (most notably the loss of the one-time grants from the Habitat Conservation Trust Fund HCTF), we still managed to increase our reach through the use of social media and traditional media outlets.

The contribution from the province of \$225,000 obtained in March of 2013 was partnered with municipalities, regional districts, Gaming, private trust funds and volunteer support from private individuals to create a program valued over \$520,000 for the 2013 season.

The demand for human-wildlife conflict reduction programs continues to grow and in 2013 we concentrated on developing new partnerships and supported initiatives throughout the province. New for 2013 was a partnership with Tk’emlups te Secwepemc (Kamloops) and partnerships developed with Williams Lake, Quesnel, Grand Forks, Vernon and Bamfield.

Our Wildlife Alert Reporting Program WARP has continued to evolve and in 2013 we worked closely with the Conservation Officer Service to create a direct link between the provincial database and the publically accessible WARP system. This link should be operational before the start of the 2014 season.

The 2013 season saw an overall reduction in human-bear conflict calls of about 11% compared to 2012. The exact reason for this is not clear but we are confident that a part of this reduction is due to residents starting to heed our message of attractant management and other conflict reduction measures.



Contents

Executive Summary	1
Communities served through Community Coordinator programs	3
Communities served through Seed-Grants.....	4
Partnerships and finances	5
Community engagement.....	5
What we did in 2013	6
Bear activity within the province	7
The year ahead – 2014 and WildSafeBC	9

Communities served through Community Coordinator programs

Bear Aware had 22 coordinator positions throughout the province in 2013. These positions often covered more than one community and we were, from these 22 base positions, able to service nearly 100 communities. Community coordinator program positions are direct employees of the BC Conservation Foundation, hired to deliver the Bear Aware program. The funds provided by MOE (and in some cases the Federal Government's Canada Summer Jobs program) are used to fund the base wage and employment costs of the employee, training and the community tool-kit while the community (either through local governments, or a regional district) funds the wage top-up and any of the expenses of the program. A minimum of \$2,500 cash was required of all participating partners.

Communities served

1. Fraser Valley Regional District
2. Regional District of the Okanagan
Similkameen
3. Thompson Nicola Regional District
4. Prince George
5. Bella Coola
6. Squamish
7. Sunshine Coast Regional District
8. Kamloops
9. Maple Ridge
10. Revelstoke
11. Golden
12. Invermere/Radium
13. Fernie
14. Elk Valley
15. Nelson
16. Kaslo
17. New Denver
18. Castlegar
19. Rural areas between Nelson,
Cranbrook and Creston (Creston and
area)
20. Trail/Rossland
21. Vernon
22. Tk'emlups te Secwepemc

Communities served through Seed-Grants

We have for the past two years made small grants of up to \$2,000 available to communities that could not or did not want to apply for a full coordinator program. This allows smaller communities to participate in the program, and hopefully build enough capacity to apply for a full program. Communities wishing to participate must provide at least \$500 cash towards the efforts of a Bear Aware program. Many of these programs were made possible because of the strong support of individual volunteers.

Communities that made use of this grant included:

1. Kitimat
2. Capital Regional District
3. Quesnel
4. Williams Lake
5. Bamfield

Partnerships and finances

Bear Aware relies on building strong partnerships throughout the province. Leveraging our core funding from the province has always been a focus of the BCCF and we feel we have been highly successful in this endeavour. With the \$225K provided by the Ministry of Environment we have been able to raise an additional \$400,000 through partnerships with municipalities, regional districts, trust funds and volunteered labour.

Community engagement

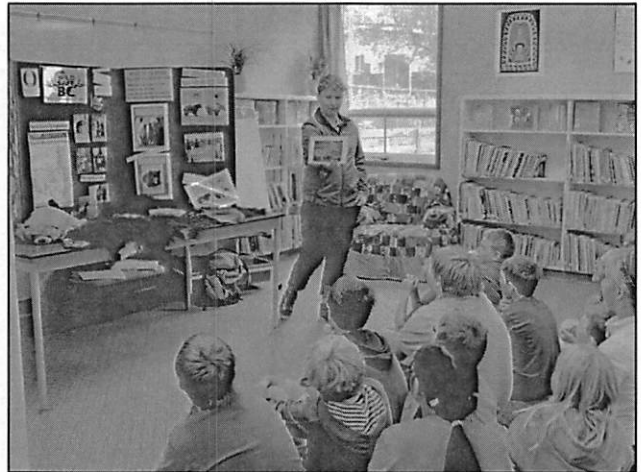
Our network of coordinators and volunteers managed to engage their communities at record levels this past season. While engagement through the media accounted for the bulk of the 3.4 million contacts that were made, coordinators still had about 140,000 face-to-face encounters with the public.

Community Coordinators public engagement 2013			
Activity	# of Activities	Hours	# of People contacted
Door to door	369	559.5	5,063
Public display	209	1364.5	27,688
Media releases	183	235.75	1,129,445
Phone calls	1809	525.25	1,094
Interviews	128	107	1,425,052
School presentations	232	510.75	7,961
Other presentations	164	583.75	3,448
Website	268	132.25	103,024
Facebook	750	391.5	577,505
Fruit Gleaning	119	157.75	282
Electric fencing	93	199	179
Garbage tagging	125	318.5	1,866
Other	424	696.5	90,635
Total			3,373,242

What we did in 2013

Bear aware activities center around education. Our premise is that if we can teach people why they need to manage their bear attractants better, they will manage their attractants better. Better attractant management will in turn lead to fewer bears in urban environments and in turn, lead to fewer conflicts.

Education comes in the form of school presentations, door-to-door canvassing, booths at public events, workshops and garbage tagging. Our coordinators made nearly 140,000 contacts over the course of the season.



Clockwise from top left: Canada day display, E-fencing workshop, Castlegar classroom, Radium classroom

Wildlife activity within the province

2013 experienced about 11% fewer bear-related calls to the COS Reporting Line in comparison with 2012. This is the continuation of the trend since 2011. While some areas, most notably Prince George, had higher than normal bear issues, in general, a favourable spring and summer provided plenty of natural foods for the bears and they stayed out of urban centers for the most part.

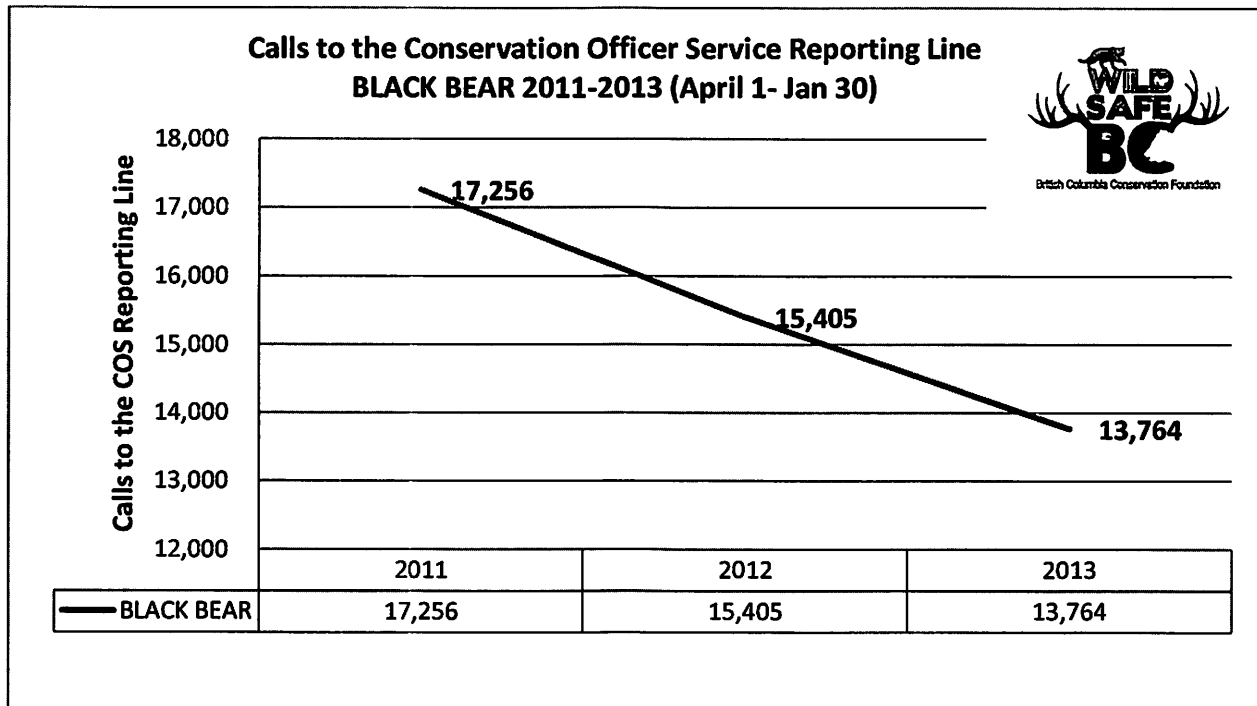


Figure 1: Calls regarding Black Bears

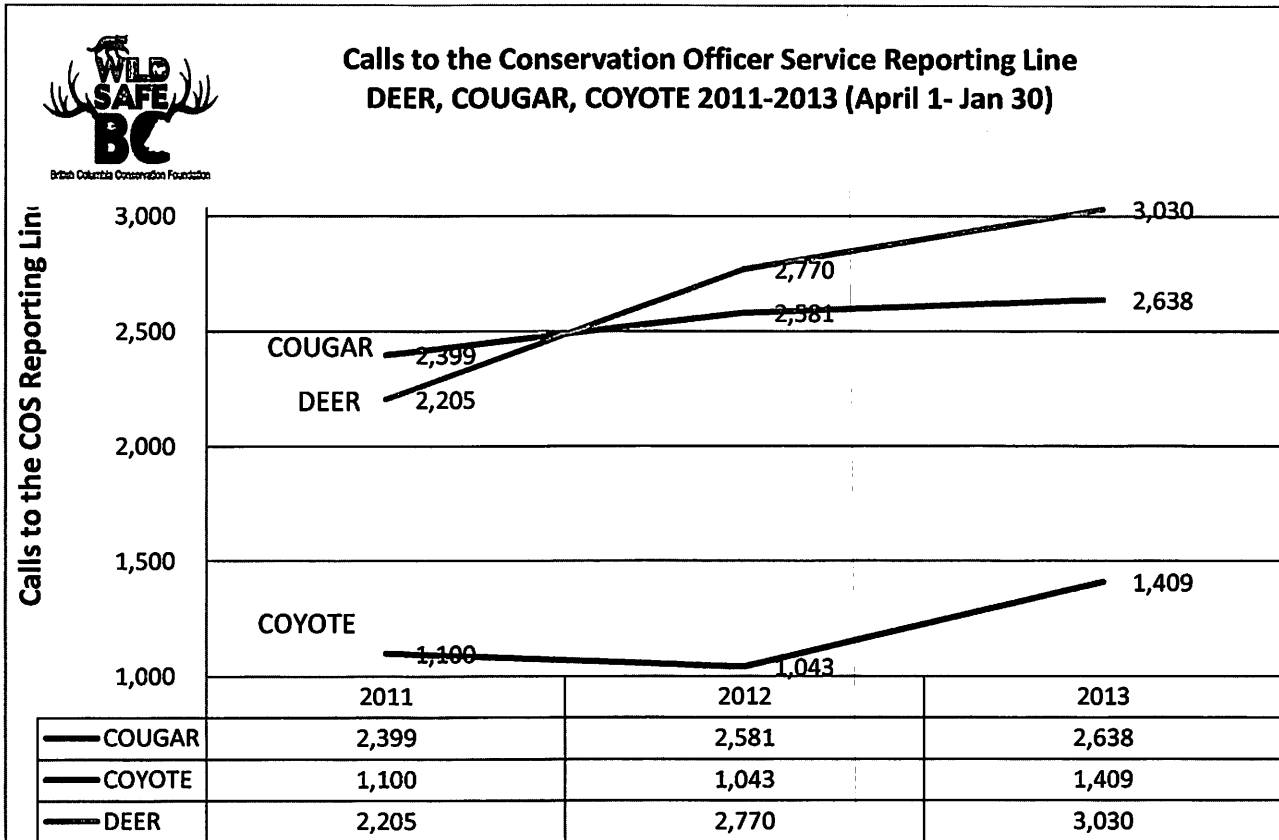


Figure 2: Calls regarding cougar, coyote and deer.

Deer, as a category, have experienced the most dramatic increase in call volumes with numbers up nearly 50% from 2011. Typically deer do not get called in or recorded unless there is a level of conflict beyond a mere sighting. With the upgrades to WARP, we will be trying to track deer issues more closely with the direct reporting feature available on WARP.

The year ahead – 2014 and WildSafeBC

With our transition to WildSafeBC we recognize a number of challenges ahead. We are revisiting how we try to bring about real and permanent change in communities with regards to reducing human-wildlife conflict. While the direct delivery model is appreciated and effective in communities we are feeling that we are not yet reaching enough people with our messaging.

Increased usage of social media (Facebook, Twitter and our Web Site) should help us reach a broader audience. Additionally, we will be increasing our efforts to have a greater presence in traditional media such as television, radio and newspapers.

Early indications are that many new communities will be looking to partner with the BCCF to bring WildSafeBC programs to their areas. Our hope is that we will reach a critical mass of communities and individuals that understand the basic premise of how to “keep wildlife wild and communities safe” and, in crossing that thresh-hold, we will bring about real change within the province.



NUMBER: S 8351

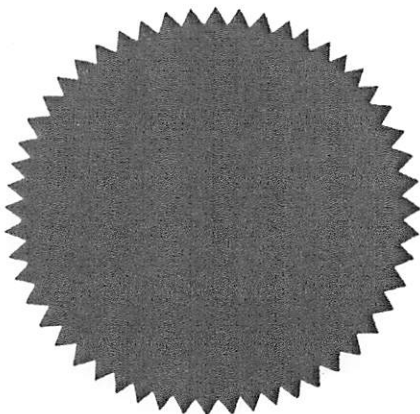
CERTIFICATE OF GOOD STANDING

SOCIETY ACT

I Hereby Certify that **THE BRITISH COLUMBIA CONSERVATION FOUNDATION**, a society duly incorporated under the laws of the Province of British Columbia is, according to the records of this office, an existing society and is, with respect to filing of returns, in good standing.

*Issued under my hand at Victoria, British Columbia,
on December 16, 2008*

RON TOWNSHEND
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA



Describe your organization, its mandate and program (s) The Greater Victoria Bike to Work Society (GVBTWS) is a registered non-profit society governed by a volunteer board of directors. Its mandate is to encourage and promote the use of the bicycle as a viable transportation option to and from work.

In its 20th year, the Greater Victoria Bike to Work Week (GVBTWW) provides a safe, fun, free event for individuals to try cycling as an enjoyable and feasible option for transportation.

To ensure participants cycle safely and know the rules of the road, the Society offers cycling skills courses for adults and kids from April to October.

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: GVBTWW is a unique program that began in Greater Victoria in 1995 with a core group of commuter cyclists who felt commuting by bike was intrinsically attractive to those already doing it, and wanted to interest more people in the activity. The non-profit Greater Victoria Bike to Work Society was formed in 1997 and Bike to Work Week has seen substantial growth since then, from approximately 50 teams and 500 participants in 1997 to 650 teams and nearly 7000 participants in 2013.

To celebrate our 20th anniversary, this year we will increase the number of Celebration Stations to 20 and have a free Mega Station with a live band and festivities Sat May 31 to end the week.

Purpose of project: GVBTWW is an opportunity for individuals to try cycling as transportation to and from work for one week. We actively encourage cyclists who can't cycle all week or the whole distance to try it at least one day and part way - to park and ride if the distance or terrain is too difficult. As a result of their positive experience, cultivated by a fun event (celebration stations each day), prizes, peer and employer support, many people who take up cycling during the week continue and become regular commuter cyclists.

Our surveys indicate that approximately 1% of total (7000) participants started their commute in Sooke in 2013. Additionally, at least three teams were registered from Sooke including the RCMP, CIBC and SEAPARC Leisure Centre.

Aimed to improve the well-being of the community as a whole, people discover that cycling to work is a great way to fit exercise into their day. The average commuter cyclist travels a distance of 5-7 km or 20-30 minutes each direction. We anticipate that riders from Sooke would chose to park and cycle. This is directly in line with Health Canada's recommendation that people undertake a minimum of one hour of exercise each day for optimal health. The community at large benefits as well from reduced health care costs and fewer vehicle emissions.

To date, eleven of thirteen municipalities in Greater Victoria are financially supporting the 2014 GVBTWW and we hope Sooke will continue to be a valuable contributor.

The names of those involved in carrying out the project: Frank Hudson, Executive Director, Staff, Board of Directors (see attached) and many volunteers.

Date and Place of Project: Our 20th anniversary is May 26-June 1, 2014. The GVBTWW events take place throughout the Greater Victoria region and all aspects of the event are free to registered participants and members of the community.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: May 1, 2014 *Please see attached Budget*

Organization Name: Greater Victoria Bike to Work Society

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
<i>Grants:</i>				\$
District of Sooke request				\$
Other grants				\$
(list funder)				\$
(list funder)				\$
				\$
<i>Admissions / fees:</i>				\$
				\$
<i>Other:</i>				\$
				\$
Total Revenues				\$
Expenses				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$
			Net Income	\$

Greater Victoria **20th Anniversary** Bike to Workweek
ANNIVERSARY

Box 8837, Victoria BC V8W 3S3. 250.920-5775 www.BiketoWorkVictoria.ca

April 29, 2014

Mayor Wendal Milne and Council
District of Sooke
2205 Otter Point Road
Sooke, BC V9Z 1J2

Dear Mayor Milne and Council:

With the support of several municipalities, including the District of Sooke, the 2013 Greater Victoria Bike to Work Week enjoyed a highly successful campaign with nearly 7,000 participants and 650 registered workplace teams taking part. These participants, including 930 new riders, cycled 309,600 kilometers during Bike to Work Week, off-setting 71,827 kilos of equivalent carbon emissions. This year is our 20th anniversary and we plan to celebrate! In honour of 20 years of success working with cyclists throughout Greater Victoria, we hope all municipalities will be involved.

We are writing to request the Sooke's continued support for the 2014 Greater Victoria Bike to Work Week event, by approving funding in the amount of \$500. This funding will be used to help offset the costs of planning station logistics, including a free live concert celebration for our 20th anniversary, along with marketing Bike to Work Week throughout the communities of Sooke and Greater Victoria.

Supporting Bike to Work Week provides a significant array of benefits both to the District of Sooke and the community at large, including:

- Supporting individuals who choose an active, environmentally sustainable transportation mode which provides health and air quality benefits
- Encouraging a new market of employees and employers to participate in sustainable transportation behaviours
- Educating the community about important bike safety skills
- Emphasizing value-based business practices that support community health and liveability and contribute to higher rates of employee retention
- Delivering healthy, productive employees and community leaders to their places of work
- Reducing congestion load during peak commuting hours and reducing/delaying costs associated with expanding and repairing roadways

Your continued support and endorsement will be greatly appreciated and will be recognized in GVBTTWW promotions.

Sincerely,



Frank Hudson, Executive Director
Greater Victoria Bike to Work Society

Attachments: (7)

GVBTWW Sponsors	2013 Funds		2014 Ask	
	Cash	In-Kind	Cash	In-Kind
Municipalities/Governments				
City of Victoria	2,500	500	Confirmed 2,500	500
District of Saanich	4,500		4,500	
District of Oak Bay	2,000		2,000	
Township of Esquimalt			1,500	
Town of Sidney	500		500	
Town of View Royal	500		3,000	
City of Langford	1,250		Confirmed 1,500	
City of Colwood	1,500		1,500	
Highlands	250		250	
Metchosin	200		200	
Sooke	400		500	
Central Saanich			500	
Capital Regional District	4,000		Confirmed 10,000	
District of North Saanich	200		200	
BC Government	37,330		26,900	
BC Gaming	8,000		20,000	
BC Hydro	2,000		2,500	
Educational Institutions				
University of Victoria	8,000		Confirmed 10,000	
Royal Roads University	1,000		1,000	
Camosun College	3,000		3,500	
Corporate/Business				
Vancity	5,000		10000	
Capital City Centre	5,000		5000	
Old Victoria Water		3,000		3,000
Dockside Green	3,000		3,000	
Genumark		7,000		7,000
TELUS	8,500		10,000	
Design 2 Graphics		15,000		15,000
Uptown		12,000	1,500	12,000
Accent Inns	200		200	
Oak Bay Bike Store	2,250	750	2,250	750
Performance Bikes		3,000		3,000
Tire Stewardship BC	6,000		6,000	1,000
EDS-Tech Park	1,000		1,000	
VIHA	1,000	2,500	3,000	2,500

Acheson, Whitley, Sweeney, Foley	500		Confirmed 500	
MEC	2,250	750	0	750
Blue Horizon Cycling Tours		6,000		6,000
Page One Publishing		3,700		3,700
Starbucks Coffee		3,500		6,000
David's Tea				1,000
COBS Bread		6,000		6,000
Red Barn Market		2,800		5,000
Patisserie Daniel		2,000		2,000

Media				
Times Colonist		6,000		8,000
CTV News		61,000		61,800
C-FAX 1070 & 107.3 KOOL FM		6,000		12,000
Douglas Magazine		3,000		4,000
Additional In-Kind (prizes, bike stores, food, labour, etc.)		85,708		54,900
Total Cash		112,029		135,000
Total In-Kind		230,208		216,400
Total Cash and In-Kind		\$342,237		\$351,400

Notes:

1. Additional income is derived through t-shirt sales, and Bike Skills course fees and sponsorships.

NUMBER: S-37679



SOCIETY ACT

CANADA
PROVINCE OF BRITISH COLUMBIA

CERTIFICATE OF INCORPORATION

I Hereby Certify that

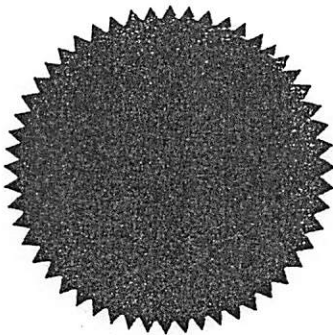
THE GREATER VICTORIA BIKE TO WORK SOCIETY

has this day been incorporated under the *Society Act*

*Issued under my hand at Victoria, British Columbia
on December 03, 1997*

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

JOHN S. POWELL
Registrar of Companies



2012 Greater Victoria Bike to Work Week
 Draft 2013 - 2014 Budget

Income

In-kind donations	\$ 216,400
Sponsorship	135,000
T-shirt sales	18,000
	<u>369,400</u>

Direct Expenses

Salaries	20,000	
Coordinator	30,000	
Volunteer Labour	39,500	in-kind
T-shirt purchases	14,000	
Prizes	42,000	40,500 in-kind
Food & Beverage	22,000	20,500 in-kind
Advertising/Promotion	86,400	all in-kind
Tents, permits, misc	3,000	
20th Anniversary Wind-up	20,000	
Team Leader Kits	2,500	
Printing	2,000	
Transportation	1,500	
Photographers	2,500	all in-kind
Graphic Artwork	27,000	all in-kind
	<u>312,400</u>	

Net Program Revenue \$ 57,000

**Greater Victoria Bike to Work Society
Approved 2013 - 2014 Budget**

Income

Bike to Work Week	\$ 369,400
Bike Skills Courses	29,200
Other donations	
Misc	
	<u>398,600</u>

Direct Expenses

Bike to Work Week	312,400
Bike Skills Courses	29,100
	<u>341,500</u>

Gross Revenue	\$ 57,100
----------------------	------------------

Administrative Expenses

Contractors	40,000
Rent	6,720
Telephone/Internet	2,170
Office supplies	2,153
Computer	600
Website	2,410
Bank Charges	184
Accounting	672
Postage	157
Misc	409
	<u>55,475</u>

Surplus/Deficit	\$ 1,625
------------------------	-----------------

Greater Victoria Bike to Work Society Profit & Loss October 2012 through September 2013

	Oct '12 - Sep 13
Ordinary Income/Expense	
Income	
In-kind Donations	230,208.00
Bike Skills Course Income	
In-Kind donations (BSC)	12,000.00
Regional Grant	6,000.00
One Day Skills Courses	2,040.00
Bike Skills Corporate Sales	500.00
One Hour Safety Course	400.00
Total Bike Skills Course Income	20,940.00
Direct Public Support	
Corporate Contributions	36,700.00
University / Colleges	12,000.00
Total Direct Public Support	48,700.00
Government Grants	
BC Gaming Branch	8,000.00
Local Government Grants	17,600.00
Provincial Grants	37,529.84
Total Government Grants	63,129.84
Other Types of Income	
T-Shirt Sales	13,368.00
Total Other Types of Income	13,368.00
Investments	
Interest-Savings, Short-term CD	50.14
Total Investments	50.14
Total Income	376,395.98
Cost of Goods Sold	
Direct Bike to Work Wk Expenses	
Advertising and Promotion	87,200.00
Prizes	41,373.00
Volunteer Labour	41,260.00
Food and Beverage	27,645.75
Graphic Artwork	27,000.00
Event Coordination	17,046.00
Celebration Station Expenses	4,833.30
Printing and Copying	2,892.48
Donated Facilities	2,000.00
Tents, permits, misc	2,261.32
Post-event Surveys	495.00
First Aid	150.00
Total Direct Bike to Work Wk Expen...	254,156.85
Bike Skills Courses	
Classroom rent	12,000.00
Instructor Fees	5,425.00
Course Materials	921.99
Misc Bike Skills Expense	107.39
Total Bike Skills Courses	18,454.38
T-shirts- GVBTTWW	15,523.67
Total COGS	288,134.90
Gross Profit	88,261.08

Greater Victoria Bike to Work Society
Profit & Loss
 October 2012 through September 2013

	Oct '12 - Sep 13
Expense	
Salaries and Benefits	
Worksafe BC	135.22
Receiver General for Canada	4,480.17
Skills Course Coordinator	14,097.18
Total Salaries and Benefits	18,712.57
Facilities and Equipment	
Rent, Parking, Utilities	6,741.25
Computer and Electronics	3,463.94
Computer repairs and Maintenance	305.21
Depr and Amort - Allowable	282.00
Equip Rental and Maintenance	157.50
Total Facilities and Equipment	10,949.90
Operations	
Management Services	44,762.50
Telephone, Telecommunications	2,653.08
Office Supplies	1,475.98
Accounting Fees	743.31
Computer software	477.59
Business Registration Fees	75.00
Bank Charges	77.33
Books, Subscriptions, Reference	80.68
Postage, Mailing Service	217.56
Total Operations	50,563.03
Other Types of Expenses	
Board Meeting Supplies	768.00
Insurance - Liability, D and O	550.00
Memberships and Dues	95.00
Staff Development	51.45
Total Other Types of Expenses	1,464.45
Total Expense	81,689.95
Net Ordinary Income	6,571.13
Net Income	6,571.13

**Greater Victoria Bike to Work Society
BALANCE SHEET**

ASSETS	At Sept 30 2013	At Sept 30 2012
Current Assets		
Cash and Bank Accounts		
General	49,879.29	37,156.18
Gaming	82.88	0.00
Investments	5,360.77	5,310.63
Bike Skills	6,750.77	6,991.62
Petty Cash	15.15	15.15
TOTAL Cash and Bank Accounts	62,088.86	49,473.58
Total Current Assets	62,088.86	49,473.58
Fixed Assets		
Furniture and Equipment	1,408.35	7,152.50
Accum Depr - Furniture & Equipment	(300.00)	-
Total Fixed Assets	1,108.35	7,152.50
TOTAL ASSETS	63,197.21	56,626.08
LIABILITIES & EQUITY		
Equity		
Opening Balance Equity	56,626.08	62,781.97
Net Income	6,571.13	(6,155.89)
Total Equity	63,197.21	56,626.08
TOTAL LIABILITIES & EQUITY	63,197.21	56,626.08

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: Edward Milne Community School

Address of Organization: 6219 Sooke Road
Sooke BC
V9Z 1J1

Phone: 250-642-5211 Fax: 250-642-7866

E-mail: jlyall@sd62.bc.ca

Contact Person: John Lyall

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 checked="" type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: \$10,000 Total Budget: \$20,000
(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: _____
(Applicants must be not-for-profit organizations or be otherwise publicly accountable)

Does your organization receive a permissive tax exemption? Yes _____ No _____

Does the organization that owns the building you occupy receive a permissive tax exemption? Yes _____ No _____

Page 2

APPENDIX II - Policy 5.1

Describe your organization, its mandate and program (s) Edward Milne

community school is a grade 9-12 secondary
school in SD 62. It also serves community as
an evening and weekend population. Its mission is
to build a safe, supportive and challenging learning
environment

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 create a 60" x 25" foot
mural on one of the gym walls. The
mural will encompass the natural beauty
of Sooke, and include the EMCS mascot,
the Wolverine in prominence.

Purpose of project: Our first school goal is to "Create a
welcoming, inclusive school community, thereby
promoting a sense of belonging and excellence in
learning". Simply, we feel the mural will promote
a positive school culture, school and community
pride and a strong sense of belonging.

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

John Lyall, Vice Principal, EMCS

Steve Milroy, artist, Wonderworks

Date and Place of Project: Spring 2014

COMMUNITY GRANT PROGRAM – FINANCIAL STATEMENT

Please give detailed revenue projections and indicate which revenue is speculative.

REVENUE	
	\$
Grants: District of Sooke	\$ 10 000
	\$
Ryan Vending	\$ 3600
EMCS	\$ 1200
EMCS 'Class of 1979'	\$ 1200
Sysco Foods	\$ 450
Admissions/fees: EMCS 'Youth for Change'	\$ 150
Life Touch Photographs	\$ 150
Long McQuade Music	\$ 150
Prestige Resorts	\$ 250
Individual	\$ 2200
	\$
Other: Silent Auction	\$ 475
	\$
	\$
	\$
	\$
	\$
TOTAL REVENUE:	\$ 19825

EXPENSES:	
Wonderworks Mural contract	\$
- Artist	\$
- Paint - plywood	\$
-	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL EXPENSES:	\$ 20 000



EDWARD MILNE COMMUNITY SCHOOL

(SCHOOL DISTRICT NUMBER 62 - SOOKE)

BOX 1010, SOOKE, BC V9Z 1J1

Telephone: 250-642-5211 Fax: 250-642-7866

email: emcs@sd62.bc.ca

www.emcs.sd62.ca

At EMCS, we are continuing to promote and retain a positive school culture and sense of belonging. Research clearly indicates that students who feel a strong sense of belonging to their school are on their way to becoming self-determining and successful learners.

To that end, EMCS is looking to have a gym mural painted on one of our gym walls. We have approached Steve Milroy of Wonderworks Murals (<http://www.wonderworksvictoria.com/>) to develop a mural sketch. On the next page you will see a scale drawing of the 60" by 25" foot mural that encompasses the natural beauty of our Sooke landscape and includes our mascot in prominence, the Wolverine! Steve has created beautiful murals throughout many schools in the Lower Vancouver Island.

We strongly value what we place on our walls, and feel that this beautiful mural will strengthen the sense of belonging and culture here at EMCS. However, to do so we need your help! We have started the EMCS Mural Fundraising Drive! The attached mural is roughly 1340 square feet. We plan on seeking mural sponsors using the following table:

Per Square foot:	\$20
Per Ten Square Feet:	\$150
Per One Hundred Square Feet:	\$1200

We will create a scaled & framed version of the mural to be proudly displayed in our school, recognizing your contributions to our mural. In other words, your, or your family's name, or your business' name will be printed on the square footage that you have sponsored.

Donors are eligible for a tax receipt for at least \$20. Please make cheques payable to SD62, attention: "Mural". Drop off your donation at the school or mail to P.O. Box 1010, 6218 Sooke Rd, Sooke, BC V9Z 1J1. Thank you for your support in our efforts to create a school of true belonging here at EMCS!

Sincerely,

Rosanna Pallot
EMCS PAC President
rapallot@gmail.com

Sincerely,

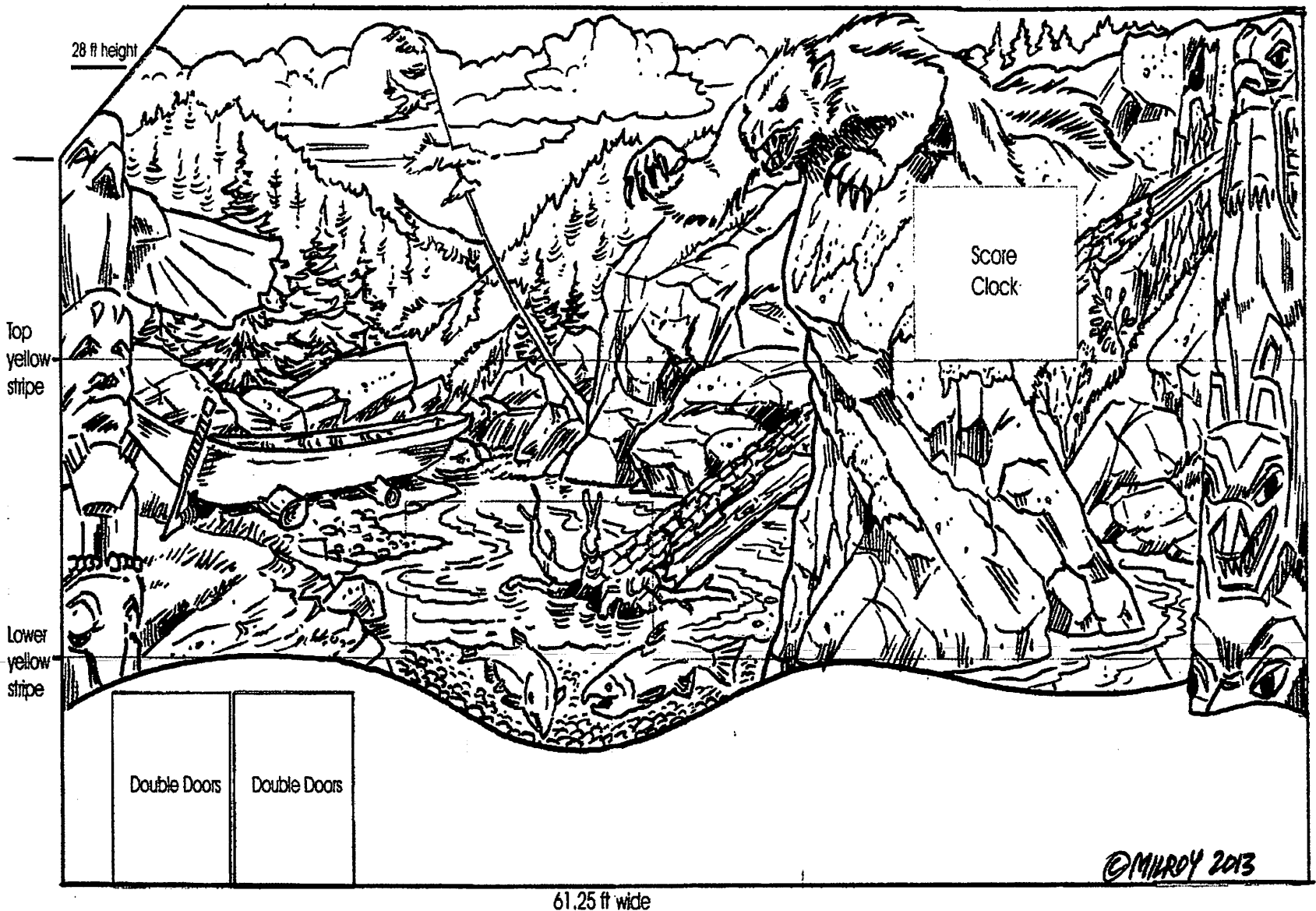
John Lyall
EMCS Vice Principal
jlyall@sd62.bc.ca

EMCS DONATION FORM:

Please accept this to confirm that I, _____ am donating \$ _____
(Please print)
to SD62 (Sooke) for the EMCS Mural Project and will receive a tax receipt. Thank you for your support.

Donator Signature: _____

Address: _____ Phone Number _____



APPENDIX II - Policy No. 5.1

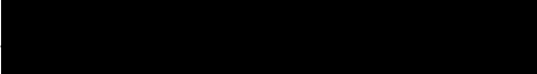
DISTRICT OF SOOKE - COMMUNITY GRANT PROGRAM

APPLICATION

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

Name of Organization: Student Art Bus Shelter Project

Address of Organization: 6218 Sooke Rd.
Sooke BC
V9Z 1J1

Phone:  Fax: 250-642-7866

E-mail: 

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: \$1892⁰⁰

Total Budget: _____
 (attach completed Budget Form)

Have you applied before? yes When? 2013 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) _____

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.

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 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.

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: _____

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.

COMMUNITY GRANT PROGRAM - Budget Template

Please include with your application

Date: *April 24 / 2014*

Organization Name: *Student Art Bus Shelter Project*

Revenues	Other funders (please list)			Total
	Confirmed	Pending	In-kind	
Grants:				\$
District of Sooke request <i>(2014)</i>		<i>\$1,892.00</i>		<i>\$ 1,892.00</i>
Other grants				\$
(list funder) <i>Sooke Harbourside Lions</i>		<i>\$350.00</i>		<i>\$ 350.00</i>
(list funder)				\$
				\$
Admissions / fees: <i>N/A</i>				\$
				\$
Other:				\$
				\$
Total Revenues				<i>\$ 2,242.00</i>
Expenses - please see attached receipts.				
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				<i>\$ 3784.17</i>
Net Income -				<i>\$ 1,542.17</i>

COMMUNITY GRANT PROGRAM - Financial Statement

Period Covered: *July 2013 - July 2014*

Organization Name: *Student Art Bus Shelter Project*

Revenues	Actual Results
Grants:	\$
(list funder) <i>District of Sooke</i>	\$ <i>2254.81</i>
(list funder)	\$
(list funder)	\$
	\$
Admissions / fees:	\$ <i>0</i>
	\$
	\$
Other:	\$ <i>0</i>
	\$
Total Revenues	\$ <i>2254.81</i>
Expenses <i>please see attached receipts</i>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Expenses	\$ <i>3784.17</i>
Net Income	\$ <i>- 1529.36</i>

~~Concepts~~

Canvas and Paint -

Gesso -

Medium -

Brushes -

Black Plastic Panels -

Screwdrivers

1646.30

1174.16

157.46

37.49

30.86

42.11

241.88

204.26

118.88

100.77

430.00

3984.17.

SLEGG CONSTRUCTION MATERIALS LTD. / SLEGG LUMBER

SIDNEY BOX 2235, V8L 3S8 1 MALAVIEW AVE. W. (250) 655-1125 (250) 655-4958	SALTSPRING ISLAND 804 FULFORD - GANGES ROAD V8K 2G4 Tel: (250) 537-4978 Fax: (250) 537-4945	VICTORIA 1496 ADMIRALS ROAD V8A 2R1 Tel: (250) 388-5443 Fax: (250) 388-6244	DOOR SHOP 2901A SOOKE ROAD VICTORIA V8C 3W7 Tel: (250) 386-3667 Fax: (250) 381-8559	LANGFORD 2901 SOOKE ROAD VICTORIA V8C 3W7 Tel: (250) 478-5509 Fax: (250) 478-1355	NANAIMO 4950 JORDAN AVE. NANAIMO V9T 2H8 Tel: (250) 758-8329 Fax: (250) 758-8347	LANTZVILLE 7187 LANTZVILLE RD. V0R 2H0 Tel: (250) 390-1207 Fax: (250) 390-1284	TOPINO 661 INDUSTRIAL WAY V0R 2Z0 Tel: (250) 725-2538 Fax: (250) 725-2748	COMOX 554 ANDERTON RD. V8M 2J6 Tel: (250) 339-2207 Fax: (250) 339-4680	CUMBERLAND 3217 SMALL RD. PO BOX 820 V0R 1S0 Tel: (250) 336-8710 Fax: (250) 336-8713	DELTA 10238 NORDEL COURT V4G 1J7 Tel: 604-580-3033 Fax: 604-580-3011	VANCOUVER 560 RAYMUR AVE. V6A 3L2 Tel: 604-215-1152 Fax: 604-215-1153
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slegglumber.com

S
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P

T
O

CASH-00 602331-00 PST

DATE		LOCATION	INVOICE No.
03/26/14		06	487396
TIME	CUSTOMER'S P.O. NO.		SLS'
14:20			458
LOADED BY	CHECKED BY	DELIVERED BY	

*** CASH SALE ***

DATE DELIVERED		TIME DELIVERED		ITEM NUMBER	DESCRIPTION	QUANTITIES	PRICE	U/M	AMOUNT	
03/26/14		14:20		48TENPLABL	4 X 8' PLASTIC PANELS BLACK	3	[REDACTED]		89.97 T 6	
CARD:		BANKCARD		CARD NUMBER:		*****8538				
ACCOUNT TYPE:		CHEQUING		HOST DATE/TIME:		14/03/26 14:20:07				
INTERAC				A000002771010						
8000008000 7800				AUTHORIZATION:		009783				
REFERENCE:		065188311		SEQUENCE:		0011040350				
PURCHASE:		\$100.77		00/001 APPROVED - THANK YOU						
** IMPORTANT **										
RETAIN THIS COPY FOR YOUR RECORDS										
						*****8538 29/06 BANKCARD			100.77	
								Sub Total		89.97
								G.S.T.		4.50
								P.S.T.		6.30
								TOTAL →		100.77

INVOICE REQUIRED FOR RETURNS BY 30 DAYS
GST #122496763

TERMS: CHARGE ACCOUNTS ARE DUE ON THE 15TH DAY OF THE FOLLOWING MONTH. OVERDUE ACCOUNTS ARE SUBJECT TO A SERVICE CHARGE.

1. A 10% RE-STOCKING CHARGE WILL BE MADE ON ALL MERCHANDISE RETURNED FOR CREDIT.
2. ALL RETURNS MUST BE ACCOMPANIED BY YOUR SALES INVOICE AND BE IN ORIGINAL PACKAGING IN SALEABLE CONDITION.
3. G.S.T. #R122496763

Thank You

X _____
MERCHANDISE RECEIVED COMPLETE AND IN GOOD CONDITION

X _____
PLEASE PRINT NAME

CUSTOMER COPY

Invoice

IslandBlue

Save your best ideas for us.

Transaction #: 300221
 Account #: 100227
 Page: 1 of 1
 Date: 7/22/2013
 Time: 10:53:14 AM
 Cashier: ba
 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 GARAT / ART

Item Lookup Code	Description	Quantity Ordered	Price	Extended
CANSON-112	MITEINTES - 112 EGGSHELL Discount code: INTERNAL ACCOUNTS	40		\$70.40
CANVAS-10OZ	CANVAS BY THE FOOT - 10 OZ 60	150		\$219.00
IB031000	ACRYLIC 1000ML CARBON BLACK	10		\$301.30
IB191000	ACRYLIC 1000ML BRIGHT RED	6		\$270.30
IB221000	ACRYLIC 1000ML PHTHALO GREEN	3		\$112.47
IB251000	ACRYLIC 1000ML PRIMARY YELLOW	8		\$299.92
IB291000	ACRYLIC 1000ML TITANIUM WHITE	12		\$361.56

Terms Net 30 Interest at 2% pr Month on Past
 Due Accounts
 Customer Signature
 GST# R102534617

Sub Total \$1,634.95
 GST \$81.75
 Total \$1,716.70

Charged ON ACCOUNT \$1,716.70
 - 70.40
 1646.30



Invoice



Save your best ideas for us.

Transaction #: 302246
Account #: 100227
PST Exemption #: PSTEXEMPT
Page: 1 of 1
Date: 8/13/2013
Time: 10:35:12 AM
Cashier: ba
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 GARAT

Table with 5 columns: Item Lookup Code, Description, Quantity Ordered, Price, Extended. Rows include items like ACRYLIC 1000ML BRIGHT RED, PHTHALO GREEN, PRIMARY YELLOW, and TITANIUM WHITE.

Terms Net 30 Interest at 2% pr Month on Past Due Accounts
Customer Signature
GST# R102534617

Sub Total \$1,118.25
GST \$55.91
DHL Courier School VanIsle, Vancouver 0
Total \$1,174.16

Charged ON ACCOUNT



IslandBlue

Save your best ideas for us.

ART Supplies in school.

Invoice

Transaction #: 306686
 Account #: 100227
 PST Exemption #: PSTEXEMPT
 Page: 1 of 1
 Date: 9/25/2013
 Time: 2:23:48 PM
 Cashier: ba
 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 GARAT / ART

Item Lookup Code	Description	Quantity Ordered	Price	Extended
IB211000	ACRYLIC 1000ML PHTHALO BLUE NOTE: THESE ARE THE LAST 4 PHTHALO BLUE - (9 HAVE BEEN BILLED PREVIOUSLY)- TOGETHER THEY REPLACE THE 13 RETURNED PHTHALO GREEN SENT IN ERROR.	4		\$149.96

Terms Net 30 Interest at 2% pr Month on Past Due Accounts
 Customer Signature
 GST# R102534617

Sub Total \$149.96
 GST \$7.50
 Maximum Express Overnight 0
 Total \$157.46

Charged ON ACCOUNT **\$157.46**



306686



103, 20230 - 64th Avenue
Langley, BC V2Y 1N3

SEND ORDERS & CORRESPONDENCE TO

SCHOOL SPECIALTY CANADA
103, 20230 - 64th avenue
LANGLEY, BC V2Y 1N3

Toll Free Phone (866)-519-2816
Toll Free Fax (800)-775-0353

Corporate FID#
GST 12651 7564 RT0001
QST 1016511800 TQ0001

Invoice


Page 1 of 2

Invoice Number : 202000187675
Order/Ref Number : 30386077
Invoice Date : 21-SEP-2013
Customer Number : 224881
PO Number : GARAT
Ship To Attention : SUE GARAT
Bill To Attention :

020-197-101

On receipt of order, examine the carton contents for damaged or lost product. Retain damaged items and their packaging. Contact us within 10 days for damages, 30 days for shortages.

Ship To : EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD # 1010
SOOKE, BC V9Z 1J1 Canada

Bill To :  000169
EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD # 1010
SOOKE, BC V9Z 1J1 Canada

Quantity Ordered	UOM	Quantity Shipped	Quantity Remaining	Ordered Item	Our Item (if different)	Description	Unit Price	Net Price	Extended Price
						THE FOLLOWING ITEM HAS BEEN DISCONTINUED 9446096764 CHARCOAL PENCIL 12PK WE APOLOGIZE FOR ANY INCONVENIENCE THIS MAY CAUSE			
1	EA	1		9464318764	464318	CESSO PRIMA ECONOMY GALLON			30.86
1	EA	1		91371314764	1371314	CESSO SLIDE PAPER			42.94
2	EA	2		9410715764	410715	CUP ART UTILITY 1 OZ PACK OF 250			14.38
1	EA	1		9410718764	410718	LID ART UTILITY 1 OZ PACK OF 125			2.96
1	EA	1		9423310764	423310	STAIN REMOVER KISS OFF .7 OZ			4.85
1	EA	1		9447620764	447620	WIRE DARK ANNEALED STOVEPIPE 5 LB 20 GAUGE			20.51
2	EA	2		9463808764	463808	WIRE GALVANIZED ANNEALED STOVEPIPE 1 LB 20 GA			16.18
4	EA	4		9247313764	247313	MEDIUM ACRYLIC TRUE FLOW GALLON GLOSS			241.88
1	EA	1		9245930764	245930	INK WRITE ON BLACK INDIA QUART			14.75
1	EA	1		9200591764	200591	TISSUE SPECTRA RAINBOW REAM PACK OF 480			57.77
1	EA	1		9085580764	085580	PAPER REMNANTS ASST			28.88
1	EA	1		91435530764	1435530	PAPER DECORATIVE HUES 8 1/2X5 1/2 PACK OF 192			11.24

<< tear along this perforation >>

REMITTANCE STUB

To ensure proper credit, please return this portion with remittance.

Customer Name: EDWARD MILNE COMMUNITY SCHOOL
and PO Number: GARAT

Customer Number : 224881
Invoice Number : 202000187675
Invoice Date : 21-SEP-2013
Due Date : 21-OCT-2013
Taxes : \$ 123.87
Shipping/Handling : \$ 0.00
Invoice Amount : \$ 1156.06
Less payments : \$ 0.00
Balance DUE : \$ 1156.06

Remittance Amount : \$ _____

Make Checks
Payable To: SCHOOL SPECIALTY CANADA
& Mail To: PO Box 15070, Station "A"
TORONTO, ON M5W 1C1 CANADA





103, 20230 - 64th Avenue
Langley, BC V2Y 1N3

SEND ORDERS & CORRESPONDENCE TO

SCHOOL SPECIALTY CANADA
103, 20230 - 64th Avenue
LANGLEY, BC V2Y 1N3

Toll Free Phone (866)-519-2816
Toll Free Fax (800)-775-0353


Corporate FID#
GST 12651 7564 RT0001
QST 1016511800 TQ0001

Invoice

Invoice Number : 202000194184 Page 1 of 1
Order/Ref Number : 30392053
Invoice Date : 10-OCT-2013 020-197-101
Customer Number : 224881
PO Number : GARAT
Ship To Attention : SUE GARAT
Bill To Attention :

On receipt of order, examine the carton contents for damaged or lost product. Retain damaged items and their packaging. Contact us within 10 days for damages, 30 days for shortages.

Ship To : EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD # 1010
SOOKE, BC V9Z 1J1 Canada

Bill To :  000094 EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD # 1010
SOOKE, BC V9Z 1J1 Canada

Quantity Ordered	UOM	Quantity Shipped	Quantity Remaining	Ordered Item	Our Item (if different)	Description	Unit Price	Net Price	Extended Price
2	EA	2		9404655	404655	THE FOLLOWING ITEM HAS BEEN DISCONTINUED 9446096764 CHARCOAL PENCIL 12PK WE APOLOGIZE FOR ANY INCONVENIENCE THIS MAY CAUSE THE FOLLOWING ITEM HAS BEEN DISCONTINUED 9446096764 CHARCOAL PENCIL 12PK WE APOLOGIZE FOR ANY INCONVENIENCE THIS MAY CAUSE			
						BRUSH TF OPTIMUM WHT TKLN SHRT HDNL SET OF 72			158.58
								Subtotal \$	158.58
								GST/HST \$	9.12
								PST/QST \$	12.77
								Shipping/Handling \$	23.79
							INVOICE	Total \$	204.26

<< tear along this perforation >>

REMITTANCE STUB

To ensure proper credit, please return this portion with remittance.

Customer Name: EDWARD MILNE COMMUNITY SCHOOL
and PO Number: GARAT

Customer Number : 224881
Invoice Number : 202000194184
Invoice Date : 10-OCT-2013
Due Date : 09-NOV-2013
Taxes : \$ 21.89
Shipping/Handling : \$ 23.79
Invoice Amount : \$ 204.26
Less payments : \$ 0.00
Balance DUE: \$ ~~204.26~~

Remittance Amount : \$ _____

Make Checks

Payable To: SCHOOL SPECIALTY CANADA
& Mail To: PO Box 15070, Station "A"
TORONTO, ON M5W 1C1 CANADA





103, 20230 - 64th Avenue
Langley, BC V2Y 1N3

SEND ORDERS & CORRESPONDENCE TO

SCHOOL SPECIALTY CANADA
103, 20230 - 64th avenue
LANGLEY, BC V2Y 1N3

Toll Free Phone (866)-519-2816
Toll Free Fax (800)-775-0353

Corporate FID#
GST 12651 7564 RT0001
QST 1016511800 TQ0001

Invoice

Page 1 of 2

Invoice Number : 202000213548
Order/Ref Number : 30404560
Invoice Date : 30-JAN-2014
Customer Number : 224881
PO Number : GARAT
Ship To Attention : SUE GARAT
Bill To Attention :

020-197-101

On receipt of order, examine the carton contents for damaged or lost product. Retain damaged items and their packaging. Contact us within 10 days for damages, 30 days for shortages.

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

Bill To :  000260
EDWARD MILNE COMMUNITY SCHOOL
6218 SOOKE RD
BOX 1010
SOOKE, BC V9Z 0G7 Canada

Quantity Ordered	UOM	Quantity Shipped	Quantity Remaining	Ordered Item	Our Item (if different)	Description	Unit Price	Net Price	Extended Price
1	EA	1		9404655	404655	BRUSH TF OPTIMUM WHT TKLN SHRT HDNL SET OF 72			118.88
1	EA	1		9081454	081454	GLUESTICK ELMER'S CLEAR .24OZ 30-PK			23.12
2	EA	2		91462945	1462945	GLUE GUN STANDARD 40 WATT LOW TEMP WITH SAFETY FUSE			15.28
30	EA	30		9408064	408064	SPONGE SYNTHETIC CERAMIC			18.60
2	EA	2		9409157	409157	RASP STUDENT STEEL SET SET OF 8			49.66
2	EA	2		9410715	410715	CUP ART UTILITY 1 OZ PACK OF 250			14.38
4	EA	4		9410718	410718	LID ART UTILITY 1 OZ PACK OF 125			11.84
30	EA	30		9444167	444167	SCARF SILK 22X22			140.10
1	EA	1		9447623	447623	WIRE DARK ANNEALED STOVEPIPE 12 LB 16 GAUGE			40.31
1	EA	1		9402398	402398	EASY-TO-CUT PRECUT UNMOUNTED 12X12 PACK OF 6			67.31
1	EA	1		9416950	416950	GLAZE SHINY BLACK GLOSS CERAMIC TRUE FLOW PINT			12.23
1	EA	1		9416914	416914	GLAZE SNOW WHITE GLOSS CERAMIC TRUE FLOW PINT			13.13
1	EA	1		9416929	416929	GLAZE IVY GREEN GLOSS CERAMIC TRUE FLOW PINT			13.13
1	EA	1		9449801	449801	GLAZE DUTCH BLUE GLOSS CERAMIC TRUE FLOW PINT			13.13
								Subtotal \$	551.10
								GST/HST \$	27.57

<< tear along this perforation >>

REMITTANCE STUB

To ensure proper credit, please return this portion with remittance.

Customer Name: EDWARD MILNE COMMUNITY SCHOOL
and PO Number: GARAT

Customer Number : 224881
Invoice Number : 202000213548
Invoice Date : 30-JAN-2014
Due Date : 01-MAR-2014
Taxes : \$ 66.16
Shipping/Handling : \$ 0.00
Invoice Amount : \$ 617.26
Less payments : \$ 0.00
Balance DUE: \$ 617.26

Remittance Amount : \$ _____

Make Checks
Payable To: SCHOOL SPECIALTY CANADA
& Mail To: PO Box 15070, Station "A"
TORONTO, ON M5W 1C1 CANADA



Quantity Ordered	UOM	Quantity Shipped	Quantity Remaining	Ordered Item	Our Item (if different)	Description	Unit Price	Net Price	Extended Price
								PST/QST \$	38.59
								Shipping/Handling \$.00
								INVOICE Total \$	617.26

District of Sooke

APR 24 2014

Received

Community Grant Review Committee 2014
Via
Sue Garat, EMCS Art Department Head
April 2014

Dear Committee:

Our current students were in grades 4-6 when the bus shelter project began and many of them have displayed their works as elementary students, but were not necessarily aware of the issues around the shelter before the bus shelter project began. With the "Grand Reopening" of the Bus Shelter we wanted students to be more directly aware of, and actively involved in, the process.

Students were given a bit of history around the project, that it was a creative youth solution to what was perceived as a youth problem. The class discussed who is affected by the shelter – who uses it and who sees it every day.

The class then discussed Commissioned Art. We looked at other pieces around Sooke that EMCS students have been commissioned to create. We discussed the process of these commissions, other avenues through which a commission is won by an artist, and the elements the artist must consider when creating such pieces ie: audience, materials, and scale. This led to a few large group discussions: Firstly, who will see the art? Sooke plays host to a variety of travelers in the summer months. Secondly, what message do we want to give this audience?

A great discussion resulted around all that Sooke has to offer. Students identified not only Sooke's obvious attributes, such as scenery and being a gateway to a variety of world renowned trails, but also the community mindedness of Sooke through our events, volunteer opportunities and history. Students then broke into smaller groups to discuss what they felt was the message that needed to be presented. Our list included: Sooke – scenery, wildlife, highlights, tourism, history and youth, The Covenants of Children, Get Outside and Play, and "Super Natural". It was quickly identified that many of our ideas centered on the larger message that Sooke has so much to offer to everyone. The larger umbrella theme of "Our Sooke" was chosen.

Students are now actively involved in the planning and creating of a group of works that will highlight all that "Our Sooke" has to offer and will be featured in the Student Art Bus Shelter Project Summer 2014.

Respectfully submitted

Sue Garat
Art Dept. Head,
EMCS
2014

The Student Art Bus Shelter Saga of 2013

In anticipation of the Communities in Bloom assessment of 2013 the bus shelter was dismantled as it had become an eyesore. Six months prior to dismantling the shelter, a new display system had been designed, materials purchased and fabrication begun by students at EMCS. The intent was to complete the refurbishing of the shelter over the summer in time for September.

The new display system was necessary in order to simplify the ongoing installations. The original system required two people, with strong backs, to remove and replace the art each time. The new system would allow this process to be performed by one person.

Originally, the new frame system was to be completed by students, for credit, in their welding class. Unfortunately, this was not able to be accomplished in the first semester due to time constraints. In an attempt to get the frames completed they were sent to a commercial welder, who employed an EMCS student, in order for them to be finished. Due to extenuating business circumstances that arrangement did not see the frames completed.

The frames were then brought back to EMCS for the next welding class but it proved problematic to include in a new curriculum with different students.

The project, by now far behind schedule, was then sent to another commercial welder who took up the cause and came to the rescue. The frames have been finished recently, with one shelter currently refurbished. There are continuing technical difficulties with the new frames that need to be addressed before the second shelter is reconstructed.

As the primary volunteer on this project I have had feedback from throughout the community. Some has been positive and encouraging and some has been an expression of frustration by commuters. It is gratifying that the shelter has been conspicuous in its absence yet very exasperating that the process has taken this long.

Laura Hooper at the District of Sooke has been exemplary in her support and advice during this process. Sue Garat, Art Dept. Head has been unwavering in her support. The students have continued to produce quality art that has been circulated throughout the community at other venues. Our senior class is currently engaged in producing art with the theme of "Our Sooke" in anticipation of the summer installation.

"If at first you don't succeed, try, try, again has been the motto this year."

Yours truly,

A handwritten signature in cursive script that reads "Percival".

Susan Percival
Education Assistant
EMCS

Student Art Bus Shelter Project



- * This project has directly included all grade levels of EMCS art students each 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 (installations at the Sooke Family Medical Clinic and the Bistro at the Sooke Fine Arts Show)
 - * The location is the most highly visible spot in the center of Sooke and has prevented the re-curent 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. (John Muir, Poirier, Sooke Options for Community Living)
 - * The youth take great pride in their involvement as artists and collaborators in their community.
 - * Other community groups, like the Volunteer Resource Fair, have made use of the bus shelter to promote their activities.
 - * 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 are currently being refurbished with new Lexan (plexiglass) and a new installation system is being designed and welded by an EMCS student.(February 2013)
- *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 recently appeared in a promotional video of Sooke.
 - * It has been a success for all involved!

210 EMCS students per year volunteer their art - many elementary school students, various community groups and Thousands of commuters use the shelter

District of Sooke
 APR 24 2014
 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: Navy League of Canada Sooke Branch

Address of Organization: PO Box 412
Sooke, BC V9Z-0H7

Phone: Julie Muttitt- [REDACTED] Fax: n/a

E-mail: sookenavyleague@gmail.com

Contact Person: Julie Muttitt (treasurer), Merle Fulton (secretary)

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 type="checkbox"/> Public safety and community welfare
	<input type="checkbox"/> Community beautification
	<input type="checkbox"/> Environmental

Amount Requested: 22,377.60 Total Budget: 22,877.60
 (attach completed Budget Form)

Have you applied before? yes When? 2013 Grant Received? yes

Have you submitted a final report for previous grant? attached

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) _____

Our Navy League Branch is made up from members of the community who volunteer their time and energy to help ensure the success of our Corps. Most members of the Navy League work directly at the community level with the Cadets Corps in areas of fundraising and recruiting. The Navy League is also the supervisory body for the local sponsors who provide facilities, storage space, extra training aids and insurance. If you wish to help in a more direct manner with the Sooke Branch, or to find out more about how you can support the Cadet Corps, please contact us.

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 purpose of this application is to obtain funding to make some badly needed renovations to the Cadet's training space. The local Cadet Corps have paraded in the Sooke Legion for many years, using the upper hall as their training space. It is now showing the wear and tear of years of parade boots, training activities and constant weekly use. With important anniversary dates coming up for the Corps, Sooke Branch would like to take on/oversee the renovations and update the space, benefiting the Cadets and ultimately the Legion.

Purpose of project: _____

For the Cadets, there are limitations due to the lack of storage space and the open concept which can make teaching classes difficult. With renovating we can achieve a brighter space and rearrange existing items such as tables and chairs in the space to maximize its usage. Having a brighter, cleaner space can only have a positive effect on the Cadets morale and esprit-de-corps. While the Cadets are primary users of the upper hall at the Legion, other user groups will also be able to enjoy a brighter, fresher space for their events as well.

The names of those involved in carrying out the project: Navy League of Canada
Sooke Branch on behalf of 325 RC5CC Adm RC Waller
and 207 4NLCC Adm. Girouard

Date and Place of Project: Over the summer months of 2014 at RCL #54

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		✓		\$22,377.60
Other grants CRD	✓			\$ 500.00
(list funder) Rona, Home Depot, Sooke Home		✓		\$ 0
(list funder) Hardware				\$
				\$
Admissions / fees:				\$
				\$
Other:				\$
				\$
Total Revenues				\$22,877.60
Expenses				
<i>see proposed budget attached</i>				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
Total Expenses				\$22,877.60
Net Income				\$ 0



THE ROYAL CANADIAN LEGION

Branch No. 54

Box 337, Sooke, BC V9Z 1G1

E-Mail: secretary@rcl54.shawbiz.ca

Telephone: 642-2052 Telephone and Fax: 642-4414

12 March 2014

To whom it may concern

The Sooke Navy League is seeking funding and donations for their renovation of the Upstairs of the Legion where they parade weekly. This endeavor has our complete support. This renovation will be the highlight of the Anniversary Events for the Sooke Navy League for next year. Please contact myself if you have any questions.

Janice Watson
President

Legion Renovation Project Proposed Budget Apr-14

Submitted by the Navy League of Canada Sooke Branch

	Proposed Cost
Main Hall	
Painting main hall	\$1,250.00
Painting stage	\$150.00
Painting bathrooms (2)	\$700.00
Painting ceiling	\$2,500.00
	\$4,600.00
	Taxes (12%) \$552.00
Total Painting estimate	\$5,152.00
Flooring sub-floor	\$1,750.00
Flooring supplies	\$6,500.00
Flooring installation (labour costs)	\$5,000.00
	\$13,250.00
	Taxes (12%) \$1,590.00
Total Flooring estimate	\$14,840.00
Hanging System (see attached quote)	\$500.00
Lighting - replace ceiling fans (6)	\$900.00
	Taxes (12%) \$108.00
Total Lighting	\$1,008.00
Miscellaneous Expenses	
Window Film	\$30.00
Storage doors below stage - plywood, brackets, 2x4 for frame, hinges	\$300.00
Replace stairs to stage	\$200.00
Curtains for stage area	\$200.00
Waste Disposal bin	\$500.00
	\$1,230.00
	Taxes (12%) \$147.60
Total Misc.	\$1,377.60
Total Proposed Budget	\$22,877.60

Note: Our funding for this project is dependent on grant monies as all our current funds are allocated for cadet training purposes. Our by-laws preclude us from using any of these monies for this project.

Navy League of Canada Sooke Branch
STATEMENT OF Actual Revenue & Expenses
January 1 to December 31, 2013

REVENUE	100 - SEA CADET PROGRAM	101 - NAVY LEAGUE CADET PROGRAM	102 - GENERAL FUND	GAMING FUND	TOTALS
Bank Interest	\$0.75	\$0.52	\$1.14	\$0.78	\$3.19
Donation - from govt sources	\$0.00	\$0.00	\$140.00	\$0.00	\$140.00
Donation - from other non-profit organization	\$750.00	\$1,800.00	\$0.00	\$0.00	\$2,550.00
Donation - General (no tax rect)	\$20.00	\$0.00	\$28.00	\$0.00	\$48.00
Donation - Tax Receipted - cash gifts	\$700.00	\$0.00	\$1,210.00	\$0.00	\$1,910.00
Donation - Tax Receipted - non-cash gifts			\$6,000.00		\$6,000.00
Federal Funding (note 1)	\$2,043.34	\$0.00	\$0.00	\$2,205.20	\$4,248.54
Fundraising (note 2)	\$51.63	\$95.35	\$9,740.03		\$9,887.01
Municipal Funding Program (note 3)	\$1,500.00	\$0.00	\$2,484.00	\$0.00	\$3,984.00
Provincial Funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Training (note 5)		\$2,050.00			\$2,050.00
Transfers In (note 4)	\$1,037.13	\$813.73	\$4,075.20		\$5,926.06
Total Revenue	\$6,102.85	\$4,759.60	\$25,288.37	\$2,205.98	\$38,356.80

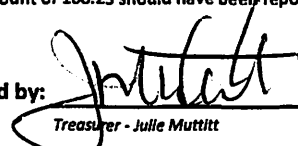
EXPENSES	100 - SEA CADET PROGRAM	101 - NAVY LEAGUE CADET PROGRAM	102 - GENERAL FUND	GAMING FUND	TOTALS
Adminlstration (note 9)	\$1,720.49	\$307.86	\$535.36		\$2,563.71
Allocations - diving program				\$1,429.12	\$1,429.12
Allocations - Duke of Ed program				\$0.00	\$0.00
Assessments (note 8)			\$2,714.44		\$2,714.44
Bin expenses				\$1,168.12	\$1,168.12
Equipment (note 11)	\$590.47	\$1,922.46	\$940.17	\$478.13	\$3,931.23
Events (note 14)	\$137.03	\$5.69			\$142.72
Functions (note 10)	\$1,066.83	\$837.22	\$1,239.49		\$3,143.54
Fundraising			\$3,729.87		\$3,729.87
Grants - Municipal (note 13)			\$3,162.81		\$3,162.81
Maintenance (note 12)			\$687.64		\$687.64
Rent - NL				\$0.00	\$0.00
Rent - SC				\$0.00	\$0.00
Training (note 15)	\$613.48	\$3,536.60			\$4,150.08


Transfers Out (note 7)	\$2,090.23	\$0.00	\$75.00	\$3,605.20	\$5,770.43
Total Expenses	\$6,218.53	\$6,609.83	\$13,084.78	\$6,680.57	\$32,593.71
Surplus/Deficit for FY2013	-\$115.68	-\$1,850.23	\$12,203.59	-\$4,474.59	\$5,763.09

Bank Balances:					
Opening Balances - as of January 1, 2013 (note 16)	\$2,409.75	\$3,110.13	\$1,093.36	\$4,515.73	\$11,128.97
plus Total Revenue	\$6,102.85	\$4,759.60	\$25,288.37	\$2,205.98	\$38,356.80
minus Total Expenses	\$6,218.53	\$6,609.83	\$13,084.78	\$6,680.57	\$32,593.71
Closing Balance - as of Dec 31, 2013	\$2,294.07	\$1,259.90	\$13,296.95	\$41.14	\$16,892.06
Uncleared cheques as of Dec 31, 2013 (note 6)	\$0.00	\$27.59	\$176.65	\$0.00	\$204.24

Notes:

- (1) Local Support Allocation (LSA) provided by Regional Cadet Support Unit Pacific through Memorandum of Understanding and Department of National Defence, GST/HST rebate
- (2) Fundraising income includes bottle drives, tag days, car wash, bulbs, scrap metal, cash donations during fundraising
- (3) Program - includes money received from award sponsorship, NL reg fees, membership fees
- (4) Transfers - transfers between accounts to correct banking mistake, or to repay amount
- (5) Training - the Navy League program charges additional fees to attend training
- (6) Uncleared cheques are already accounted in total expenses but have not been debited from account by recipient
- (7) Transfers Out - transfer out is to correct the deposit amount into the wrong account ie. Bank deposited into wrong account, and money was taken out to correct mistake
- (8) Assessments - based on number of cadets at the end of the training year (June 30), annual fee
- (9) Administration - costs associated with administration of programs ie. Office supplies, postal box rental, bank fees, wreath....
- (10) Functions - Annual Ceremonial Review, Vancouver Island Annual General Meeting/Gala
- (11) Equipment - all equipment purchases for either programs
- (12) Maintenance - includes office/hall maintenance
- (13) Grants - Municipal
- (14) Events - different from a function ie. Annual picnic, halloween, anything not part of training
- (15) Training - the NLC program covers the cost of officers to attend training, and transportation costs. These costs are not reflected in the Training income, hence why the difference is almost \$1500 over
- (16) - #102 GENERAL ACCOUNT - 3 cheques were written in 2012 but not deposited by recipients until Jan 2013 - the amount of 168.23 should have been reported in 2012 financial statement under 'uncleared' cheques but weren't, 01-Jan-2013 opening balance has been adjusted to reflect this

Submitted by:  23-Apr-2014
Treasurer - Julie Muttitt DD-MON-YYYY

 23.04.14.
Secretary - Marie Fulton DD-MON-YYYY

District of Sooke
 APR 30 2014
 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: Metchosin Preschool Coop Society

Address of Organization: 4354 Metchosin Rd.
Victoria BC
V9C 374

Phone: 250 478 9241 Fax: _____

E-mail: metchosinpreschool@gmail.com

Contact Person: Clara Murphy (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 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: \$10,000 Total Budget: \$51,870
 (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: 11094 August 19, 1974.
 (Applicants must be not-for-profit organizations or be otherwise publicly accountable)

1. Describe your organization, its mandate and programs:

Metchosin Cooperative Preschool is a local non-profit society and registered charity which provides community based preschool education for children age 3-5. Our preschool is unique in that we building a community within our community. It serves as a positive network for families to get to know each other and receive support. Parents attend monthly education sessions facilitated by professional educators, and receive support from our dedicated certified Early Childhood Educators. It has provided a continuous presence serving local families for over 60 years. The school is open to all families without restriction. Since the unfortunate closure of the Sooke Cooperative Preschool we are now the only Cooperative preschool serving both Sooke and Metchosin. We offer competitive pricing to attract families from all income brackets, including financial support for families in need. It is a parent participation program which ensures a sense of community through family and community involvement. The students are able to receive quality education in a very positive and supportive environment. It is an excellent introduction to the education system and helps prepare children and families for kindergarten and beyond.

We are now the only community cooperative preschool in the region meeting the needs of Sooke families. A significant portion of the membership of our Cooperative Preschool are residents of the district of Sooke. Our president, vice-president and one of our teachers all reside within the Sooke borders, and the total membership that resides in Sooke is 10 of 31 families, nearly one third of our school's population.

We rely mostly on fundraising and grants to sustain the operation of our program. We are currently seeing a great increase in costs to our preschool as our historic building ages and is beginning to need large repairs. In the last few years we have needed a new roof, paint, and replacements for our aging fixtures. This year we are investigating a possible termite and rodent infestation.

2.

- Describe the project, program, service, or activity for which funds are being sought. Please indicate why you think this project is unique and why you think it should receive municipal funding?

- Purpose of the project:

In recent years, we have seen a great increase in interest in providing a more natural outdoor experience for children. This is very exciting as there is strong evidence surrounding the benefits of nature, the value of time spent outside and its educational potential. The school is equipped with a large outdoor area which we are eager to utilize. In order to do this we need a covered shelter so that we can enjoy the outdoors year round. If funds permit we are also envisioning a multi-use water feature. We would love to provide an outdoor woodworking centre (for the children to have hands-on opportunity for hammering, and construction), and a outdoor music activity area. Also, a climbing and exploration activity area (created with rubber tires embedded in the gravel.... children can balance on top, or climb through the tires).

3. Names of those carrying out the project:

- Erin Armstrong (Head Teacher and Manager)
- Denyse Parizeau (Assistant Teacher)
- Matt Miller (Build and Grounds Maintenance)

4. Date and Place of Project

Metchosin Cooperative Preschool, 4354 Metchosin Road.

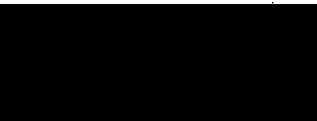
Date: Fall 2014

Please do not hesitate to contact us if you have any questions.

Clara Nykodym – Murphy (President)



Dauphin Loustalot (Vice President)



Leah Taylor (Teacher)





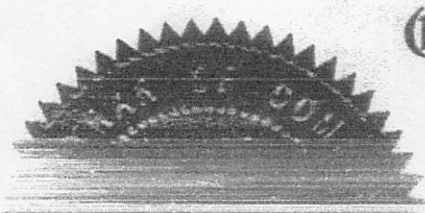
Certificate

SOCIETY ACT

Canada
Province of British Columbia

I **Hereby Certify** that Metchosin Pre-School Society has pursuant to the Society Act altered its purposes and that its purposes now are:

- 2. (a) To operate a non-profit organization on a co-operative basis for the education of pre-school aged children.
- (b) To give pre-school aged children guidance in group participation.
- (c) To provide a transition for pre-school aged children from home to school.
- (d) To assist pre-school aged children to develop manual skills and to develop socially, emotionally and intellectually.
- (e) To promote active participation by the parents in the organization and operation of the Society.
- (f) To help parents toward a better understanding of their children.
- (g) To provide a meeting of parents and Supervisor for mutual instruction and exchange of ideas and experiences.



Given under my hand and seal of office at
Victoria, B.C., this -twenty-second-
day of April , one

" SOCIETIES ACT "

CANADA:
Province of British Columbia. }



No. 11,094

Certificate of Incorporation

I hereby certify that

Metchosin Pre-school Society

has this day been incorporated as a Society under the " Societies Act. "

The locality in which the operations of the Society will be chiefly carried on is

in the Metchosin area, Province of British Columbia.

GIVEN under my hand and Seal of Office at Victoria, Province of
British Columbia, this -nineteenth- day
of August, one thousand nine hundred
and seventy-four

Deputy Registrar of Companies.

Metchosin Preschool 2014-2015 Budget

REVENUE

Registration Fees	\$1,150
Monthly Fees T/Th Class	\$8,500
Monthly Fees M/W/F Class	\$21,600
Monthly Fees Opt Out	\$5000
Guest Speakers	\$520
Fundraising Christmas Trees	\$1,800
Fundraising Pancake Breakfast	\$150
Fundraising Silent Auction	\$2,550.00
Fundraising Metchosin Days	\$700

Net Tuition and Registration Fees	\$31,250
Net Fundraising (without opt out & speaker)	\$5,200
Net Fundraising (with opt out & speaker)	\$10,720
NET REVENUES	\$41,970

OTHER REVENUES

CCOF Aid Subsidy	\$2,900
Gaming Funds	\$7,000
Total Other Revenue	\$9,900

TOTAL REVENUE	\$51,870
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EXPENSE

Payroll Expenses	
Wages	\$38,500
EI	\$1,200
CPP	\$1,500
WCB	\$200
Total Payroll Expense	\$41,400

General & Administrative Expenses

Accounting and Legal	\$900
Earthquake and First Aid Supplies	\$100
Field Trips	\$200
Guest Speakers	\$150
Insurance	\$1,600
Babysitters for Meetings	\$300
Professional Development	\$200
Repair and Maintenance	\$500
Repair and Maintenance Building	\$2,000
Supplies General	\$2,000
Supplies Crafts and Toys	\$600
Utilities Internet	\$1,000
Utilities BC Hydro	\$600
Utilities Water	\$160
Utilities Garbage Removal	\$160
Total General & Admin Expenses	\$10,470

TOTAL EXPENSE	\$51,870
Net Income	\$0

Metchosin Preschool 2014-2015 Budget

REVENUE

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EXPENSE

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General & Administrative Expenses

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Insurance	\$1,600	
Babysitters for Meetings	\$300	
Professional Development	\$200	
Repair and Maintenance	\$500	
Repair and Maintenance Building	\$2,000	
Supplies General	\$2,000	
Supplies Crafts and Toys	\$600	
Utilities Internet	\$1,000	
Utilities BC Hydro	\$600	
Utilities Water	\$160	
Utilities Garbage Removal	\$160	
Total General & Admin Expenses		\$10,470

TOTAL EXPENSE	\$51,870
Net Income	\$0

Metchosin Preschool Society - Budget 2012/2013

2013 - 2014 Projected Budget

REVENUE	2013	2014
Registration Fees	10	175
Monthly Fees Tues/Thurs Class	30	11,050
Monthly Fees M/W/F Class	30	17,550
Monthly Fees - Opt Out	30	7,500
Summer Camp Fees	30	0
Fundraising - Art sale	30	0
Fundraising Chocolate	10	0
Fundraising Christmas trees	10	1000
Fundraising Christmas Events	10	700
Fundraising Cook books	30	0
Fundraising Silent Auction	10	3,000
Fundraising Entertainment Books	10	100
Fundraising Garage Sale	10	500
Fundraising Hockey Pool	0	0
Fundraising Kanga Sacks	0	0
Fundraising Metchosin Days	0	600
Fundraising Pancake Breakfast	0	500
Fundraising Santa Pics	0	60
Fundraising Thriftys Foods	0	0
Fundraising Tshirts	0	0
Fundraising Other	0	500
Net Tuition and Reg fees	0	32,475
Net Fundraising (without opt out)	0	6,940
Net Fundraising + Opt out Fees	0	14,460
Net Revenues		
Other Revenues		
Interest Income	0	0
CCOF Aids Subsidy	0	2,800
Gaming Funds Received	0	0
VIHA Wage Subsidy	0	4,000
Donations	0	0
Total Other Revenue	0	6,800
TOTAL REVENUE		
EXPENSE		
Payroll Expenses		
Wages	0	30,000
EI Expense	0	810
CPP Expense	0	1,200
WCB Expense	0	204
Total Payroll Expense	0	32,214

\$44,255

\$1,635

Metchosin Preschool Society Budget 2012/2013

- PROJECTED BUDGET 2013-2014

General & Administrative Expenses		
Accounting and Legal)	1,000
Earthquake and First Aid Supplies)	300
Field Trips)	100
Guest Speakers)	0
Insurance)	1,725
Office Expense (babysitting meetings))	300
Professional Development)	1,000
Repair and Maintenance Equipment)	750
Repair and Maintenance Building)	3,000
Supplies - General)	2,500
Supplies - Crafts and Toys)	1,000
Utilities - Internet)	750
Utilities - BC Hydro)	650
Utilities - Gas)	2,500
Utilities - Water)	175
Utilities - Garbage Removal)	200
Interiors, Painting/Lighting)	2,000
Total General & Admin Expenses)	17,950
TOTAL EXPENSE		
NET INCOME		

50,164

\$871



It starts with Scouts.



**Scouts Canada, Cascadia Council
Camp Barnard**

c/o 505 Marigold Road
Victoria, BC, V8Z 4R5

chair@campbarnard.ca

www.campbarnard.ca www.victoriascouts.ca

www.scouts.ca

February 10, 2014

In 2015 Camp Barnard will be hosting a Pacific Jamboree bringing up to 2500 youth and 600 leaders to the Sooke area for a week. We are now working closely with the PJ Site Services volunteers to prepare the camp. Every completed project will be an improvement to this camp, a legacy that will very likely attract other large youth events to Camp Barnard in future.

Four major projects are under way to be completed by July 2015.

- upgrades to water system which now has secondary treatment and new distribution
- enlarged waterfront docking for swimmers and paddlers
- renovations to a kitchen to prepare for food service to 600 volunteers
- construction of a fully accessible washroom as described in this application.

All projects are good for the Jamboree and good for the many smaller groups who enjoy Camp Barnard year-round.

Young people in Sooke make great use of Camp Barnard-Cubs and Scouts hold their weekly meetings there along with several camps each year; Sparks, Brownies and Guides hold a Sooke District camp annually at CB; SEAPARC conducts day programs there throughout the year; Sooke families come out to Camp Barnard every Halloween to enjoy a bonfire and fireworks display put on by Otter Point Firefighters; our neighbours hike, fish or walk their dogs.

In addition to those from Sooke, we have Beavers, Cubs and Scouts from every group in Victoria passing through Sooke to spend time at Camp Barnard. And the list of non-Scouting groups that come to our camp is a long one and getting longer every year (15,000 camper nights last year!) as we improve and update facilities. Today's camp leaders often expect a highly developed residential-style facility to bring young kids to and we are trying to deliver on that knowing that the camping experience is of such great value in developing youth who respect others, their environment and themselves. Active involvement in the great outdoors is in short supply for many kids and we want to create a safe, accessible environment where these activities can take place.

We are very grateful for the support we have received from Sooke in recent years-it truly makes a difference!

Yours truly,

Grace Seabrook, Chair, Camp Barnard Committee

Describe your organization, its mandate and program (s)

Scouts Canada's mission is to help develop well-rounded youth better prepared for success in the world. This is accomplished through a non-formal teaching approach using elements such as:

- ▲ Learning by doing
- ▲ Team system where everyone participates and is recognized for their efforts
- ▲ Natural world experiences
- ▲ Personal progression
- ▲ Adult support

Camp Barnard provides the perfect spot for all of these elements to come into play and the camp is used extensively by our Scouting youth starting at age 5 and their volunteer leaders. The camp is also used by a great variety of youth groups from the Greater Victoria area and beyond.

A committee of volunteers manages Camp Barnard striving to provide a safe and nurturing environment where youth of all abilities can enjoy valuable outdoor experiences.

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: Keego Accessible Washroom

One of most popular residential-style camping areas at Barnard, called Keego, consists of a 12 sleeping cabins and a kitchen/dining hall equipped to feed 100 campers. The associated washroom is entirely inadequate for larger groups or for anyone with mobility challenges. We propose to build a fully accessible washroom that will include shower facilities. Design plans for the building are attached.

User groups will benefit- eg. Power To Be Adventure Therapy is one organization that uses the camp, often with programs for participants with physical disabilities. Organizations such as Super Kids and Oak Bay Cross Country Runners who do week-long camps in the summer for large numbers of youth may be able to grow their programs if we improve our washroom facilities.

Purpose of project:

To provide adequate and wheelchair accessible washroom facilities for Keego camping area.

The names of those involved in carrying out the project:

A list of our Committee members is attached.

In addition, Art Winter of Homewood Construction has agreed to act as our volunteer Contractor. We will have the benefit of labour assistance through a Work Release programme offered to us by Corrections Canada-William Head. Also, Sooke Rotary, which has given significant financial support to this project, has also offered to help us find further support in the Sooke area for materials and skills.

Date and Place of Project:

Our plan is to build this structure over 2014-15 beginning in late spring 2014. The building site is adjacent to our main playing field and close to Keego Kitchen and its associated sleeping cabins.

COMMUNITY GRANT PROGRAM APPLICATION - BUDGET

Please give detailed revenue projections and indicate which revenue is speculative.

REVENUE	
	\$
Grants in Hand:	\$
Sooke Rotary	\$10,000
BC Rehab Foundation	\$ 5,000
Camp Barnard Committee Fundraising	\$33,750
Pacific Jamboree Committee	\$20,000
	\$
Pending:	\$
Sooke Community Grant	\$10,000
Corix	\$ 5,000
Other:	
TOTAL REVENUE:	\$83,750

EXPENSES:	
Site preparation	\$2,000.00
Foundations & footings	\$14,250.00
Walls & roofing	\$15,750.00
Mechanical, Electrical, Heating	\$36,000.00
Septic System	\$15,750.00
TOTAL EXPENSES:	\$83,750.00

Camp Barnard Financial Summary -- 2012/13

Revenue

Camp Fees		\$26,538	
Scouts		5,194	
Guides		30,699	
All Other (2)			
	Total, Camp Fees		\$62,431
Activity Fees		1,482	
Equipment Rentals		1,447	
Fundraising (3)		42,407	
Grants & Donations		17,575	
		<u>203</u>	
	Total Revenue	<u><u>\$125,545</u></u>	

Expenses

Salaries and Benefits		\$61,867	
Travel and Training		640	
Insurance		7,198	
Programs		339	
Utilities		13,760	
Building Maintenance & Repair		29,498	
Camp Development		380	
Equipment Rental and Purchase		6,871	
Supplies and Operations		9,025	
Other Expenses		1,462	
	Total Expenses	<u><u>\$131,040</u></u>	
	Net Income	<u><u>-\$5,495</u></u>	

1. The camp financial year runs from September 1st until August 31st.
2. Camp Barnard is used by a variety of youth organizations, including church groups, school classes, cadets, and community day camps.
3. Camp fundraisers include: Apple Day, Christmas tree sales, the Polar Bear Swim, a Barnard Club Breakfast, a bikeathon, etc.

Camp Barnard Long-Term Development Fund held by BC-Yukon Council valued at \$64,000, Aug 31, '13



CASCADIA COUNCIL ANNUAL REPORT 2012-2013



SCOUTS CANADA

Vision

Canadian youth making a meaningful contribution to creating a better world.

Mission

To help develop well rounded youth, better prepared for success in the world.

Values

Scouting is based on three broad Principles which represent its fundamental beliefs.

These include:

- **Duty to God:** Defined as, The responsibility to adhere to spiritual principles, and thus to the religion that expresses them, and to accept the duties therefrom.
- **Duty to Others:** Defined as, The responsibility to one's local, national and global community members to promote peace, understanding and cooperation, through participation in the development of society, respect for the dignity of one's fellow-beings, and protection of the integrity of the natural world.
- **Duty to Self:** Defined as, The responsibility for the development of oneself to one's full potential physically, intellectually, spiritually and socially.

Method

Scouts Canada engages youth, involving them throughout their formative years in a non-formal educational process, using a specific Method that makes each individual the principal agent of his or her development as a self-reliant, supportive, responsible and committed person. The Scout Method is an approach unique to Scouting throughout the world and includes each of the following seven elements:

- Scout Law and Promise
- Learning by Doing
- The Team System
- A Symbolic Framework
- Nature
- Personal Progression
- Adult Support



It starts with Scouts.



Under the Distinguished Patronage of The Honourable Judith Guichon, OBC,
Lieutenant Governor of British Columbia
and
The Honourable Doug Phillips, Commissioner of the Yukon

Message from the Council Commissioner

As I travel around the Council I am proud to report on all the passion that exists. There are so many Scouters in Sections, Groups, and the Area Service Teams doing their best for the youth, providing outstanding and often exciting program and events. The Canadian Jamboree in Alberta this year saw hundreds from BC and the Yukon enjoying what Camp Woods had to offer. River rafting, zip lining, the Calgary Stampede, and more was enjoyed by those who were able to attend.

This year we tried to keep change activities to a minimum. Cascadia Council is making some changes to the financial reporting in so as to provide complete reporting from Section, Group, and Council to National. While some individuals are still struggling with MyScouts it has both stabilized and improved.

Cascadia Council has added Camp Tweedsmuir as the ninth Council Camp and there are big changes happening at Camp Barnard in preparation for PJ 2015 and the development of Camp Barnard as an accredited Scout Adventure Camp.

Full time Membership remained steady for the second year in the row. Part Time membership surpassed previous years thanks to the Schools & Scouting and Summer Camp Programs. The work of Ann Armstrong, her team of Counsellors, and the Camp Committees at Tweedsmuir, Boyle, and Dunlop has been outstanding and provided hundreds of youth access to outdoor activities. I have heard lots of good times was had by all – young and young at heart.

This coming year is a preparation year. We are in the early stages of transitioning the youth program sections to the Canadian Path, updating the program and support delivery, and updating training packages. Meanwhile preparations are underway for both PJ 2015 and for the World Jamboree in Japan. Adventure 2014 will be in Newfoundland and the Canadian Jamboree will be in Nova Scotia.

I wish to thank all those Scouters who give up their valuable time to provide interesting, exciting, and fun activities to the youth, the Support Scouters who support the Section Scouters, the Youth Leadership at all levels – Kims, Keeos, Activity Leaders, SITs, GYCs – the Area Support Scouters who monitor the pulse of the Scouter in their Areas and the Council Leadership Team who have provided me outstanding support, counselling and guidance. It has often been said that it takes a village to raise a child. The good news is when we pool our resources and energies we are helping to raise a large village of children.

I also wish to acknowledge the outstanding support we receive from Alamin Pirani and the BCY Service Centre Team. The Area Support Managers (ASMs) and Community Development Workers (CDWs) on the ground with the Groups and Areas and the Scout Shop staff who all go beyond the call of duty to help us do what we do.

As we enter another Scouting year I encourage you to embrace the changes, get involved and above all – Buy Scouts Popcorn.

Yours in Scouting

Bill Schulte

Council Commissioner



Message from the Council Youth Commissioner

With another scouting year having come and gone now is a time to reflect and celebrate everything that we accomplished in Cascadia Council in 2012-2013. This year was a year of growth for youth leadership in Cascadia Council. We now have 14 of 15 areas represented with active and effective Area Youth Commissioners in place and working on the area teams to ensure that the youth voice is heard during the discussions that effect their program.

For over three years now Cascadia Council has been the hub of youth leadership training with more FAST, FLEX, and FOCUS courses being conducted in Cascadia than in any other council. This year was even more important because of the need of these courses for OOS at CJ, thanks to the hard work of the youth training teams across the province we were able to provide this training to everyone that needed it.

The third item of celebration from this year is the youth contingent to the 2012 impACT conference in Oshawa last fall. Cascadia sponsored 10 youth to attend impACT where they were able to develop and hone their leadership skills. The pay off from this conference was the SAFER campaign that the youth created after the conference. The SAFER, which stands for Scouts Are For Equal Rights, campaign was an informational campaign targeted at senior youth about the inclusive nature of Scouts Canada in regards to the LBGTQ community. This campaign was an overwhelming success with over a dozen presentations completed in under a month and more scheduled for early this fall. This was an excellent demonstration of what happens when youth engage in a program that they truly believe in.

At this time I want to thank everyone in the Council Youth Network and in the rest of the Council that work tirelessly for youth leadership and for Scouting as a whole. Without the dedication of volunteers like yourselves we would not be where we are today and the thousands of youth would not have had the opportunities that were made available to them through Scouting, for that I extend my personal appreciation.

Kary Cozens

Council Youth Commissioner



Properties

This is both an exciting and a challenging time for the Properties portfolio, with our camps and other properties being given greater prominence, both in terms of asset management and in terms of program delivery.

The formation of a National Property Committee, with the capable guidance of David Connelly in the Chair, has ensured that our properties are receiving some much-needed attention and support. The Board of Governors has approved new guidelines and procedures for property transactions. The BoG has also introduced some significant and positive changes to Policies governing third party usage of our camps, halls and other properties.

Stéphane Hogue, as our Deputy National Commissioner for Camping, has brought a new focus and fresh ideas and energy to our outdoor programming. He is a tireless promoter of our camps and has been working to develop strategic approaches to how we utilize them. One of his initiatives is the Scout Adventure Centres Strategy, and I'm pleased to report that Camp Barnard has been identified as (and has committed to become) one of the pilot sites. Camp Barnard will, of course, also be host site for the Pacific Jamboree (PJ 2015).

One of the challenges that we face is the limited capacity of our Groups to deliver an effective Scouting program and at the same time provide sound management for our properties. Many of our halls and camp buildings were erected 50 or more years ago, and were often constructed with volunteer labour using plans and practices that would not have passed code or inspection. As a result, many of these buildings are facing major renovation or replacement costs. While Groups like the 1st Nanaimo have done an outstanding job soliciting funds and community support for the Nanaimo Scout Hut repairs, other Groups have really struggled with this issue.

At the same time, we have had to do a cost/benefit analysis and risk assessment of some of our properties – and, as a result, made the difficult decision to relinquish a few of them. This past year, we have had to give up Camp Blackwater (on Graveyard or Eulatazella Lake, near Vanderhoof), Twenty-two-and-a-half Mile Camp near Quesnel, and Fort Nelson Group Camp – although the site restoration work to fully relinquish these properties is not yet complete.

On a more positive note, this year marks the 80th Anniversary of Camp Tweedsmuir; however, the formal celebration has had to be postponed until the spring of 2014. When you consider the thousands of youth who have camped at Tweedsmuir (from the Kootenays, from elsewhere in B.C. and Canada, and from the United States and other countries as a result of international jamborees and events at Tweedsmuir), you realize that there are individuals all over the world who carry lifelong memories of Fruitvale and of the Scouting experience in Cascadia! It's an incredible legacy!!! Tweedsmuir is now officially a Council Camp and we are pleased to welcome the new Committee under Chair, Vic Giraud.

Also this year, we had a series of very successful Summer Camps. Camp Tweedsmuir hosted two week-long camps, with 22 youth attending each session. Other successful Summer Camps were held at Camp Boyle (21 youth) and Camp Dunlop (16 youth). Thanks to Ann Armstrong, Community Development Worker (CDW), for her incredible efforts – and thanks as well to the many volunteers who contributed to Summer Camp. Of particular note are the 7 youth leaders who volunteered at Camp Boyle. Ann is also responsible for our success with Schools and Scouting, particularly in the Okanagan area. This year, we exceeded our targets, with 11 schools and 631 students taking part.

Camp Barnard has been busy. On June 4th, they held their most successful Camp Barnard Breakfast ever – helped no doubt by the present of Bob McDonald (from CBC's "Quirks and Quarks") as the keynote speaker. They received a Community Infrastructure Improvement Fund (CIIF) grant of \$23,250 to help replace the water supply pipe leading to the back country. The formal announcement was made on-site on August 28th. The committee has also applied for funding to support the construction of a new washroom facility (Keego Washroom) at an estimated cost of \$106,750.

Camp Gilwell had a productive year, installing and servicing a new mobile home for the caretaker, and successfully hired a couple as temporary caretakers in August. Our Ruckell Point Camp Committee also had a major development. On August 5th, they successfully drilled a new artesian well to meet their chronic water supply issues. As with any new "baby", Committee members were proudly circulating photos of the drilling rig in action and bragging about the flow and turbidity!

I want to thank each and every member of our Camp and Hall Committees for their hard work and dedication this past year. I also want to acknowledge the work of our partners in the 30th BP Guild, who manage Victoria Scout House. In particular, though, I want to thank our staff and the Committee members for our Council Camps (Camp Barnard, Camp Woodlands, Camp Caillet, Camp Gilwell, Camp Boyle, Camp Dunlop, Ruckell Point, Camp Hughes and Camp Tweedsmuir). Merci!!!!

Chris Jennings

Deputy Council Commissioner



Council Leadership Team

Council Commissioner	Bill Schulte	Area Youth Commissioners	Owen Paetkau
Council Youth Commissioner	Kary Cozens	Kamloops	Ross Freeman-Marsh
Deputy Council Commissioners		North Okanagan	Cassidy Benson
Treasurer & Finance	Vacant	Central Okanagan	Megan Schmidt
Program	Grant Loyer	Okanagan South	Alyssa Christianson
Training	Kim Wiebe	West Kootenay	Vacant
Group Services	Bill Thow & Andy Ackerman	East Kootenay	Joseph Hale
Recognition	Vacant	Peace-Northern Rockies	Vacant
Properties	Chris Jennings	Skeena	Stan Gordy
Thomson-Okanagan-Kootenays	Will Van Delft	Cariboo-Chilcotin	Stan Gordy
Northern-Yukon	Arnold Wick	Central Interior	Shawn Kitchen
Vancouver Islands	Ross Benton	Yukon	Julia Dymont
Scout Popcorn Coordinator	Elizabeth Abrahamsen	Orca Coast	Jessica Jane
Legal Counsel	Bruce Hallsor	Central Island	Vacant
Area Commissioners		Eagles Rest	Kate Adams
Kamloops	Roxy Morley	Greater Victoria	
North Okanagan	Chris Corbett	Staff	
Central Okanagan	Ian Smith	Council Executive Director	Alamin Pirani
Okanagan South	Annette Lewis	Area Support Manager	Warren Edis
West Kootenay	Vacant	Area Support Manager	Melissa Braun/Casey-Faye Swanson
East Kootenay	Lamont Luscher	Area Support Manager	Geoff Simpson
Peace-Northern Rockies	Alan Stebbing	Community Development Worker	Ann Armstrong
Skeena	Arnold Wick	Operations Manager	Iqbal Lalany
Cariboo-Chilcotin	Davy Greenlees	Executive Assistant	Nayna Trehan/Kaja Nowak
Central Interior	Davy Greenlees	Council Registrar	Leo Siu
Yukon	Sean Munro	Council Registrar	Dyanna Pfenniger
Orca Coast	John Robilliard	Member and Volunteer Services	Michelle Yu
Central Island	Vacant	Bookkeeper	Liza Gabriel
Eagles Rest	Fraser Warne	Office Assistant	Kaja Nowak
Greater Victoria	Ron Planden	Camp Barnard Ranger	Willy Burrows
		Camp Barnard Part-time Ranger	Johnny Munn



Cascadia Council's top sellers this year were:

Chiam W Venturer Scout Vancouver Islands: Victoria Area 12th Garry Oak with sales of \$14,255.00 (\$5702 stayed with the Group) Chiam was also one of two top sellers in Canada.

Our second top seller was Charlotte M Beaver Scout Yukon: 4th Whitehorse With sales of \$7,010.00 (\$2804 stayed with the Group)

Congratulation; Chiam and Charlotte for achieving your goal.

Vancouver Islands and the Kootenay increased their sales by 4% WAHOO

Out of twenty Council in Canada, Cascadia Council was the fourth highest selling Council.

Special thanks to Cascadia's Geographic Scout Popcorn Team for their dedication in supporting the youth to be successful:

Vancouver Islands Victoria Area: Christina Cook

Vancouver Islands North Area: Chris Stephens

Thompson Okanagan Kamloops Kootenay Area: Susan Rad, Wanda Perepolkin & Elizabeth Abrahamsen

Northern & Yukon:

Nadine Forseille & Sean Munro

Respectfully submitted

Elizabeth Abrahamsen

Cascadia Council

Scout Popcorn Chair



Membership Summary

Membership 2011-2012

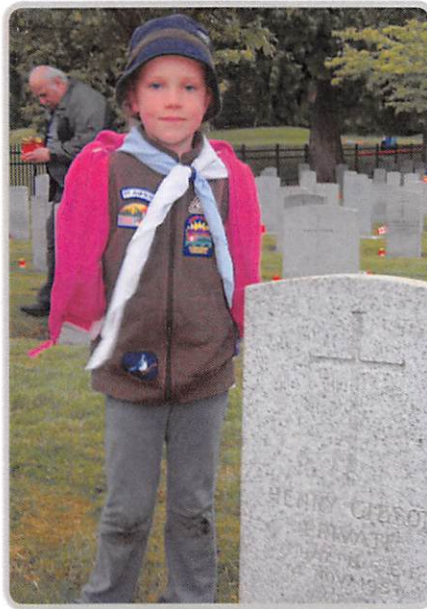
	Youth	Volunteer	Total
Core Members	3853	1708	5561
Short Term Members	764		764
Total	4617	1708	6325

Membership 2012-2013

	Youth	Volunteer	Total
	3612	1815	5427
	686		686
Total	4298	1815	6113

Growth by Youth Section

	2011-2012	2012-2013
Beaver Scouts	1060	1035
Cub Scouts	1389	1269
Scouts	1055	917
Venturer Scouts	304	329
Rover Scouts	45	62
Camps	556	72
Schools & Scouting	208	614
Total	4617	4298



Auditor's Report

To the Members of Scouts Canada – Cascadia Council

I have audited the statement of financial position of Scouts Canada – Cascadia Council as at August 31, 2013, and the statements of operations, changes in fund assets, and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

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

Auditor's responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

As indicated in notes 11 and 12, some groups and camps of the Cascadia Council have not submitted financial data as at the date of the audit report. The impact of this limitation on the financial statements has not been determined.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, except for the possible effects of the scope limitation from the inability to obtain sufficient audit evidence as described in the preceding paragraphs, these financial statements present fairly, in all material respects, the financial position of the Council as at August 31, 2013 and the results of its operations and cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Alnoor Jeraj & Associates,
Certified General Accountant



Burnaby, October 31, 2013

SCOUTS CANADA - CASCADIA COUNCIL

Statement of Financial Position
Year Ended August 31, 2013

	Operating Fund	Community Gaming Grant	Restricted Funds	Capital Asset Fund	Total 2013	Total 2012
ASSETS						
Current Assets						
Cash and temporary investments	\$1,684	\$1,000	\$118	\$ -	\$2,802	\$3,705
Accounts receivable	49,313				49,313	57,863
Due from BCY Service Centre	442,868				442,868	188,136
Prepaid expenses	1,663				1,663	-
Current portion of long-term receivable	11,400	-	-	-	11,400	11,400
	<u>506,928</u>	<u>1,000</u>	<u>118</u>	<u>0</u>	<u>508,046</u>	<u>261,104</u>
Investments (Note 4)	649,362		2,201,221		2,850,583	2,952,530
Long term receivable (Notes 3 and 4)	45,600				45,600	57,000
Interfund balances	-5,515		5,515		-	-
Capital assets (Note 5)	-			5	5	5
	<u>\$1,196,375</u>	<u>\$1,000</u>	<u>\$2,206,854</u>	<u>\$5</u>	<u>\$3,404,234</u>	<u>\$3,270,639</u>
LIABILITIES AND FUND BALANCES						
Current Liabilities						
Accounts, payable and accrued	\$23,832	\$ -	\$ -	\$ -	\$23,832	\$26,003
Membership revenue received in advance	180,433				180,433	192,238
National grants received in advance	13,000				13,000	13,000
	<u>217,265</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>217,265</u>	<u>231,241</u>
Employee future benefits payable (Note 6))	59,404				59,404	68,884
Fund Balances	919,706	1,000	2,206,854	5	3,127,566	2,970,514
	<u>\$1,196,375</u>	<u>\$1,000</u>	<u>\$2,206,854</u>	<u>\$5</u>	<u>\$3,404,235</u>	<u>\$3,270,639</u>

SCOUTS CANADA - CASCADIA COUNCIL

Statement of Operations and Changes in Fund Balances
Year Ended August 31, 2013

	Fund	Gaming	Funds	Asset Fund	2013	2012
REVENUE						
Membership Fees	\$524,266	\$ -	\$ -	\$ -	\$524,266	\$573,928
Schools and Scouting	93,040				93,040	40,260
Grants		100,000			100,000	100,000
Fundraising	404,986				404,986	413,877
Donations	1,971		22,600		24,571	26,186
Investment Income	28,607		4,301		32,908	16,447
Other	338				338	64,343
HRDC Summer Camp Grant	22,960				22,960	-
Funds from Inactive Groups	-	-	10,682	-	10,682	948
	<u>1,076,168</u>	<u>100,000</u>	<u>37,583</u>	<u>0</u>	<u>1,213,751</u>	<u>1,235,989</u>
EXPENSES						
National Membership Fees & Insurance	237,021				237,021	284,830
Salaries and Benefits	282,903				282,903	235,370
Schools and Scouting	64,711				64,711	27,312
Fundraising	317,233				317,233	337,896
Youth Activities		26,390			26,390	29,597
Field Servicing		16,390			16,390	17,653
Training and Recognition		7,782			7,782	7,580
Communication and Promotion		6,637			6,637	10,578
Meetings and Conferences		16,898			16,898	11,480
Area Expenses	2,956	25,903	4,385		33,244	31,557
Expenditure of proceeds of sale of restricted funds invested by Groups, Areas and Camps			48,100		48,100	51,025
Office and Administration	1,770				1,770	2,740
BCY Service Centre expenses	172,616				172,616	175,902
Professional fees	5,824	-	-	-	5,824	5,824
	<u>1,085,034</u>	<u>100,000</u>	<u>52,485</u>	<u>-</u>	<u>1,237,519</u>	<u>1,229,344</u>
Excess (deficiency) of revenue over expense	(8,866)	-	(14,902)	-	(23,768)	6,645
Fund balance, beginning of year	407,543	1,000	2,072,286	5	2,480,834	2,387,413
Restatement of investment values (Note 2(c))	521,030	-	149,470	-	670,500	576,456
Fund balance, end of year	<u>\$919,707</u>	<u>\$1,000</u>	<u>\$2,206,854</u>	<u>\$5</u>	<u>\$3,127,566</u>	<u>\$2,970,514</u>

Please contact Scouts Canada – BCY Service Centre for the complete financial statements.





Chief Scout's Award

Evan Benson	1st Westside
Matthew Black	1st Comox
Marko Bosnjak	1st Oliver
Daniel Burleson	10th Garry Oak
Zachary Coey	10th Garry Oak
Ethan Coleman	9th Vernon
Nole De Witte	1st Couteau
Stephan Dumitrescu	1st Cedar Hill
Daniel Frankcom	1st Neck Point
Richard Gabel	10th Garry Oak
Nicholas Gueulette	1st Neck Point
Tanner Hayward	10th Juan De Fuca
Sam Hegadoren	1st Couteau
Braydyn Johnson	8th Kamloops
Connor Kinnon	10th Garry Oak
Grayson Lenner	2nd Tsartlip
Tyler Liefke	9th Vernon
Kieran Loewen	7th Penticton
Callum Mathieson	1st Oliver
Bowen McMillan	1st Comox
Kylie Milne	14th Juan de Fuca
Cameron Paille	1st Couteau
Callista Pickering	10th Penticton
Christopher Rainsberry	1st Cedar Hill
Malcolm Ranson	1st Cedar Hill
Cody Ridley	1st Oliver
Justin Ridley	1st Oliver
North Ross	1st Cedar Hill
Alexander Salmon	9th Vernon
Khyler Scott	1st Couteau
Dannielle Shorrock	10th Penticton
Scott Wallace	1st Couteau
James Watson	1st Couteau
Jacob Whibley	9th Vernon



Medal of the Maple

Cassidy Benson	1st Westside
Breanna Bomback	1st Comox
Megan Thornton	1st Lake Country

APPRECIATIONS

Thanks to all the leaders, partners, group committee and council members, service teams and BP Guilds who through their enthusiasm and donation of volunteer time, ensure quality program delivery throughout the Cascadia Council, and thanks to their supportive spouses and families.

Scouts Canada gratefully acknowledges the financial assistance of the Government of British Columbia.

Institutions, Associations and Businesses:

B.P. Guilds
 BC Parks
 Bruce Hallsor, Legal Counsel
 Camp Committees
 Cities and Municipalities within Cascadia Council
 Crease Harman and Company
 SPCAs
 Girl Guides of Canada
 Juan de Fuca Electoral District
 Langford Home Depot
 Lee, Turner and Associates Inc.
 Royal Canadian Legion
 Royal Canadian Mounted Police
 School Districts within Cascadia Council
 Sooke Municipality
 The Vancouver Foundation
 The Victoria Foundation
 Thrifty Foods
 View Royal Canadian Tire
 Western Economic Diversification Canada



Queen's Venturer Scout Award

Holly Adams	9th Juan De Fuca
Bryan Crockett	3rd Duncan
James Galpin	3rd Courtenay
Brock Gill	10th Douglas
Joseph Hale	8th Chetwynd
Thomas Hardy	1st Glenvalley
Lexie McCoy	3rd Duncan
Evin Moore	3rd Duncan
Timothy Orrego	10th Douglas
Jaryd Palfrey	10th Douglas
Curtis Petillion	9th Juan De Fuca
Matthew Ruttan	10th Douglas





Duke of Edinburgh's Award

Bronze

Kyle Becker 14th Juan de Fuca Company
 Tristan Becker 14th Juan de Fuca Company
 Brynja Paetkau 1st Couteau Company
 Spencer Ranson 1st Cedar Hill Company

Silver

Elizabeth Loeb 1st Cedar Hill Venturers
 Owen Paetkau 1st Kamloops

Gold

Lukas Pfob 1st Okanagan Mission Company



Program Quality Awards

5th Cranbrook Pack
 7th Juan De Fuca A Colony
 1st Hillside Colony
 1st Coldstream Colony
 1st Coldstream Pack
 1st Coldstream Troop
 3rd Courtenay Colony
 3rd Courtenay Pack
 3rd Courtenay Troop
 3rd Courtenay Company
 1st Terrace Pack
 2nd Terrace Pack
 2nd Terrace Troop
 3rd Terrace Colony

Outstanding Award

Silver Acorn

Darren Thomson

Bar to the Medal of Merit

Dianne Boxall
 Lisa Coley-Donohue
 Kim Wiebe

Bar to the Medal of Good Service

Jonathan Asquith
 Eric Charest
 Thomas Congdon
 Christina Cook
 Arlen Corp
 Ryan Cross
 Brian Freeman-Marsh
 Ian Johnstone

Medal of Good Service

Samantha Armstrong
 Charles Beaton
 Bradley Bishop
 Leya Costa
 Ryan Cross
 Richard DeMerchant
 Erin Evans
 Dan Francescutti
 Ross Freeman-Marsh
 David Glason

Davy Greenlees

Ian Johnstone
 Jason Kazimer
 Shawn Kitchen
 Charles Kjellbotn
 Megan Kopp
 Ben Krop
 Rebecca Lockhart
 Grant Loeb
 Daniela Masata

Helena McGowin

Joel Shewchuk

Long Service Award

50 Years

David Burge

35 Years

Elizabeth Abrahamsen
 Earla Peden

30 Years

Eric Harkonen
 James McGillivray
 Margaret McGillivray
 William Thow

25 Years

Arthur Lane

20 Years

Davy Greenlees
 Maxine McLean
 Gord Simmons
 Ralph Tucker

15 Years

Arlen Corp
 Kenneth Davidson
 Davy Greenlees
 Hugh MacGregor
 Susan MacGregor
 Stella Peden
 Douglas Scott
 Chris Tickner
 Kim Wiebe

10 Years

Cole Anderson
 Jonathan Asquith
 Jane Barton-Greig
 Clayton Berriman
 Allan Bomback
 Barbara Chin
 Grant Dunham
 Elizabeth Ellison
 Julie Hopkins
 Lisa Kopp
 Tricia Lefebvre
 Sherri MacNeil
 William McDonough
 Perry Monahan
 Andy Sambrielaz
 Kirk Smith
 Kelli Timm
 Celina Westoby
 Lisa Westoby

5 Years

Joanne Amberson
 Amanda Armstrong
 Samantha Armstrong
 Tim Bellmond
 Amanda Blanchard
 Stephen Bondy
 Stephanie Burtenshaw
 Gerald Coleman
 Mary Comper
 Angela David
 Alan Davies
 Marc Desormeaux
 Florence Dobson
 Nathaniel Doherty
 Paul Donaldson
 Darcy Elder
 Margo Fleming
 John Gibbon
 Roger Gillen
 Bradley Good

Janice Hartley

Michael Hixson
 Paul Huey
 Derek Hurst
 David Johnson
 Brianna Nichols
 Kelly Noel
 Michael Owen
 Debora Pena
 Michelle Peters
 Katherine Samsom
 Cathy Sim
 Lorne Smith
 Dan Steele
 Jamie Steven
 Nancy Stone Archer
 Gordon Taylor
 Edward Tennisco
 Jim Tickner
 Michael Whibley

Schools and Scouting



Partners in Education

Attendance in 2013 was a record breaking year – we hosted 11 schools and a total of 639 youth and approximately 95 volunteer parents and teachers. We were filled to the rafters with laughter!

Sessions taught at camp this year included Archery, Outdoor Cooking, Fire Lighting, Shelter-Building, Project Wild and Orienteering. This was complemented with a hike to the Sanctuary, Mission Impossible on the first night and Campfire with songs,

skits and cheers on the second night and was wrapped up with our pajama dance breakfast party on the last morning.

Summer Camps

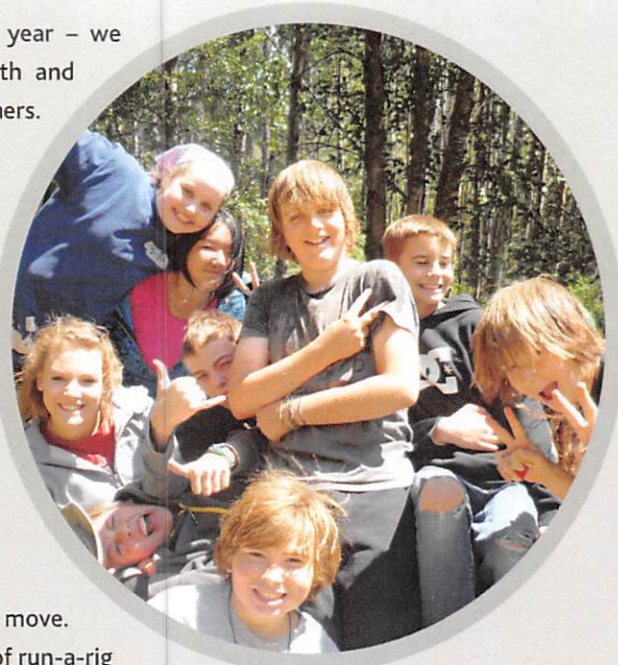
The Cascadia travelling summer camp program continues to be on the move. The Pirate themed activities were a jolly good time that included a day of run-a-rig on ye, plunder and mutiny, but no one walked the plank - Shiver me Timbers! Activities included a combination of skills learned through-out the week to earn treasures and recognitions at the days end for individuals and groups alike.

Camp Sessions this year included: archery, hiking, various outdoor cooking activities through the week, fire lighting activities, shelter building, astronomy & star gazing, pioneering, camp first aid techniques, a look at edible plants, a look at Canadian animal their habits and their camouflage techniques and then putting camouflage into practice! And, as always lots of games, songs, skits and cheers.

Cascadia 2013 Summer Camp program included; one week at Camp Boyle; a one week day-only program at Camp Dunlop; two weeks at Camp Tweedsmuir; and we finished with one week as guest leaders assisting at WolfHowl at Camp Byng.

Ann Armstrong

Community Development Worker





**Scouts Canada
Cascadia Council**

664 West Broadway
Vancouver, BC V5Z 1G1

Tel: 604-879-5721

Fax: 604-879-5725

Toll Free 1-888-726-8876

Email: cascadia@scouts.ca

Website: www.cascadia.scouts.ca



It starts with Scouts.

District of Sooke Community Grant Program Application

District of Sooke

APR 29 2014

Received



VANCOUVER ISLAND
GREEN BUSINESS
CERTIFICATION

LEAD BY EXAMPLE

Name of Organization: Synergy Sustainability Institute

Address: 415-620 View Street, Victoria BC, V8W 1J6

Phone: 250-634-4487

Email: lee@vigbc.ca

Contact Person: Lee Johnson

Grant Category: Bi-Annual Grant

Amount Requested: \$1,500

Total Budget: \$57,794

Have you applied before: No

Incorporation number and date of incorporation: *Registration #:* S-0060893 - *Date:* January 1st, 2013

Describe your organization, its mandate and program:

The Synergy Sustainability Institute is a BC registered not-for-profit organization with the mission to catalyze the green economy in BC. The society's core project for 2014 is to certify 100 businesses through the delivery of the Green Business Certification Program that will service the small and medium sized business market.

Mission Statement/Values:

This certification was built on the idea that good business can prosper **symbiotically** with the environment. By shifting current practices and employing subtle changes, we can integrate our economy with local ecosystems, enabling both to **thrive**. The collective efforts of small businesses on Vancouver Island will propel our region to the forefront of the international green economy.

Project Description:

Localized green business certifications have, in a variety of communities, been shown to encourage and stimulate sustainability performance. This happens by recognizing and rewarding business sustainability leaders and encouraging others to higher levels of performance. The Vancouver Island Green Business Certification works with small and medium sized businesses to help reduce the amount of carbon emissions they generate from their operations, transportation and the waste they generate by focusing on resource conservation and efficiency.

With the completion of the Green Certification Research & Development Report in 2013, it was clear that a regional green business certification would alleviate some of the barriers that local businesses face in reducing the environmental impact of their operations. Businesses expressed great interest in this program and advised on how to best deliver results. The goal is to create a simple, effective, marketable and credible certification that will make operational standards transparent to the consumer and tangible for business owners.

Business managers will work through a checklist of sector-specific actions to obtain one of three grades of certification (silver, gold, green).



Actions will be validated by a third party and marketing materials will be issued on an annual basis. The certification will increase transparency of operational standards with consumers and will encourage sustainable procurement at all levels.

<u>Certification Deliverables</u>		
Measurable Reductions	Intern/Volunteer/Research/ Green Job Opportunities	Potential Awards Night
60 Businesses Certified Annually	Business Sustainability Support	

Purpose of the Project:

Funding the delivery of the certification program will help meet the Sooke's Sustainable Community Strategy by helping small and medium sized business take action on climate change while identifying opportunities to make their operations more efficient. In addition, assisting this program in reaching the Sooke business community will help advance the Sustainable Community Strategy, particularly strategies 3, 5, 6, 7, and 8.

With funding of \$1,500 for 2014, the VIGBC program will make efforts to target and support Sooke businesses with the following:

- Targeted direct invitation and phone calls to participate
- Host info sessions for Sooke businesses to learn about practical steps to integrate sustainability into their workplaces and achieve certification
- Drive consumer traffic to Sooke through VIGBC marketing efforts

This project will have a far-reaching impact on the Capital Regional District targeting to certify 100 businesses while educating consumers about local green businesses. For Sooke businesses the certification will act as:

1. A guide to reduce the environmental impact of business operations
2. A public indicator of what level of certification a given business has reached
3. A standard for best practices in green business operations

Names of those involved in carrying out the project:

Jill Doucette, Synergy Sustainability Institute - Executive Director

Lee Johnson, VIGBC – Program Manager
Katie Shellard, VIGBC – Marketing Intern

Date and Place of Project: May 2014 to December 2014 – Capital Regional District

Budget: See attached.

Grant Application Checklist:

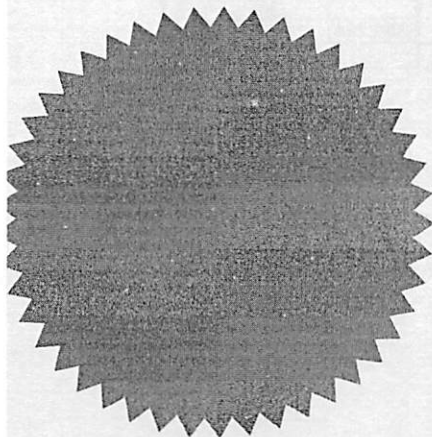
- ✓ Copy of Application Form (Above)
- ✓ Copy of BC Society Certificate (Appendix I)
- ✓ Budget (Appendix II)
- ✓ 2013 Financial Statement (Appendix II)

BRITISH
COLUMBIA

**CERTIFICATE
OF
INCORPORATION**

SOCIETY ACT

we hereby Certify that SYNERGY SUSTAINABILITY INSTITUTE SOCIETY was incorporated under the Society Act on February 22, 2013 at 11:14 AM Pacific Time.



*Issued under my hand at Victoria, British Columbia
on February 22, 2013*

CAROL PREST

Registrar of Companies
PROVINCE OF BRITISH COLUMBIA

Appendix II

BUDGET

Synergy Sustainability Institute- Vancouver Island Green Business Certification Program

Funders	Amount	Confirmed?	
		Yes	No
City of Colwood	\$1,500	x	
BC Hydro	\$3,500	x	
Vancity	\$11,500		pending
Impact Cooperators	\$4,500		pending
City of Victoria	\$10,000		pending
Certification Fees (soc enterprise)	\$15,000	x	
Product Sales	\$4,000	\$2,000	pending
Workshops	\$2,500	\$750	pending
Sub Total:	\$52,500		
Westshore Chamber of Commerce	\$4,000	x	
Douglas Magazine	\$700	x	
Saanich Peninsula Chamber of Commerce	\$594	x	
Total Revenues**	\$57,794		
Total Revenues Confirmed	\$28,044		

EXPENSES:			
Expenses Item	Sooke Amount	Other Funders Amount	Total \$
Green Business Certifications	\$1,400	\$20,500	\$20,500
Labour– Outreach Coordinator		\$8,600	\$10,000
Design Contracts (web, brand, print)		\$3,600	\$3,600
Administration		\$10,250	\$10,250
Marketing– print	\$100	\$1,800	\$1,900
Marketing– advertisements		\$1,300	\$1,300
Videography		\$4,000	\$4,000
Softwares/Hardwares		\$2,844	\$2,844
Travel Costs		\$1,000	\$1,000
Misc.		\$1,900	\$1,900
Computer		\$500	\$500
TOTAL	\$1,500	\$56,294	\$57,794
Total Expenses – Sooke Amount			\$1,500

www.vigbc.ca

Appendix III



Statement of Revenue and Expenses For the ten month period ending December 31

	2018
Revenue	
Green certification funding	23,800
Green certification fees	4,000
Workshop series	1,500
Workshop participants	240
Operating grants	100
Interest	2
	29,742
Expenses	
Labour costs	
Director	-
Administrative support	1,708
Payroll deductions	-
Travel	37
	1,745
Overhead costs	
Rent	2,304
Office Supplies	474
Basecamp and freshboards	274
Board meetings	209
Registration	137
Stationary	19
Liability insurance	650
	4,066
Green certification project costs	
Director	6,498
Program manager	5,262
Communications coordinator	800
Payroll deductions	3,319
Research support	1,100
Brand	4,885
Website	1,423
Promotional materials	171
	23,458
Workshops	
Rental	22
Insurance	110
Catering	213
Printing	39
	384
Total Expenses	29,652
Deficiency of revenue over expenses	90